

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

DATE: March 13, 2025

TIME: Closed Session – 5:00 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. Accommodation 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 5:00 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: Humboldt County APNs: 506-061-007, 506-061-009, 506-061-010, 506-181-006, 506-181-002, 506-061-006. Agency negotiator: Chris Mikkelsen, Executive Director; Ryan Plotz, District Counsel. Negotiating parties: JBM Land, LLC. Under negotiation: price and terms of payment.

Agenda for March 13, 2025 Regular Board Meeting

- b) CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Property: Humboldt County APN: 506-061-028. Agency negotiator: Chris Mikkelsen, Executive Director; Ryan Plotz, District Counsel. Negotiating parties: Jeff and Rebecca Meyer. Under negotiation: price and terms of payment.
- c) CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Property: Humboldt County APNs: 401-031-054-000, 401-031-061-000, 401-112-013-000. Agency negotiator: Chris Mikkelsen, Executive Director; Ryan Plotz, District Counsel. Negotiating parties: California Redwood Company. Under negotiation: price and terms of payment.
- d) CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Property: Humboldt County APNs: 401-031-071-000 and 401-112-029-000. Agency negotiator: Chris Mikkelsen, Executive Director; Ryan Plotz, District Counsel. Negotiating parties: Sniper Enterprises, LLC. Under negotiation: price and terms of payment.
- e) 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 terms of payment.

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

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 February 13, 2025, Regular Board Meeting
- b) Receive District Financial Reports for January 2025

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) District Planner Report
- h) 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 status of grants, budgets, schedules, technical studies, funding opportunities, tasks completed, tasks underway, upcoming tasks, community engagement, and the latest overall project strategy. This report will provide an update for March 2025.

11. New Business

- a) **Receive Report Regarding Planning Study for the Proposed Extension of the Humboldt Bay Trail from Eureka to CR**

Recommendation: Receive report.

Summary: The County of Humboldt is conducting a planning study to evaluate the possibility of an extension of the Humboldt Bay trail from its current southernmost point to the College of the Redwoods. Deputy Public Works Director Hank Seemann will provide an update to the Board of the status and current findings of the study.

- b) **Consideration of Initial Fiscal Year 2025-2026 Budget Preparation Schedule**

Recommendation: Staff recommends that the Board direct staff to implement the proposed 2025-2026 Fiscal Year Budget Preparation Schedule.

Summary: The Budget is prepared annually under the direction of the Executive Director. In accordance with CA Harbors and Navigation Code Section 6093, on or before June 15, the District Board shall estimate and determine the amount of money required by the Harbor District and shall adopt a preliminary budget. Per Section 6093.3, the final budget shall be reported to the Board of Supervisors no later than August 1st.

c) Receive Report Regarding the “Green Terminal Roadmap” for the Heavy Lift Marine Terminal Project

Recommendation: Receive report and provide direction.

Summary: On January 4, 2024, the Board adopted Resolution 2024-01: “A Resolution Committing the District to Developing and Adopting a Green Terminal Strategy and Roadmap for the New Heavy Lift Multipurpose Terminal to Support the Offshore Wind Industry”. That Resolution included Board direction for staff to bring a Strategy/Roadmap before the board by March of 2025. Staff and consultants working for the District will present a Roadmap to the Board, which outlines what will be accomplished over the next several months. The schedule is to have a Green Terminal Plan before the Board in July 2025.

d) Review of Advisory Committees and Consider Changes

Recommendation: Staff recommends that the Board review the current Advisory Committees and confirm or amend them as necessary.

Summary: Advisory Committees are formed regularly throughout the year and are essential for the Harbor District. They offer the Board of Commissioners an opportunity to gather information and recommend action on important issues, support staff with project advancement, and sustain key District initiatives.

e) Consider Accepting Public Comment via Zoom

Recommendation: Staff recommends that the Board consider accepting public comment during regular monthly Commission Meetings via Zoom and direct staff to implement appropriate procedures and protocols to begin receiving such comments starting with the May 8, 2025 Regular Board Meeting.

Summary: The District, through its recurring community engagement activities and by its adoption of the Community Engagement Strategies for the Humboldt Bay Offshore Wind Heavy Lift Marine Terminal, has established firm commitments and objectives to support inclusiveness and equity and to provide an easy opportunity for public participation.

12. Adjournment

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

February 13, 2025

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 – 5:04 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: Humboldt County APNs: 506-061-007, 506-061-009, 506-061-010, 506-181-006, 506-181-002, 506-061-006. Agency negotiator: Chris Mikkelsen, Executive Director; Ryan Plotz, District Counsel. Negotiating parties: JBM Land, LLC. Under negotiation: price and terms of payment.
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REGULAR SESSION – 6:05 P.M.

ROLL CALL

PRESENT: BENSON

DALE
NEWMAN
NORTON

ABSENT: KULLMANN
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: Angel Martinez-Reyes.

CONSENT CALENDAR

- a) Adopt Minutes for January 9, 2025 Regular Board Meeting
 - b) Receive District Financial Reports for December 2024
- COMMISSIONER DALE MOVED ACCEPT CONSENT CALENDAR ITEMS A-B.
COMMISSIONER NEWMAN SECONDED.
VOICE VOTE WAS CALLED, MOTION CARRIED.
Ayes: BENSON, DALE, NEWMAN, NORTON
Noes: NONE
Absent: KULLMANN
Abstain: NONE

COMMUNICATIONS, REPORTS AND CORRESPONDENCE RECEIVED

- a) Correspondence Received – Letter from Humboldt Amateur Radio Club (Attachment A)
- b) Executive Director’s Report
 - I. Executive Director presented Executive Director’s report.
- c) Staff Reports
 - I. Staff presented reports.
- d) District Counsel Report
 - I. No report.
- e) District Treasurer Report
 - I. No report.
- f) District Engineer Report.
 - I. No report.
- g) District Planner Report
 - I. District Planner presented a report.
- h) 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 with Shane Phillips and Adam Wagschal of Moffat & Nicol.
- II. The Commission discussed the item.
- III. Vice Chair Benson opened the item to public comment. Todd Van Herpe commented.
- IV. Vice Chair Benson moved the discussion back to the Commission.
- V. Discussion item only, no formal action was taken.

NEW BUSINESS

a) Spartina Lifecycle Presentation from Commissioner Benson

- I. Vice Chair Benson presented the item.
- II. The Commission discussed the item.
- III. Vice Chair Benson opened the item to public comment. Adam Wagschal commented.
- IV. Vice Chair Benson moved the discussion back to the Commission.
- V. Discussion item only, no formal action was taken.

ADJOURNMENT – 8:00 P.M.

APPROVED BY:

RECORDED BY:

Aaron Newman
Secretary of the Board of Commissioners

Mindy Hiley
Director of Administrative Services

Humboldt Amateur Radio Club
P.O. Box 5251
Eureka, California 95502

Cory Moers
Marina Manager
Humboldt Bay Harbor District
P.O. Box 1030
Eureka, California 95502-1030

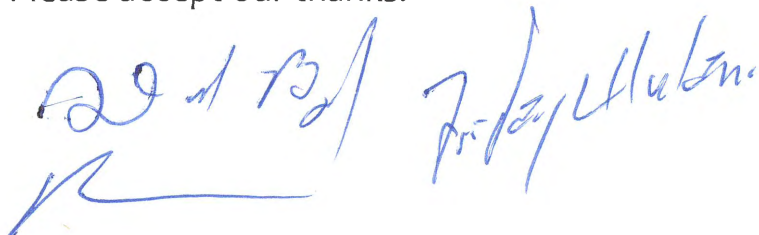
Hello, Cory & Team

Our radio club had a successful winter field day event, in spite of the chilly weather. We made well over 100 contacts, with most of the western U.S., Canada, and Alaska.

Emergency communication is a large part of amateur radio. It's good to know that, with minimal preparation, we can provide such wide-area radio communications under less than ideal conditions.

Our success was made possible by the help of the marina staff. You, and your office people, are very service-focused, and it really showed in our dealings with your team.

Please accept our thanks.

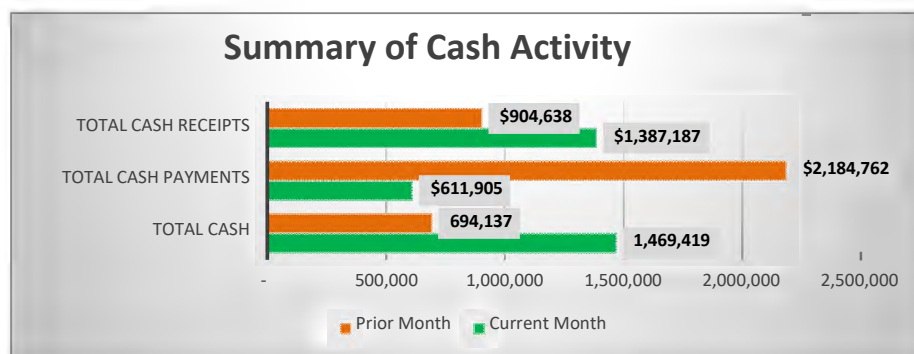


HUMBOLDT BAY HARBOR, RECREATION, AND CONSERVATION DISTRICT

Monthly Cash Flow Analysis

For The Months Ended January 31, 2025 and December 31, 2024

	1/31/25	12/31/24
<u>Account Balances</u>		
Checking	\$ 107,852	\$ 97,106
Savings	383,516	365,763
County Treasury	976,856	229,355
Cash on hand	1,195	1,913
Total Cash	1,469,419	694,137
Less: Unexpended grant proceeds and Nordic deposits included in cash above	(358,461)	(362,508)
Cash Available (Deficit), excluding unexpended grant proceeds and deposits	1,110,958	331,629
<u>Change in Cash Balance</u>		
Balance, Beginning of Month	\$ 694,137	\$ 1,974,261
Monthly Deposits	1,387,187	904,638
Monthly Payments	(611,905)	(2,184,762)
Balance, End of Month	\$ 1,469,419	\$ 694,137
<u>Monthly Expenses Summary</u>		
Significant Individual Expenses:		
Woodley Island Marina maintenance dredging		\$ 1,338,384
Hooven & Co., Inc.		114,887
Redwood Community Action Agency	\$ 274,264	36,736
Flagstar Public Funding Loan Payment - Interest		110,670
BBVA Compass Loan Payments - Principal		179,512
BBVA Compass Bank Loan Payments - Interest		54,733
Sub-total, Significance/Unusual Expenses	274,264	1,834,923
General operating expenses and other misc. expense	337,642	349,839
Total Cash Payments	\$ 611,905	\$ 2,184,762
<u>Monthly Deposits Summary</u>		
Significant Individual Revenues:		
CA Energy Commission		\$ 672,135
Sniper Enterprises, LLC		21,638
Nordic Aquafarms, Inc.	\$ 56,590	
Sub-total, Significant/Unusual Revenues	56,590	693,773
General revenues	1,330,597	210,865
Total Cash Receipts	\$ 1,387,187	\$ 904,638
<u>Supplementary Information</u>		
Unrestricted cash used for Marina surcharges	\$ 1,351,258	\$ 1,384,552



Humboldt Bay Harbor, Recreation & Conservation District

Balance Sheet

As of January 31, 2025

	TOTAL
ASSETS	
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	19,096.28
10200.1 Cash in PNC, Checking	96,581.33
10400 CASH IN COUNTY - FUND 2720	938,679.34
10500 CASH IN COUNTY - FUND 3872	38,176.71
10600.1 Cash in bank, Tariff PNC	367,898.99
10700.1 Cash in bank, Water PNC	16,148.46
10901 UNEXPENDED MARINA SURCHARGES	-1,351,257.86
10902 UNEXP SURCHARGES AVAIL CASH ADJ	0.00
10903 RESTRICTED CASH	1,351,257.86
Total Bank Accounts	\$1,477,761.11
Accounts Receivable	
12000 ACCTS RECEIVABLE	1,073,121.34
Total Accounts Receivable	\$1,073,121.34
Other Current Assets	
11200 US TREASURY BONDS	0.00
12001 OTHER RECEIVABLES	2,390.00
12002 DOUBTFUL ACCOUNTS RECEIVABLE	0.00
12100 ALLOW FOR BAD DEBTS	-34,817.32
12200 TAXES RECEIVABLE	0.00
12300 INTEREST RECEIVABLE	0.00
12600 Note Receivable - NMTC	0.00
12700 PREPAID EXPENSES	154,232.14
12750 Refunds Receivable	0.00
12800 LEASE RECEIVABLE	0.00
12900 Accounts Receivable FSM	0.00
1499 Undeposited Funds	15.00
Total Other Current Assets	\$121,819.82
Total Current Assets	\$2,672,702.27
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 District

Balance Sheet

As of January 31, 2025

	TOTAL
CAPITAL ASSETS, NET	
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	3,040,831.23
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	4,941,769.69
16900 Dredge	1,215,423.27
17000 ACCUMULATED DEPRECIATION	-19,379,922.17
Total CAPITAL ASSETS, NET	16,480,625.59
Total Fixed Assets	\$16,538,221.34
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	3,775,823.00
19000 Deferred Outflows of PERS	626,726.52
Total Other Assets	\$4,402,549.52
TOTAL ASSETS	\$23,613,473.13
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 ACCOUNTS PAYABLE	580,332.38
Total Accounts Payable	\$580,332.38
Credit Cards	
20112 US Bank Visa	8,124.25

Humboldt Bay Harbor, Recreation & Conservation Dis

Balance Sheet

As of January 31, 2025

	TOTAL
Total Credit Cards	\$8,124.25
Other Current Liabilities	
20000.1 ACCOUNTS PAYABLE YR END ADJUST	0.00
20100 LEASE PAYABLE TO HBDA	0.00
20200 NOTES PAYABLE	605,723.00
20400 ACCRUED WAGES PAYABLE	33,573.50
20500 ACCRUED INTEREST	11,780.00
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	18,700.00
20802 PLUG DEPOSITS ON HAND	1,330.00
20803 SLIP DEPOSITS ON HAND	56,045.37
20804 STORAGE DEPOSITS	4,355.15
20805 CONF. ROOM DEPOSITS	0.00
20806 LEASE SECURITY DEPOSIT	99,923.92
20807 STORAGE DEPOSIT - REDWOOD DOCK	2,943.31
20808 WAIT LIST DEPOSIT	5,800.00
20809 HAUL OUT DEPOSIT	0.00
Total 20800 DEPOSITS ON HAND	189,097.75
22000 DEFERRED LEASE INCOME	0.00
24000 Ground Lease Deferred Income	0.00
24002 Groundlease Current Def Income	0.00
27201 Deferred Inflows - OPEB	717.00
28000 DEFERRED INCOME	158,858.89
28400 DEFERREDINCOMECalTrans Spartina	230,431.20
28402 DEFERREDINCOME CalTrans Eelgrass	117,983.00
28500 OTHER DEFERRED CREDITS	0.00
Payroll tax & Withholding Liab	
2100 PAYROLL LIABILITIES	-2,773.93
21000 WAGE GARNISHES	0.00
2110 DIRECT DEPOSIT LIABILITIES	0.00
21100 FEDERAL WITHHOLDING TAX	0.00
2111 *DIRECT DEPOSIT LIABILITIES	0.01
21200 STATE WITHHOLDING TAX	-0.03
21300 STATE UNEMPLOYMENT TAX	1,236.95
21400 SOCIAL SECURITY/MEDICARE TAX	-0.01
21500 AFLAC	0.00
21600 PERS CARE/MEDICAL INSURANCE	-1,123.99
21700 PERS RETIREMENT	-2,673.58
21701 PERS DEFERRED COMPENSATION	1,893.74
21800 STATE DISABILITY INSURANCE	0.00
21900 UNION DUES DEDUCTIBLE	97.73

Humboldt Bay Harbor, Recreation & Conservation Dis

Balance Sheet

As of January 31, 2025

	TOTAL
Total Payroll tax & Withholding Liab	-3,343.11
Sales Tax Agency Payable	0.00
Total Other Current Liabilities	\$1,395,777.64
Total Current Liabilities	\$1,984,234.27
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	139,510.00
25600 Note Payable-Coast Seafoods Co.	0.00
25700 BOND PAYABLE 2014 REFINANCING	1,197,489.40
25800 BBVA Loan Payable	798,438.03
25900 LESS CURRENT PORTION	-605,723.00
26000 CAPITAL LEASE PAYABLE	0.00
26100 Rate Stabilization Fund	5,208,000.00
27000 Net Pension Liability	1,488,345.00
27200 Deferred Inflows of PERS	70,872.00
27202 Deferred Inflows - Leases	3,547,189.00
Total Long-Term Liabilities	\$11,844,120.43
Total Liabilities	\$13,828,354.70
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	11,208,910.72
30505 Change In Invest Fixed Assets	0.00
Total 30500 INVESTMENT IN FIXED ASSETS	11,208,910.72
30900 RESTRICTED FUND BALANCE	533,949.61
30901 Restricted Fd Bal-Curr Yr Chang	797,032.68
Total 30900 RESTRICTED FUND BALANCE	1,330,982.29

Humboldt Bay Harbor, Recreation & Conservation Dis

Balance Sheet

As of January 31, 2025

	TOTAL
31200 GENERAL FUND BALANCE	627,754.95
31000 FUND BALANCE - TIDELANDS TRUST	-813,768.21
31100 Designated for General Fd Reser	0.00
31108 Designated Bal-Curr Yr Change	0.00
Total 31100 Designated for General Fd Reser	0.00
31201 General Fund-Change is Restrict	-826,326.36
31205 General Fund Invest Fixed Asset	0.00
31208 General Fund Change in Designat	0.00
Total 31200 GENERAL FUND BALANCE	-1,012,339.62
3900 RETAINED EARNINGS	-0.77
Net Income	-1,742,434.19
Total Equity	\$9,785,118.43
TOTAL LIABILITIES AND EQUITY	\$23,613,473.13

Humboldt Bay Harbor, Recreation & Conservation District

Profit and Loss

January 2025

	TOTAL	
	JAN 2025	DEC 2024 (PP)
Income		
52708.1 Discount		9.26
Dredging Revenue		
41318 Dredging Surcharge - T	25,234.81	14,365.96
Total Dredging Revenue	25,234.81	14,365.96
Fees		
40108 PERMITS-T	350.00	
40808 Pilotage Services - T	220.04	
41308.1 Poundage - T	89.10	
41818 Late Charges/Interest - T	4,823.56	4,445.68
41819 Late Charges/Interest - NT	899.82	881.09
45608 Chevron - Ports O&M - T		8,087.50
Total Fees	6,382.52	13,414.27
Float Replacement Account		
41418 Float Replacement	8,059.47	4,422.43
Total Float Replacement Account	8,059.47	4,422.43
Grant Revenue		
Conservation Grants		
45208.3 Conservation Grants, Gov't - T	290,703.20	
Total Conservation Grants	290,703.20	
Total Grant Revenue	290,703.20	
Harbor Surcharge		
40908 Harbor Improvement Surcharge-T	30,630.67	4,359.00
Total Harbor Surcharge	30,630.67	4,359.00
Interest Revenue		
43108 Interest Income - T	7,361.99	989.65
43109 Interest Income - NT	-2,947.65	583.45
Total Interest Revenue	4,414.34	1,573.10
Other Revenue		
45908 Other Revenue - T	1.00	1.00
45909 Other Revenue - NT	46,131.98	189.89
Total Other Revenue	46,132.98	190.89
Rent Income		
40218 Slip Rents - T	56,116.20	35,987.70
40318.1 Transient Rentals - T	659.15	250.18
40518 Equipment Rent - T	517.59	
40519 Equipment Rent - NT	990.00	400.00
40709 FL BUILDING SPACE RENT G/NT	4,545.75	4,545.75
40809 Yard Rent - NT	2,636.50	2,636.50

Humboldt Bay Harbor, Recreation & Conservation Dis

Profit and Loss

January 2025

	TOTAL	
	JAN 2025	DEC 2024 (PP)
41108 Rents, Tidelands Leases - T	51,962.50	20,991.71
41309 Storage - NT	6,757.74	3,130.28
41409 Upland Rent - NT	66,364.48	68,100.76
Total Rent Income	190,549.91	136,042.88
Sales		
40119 Concession Sales - NT	696.25	1,133.50
Total Sales	696.25	1,133.50
Tax Revenue		
43509 Property Tax Revenues	79,917.55	110,000.00
45009 Other Federal Tax Revenue	14.19	
Total Tax Revenue	79,931.74	110,000.00
Utility Surcharge		
40409 Utility Surcharge - NT	18,302.66	2,545.29
40418 Utility Surcharge, Marina Dock	10,741.38	4,504.20
Total Utility Surcharge	29,044.04	7,049.49
Total Income	\$711,779.93	\$292,560.78
GROSS PROFIT	\$711,779.93	\$292,560.78
Expenses		
57018 Bank Service Charges	393.18	408.69
Accounting/Auditing Services		
52500 Accounting Fees - T	8,221.50	1,890.00
52508 Accounting Fees - NT	2,740.50	630.00
Total Accounting/Auditing Services	10,962.00	2,520.00
Communications		
51400 Communications - NT	1,147.31	1,151.44
51408 Communications - T	172.44	172.44
Total Communications	1,319.75	1,323.88
Conference & Meetings		
51500 Conferences & Meetings - NT	4,794.00	908.39
Total Conference & Meetings	4,794.00	908.39
Dredging Expense		
56708 Dredging - GT	631.25	250.00
56718 Dredging - MT		
Total Dredging Expense	631.25	250.00
Dues, Subscriptions & Licences		
51600 Dues & Subscriptions - NT	8,516.92	863.64
51608 Dues & Subscriptions - T	365.00	863.64
Total Dues, Subscriptions & Licences	8,881.92	1,727.28

Humboldt Bay Harbor, Recreation & Conservation Dis

Profit and Loss

January 2025

	TOTAL	
	JAN 2025	DEC 2024 (PP)
Elections & Government Fees		
51700 Elections & Prop Tax Assess-NT	16,158.00	
Total Elections & Government Fees	16,158.00	
Engineering Services		
52400 Engineering Fees - NT	7,353.65	4,686.50
52408 Engineering Fees - T	635.00	2,527.60
Total Engineering Services	7,988.65	7,214.10
Fuel		
51200 Automotive, Fuel- NT	705.09	649.50
51218 Automotive, Fuel - T	705.09	649.50
Total Fuel	1,410.18	1,299.00
Grant Expenses		
Harbor Grant Expenses		
54408.1 Harbor Grant Exp	500,694.59	
Total Harbor Grant Expenses	500,694.59	
Recreation Grant Expenses		
54408.2 Recreation Grant Exp	15,336.77	42,902.51
Total Recreation Grant Expenses	15,336.77	42,902.51
Total Grant Expenses	516,031.36	42,902.51
Insurance		
51800 Insurance - NT	12,896.62	12,796.62
Total Insurance	12,896.62	12,796.62
Interest Expense		
55108 Interest Expense - T	4,156.00	82,613.12
55109 Interest Expense - NT	7,624.00	21,472.48
Total Interest Expense	11,780.00	104,085.60
Legal Services		
52300 Legal Fees - NT	7,244.00	2,917.50
52308 Legal Fees - T	910.00	972.50
Total Legal Services	8,154.00	3,890.00
Maintenance - Equipment		
51209 Automotive, Repairs - NT	515.49	4.69
52710 Repairs & Maint, Equip - NT	50.22	186.92
52718 Repairs & Maint, Equip - T	115.00	
Total Maintenance - Equipment	680.71	191.61
Maintenance - Facilities		
52708 Repairs & Maint, Facilities - T	5,477.84	2,199.02
52719 Repairs & Maint, Facilities - N	9,037.17	4,823.48

Humboldt Bay Harbor, Recreation & Conservation Dis

Profit and Loss

January 2025

	TOTAL	
	JAN 2025	DEC 2024 (PP)
54309 Redwood Terminal 2 Expenses	-4,531.00	1,496.00
Total Maintenance - Facilities	9,984.01	8,518.50
Maintenance - IT		
57008 Maintenance, IT Equip - T	1,162.25	666.00
57009 Maintenance, IT Equip - NT	791.25	326.11
Total Maintenance - IT	1,953.50	992.11
Maintenance Supplies		
52010 Maintenance Supplies - NT	1,539.33	1,586.46
Total Maintenance Supplies	1,539.33	1,586.46
Office Supplies		
51900 Office Supplies - NT	5,636.00	4,542.30
51908 Office Supplies - T	994.47	451.01
Total Office Supplies	6,630.47	4,993.31
Other Professional/Outside Serv		
52109 Outside Services, Other - NT	1,028.00	1,252.63
Total Other Professional/Outside Serv	1,028.00	1,252.63
Permits		
51610 Permits - NT		12,059.00
51618 Permits - T		264.00
Total Permits		12,323.00
Personnel Expenses		
Contract Temporary Services		
50318 Contract Temporary Services - T	4,841.69	5,432.14
Total Contract Temporary Services	4,841.69	5,432.14
Payroll Burden		
50500 Payroll Benefits, Other - NT	35,122.72	27,353.01
50508 Payroll Benefits, Other - T	8,950.08	7,971.80
6560 Workers' Comp	5,221.74	4,105.68
Total Payroll Burden	49,294.54	39,430.49
Salaries/Wages		
50100 Salaries & Wages - NT	109,305.21	72,008.78
Total Salaries/Wages	109,305.21	72,008.78
Total Personnel Expenses	163,441.44	116,871.41
Planning Services		
52200 Planning Fees - NT	9,042.50	
52208 Planning Fees - T	3,855.02	
Total Planning Services	12,897.52	

Humboldt Bay Harbor, Recreation & Conservation Dis

Profit and Loss

January 2025

	TOTAL	
	JAN 2025	DEC 2024 (PP)
Rent Expense		
52600 Rent Expense - NT	756.00	
Total Rent Expense	756.00	
Small Tools		
52800 Small Tools - NT		51.39
Total Small Tools		51.39
Utilities		
52909 Utilities - NT	12,581.68	17,659.01
53000 Water, Sewer, & Refuse - NT	17,364.93	11,685.50
53008 Water, Sewer, & Refuse - T	12,354.92	7,221.43
Total Utilities	42,301.53	36,565.94
Total Expenses	\$842,613.42	\$362,672.43
NET OPERATING INCOME	\$ -130,833.49	\$ -70,111.65
NET INCOME	\$ -130,833.49	\$ -70,111.65

Humboldt Bay Harbor, Recreation & Conservation District

Bill Payment List

January 2025

DATE	NUM	VENDOR	AMOUNT
10200.1 Cash in PNC, Checking			
01/03/2025	ACH01032025-01	CalPERS 457 Program	-275.00
01/06/2025	DD	Provolt, Robert	-2,027.40
01/03/2025	3696	314intermedia	-30.00
01/03/2025	3697	Advanced Security Systems	-216.00
01/03/2025	3698	Campton Electric Supply	-2,091.81
01/03/2025	3699	City of Eureka (Sewer)	-5,369.11
01/03/2025	3701	Eureka Overhead Door Co., Inc	-4,531.00
01/03/2025	3702	Eureka Rubber Stamp	-36.31
01/03/2025	3703	Express Services, Inc.	-2,260.58
01/03/2025	3704	Hooven & Co., Inc.	-6,538.85
01/03/2025	3705	Humboldt Bay Solar Fund LLC	-7,002.25
01/03/2025	3706	Humboldt Community Services District	-18.00
01/03/2025	3707	Mission Uniform & Linen	-636.72
01/03/2025	3708	Network Help To Go	-575.00
01/03/2025	3709	SHN Consulting Engineers & Geologists	-156.25
01/03/2025	3710	Solink Corporation	-155.00
01/03/2025	3711	Thrifty Supply	-246.90
01/03/2025	3712	Times Printing Co	-116.98
01/03/2025	3713	Western Chainsaw	-92.82
01/03/2025	3714	Wiyot Tribe	-4,047.10
01/03/2025	3715	World Oil Environmental Services	-137.00
01/10/2025	3716	101Netlink	-380.00
01/10/2025	3717	Advanced Security Systems	-1,007.50
01/10/2025	3718	Alves Inc.	-255.00
01/10/2025	3719	Amazon Business (Invoices)	-104.36
01/10/2025	3720	B & B Portable Toilets	-133.44
01/10/2025	3721	California Redwood Co.	-1,069.56
01/10/2025	3722	CAPA	-2,456.61
01/10/2025	3723	David L. Moonie & Co., LLP	-2,520.00
01/10/2025	3724	Express Services, Inc.	-809.76
01/10/2025	3725	Hooven & Co., Inc.	-10,561.12
01/10/2025	3726	Humboldt Bay Municipal Water Dist.	-1,347.45
01/10/2025	3727	Humboldt Waste Management Authority	-127.00
01/10/2025	3728	Napa Auto Parts	-24.32
01/10/2025	3729	Nilsen Company	-43.69
01/10/2025	3730	Pacific Gas & Electric (Non-Energy)	-303.67
01/10/2025	3734	Recology Humboldt County (A0060000265)	-2,826.31
01/10/2025	3735	Reincke Marine Fabrication (RMF)	-756.00
01/10/2025	3736	RMI Outdoors	-53.82
01/10/2025	3737	Shelter Cove Fishing Preservation Inc	-2,083.33
01/10/2025	3738	SHN Consulting Engineers & Geologists	-7,464.10
01/10/2025	3739	Standard Insurance Company	-287.20
01/10/2025	3740	StewTel, Inc.	-344.88
01/10/2025	3741	Thrifty Supply	-64.93

Humboldt Bay Harbor, Recreation & Conservation Dis

Bill Payment List

January 2025

DATE	NUM	VENDOR	AMOUNT
01/10/2025	3742	Times Printing Co	-116.98
01/10/2025	3743	Western Chainsaw	-3.50
01/10/2025	3744	Pierson Building Center	-263.78
01/21/2025	ACH01212025-01	Pacific Gas & Electric (1906-4)	-6,657.63
01/31/2025	DD	Howser, Suzie	-856.70
01/31/2025	ACH01312025-01	CalPERS 457 Program	-300.00
01/31/2025	ACH01312025-02	CalPERS Health	-21,205.69
01/31/2025	ACH01312025-03	CalPERS SSA	-80.00
01/31/2025	ACH01312025-04	PERS Unfunded Accrued Liab	-9,510.58
01/09/2025	ACH01092025-01	Francotyp-Postalia	-300.00
01/29/2025	ACH01292025-01	Verizon Wireless	-594.87
01/31/2025	3748	314intermedia	-60.00
01/31/2025	3749	Advanced Security Systems	-225.36
01/31/2025	3750	Alber's Tractor & Ag Work	-936.00
01/31/2025	3751	Amazon Business (Invoices)	-274.38
01/31/2025	3752	City of Eureka (Sewer)	-5,456.62
01/31/2025	3753	City of Eureka (Water)	-6,889.13
01/31/2025	3754	Coastal Business Systems, Inc.	-527.94
01/31/2025	3755	Don's Rent-All	-2,012.39
01/31/2025	3756	Express Services, Inc.	-4,031.93
01/31/2025	3757	Humboldt Bay Solar Fund LLC	-4,912.66
01/31/2025	3758	Humboldt Community Services District	-18.00
01/31/2025	3759	Humboldt Waste Management Authority	-295.65
01/31/2025	3760	Industrial Electric Arcata, Inc	-115.00
01/31/2025	3762	K&L Gates LLP	-4,514.00
01/31/2025	3763	McNeill, Brian	-945.00
01/31/2025	3764	Microbac Laboratories, Inc	-1,028.00
01/31/2025	3765	Mission Uniform & Linen	-627.94
01/31/2025	3766	Mitchell Law Firm, LLP	-3,890.00
01/31/2025	3767	Moffatt & Nichol	-1,450.00
01/31/2025	3768	Network Help To Go	-575.00
01/31/2025	3769	Pacific Coast Congress	-365.00
01/31/2025	3770	Recology Eel River	-45.00
01/31/2025	3771	RMI Outdoors	-47.87
01/31/2025	3772	Fuller, Scott.	-200.00
01/31/2025	3773	Security Lock & Alarm	-46.32
01/31/2025	3774	Shelter Cove Fishing Preservation Inc	-371.81
01/31/2025	3775	Shelter Cove Resort Improvement District	-343.29
01/31/2025	3776	SHN Consulting Engineers & Geologists	-334.10
01/31/2025	3777	Standard Insurance Company	-287.20
01/31/2025	3778	State Farm	-100.00
01/31/2025	3779	Thrifty Supply	-197.59
01/31/2025	3780	Tony Gosselin & Sons	-86.50
01/31/2025	3781	Valley Pacific Petroleum Services, Inc	-1,299.00
01/31/2025	3782	Wiyot Tribe	-4,047.10

Humboldt Bay Harbor, Recreation & Conservation Dis

Bill Payment List

January 2025

DATE	NUM	VENDOR	AMOUNT
01/31/2025	3783	World Oil Environmental Services	-137.00
01/31/2025	3784	Wyckoff Plumbing	-629.30
01/31/2025	3785	CA Dept of Tax and Fee Administration	-426.00
01/31/2025	3786	Humboldt County Sheriff's Office	-3,325.94
01/31/2025	3787	Interstate Battery	-167.67
01/31/2025	3788	Manila Community Services Dist	-12,450.00
01/31/2025	3789	Redwood Community Action Agency	-250,538.84
01/31/2025	3790	Humboldt County Sheriff's Office	-383.05
01/31/2025	3791	Redwood Community Action Agency	-23,724.70
01/31/2025	3792	Cal Poly Sponsored Programs Foundation	-2,857.13
01/31/2025	3793	CAPA	-5,000.00
01/31/2025	3794	Humboldt County Health & Human Services	-1,192.63
01/31/2025	3796	Redwood Community Action Agency	-100.91
01/31/2025	3797	Western Chainsaw	-143.07
01/31/2025	3798	Humboldt County Sheriff's Office	-732.56
01/31/2025	ACH	CalPERS 457 Program	-300.00
Total for 10200.1 Cash in PNC, Checking			\$ -460,138.44

COMMISSIONERS1st Division

Aaron Newman

2nd Division

Greg Dale

3rd Division

Stephen Kullmann

4th Division

Craig Benson

5th Division

Jack Norton

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



STAFF REPORT
HARBOR DISTRICT MEETING
March 13, 2025

TO: Honorable Board President and Harbor District Board Members

FROM: Rob Holmlund, Development Director

DATE: March 4, 2025

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

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 status of grants, budgets, schedules, technical studies, funding opportunities, tasks completed, tasks underway, upcoming tasks, community engagement, and the latest overall project strategy. This report will provide an update for March 2025.

As outlined in the last Board meeting (and accompanying staff report), each month will now include technical speakers from the project team, with a specific theme for each month. The theme for this meeting (March 2025) is "Planned and Budgeted Project Amenities," with the following speakers:

- Brett Vivyan – Great Redwood Trail – 5 minutes
- Marc Percher – WIM Work Dock and Fishermen Storage – 5 minutes
- Rob Holmlund – Community Benefit Program – 5 minutes
- Shelly Anghera – SAP, dredging, and marine geotech – 5 minutes (this speaker is unavailable in April, so will be presenting in March despite the theme)

Next month's theme will be "Marine" components of the project, with the following speakers tentatively scheduled:

- Maryam Aboosaber and Josh Singer – Wharf design (including seismic) – 5 minutes
- Shane Phillips and Younes Nouri – Wet storage – 5 minutes
- Younes Nouri – Hydrodynamic model and navigation assessment – 5 minutes
- Maryam Aboosaber – Navigation assessment – 5 minutes
- Gwen Lawrence – Tow-out simulations – 5 minutes
- Ashely Knipe – Ship traffic modeling – 5 minutes

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STAFF REPORT
HARBOR DISTRICT MEETING
March 13, 2025

TO: Honorable Board President and Harbor District Board Members

FROM: Rob Holmlund, Development Director

DATE: March 4, 2025

TITLE: Receive report regarding planning study for the proposed extension of the Humboldt Bay Trail from Eureka to CR

STAFF RECOMMENDATION: Receive report.

SUMMARY: The County of Humboldt is conducting a planning study to evaluate the possibility of an extension of the Humboldt Bay trail from its current southernmost point to the College of the Redwoods. Deputy Public Works Director Hank Seemann will provide an update to the Board of the status and current findings of the study.

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 P.O. Box 1030
 Eureka, California 95502-1030



STAFF REPORT - HARBOR DISTRICT MEETING

March 13, 2025

TO: Honorable Board President and Harbor District Board Members

FROM: Mindy Hiley, Director of Administrative Services

DATE: March 5, 2025

TITLE: Consideration of Initial Fiscal Year 2025-2026 Budget Preparation Schedule

STAFF RECOMMENDATION: Staff recommends that the Board direct staff to implement the proposed 2025-2026 Fiscal Year Budget Preparation Schedule.

SUMMARY: The Budget is prepared annually under the direction of the Executive Director. In accordance with CA Harbors and Navigation Code Section 6093, on or before June 15, the District Board shall estimate and determine the amount of money required by the Harbor District and shall adopt a preliminary budget. Per Section 6093.3, the final budget shall be reported to the Board of Supervisors no later than August 1st.

DISCUSSION: Staff recommends utilizing the following schedule to review goals, revenue, and expenditures by programmatic activity. These meetings will double as strategy sessions, which will be used by the Board, Executive Director, and District Staff to clearly understand where each activity is financially and what we can reasonably accomplish within our financial means. Staff will work with the Budget Subcommittee to prepare the budget and bring the complete budget to the Board for approval.

Date	Meeting Type	Purpose
April 10	Regular	A) Preliminary Goals, Income, and Expenditures: <ol style="list-style-type: none"> 1. Woodley Island Marina 2. Fields Landing Boat Yard 3. Dredging
May 8	Regular	A) Preliminary Goals, Income, and Expenditures: <ol style="list-style-type: none"> 1. Redwood Marine Terminal I 2. Redwood Marine Terminal II 3. Shelter Cove
June 12	Regular	A) Preliminary Goals, Income, and Expenditures: <ol style="list-style-type: none"> 1. Port Operations 2. Conservation and Recreation Programs 3. Administrative Services 4. General Operating and Staffing 5. Follow-up discussion from previous budget meeting topics B) Adopt Preliminary Budget
July 10	Regular	Budget Adoption and Transmission to the County Board of Supervisors

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STAFF REPORT
HARBOR DISTRICT MEETING
March 13, 2025

TO: Honorable Board President and Harbor District Board Members

FROM: Rob Holmlund, Development Director

DATE: March 4, 2025

TITLE: Receive report regarding the “Green Terminal Roadmap” for the Heavy Lift Marine Terminal Project

STAFF RECOMMENDATION: Receive report and provide direction.

SUMMARY: On January 4, 2024, the Board adopted Resolution 2024-01: “A Resolution Committing the District to Developing and Adopting a Green Terminal Strategy and Roadmap for the New Heavy Lift Multipurpose Terminal to Support the Offshore Wind Industry” (see Attachment A). That Resolution included Board direction for staff to bring a Strategy/Roadmap before the board by March of 2025. Staff and consultants working for the District will present a Roadmap to the Board, which outlines what will be accomplished over the next several months. The schedule is to have a Green Terminal Plan before the Board in July of this year.

Attachment B to this staff report outlines the tasks that the District’s consulting team (led by Moffatt & Nichol) is contracted to complete over the coming months. Attachment C is a preliminary copy of the presentation that will be presented to the Board. Throughout the timeline presented, District staff will convene a series of stakeholder engagement meetings with various interested parties that have expressed interest in participating in the plan’s development.

ATTACHMENTS:

- Attachment A: Resolution 2024-01: “A Resolution Committing the District to Developing and Adopting a Green Terminal Strategy and Roadmap for the New Heavy Lift Multipurpose Terminal to Support the Offshore Wind Industry”
- Attachment B: Green Terminal Strategy and Roadmap Scope of Services
- Attachment C: Preliminary draft of presentation regarding Green Terminal Roadmap

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

RESOLUTION NO. 2024-01

**A RESOLUTION COMMITTING THE DISTRICT TO DEVELOPING AND ADOPTING A GREEN
TERMINAL STRATEGY AND ROADMAP FOR THE NEW HEAVY LIFT MULTIPURPOSE TERMINAL
TO SUPPORT THE OFFSHORE WIND INDUSTRY**

WHEREAS, the planet is in the midst of an ongoing climate crisis caused by emissions of carbon and other greenhouse gasses from human activity; and

WHEREAS, solutions to the climate crisis should not contribute to the problem through excess emissions; and

WHEREAS, offshore wind has tremendous potential to reduce carbon emissions from electricity generation; and

WHEREAS, the Federal Government has established a goal of 30 gigawatts of offshore wind energy by the year 2030 and the State of California has established a goal of 25 gigawatts of offshore wind energy by the year 2045; and

WHEREAS, on March 29th, 2021, the President Biden Administration announced a whole of government approach to catalyze offshore wind energy, strengthen the domestic supply chain, and create good-paying jobs; and

WHEREAS, the federal Bureau of Energy Management (BOEM) is in the process of leasing an offshore wind area off the coast of Humboldt (consisting of two sub-areas) and an offshore wind area off the coast of Morro Bay (consisting of three sub-areas) to five international energy companies; and

WHEREAS, BOEM has identified future lease areas off the coasts of Oregon and California; and

WHEREAS, studies published in 2023 by BOEM, the California State Lands Commission, and the National Renewable Energy Lab have each independently determined that an offshore wind “staging and integration port terminal project” must be developed in Humboldt Bay in order for the State and Federal governments to reach established renewable energy goals; and

WHEREAS, in response to calls from the State to develop a Heavy Lift Marine Terminal to further offshore wind energy and to address climate change, the Harbor District has identified and prepared a master plan on approximately 180+ acres of existing coastal dependent industrial

lands to develop a new “staging and integration port terminal project” consisting of a heavy lift terminal, upland tarmac, and manufacturing facilities; and

WHEREAS, as of 12/13/23, the Harbor District has received more than \$19,700,000 in State/Federal grants to advance the project; and

WHEREAS, when the staging and integration port terminal project is constructed, Humboldt Bay will serve as a primary hub for offshore wind development on the West Coast of North America; and

WHEREAS, fossil fuel-powered operations emit air pollutants that can cause health impacts to workers and fence line communities; and

WHEREAS, the Harbor District has an opportunity to join other ports in California that have already committed to achieving net-zero emissions by 2030; and

WHEREAS, the Harbor District is seeking to develop the project as an environmentally-friendly “green terminal” that will reduce local environmental and health impacts and be a point of pride for our community, the State of California, and the nation.

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

SECTION 1. The Board directs staff to collaborate with the terminal developer and operator to develop a “Green Terminal Strategy and Roadmap” for the project and to bring the Strategy/Roadmap before the board for adoption no later than March of 2025.

SECTION 2. The Board directs staff to work with the terminal developer and operator to ensure that the Strategy/Roadmap includes goals and timelines for site operations to have “net-zero carbon emissions.” The Strategy/Roadmap will include individual goals/timelines for specific categories, such as:

- Limiting emissions to the extent feasible at the outset of operations.
- At-berth electricity for marine vessels (“shore power”).
- Zero-emission charging/fueling infrastructure for vehicles/equipment.
- On-site power generation, such as roof-mounted solar, ground-mounted solar, battery storage, and/or microgrids.
- Purchasing renewable energy for use at the terminal.
- Other relevant categories.

SECTION 3. The Board directs staff to form an advisory committee of interested/affected parties (including the terminal developer/operator) to help guide the development of the Strategy/Roadmap.

PASSED AND ADOPTED by the Humboldt Bay Harbor, Recreation and Conservation District Board of Commissioners at a duly called meeting held on the **11th day of January 2024** by the following polled vote:

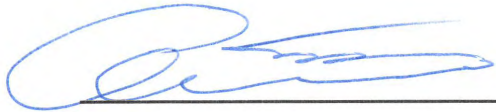
AYES: Higgins, Newman, Benson, Kullmann, Dale

NOES: ☒

ABSENT: ☒

ABSTAIN: ☒

ATTEST:



Aaron Newman, Secretary
Board of Commissioners



Greg Dale, President
Board of Commissioners

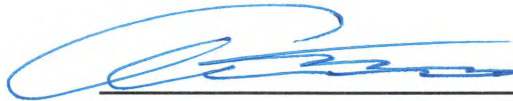
CERTIFICATE OF SECRETARY

The undersigned, duly qualified and acting Secretary of the HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT, does hereby certify that the attached Resolution is a true and correct copy of RESOLUTION NO. **2024-01** entitled,

**A RESOLUTION COMMITTING THE DISTRICT TO DEVELOPING AND ADOPTING A GREEN
TERMINAL STRATEGY AND ROADMAP FOR THE NEW HEAVY LIFT MULTIPURPOSE TERMINAL
TO SUPPORT THE OFFSHORE WIND INDUSTRY**

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 **11th day of January 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 **11th day of January 2024**.



Aaron Newman, Secretary
Board of Commissioners

March 5, 2025 (revised)

Subject: Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project: Green Terminal Strategy and Roadmap Scope of Services

OVERVIEW

Currently in 30% design, the Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project will be a nexus of support and logistics for offshore wind development on the West Coast of North America. The Humboldt Bay Harbor, Recreation, and Conservation District (Harbor District) seeks to ensure the project is an environmentally friendly “green terminal” that will reduce local environmental and health risks associated with its operations and be a point of pride for the community, the State of California, and the nation.

The Board of Commissioners of the Harbor District, through Resolution No. 2024-01, requires preparation of a “Green Terminal Strategy and Roadmap” that includes goals and timelines for site operations to have “net zero carbon emissions.” The roadmap will identify technologies and sustainability operational strategies to achieve this goal.

SCOPE OF SERVICES

Prepared by Moffatt & Nichol (M&N), The Green Terminal Strategy and Roadmap will build on elements already contemplated for the Humboldt Bay Offshore Wind Heavy Lift Marine Terminal master plan and design and identify a pathway forward for achievement of net zero. The roadmap will seek ways to limit to the extent feasible emissions at project opening and chart a pathway for long term net zero. Several technology assets and operational practices will be reviewed, such as:

- Provision of at-berth electricity for marine vessels (“shore power”).
- Provision of zero-emission charging/fueling infrastructure for vehicles/equipment.
- On-site power generation, such as roof-mounted solar, ground-mounted solar, large scale battery storage, and/or microgrids.
- Purchase renewable energy for use at the terminal.

The scope of services is structured around the following key tasks:

TASK 1. DATA COLLECTION AND HARBOR DISTRICT CONSULTATION

Under Task 1, M&N will:

- Participate in a meeting with Harbor District staff to discuss project goals, timeline, stakeholders, previous and ongoing studies, and other topics.
- Prepare a project synopsis deck highlighting the project approach for use in presentation to the Board of Commissioners of the Harbor District at its March 2025 meeting.
- Define and delineate the project extents to be included in the net zero target.

- Leveraging existing studies and ongoing work product associated with the 30% design, prepare an energy and resource use baseline for the site. The baseline will include:
 - Project opening date (by phase as applicable).
 - Project site uses and functions.
 - Ship traffic.
 - Energy demand.
 - Utility services.
 - Emissions factors.
 - Weather and environmental data.
- In collaboration with the Harbor District, prepare an initial forecast of anticipated site activities and vessel traffic. The forecast will be used to extrapolate baseline features 20 years from project opening.

TASK 2. PREPARE GREEN TERMINAL PLANNING SCENARIOS TARGETING DECARBONIZATION

M&N will review and evaluate three (3) scenarios:

- **Scenario 1. Current Design (Current Case).** This scenario inventories and assesses decarbonization and sustainable design elements already included in Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project master plan and design.
- **Scenario 2. Low to Moderate Risk Decarbonization Approach (Future Case 1).** Scenario 2 will identify additional low- and moderate-risk decarbonization elements and operational practices toward achievement of net zero. While several of these practices—shore power, on-site renewable energy, targeted electrification of key assets—are already included in the current design, Scenario 2 will identify gaps and provide recommendations intended tip the project into net zero.
- **Scenario 3. Moderate to High Risk Decarbonization Approach (Future Case 2).** Scenario 3 will identify additional moderate- and high-risk decarbonization elements and operational practices toward achievement of net zero. This approach will contemplate more ambitious features, such as large-scale battery storage (BESS), green hydrogen, and others.

For each Scenario, M&N will model GHG emissions (e.g., CO₂, SO_x, NO_x) and identify other relative qualitative benefits.

In a matrix format, M&N will create a comparative of Scenario 1, 2, and 3 across a series of criteria.

- Avoided GHG emissions.
- Relative CAPEX investment.
- Space required for implementation.
- Infrastructure lifespan.
- User acceptance.
- Implementation speed.
- Implementation risk.
- Scaling and adaptability.



- Demonstrated use.

M&N will host a Harbor District work session to present results and collaboratively determine the best path forward in terms of the scenario options. The best path may be a blending approach derived from two or more scenarios.

TASK 3. PREPARE THE DRAFT AND FINAL GREEN TERMINAL STRATEGY AND ROADMAP

Following the Harbor District Work Session, M&N will prepare the Draft of the Green Terminal Strategy and Roadmap for the project site. The Draft will include:

- Plan vision statement.
- Synopsis of reviewed scenarios along with associated features, technologies, and GHG calculations.
- A singular strategy and roadmap of technology and operational practices to achieve net zero carbon emissions over time.
- An illustrative site plan identifying green terminal features into easy-to-understand project visuals.
- An implementation and phasing strategy, including funding considerations, stakeholder outreach, project certification opportunities, and other topics.

The Draft Plan will be prepared in both written and presentation documents using clear graphics and formatting geared to public audiences. M&N will submit the Draft Plan to the Harbor District for review and comment.

From feedback received, M&N will prepare the Final Green Terminal Strategy and Roadmap inclusive of all final versions of all elements listed above. M&N will present the Final Plan to the Board of Commissioners of the Harbor District on or around June 2025.





moffatt & nichol

HUMBOLDT BAY OFFSHORE WIND HEAVY LIFT MARINE TERMINAL PROJECT: GREEN TERMINAL STRATEGY AND ROADMAP

PRESENTATION TO THE BOARD OF COMMISSIONERS OF THE
HUMBOLDT BAY HARBOR, RECREATION, AND CONSERVATION DISTRICT

Green Terminal Strategy and Roadmap: Goal and Approach

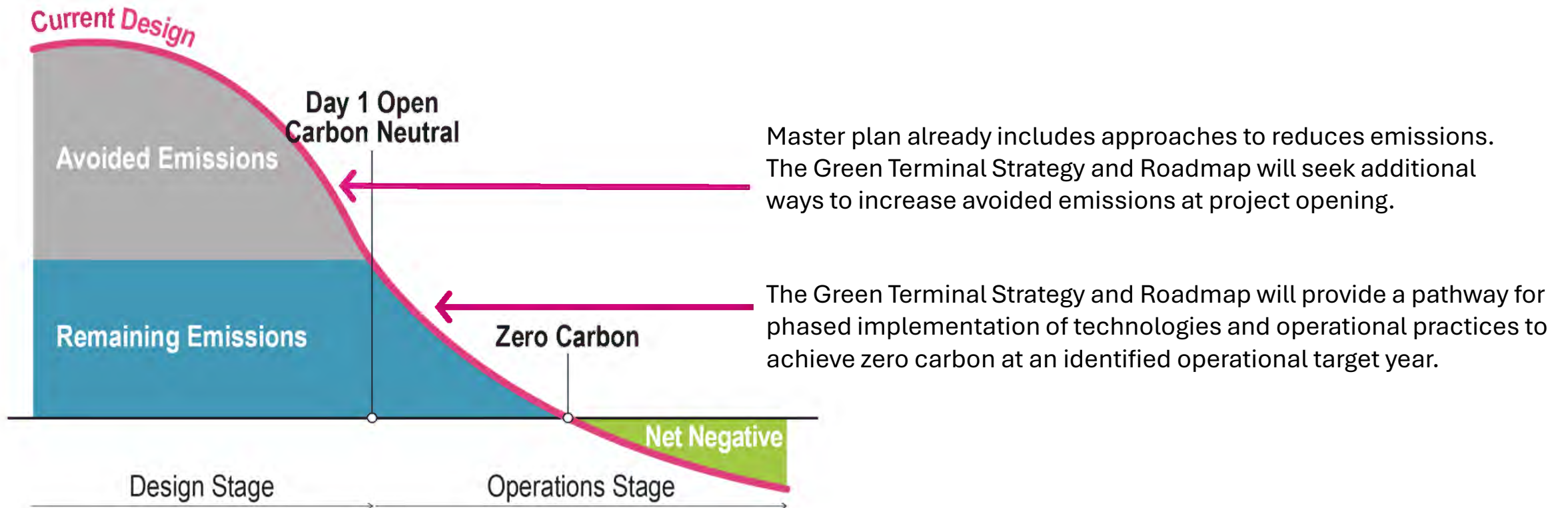
- **Goal:** Prepare a “Green Terminal Strategy and Roadmap” that includes goals and timelines for site operations to have “net zero carbon emissions.”
- **Approach:** Build on elements already contemplated for the master plan and design and identify a pathway forward for achievement of opening and chart a pathway for long term net zero. Seek ways to limit to the extent feasible emissions at project net zero. Assess technology assets and operational practices such as:
 - Provision of at-berth electricity for marine vessels ("shore power").
 - Provision of zero-emission charging/fueling infrastructure for vehicles/equipment.
 - On-site power generation, such as roof-mounted solar, ground-mounted solar, large scale battery storage, and/or microgrids.
 - Purchase of renewable energy for use at the terminal.



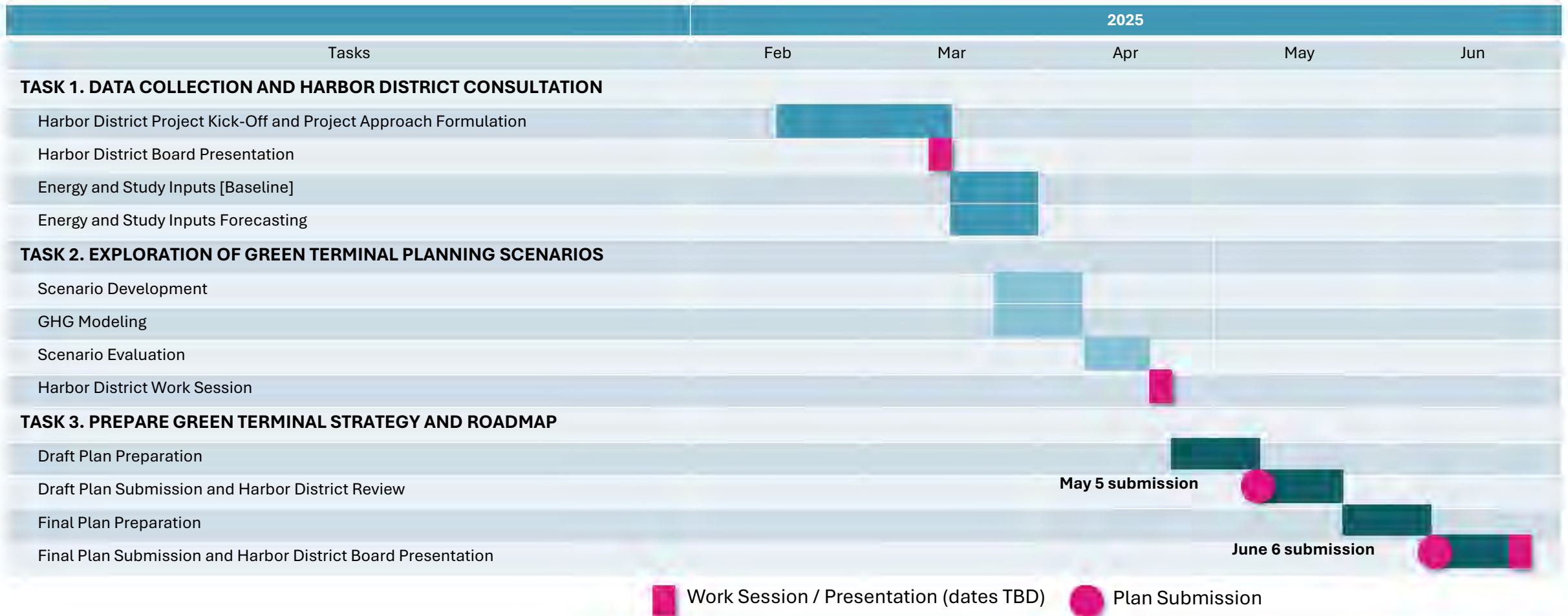
Project Rendering Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project Master Plan

Green Terminal Strategy and Roadmap: Goal and Approach

The Journey to Net Zero



Project Timeline: A Five Month Process

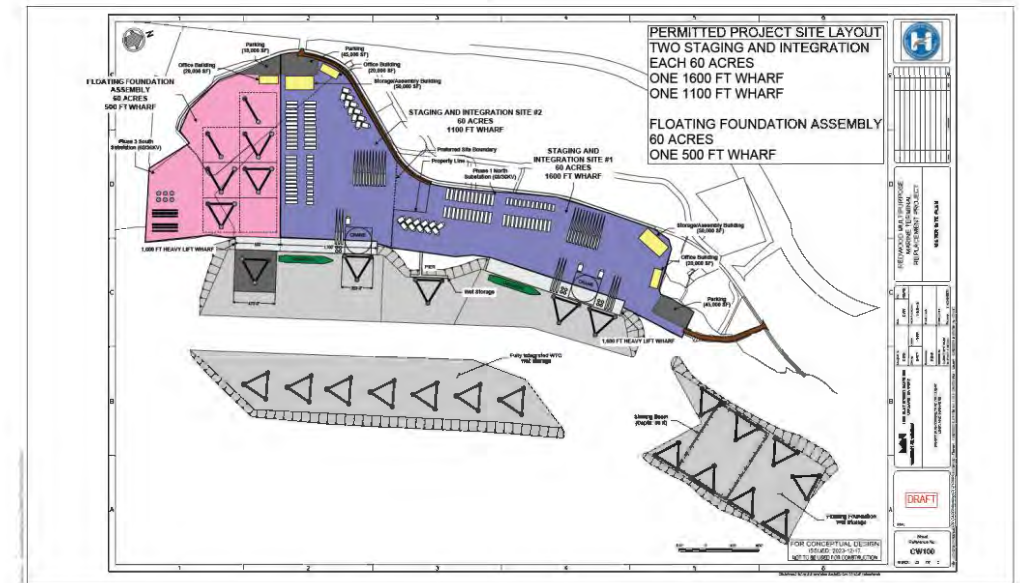


Task 1. Data Collection and Harbor District Consultation

- Discuss project goals, timeline, stakeholders, previous and ongoing studies, and other topics with Harbor District
- Project approach presentation to the Board of Commissioners of the Harbor District at its March 2025 meeting
- Delineate the project extents to be net zero target
- Leveraging existing studies and ongoing work product associated with the 30% design, prepare an energy and resource use baseline for the site. Review and include in the baseline:
 - Project site uses and functions
 - Project opening date (by phase as applicable)
 - Ship traffic
 - Energy demand
 - Utility services
 - Emissions factors
 - Weather and environmental data
- Prepare an initial forecast of anticipated site activities and vessel traffic (20 years)

Task 1. Data Collection and Harbor District Consultation

- Defining the project area for the net zero target is important as it establishes the scope of the emissions analysis, ensuring all relevant sources are accounted for. It enables accurate data collection by specifying the geographical and operational boundaries, such as energy use or transportation.
- For purposes of the Green Terminal Strategy and Roadmap, we recommend the entirety of the project uplands area along with the vessel berths be delineated the project extents to be included in the net zero target.














Site Plan for the Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project Master Plan

Task 2. Prepare Green Terminal Planning Scenarios Targeting Decarbonization

- Three Green Terminal Strategy scenarios will be evaluated:
 - Scenario 1. Current Design (Current Case)
 - Scenario 2. Low to Moderate Risk Decarbonization Approach (Future Case 1)
 - Scenario 3. Moderate to High Risk Decarbonization Approach (Future Case 2)
- In a matrix format, a comparative of Scenario 1, 2, and 3 across a series of criteria:
 - Modeled GHG emission factors (e.g., CO₂, SO_x, NO_x), including avoided emissions per scenario
 - Relative CAPEX investment and annual OPEX outlay
 - Space required for implementation
 - Infrastructure lifespan
 - Implementation speed and risk
 - Scaling and adaptability
 - Demonstrated use
- Host a Harbor District work session to present results and collaboratively determine the best path forward in terms of the scenario options. The best path may be a blending approach derived from two or more scenarios.

Task 2. Prepare Green Terminal Planning Scenarios Targeting Decarbonization

SCENARIO 1. CURRENT DESIGN (CURRENT CASE)	SCENARIO 2. LOW TO MODERATE RISK DECARBONIZATION APPROACH (FUTURE CASE 1)	SCENARIO 3. MODERATE TO HIGH RISK DECARBONIZATION APPROACH (FUTURE CASE 2)
<p>This scenario inventories and assesses decarbonization and sustainable design elements already included in Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project master plan and design.</p>	<p>Scenario 2 will identify additional low- and moderate-risk decarbonization elements and operational practices toward achievement of net zero. While several of these practices—shore power, on-site renewable energy, targeted electrification of key assets—are already included in the current design, Scenario 2 will identify gaps and provide recommendations intended tip the project into net zero.</p>	<p>Scenario 3 will identify additional moderate- and high-risk decarbonization elements and operational practices toward achievement of net zero. This approach will contemplate more ambitious features, such as large-scale battery storage (BESS), green hydrogen, and others.</p>
<p>[EXAMPLES OF DECARBONIZATION TECHNOLOGIES AND OPERATIONAL PRACTICES]</p> <div>   <div>And others...</div> <div> <div>Solar</div> <div>Shore Power</div> </div> </div>	<p>[EXAMPLES OF DECARBONIZATION TECHNOLOGIES AND OPERATIONAL PRACTICES]</p> <div>    <div> <div>Solar</div> <div>Shore Power</div> <div>Electric Fleet</div> </div> </div> <div>  <div>And others...</div> <div>Battery Storage</div> </div>	<p>[[EXAMPLES OF DECARBONIZATION TECHNOLOGIES AND OPERATIONAL PRACTICES]</p> <div>    <div> <div>Solar</div> <div>Shore Power</div> <div>Electric Fleet</div> </div> </div> <div>   <div>And others...</div> <div> <div>BESS</div> <div>Hydrogen Power</div> </div> </div>

Task 3. Prepare the Draft and Final Green Terminal Strategy and Roadmap

- Following the Harbor District Work Session, prepare the Draft of the Green Terminal Strategy and Roadmap for the project site. The Draft will include:
 - Plan vision statement.
 - Synopsis of reviewed scenarios along with associated features, technologies, and GHG calculations.
 - A singular strategy and roadmap of technology and operational practices to achieve net zero carbon emissions over time.
 - An illustrative site plan identifying green terminal features into easy-to-understand project visuals.
 - An implementation and phasing strategy, including funding considerations, stakeholder outreach, project certification opportunities, and other topics.
- The Draft Plan will be prepared in both written and presentation documents using clear graphics and formatting geared to public audiences. Submit the Draft Plan to the Harbor District for review and comment.
- From feedback received, prepare the Final Green Terminal Strategy and Roadmap inclusive of all final versions of all elements listed above.
- Present the Final Plan to the Board of Commissioners of the Harbor District on or around June 2025.

Task 3. Prepare the Draft and Final Green Terminal Strategy and Roadmap



Plan outputs to be prepared in both written and presentation documents using clear graphics and formatting geared to public audiences

Examples of M&N prepared posters and exhibits illustrating how to convey information to public audiences.

Left: NOAA Upper Barataria Marsh Creation.

COMMISSIONERS

1st Division

Aaron Newman

2nd Division

Greg Dale

3rd Division

Stephen Kullmann

4th Division

Craig Benson

5th Division

Jack Norton

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



STAFF REPORT - HARBOR DISTRICT MEETING

March 13, 2025

TO: Honorable Board President and Harbor District Board Members

FROM: Chris Mikkelsen, Executive Director

DATE: March 4, 2025

TITLE: Review of Advisory Committees and Consider Changes

STAFF RECOMMENDATION: Staff recommends that the Board review the current Advisory Committees and confirm or amend them as necessary.

SUMMARY: Advisory Committees are formed regularly throughout the year and are essential for the Harbor District. They offer the Board of Commissioners an opportunity to gather information and recommend action on important issues, support staff with project advancement, and sustain key District initiatives. Staff requests a periodic review of the currently active committees, allowing commissioners to review their membership and interests.

ATTACHMENTS:

A. Current Advisory Committees

COMMISSIONERS
1st Division
Aaron Newman
2nd Division
Greg Dale
3rd Division
Stephen Kullmann
4th Division
Craig Benson
5th Division
Jack Norton

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Active Advisory Committees as of January 2025

Aquaculture & Commercial Fishing Advisory Committee

Updated 01/09/2025

Dale & Newmann

Budget

(Ad-Hoc)

Updated 1/09/2025

Benson and Norton

2x2 Committee (City of Eureka/Harbor District)

(Ad-Hoc)

Updated 01/09/2025

Benson and Newman

Community Advisory Committee

Updated 01/09/2025

Benson / Kullman

Dredging Advisory Committee

Updated 01/09/2025

Benson and Dale

Humboldt Bay Development Association

Updated 1/09/2025

Newman and Norton

Samoa Peninsula Infrastructure/ Offshore Wind Energy Advisory Committee

Updated 01/09/2025

Dale and Kullmann

COMMISSIONERS

1st Division

Aaron Newman

2nd Division

Greg Dale

3rd Division

Stephen Kullmann

4th Division

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STAFF REPORT - HARBOR DISTRICT MEETING

March 13, 2025

TO: Honorable Board President and Harbor District Board Members

FROM: Chris Mikkelsen, Executive Director

DATE: March 5, 2025

TITLE: Consider Accepting Public Comment via Zoom

STAFF RECOMMENDATION: Staff recommends that the Board consider accepting public comment during regular monthly Commission Meetings via Zoom and direct staff to implement appropriate procedures and protocols to begin receiving such comments starting with the May 8, 2025 Regular Board Meeting.

SUMMARY: The District, through its recurring community engagement activities and by its adoption of the Community Engagement Strategies for the Humboldt Bay Offshore Wind Heavy Lift Marine Terminal, has established firm commitments and objectives to support inclusiveness and equity and to provide an easy opportunity for public participation. Such meaningful engagement and input opportunities can facilitate open, inclusive, equitable, and unbiased processes that allow the community genuine opportunities to provide input, make recommendations, and offer feedback, each of which are key objectives set forth by this Board. Given the expansive rural footprint of our community, access to and the incredible cost of transportation, and the growing demands of people's time commitments, staff again recommends the Board begin accepting public comment via Zoom.

As part of the implementation of this item, staff would include a disclaimer on the agenda to the effect that (i) any technical issues, regardless of cause, that would prevent or delay public participation via remote means would not be a basis to stop the meeting and (ii) for this reason, public participation via in-person attendance is the preferred method to ensure comments are received.