

Jim Hurst	Richard Shoemaker	Dan Platt	Grant Downie	Domenick Weaver	Anna Neumann
Chair	Vice Chair	Commissioner	Commissioner	Commissioner	Harbormaster

Noyo Harbor Commission Meeting Agenda

Thursday June 12th 2025 6pm

Salmon Trollers Hall

19292 Coast Rd, Fort Bragg, CA

Call to Order

Roll Call

Pledge of Allegiance

Public Comment on Non-Agenda Items

The Noyo Harbor Commission welcomes input from the public. Please limit your comments to five minutes so that everyone may be heard. The Brown Act does not allow action to be taken on non-agenda items.

Consent Calendar

1. Minutes May Regular Meeting 2025
2. Financial Report May 2025

Conduct of Business

1. Discussion and possible action on interpretive panel themes
2. Discussion and possible action on FY 25 Budget
3. Discussion and possible action on ground lease contract
4. Discussion and possible action on deferred maintenance projects
5. Discussion and possible action electrical rate's
6. Discussion and possible action on community outreach schedule

Staff Reports

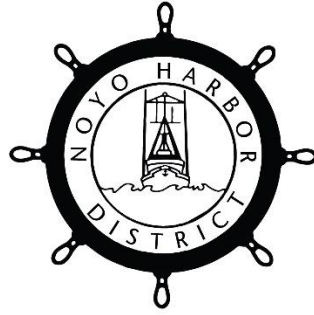
Oneka – Desalination Bouy

Vessel Demo- SAVE Grant

Matters from the Commissioners

Attorney Report

Adjournment to the next regular meeting



Page Left Blank

NOYO HARBOR DISTRICT
STATEMENT OF ACCOUNTS
31-May-25

Chase Checking	\$65,259.87
Chase Money Market	\$194,157.98
LAIF	\$1,284,802.52
Total of all accounts	\$1,544,220.37

Noyo Harbor District Profit & Loss

May 2025
May 25

Ordinary Income/Expense	
Income	
Electricity	836.37
Fish Markets	440.00
Hoist Fees	2,400.00
Interest Income	28,376.27
Other Grant Proceeds	6,422.09
Slip Rental Contract	26,862.71
Slip Rental Transient	17,459.26
Total Income	82,796.70
Gross Profit	82,796.70
Expense	
Communications Expense	253.04
Dues and Subscriptions Exp	122.99
Emp. Health & Dental Insurance	3,330.66
Fuel Expense	406.68
Legal and Professional Fees	1,896.25
Office Expense	241.31
Operating Supplies	879.87
Payroll Tax Expense	5,509.99
Power	4,350.69
Repairs & Maintenance	4,413.85
Sep. Ira	1,734.17
Taxes & Assessments	2,492.17
Travel and Conferences	60.00
Utilities Expense	13,199.12
Wages Expense (Hourly)	21,080.84
Total Expense	59,971.63
Net Ordinary Income	22,825.07
Other Income/Expense	
Other Income	
EDD-CERF	116,428.78
Total Other Income	116,428.78
Other Expense	
EDD Project	-608,224.75
FEMA 4683	2,837.50
SCC Marina Redevelopment	2,545.00
SLC Fish Cleaning Station	175.00
Total Other Expense	-602,667.25
Net Other Income	719,096.03
Net Income	741,921.10

	FY Year to Date	Budget	\$ Over Budget	% of Budget
Income				
Electricity	\$15,088.61	\$15,000.00	88.61	100.59
Encroachment Leases	\$24,157.03	\$25,000.00	-842.97	96.63
Fish Markets	\$14,603.12	\$2,000.00	12,603.12	730.16
Ground Rent	\$19,031.67	\$24,000.00	-4,968.33	79.30
Income / Mdco. County				
Taxes	\$146,539.40	\$131,000.00	15,539.40	111.86
Interest Income	\$78,887.19	\$45,000.00	33,887.19	175.30
Late Fees	\$4,680.61	\$2,000.00	2,680.61	234.03
Other Grant Proceeds	\$95,050.19	\$110,000.00	-14,949.81	86.41
Park & Launch	\$24,045.71	\$35,000.00	-10,954.29	68.70
Slip Rental Contract	\$387,381.05	\$445,000.00	-57,618.95	87.05
Slip Rental Transient	\$85,750.19	\$45,000.00	40,750.19	190.56
Total Income	\$895,214.77	\$879,000.00	\$16,214.77	101.84
Expense				
Advertising Expense	\$687.52	\$500.00	187.52	137.50
Communications Expense	\$4,055.52	\$4,500.00	-444.48	90.12
Deferred Maintenance	\$2,194.40	\$10,000.00	-7,805.60	21.94
Dues and Subscriptions Exp	\$16,473.54	\$18,000.00	-1,526.46	91.52
Emp. Health & Dental				
Insurance	\$36,715.84	\$30,000.00	6,715.84	122.39
Fuel Expense	\$2,731.26	\$5,000.00	-2,268.74	54.63
Harbor Festival	\$2,727.65			
Insurance Property & Liability	\$261,583.82	\$265,000.00	-3,416.18	98.71
Legal and Professional Fees	\$25,840.75	\$48,500.00	-22,659.25	53.28
Office Expense	\$9,253.38	\$11,800.00	-2,546.62	78.42
Operating Supplies	\$5,434.55	\$6,000.00	-565.45	90.58
Payroll Tax Expense	\$16,492.74	\$20,560.00	-4,067.26	80.22
Power	\$50,179.42	\$57,000.00	-6,820.58	88.03
Refund	\$0.00	\$1,000.00	-1,000.00	0.00
Repairs & Maintenance	\$42,162.23	\$40,000.00	2,162.23	105.41
Salary Expense	\$55,258.15	\$70,000.00	-14,741.85	78.94
Sep. Ira	\$15,844.29	\$16,000.00	-155.71	99.03
Taxes & Assessments	\$10,006.57	\$7,000.00	3,006.57	142.95
Travel and Conferences	\$1,147.08	\$2,000.00	-852.92	57.35
Utilities Expense	\$66,273.20	\$65,000.00	1,273.20	101.96
Wages Expense (Hourly)	\$150,268.02	\$187,000.00	-36,731.98	80.36
Total Expense	\$775,329.93	\$864,860.00	-92,257.72	89.65
Net Income	\$119,884.84	\$14,140.00		847.84

Noyo Harbor District Profit & Loss Detail

May 2025

	Name	Amount	Balance
Ordinary Income/Expense			
Income			
Electricity			
	Electricity	565.37	565.37
	Electricity	271.00	836.37
Total Electricity		836.37	836.37
Fish Markets			
	Fish Market Income	210.00	210.00
	Fish Markets	90.00	300.00
	Slip Rental Contract	140.00	440.00
Total Fish Markets		440.00	440.00
Hoist Fees			
	Slip Rental Contract	2,400.00	2,400.00
Total Hoist Fees		2,400.00	2,400.00
Interest Income			
	Interest Income	10,849.43	10,849.43
		17,526.84	28,376.27
Total Interest Income		28,376.27	28,376.27
Other Grant Proceeds			
	EDD - CERF	6,422.09	6,422.09
Total Other Grant Proceeds		6,422.09	6,422.09
Slip Rental Contract			
	Slip Rental Contract	12,766.50	12,766.50
	Slip Rental Contract	535.00	13,301.50
	Slip Rental Contract	9,493.00	22,794.50
	Slip Rental Contract	247.50	23,042.00
	Slip Rental Contract	3,820.71	26,862.71
Total Slip Rental Contract		26,862.71	26,862.71
Slip Rental Transient			
		0.00	0.00
	Slip Rental Transient	11,105.97	11,105.97
	Slip Rental Transient	1,777.35	12,883.32
	Slip Rental Transient	408.00	13,291.32
	Slip Rental Transient	3,387.75	16,679.07
	Slip Rental Transient	446.58	17,125.65
	Slip Rental Transient	333.61	17,459.26
Total Slip Rental Transient		17,459.26	17,459.26
Total Income		82,796.70	82,796.70
Gross Profit		82,796.70	82,796.70
Expense			
Communications Expense			
	Comcast	253.04	253.04
Total Communications Expense		253.04	253.04
Depreciation Expense			
		0.00	0.00

Noyo Harbor District

Profit & Loss Detail

May 2025

Total Hoist Fees	2,400.00	2,400.00
Total Depreciation Expense	0.00	0.00
Dues and Subscriptions Exp		
Backblaze	18.00	18.00
Yahoo Mail	5.00	23.00
Adobe	19.99	42.99
Quickbooks	80.00	122.99
Total Dues and Subscriptions Exp	122.99	122.99
Emp. Health & Dental Insurance		
Blue Shield of California	3,330.66	3,330.66
Total Emp. Health & Dental Insurance	3,330.66	3,330.66
Fuel Expense		
Red Rhino	63.52	63.52
Red Rhino	54.01	117.53
Red Rhino	71.52	189.05
Red Rhino	63.83	252.88
Red Rhino	68.31	321.19
Red Rhino	85.49	406.68
Total Fuel Expense	406.68	406.68
Legal and Professional Fees		
SHN Engineers & Geologists	681.25	681.25
Zach Pehling CPA	510.00	1,191.25
James A. Jackson	705.00	1,896.25
Total Legal and Professional Fees	1,896.25	1,896.25
Office Expense		
Mountain Fresh	17.50	17.50
Quickbooks	223.81	241.31
Total Office Expense	241.31	241.31
Operating Supplies		
WAXIE SANITARY SUPPLY	879.87	879.87
Total Operating Supplies	879.87	879.87
Payroll Tax Expense		
Internal Revenue Service	2,732.20	2,732.20
Internal Revenue Service	2,777.79	5,509.99
Total Payroll Tax Expense	5,509.99	5,509.99
Power		
P.G. & E.	4,184.01	4,184.01
P.G. & E.	83.25	4,267.26
P.G. & E.	83.43	4,350.69
Total Power	4,350.69	4,350.69
Repairs & Maintenance		
Dan's Diving Service (1)	255.00	255.00
Asbury Environmental Services	137.00	392.00
Asbury Environmental Services	65.00	457.00
Asbury Environmental Services	2,202.23	2,659.23
Rossi's Building Materials	1,399.98	4,059.21

Noyo Harbor District Profit & Loss Detail May 2025

Total Hoist Fees		2,400.00	2,400.00
	Amazon	40.97	4,100.18
	Amazon	127.05	4,227.23
	Amazon	29.29	4,256.52
	Boats.Net	273.67	4,530.19
	O'Reilly Auto Parts	43.66	4,573.85
	Fort Bragg Plumbing	-160.00	4,413.85
Total Repairs & Maintenance		4,413.85	4,413.85
Sep. Ira			
	Franklin Templeton		
	Edward Jones		
Total Taxes & Assessments		0.00	0.00
Travel and Conferences			
	Visalia Marriot	60.00	60.00
Total Travel and Conferences		60.00	60.00
Utilities Expense			
	Fort Bragg Water Works	63.52	63.52
	Fort Bragg Water Works	203.12	266.64
	Fort Bragg Water Works	90.03	356.67
	Fort Bragg Water Works	49.27	405.94
	Fort Bragg Water Works	28.89	434.83
	Fort Bragg Water Works	992.77	1,427.60
	Fort Bragg Water Works	39.08	1,466.68
		7,278.02	8,744.70
		4,454.42	13,199.12
Total Utilities Expense		13,199.12	13,199.12
Wages Expense (Hourly)			
	Payroll	784.99	784.99
	Payroll	7,995.77	8,780.76
	Payroll	2,464.03	11,244.79
	Payroll	1,946.37	13,191.16
	Payroll	841.03	14,032.19
		7,048.65	21,080.84
Total Wages Expense (Hourly)		21,080.84	21,080.84
Total Expense		55,745.29	55,745.29
Net Ordinary Income		27,051.41	27,051.41
Other Income/Expense			
Other Income			
EDD-CERF			
	SHN Engineers & Geologists	-18,488.50	-18,488.50
	EDD - CERF	134,917.28	116,428.78
Total EDD-CERF		116,428.78	116,428.78
Total Other Income		116,428.78	116,428.78

Noyo Harbor District Profit & Loss Detail May 2025

Total Hoist Fees	2,400.00	2,400.00
Other Expense		
EDD Project		
The Color Mill	0.00	0.00
The Color Mill	0.00	0.00
The Color Mill	1,123.63	1,123.63
The Color Mill	400.00	1,523.63
Graybar	1,405.77	2,929.40
Verizon Wireless	35.49	2,964.89
Visalia Marriot	490.56	3,455.45
Visalia Marriot	24.96	3,480.41
Container Movers	3,500.00	6,980.41
Graybar	8,800.65	15,781.06
Graybar	540.94	16,322.00
Cadmium Creations	1,261.34	17,583.34
West Business Development Center	21,207.06	38,790.40
Cadmium Creations	1,123.63	39,914.03
Cadmium Creations	400.00	40,314.03
The Color Mill	-1,123.63	39,190.40
The Color Mill	-400.00	38,790.40
County of Mendocino	1,849.00	40,639.40
Total EDD Project	40,639.40	40,639.40
FEMA 4683		
SHN Engineers & Geologists	2,837.50	2,837.50
Total FEMA 4683	2,837.50	2,837.50
SCC Marina Redevelopment		
SHN Engineers & Geologists	2,545.00	2,545.00
Total SCC Marina Redevelopment	2,545.00	2,545.00
SLC Fish Cleaning Station		
SHN Engineers & Geologists	175.00	175.00
Total SLC Fish Cleaning Station	175.00	175.00
Total Other Expense	46,196.90	46,196.90
Net Other Income	70,231.88	70,231.88
Net Income	97,283.29	97,283.29

Noyo Harbor District

Payroll summary by employee report

From May 01, 2025 to May 31, 2025 for all employees from all locations

Item	Total	Koski Bruce	Koski Jay	Neumann Anna T	Savedra Nicholas P	Scofield Robert
Hours - total	686.34	84.5	176	173.34	157.5	95
Hours - Regular Pay	510	84.5	173		157.5	95
Hours - Overtime Pay	0				0	
Hours - Vacation Pay	3		3			
Hours - Sick Pay	0	0	0	0	0	0
Hours - Holiday Pay	0		0		0	
Hours - Salary	173.34			173.34		
Gross pay - total	\$ 20,112.42	\$ 1,713.66	\$ 5,264.16	\$ 6,294.00	\$ 4,914.00	\$ 1,926.60
Gross pay - Regular Pay	\$ 13,728.69	\$ 1,713.66	\$ 5,174.43		\$ 4,914.00	\$ 1,926.60
Gross pay - Overtime Pay	\$ 0.00				\$ 0.00	
Gross pay - Vacation Pay	\$ 89.73		\$ 89.73			
Gross pay - Sick Pay	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Gross pay - Holiday Pay	\$ 0.00		\$ 0.00		\$ 0.00	
Gross pay - Salary	\$ 6,294.00			\$ 6,294.00		
Pretax deductions - total						
Adjusted gross	\$ 20,112.42	\$ 1,713.66	\$ 5,264.16	\$ 6,294.00	\$ 4,914.00	\$ 1,926.60
Other pay - total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Employee taxes & deductions - total	-\$ 3,966.62	-\$ 215.71	-\$ 1,272.60	-\$ 1,365.93	-\$ 851.84	-\$ 260.54
Employee taxes - total	-\$ 3,966.62	-\$ 215.71	-\$ 1,272.60	-\$ 1,365.93	-\$ 851.84	-\$ 260.54
Employee taxes - Federal Income Tax	-\$ 1,669.95	-\$ 46.37	-\$ 616.94	-\$ 685.84	-\$ 253.14	-\$ 67.66

Employee taxes - Social Security	-\$ 1,246.96	-\$ 106.24	-\$ 326.37	-\$ 390.23	-\$ 304.67	-\$ 119.45
Employee taxes - Medicare	-\$ 291.64	-\$ 24.85	-\$ 76.33	-\$ 91.26	-\$ 71.26	-\$ 27.94
Employee taxes - CA Income Tax	-\$ 516.74	-\$ 17.69	-\$ 189.80	-\$ 123.08	-\$ 163.80	-\$ 22.37
Employee taxes - CA State Disability Ins	-\$ 241.33	-\$ 20.56	-\$ 63.16	-\$ 75.52	-\$ 58.97	-\$ 23.12

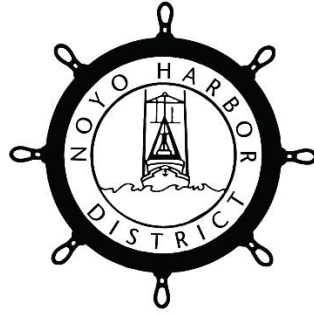
Employee Aftertax deductions - total

Net pay	\$ 16,145.80	\$ 1,497.95	\$ 3,991.56	\$ 4,928.07	\$ 4,062.16	\$ 1,666.06
Employer taxes & contributions - total	\$ 1,543.36	\$ 135.85	\$ 402.70	\$ 481.49	\$ 375.93	\$ 147.39
Employer taxes - total	\$ 1,543.36	\$ 135.85	\$ 402.70	\$ 481.49	\$ 375.93	\$ 147.39

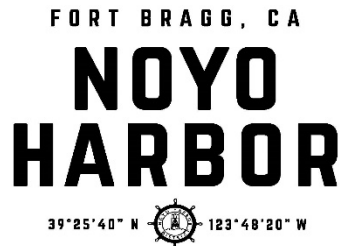
Employer taxes - FUTA Employer	\$ 1.30	\$ 1.30	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Employer taxes - Social Security Employer	\$ 1,246.96	\$ 106.24	\$ 326.37	\$ 390.23	\$ 304.67	\$ 119.45
Employer taxes - Medicare Employer	\$ 291.64	\$ 24.85	\$ 76.33	\$ 91.26	\$ 71.26	\$ 27.94
Employer taxes - CA ETT	\$ 0.22	\$ 0.22	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Employer taxes - CA SUI Employer	\$ 3.24	\$ 3.24	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Company contributions - total

Total payroll cost	\$ 21,655.78	\$ 1,849.51	\$ 5,666.86	\$ 6,775.49	\$ 5,289.93	\$ 2,073.99
---------------------------	---------------------	--------------------	--------------------	--------------------	--------------------	--------------------



Page Left Blank



Jim Hurst	Richard Shoemaker	Dan Platt	Grant Downie	Domenick Weaver	Anna Neumann
Chair	Vice Chair	Commissioner	Commissioner	Commissioner	Harbormaster

Noyo Harbor Commission Meeting Agenda

Thursday May 8th 2025 6pm

Salmon Trollers Hall

19292 Coast Rd, Fort Bragg, CA

Call to Order at 6:07pm

Roll Call

Present: Commissioner Platt, Commissioner Weaver, Vice Chair Hurst

Absent: Commissioner Downie, Chair Hurst

Staff Present: Anna Neumann, Jim Jackson

Pledge of Allegiance

Public Comment on Non-Agenda Items

None

Consent Calendar

1. Minutes April Regular Meeting 2025
2. Financial Report April 2025

Corrections to the minutes were made by Jim Jackson and Vice Chair Shoemaker.

Motion to approve with corrections. 1st Commissioner Platt, 2nd Commissioner Weaver.

Approved 3-0-2

Conduct of Business

1. Discussion and possible action on Icehouse Contract

The Harbormaster present the two responsive bids to the Icehouse project. A conversation surrounding the different bid prices was held and Akeff price of \$704,900 was accepted as a reasonable price for the project. The commissioners and harbormaster discussed the add alternate item of the underground tank, potential contaminants within the tanks and Akeffs quote for removal and disposal. The harbormaster was directed to start the sampling processes to ensure that soil within the tank was not contaminated.

Given that a 5 day protest period stills to occur the Harbormaster suggested that the commission accept Akeff's price and award contracts after the protest period and given the opportunity to preform due diligence on Akeff's bid.

Motion to approval contract with Akeff subject to protest period and due diligence on contract requirements including add alternative. 1st Commissioner Weaver, 2nd Commissioner Platt. Approved 3-0-2

2. Discussion and possible action on FY 25 Budget

The Harbormaster lead the commission through revenues and expenditures for the 2024-2025 budget year and how that data was used to develop the 2025-2026 budget. Vice Chair Shoemaker suggested an increase in the expected income from Mendocino County property taxes. The Harbormaster was directed to bring back the 2025-2026 budget to the June meeting.

3. Discussion and possible action on ground lease contract

The Harbormaster gave an update on what the marina manager had learned talking with fishermen and insurance agents. Jim Jackson was directed by the commission to add the appropriate language to the existing ground lease contracts and the Harbormaster would bring the contract back to the commission in June.

Staff Reports

Vessel Demo Days

Melvin is scheduled to begin demolishing vessels on the 12th of May. We have two 40 yard dumpsters coming to start and are planning to get an additional 2 dumpsters each week until we have abated the 9 vessels that are on the list for abatement. Four vessels are larger boats and 5 are smaller trailer boats. Jay and Nick have been working to ensure that all the fuel is out of the boats and we got a pump to remove motor oil. The local metal scrap guy can take the engines, fuel tanks and other scrap that we cannot throw into the dumpsters.

Rural Economic Summit

Anna is headed down to the Rural Economic Summit to present the Noyo Harbor Revitalization Plan. The Summit is taking place in Visalia on May 14th and should host a good mix of folks in the economic development sector including folks from the Economic Development Department.

Kelp Recovery Management Plan Meeting

The KRMP is meeting May 21th-22nd. This workshop focuses on the California Department of Fish and Wildlife's kelp management plan. The Harbormaster is attending to ensure that the commercial and recreational fishermen's interests are protected as the management plan develops.

5th Grade Field Trip

The 5th grade field trip is scheduled for May 29th and 30th. Dana Gray usually bring all 5 of their 5th grade classes to the Harbor for the day.

The Harbormaster gave an update on a conservation with the County of Mendocino on the Makela's Boatworks application. The County wanted to advance the application with the HUD program, however an significant workforce development aspect would need to be added. This new development would be a significant creep in the Harbors mission and without direction from the commission she wouldn't proceed with the application.

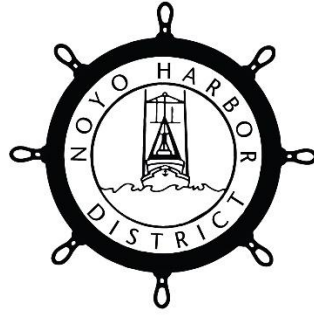
Matters from the Commissioners

None

Attorney Report

None

Adjournment to the next regular meeting at 7:21pm. 1st Commissioner Weaver, 2nd Commissioner Platt. Approved 3-0-2



Page Left Blank



Noyo Harbor District Agenda Item Summary

Meeting Date:	6/12/2025
Item Number:	1
Title:	Interpretive Panels
Recommended Action:	Approval or Direction

Analysis

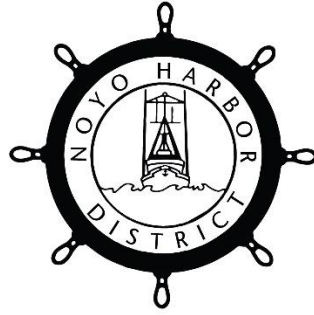
West Center has hired Braggadoon to develop the interpretive panels for the Harbor District. Currently the Harbor Office, West Center and Braggadoon have brainstormed three panels that would focus on the commercial fishing industry. These panels would be located at the end of the high dock, drawing visitors out the dock to view the marina and learn about the industry.

Fiscal Impact

Incorporated into the West Center's budget via the Economic Development Project

Attachments

Braggadoon's Concept sheet.



Page Left Blank



Noyo Harbor District
Agenda Item Summary

Meeting Date: 6/12/2025
Item Number: 2
Title: FY 2025/26 Budget
Recommended Action: Approval or Direction

Analysis

The Harbormaster made updates to the contract from the direction given at the last commission meeting.

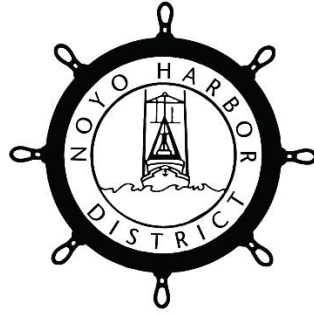
Updates included a 2% increase to the expected Mendocino County Tax income.

Fiscal Impact

None

Attachments

FY 2025-26



Page Left Blank

Noyo Harbor District (NHD)

Fiscal Year July 1-June 30th

	Actual Revenue 2022/2023	Actual Revenues 2023/2024	Approved Budget 2024/2025	Projected Revenues 2024/2025	Proposed Budget 2025/2026
Revenues					
Slip Rental - Contract	453,476.26	421,204.35	445,000.00	416,170.60	420,000.00
Slip Rental - Transient	47,039.04	46,569.57	45,000.00	71,000.00	60,000.00
Hoist Fees	660.00	495.56	500.00	2,400.00	500.00
Park & Launch	22,906.56	35,290.00	35,000.00	24,045.71	30,000.00
Ground Rent	34,342.08	19,600.00	24,000.00	20,438.00	24,000.00
Encroachment Leases	14,218.75	24,759.00	25,000.00	24,157.03	25,000.00
Electric	958.54	13,418.45	15,000.00	17,102.69	18,000.00
Late Fees	30.00	2,771.11	2,000.00	2,280.00	2,000.00
Icehouse					
Income -Marina Based	573,631.23	564,108.04	591,500.00	577,594.03	579,500.00
Harbor Festival	7,712.29	2,362.00	2,000.00	13,413.12	6,000.00
Property Tax Rev-Current	120,408.53	130,807.64	131,000.00	146,539.40	151,000.00
Interest Income	25,737.87	49,433.58	45,000.00	50,510.92	52,000.00
Local Coastal Program Update- City Of Fort Bragg		200.00	30,000.00	11,900.00	20,000.00
Economic Development Department			60,000.00	56,763.82	50,000.00
State Coastal Conservancy			20,000.00	1,234.04	20,000.00
Other Revenues	153,858.69	182,803.22	288,000.00	280,361.30	299,000.00
Total Revenues	727,489.92	746,911.26	879,500.00	857,955.33	878,500.00

Expenses	Actual Expense 2022/2023	Actual Expense 2023/2024	Approved Budget 2024/2025	Projected Expenses 2024/2025	Proposed Budget 2025/2026
Payroll and Employee Burdens					
Harbormaster	69,850.00	62,302.12	70,000.00	58,964.15	77,000.00
Wages Hourly 2 F.T. 2 P.T.	115,033.29	116,839.96	187,000.00	136,449.60	194,000.00
Emp. Health & Dental Insurance	22,933.02	28,722.00	30,000.00	36,065.42	40,800.00
Sep. Ira	7,641.67	8,421.36	16,000.00	15,799.22	21,200.00
Payroll Tax Expense	15,459.44	14,569.18	20,560.00	14,949.38	17,939.26
Employee Totals	230,917.42	230,854.62	323,560.00	262,227.77	350,939.26
Utilites					
Utilities Expense (Trash/Water)	66,332.11	67,371.09	65,000.00	61,955.24	65,000.00
IceHouse Water					
Icehouse Power					
Power Marina	53,105.79	55,056.01	57,000.00	54,994.48	56,000.00
Utilities	119,437.90	122,427.10	122,000.00	116,949.72	121,000.00
Insurance Property & Liability	266,203.25	221,587.21	265,000.00	261,583.82	265,000.00
Legal and Professional Fees					
Legal	13,193.48	16,450.00	20,000.00	9,003.50	10,000.00
Consultant	38,291.91	18,776.00	20,000.00	4,516.00	6,000.00
Auditor	8,000.00	4,025.00	4,500.00	8,275.00	8,000.00
Legal and Professional Totals	59,485.39	39,251.00	44,500.00	21,794.50	24,000.00

	Actual Expense 2022/2023	Actual Expense 2023/2024	Approved Budget 2024- 2025	Projected Expenses 2024/2025	Proposed Budget 2025/2026
Office and Admin Expenses					
Office Expense	12,399.46	7,887.92	10,000.00	8,055.94	10,000.00
Office Equipment		760.00	800.00	0.00	1,200.00
Conferences & Meetings	4,541.15	1,750.00	2,000.00	838.13	2,000.00
Dues and Subscriptions Exp	12,104.20	10,958.91	18,000.00	16,083.56	17,000.00
Advertising Expense	1,435.88	295.80	500.00	825.02	1,000.00
Communications Expense	4,737.61	4,265.75	4,500.00	4,209.07	4,000.00
Taxes & Assessments	4,622.82	1,472.00	7,500.00	7,514.40	2,000.00
Refunds	4,240.00	707.10	1,000.00	0.00	
Harbor Festival				2,720.00	3,000.00
Office and Admin Expenses	44,081.12	28,097.48	44,300.00	40,246.12	37,200.00
Grounds					
Repairs & Maintenance	27,493.50	39,481.13	40,000.00	35,811.59	40,000.00
Operating Supplies	5,834.23	4,059.16	6,000.00	4,554.68	5,000.00
Equipment Purchase			1,000.00	0.00	0.00
Equipment Expense				6,088.74	0.00
Fuel Expense	4,156.61	3,128.21	5,000.00	2,921.74	4,000.00
Deferred Maintenance	29,126.17		10,000.00	0.00	5,000.00
Icehouse Maintenance					
Maintenance & Repairs	66,610.51	46,668.50	62,000.00	49,376.75	54,000.00
Grant Matches					
Save Grant	0.00	2,271.45	2,000.00	0.00	0.00
Grant Expenses	0.00	2,271.45	2,000.00	0.00	0.00
Total Expenses	786,736	691,157	863,360	752,179	852,139
Net Income	(59,245.67)	55,753.90	16,140.00	105,776.65	26,360.74

Active Grants

SAVE Grant 25	Total Award	Remaining	Match	Remaining Match	2025/2026 Yearly Impact
End Date: 9/30/2026	\$60,000.00	\$60,000.00	\$6,000.00	\$6,000.00	\$0.00

EDD - CERF Pilot	Total Award	Remaining	Match	Remaining Match	2025/2026 Yearly Impact
End Date: 2/16/26	\$3,203,872.00	\$1,431,752.37	\$0.00	\$0.00	\$50,000

State Coastal Conservancy	Total Award	Remaining	Match	Remaining Match	2025/2026 Yearly Impact
End Date: 1/2026	\$750,000	\$750,000	\$0.00	\$0.00	\$20,000

2024/2025 Grant Expense Narrative

SAVE 25

The 25 SAVE grant project targets the removal of abandoned and derelict vessels. This program requires a 10% match, however staff time can be used as an in-kind donation. The vessel demo specialist, harbormasters and marina managers time will go toward the in-kind match.

Economic Development Department- Noyo Harbor Revitalization Project

The EDD-CERF project will construct the new ice making facility and host the Marine Based Entrepreneurial Training Program. This project was funded at 100% and funds have been allocated toward staff time and indirect cost incurred by the Harbor District. While this project has just begun, it should be reflected in the 2025/2026 budget that a portion of staff time and overhead are being reimbursed to the Harbor District. The Harbormaster has estimated that \$50,000 will be reimbursed to the District from these two categories. This reimbursement is shown in the "Other Revenues" category under Economic Development Department.

State Coastal Conservancy- Marina Redevelopment Planning

The SCC awarded the Harbor District \$750,000 for the planning and permitting associated with Marina Redevelopment. This project also includes staff time and indirects that can be charged toward the grant. For the FY25/26 the Harbormaster has estimated staff time and indirects to equal \$20,000. This reimbursement is shown in the "Other Revenues" category under State Coastal Conservancy.

Positions	Pay Rates	Salary	Hours Per Week	Total
Harbormaster		\$76,000.00	40	\$76,000.00
Marina Manager	\$32.00		40	\$66,560.00
Full Time Maintance	\$31.00		40	\$64,480.00
Part Time Maintance	\$20.50		30	\$31,980.00
Part Time Maintenance	\$20.50		30	\$31,980.00
Vessel Demo	\$60.00		100 Total	\$6,000.00
Totals				\$277,000



Noyo Harbor District
Agenda Item Summary

Meeting Date:	6/12/2025
Item Number:	3
Title:	Ground Rent Contracts
Recommended Action:	Approval or Direction

Analysis

The Harbormaster made updates to the contract from the direction given at the last commission meet.

Under section 4:

Lessee is prohibited from engaging in hazardous activities including, but not limited to, welding on the leased premises.

Under section 10:

Lessee is solely responsible for their own gear and other personal property, and Lessor has no responsibility whatsoever for Lessee's property. Lessee is also solely responsible for any damage their gear or other personal property may cause to other lessees of the storage yard (of which the leased premises is a portion) or to any other person or property. Lessor has no responsibility whatsoever for any such damages.

Fiscal Impact

None

Attachments

Ground rent lease

COMMERCIAL LEASE

This lease is entered into effective _____ by and between the Noyo Harbor District (hereafter referred to as "Lessor") and _____ (hereafter referred to as "Lessee"). The undersigned Lessee and Lessor hereby represent that they are authorized to enter into this lease on behalf of their respective entities.

Lessor hereby leases to Lessee a portion of the real property owned by the Noyo Harbor District located in the storage yard across the street from the main parking lot near the corner of South Harbor Drive and Basin Street in Fort Bragg, California, consisting of _____ square feet more or less. This property shall hereafter be called the "leased premises." A map depicting the leased premises is attached hereto as Exhibit A.

Term

1. Month to month lease agreement starting_____.

Rent

2. Lessee agrees to pay to Lessor as Base Rent for the use and occupancy of the leased premises the sum of _____ Dollars (\$_____) per month for the term of the lease. The rent is payable in advance on or before the first day of each month, commencing on _____, at the address specified in this lease for the service of notices on Lessor or at any other place designated by Lessor in a written notice served on Lessee. Lessor requests first and last months' rent in the total sum of _____ Dollars (\$_____). In the event Lessor has not received any monthly rent payment by the 30th of the month, Lessee agrees to pay a ten percent (10%) late charge for any such late payment. In addition, any amount owed by Lessee to Lessor which is not paid when due shall bear interest, as additional rent, at the rate of ten (10) percent per annum from the due date of such amount. In the event any check offered by Lessee to Lessor in payment of rent or any other amount due under this Agreement is returned for lack of sufficient funds, Lessee agrees to pay to Lessor a returned check charge in the amount of \$25.00 together with whatever other sums are then due and payable to Lessor.

Rental rates can be increased by the Commissioners of the Noyo Harbor District at any regular or special meetings.

Security Deposit

Utilities

3. Lessee agrees to pay all charges for electricity, gas, telephone, water, sewer, garbage collection, landscaping services, and all other services used in or on the leased premises during the term of this lease. Lessee shall make payments for the foregoing directly to the utility companies unless otherwise arranged with Lessor. In the event Lessor makes any payment for utilities on behalf of Lessee, such charges shall be payable by Lessee as additional rent.

Use of Leased Premises

4. Lessee agrees that the leased premises are to be used for gear storage. Lessee agrees to restrict its use to such purposes and not use or permit the use of the leased premises for any other purpose without first obtaining the consent in writing of Lessor or Lessor's authorized

agent. Lessee accepts the premises as-is. Lessee is prohibited from engaging in hazardous activities including, but not limited to, welding on the leased premises. Lessee agrees not to cause, maintain, or permit any nuisance in, on, or about the leased premises, or commit any waste in or on the leased premises. Lessee shall not store hazardous material on the site. Lessee shall comply with all local, state and federal laws and regulations and make no use of the premises which would be in violation thereof.

Maintenance by Lessee

5. Lessee agrees the premises are in good condition and repair. Lessee, at Lessee's sole expense, shall maintain the premises in good order and repair. Lessee shall restore the premises to Lessor upon termination in the same condition as at the commencement of this lease, reasonable wear and tear excepted.

Present and Continuing Habitability

6. Lessee has inspected the premises and fixtures, and acknowledges that the leased premises are in a reasonable. Lessee accepts the leased premises in its condition as of the execution of this lease. If the conditions change so that, in Lessee's opinion, the habitability and rental value of the leased premises are adversely affected, Lessee shall promptly provide reasonable notice to Lessor.

Alterations and Repairs by Lessee

7. Lessee shall make no alterations (including but not limited to repairs, painting, renovations, or new construction) to the leased premises without the prior written consent of Lessor. Any alteration made to the leased premises by Lessee after that consent has been given, and any fixtures installed as part of that work (except movable furniture and trade fixtures), shall at Lessor's option become the Lessor's property on the expiration or earlier termination of this lease; provided, however, that Lessor shall have the right to require Lessee to remove any such fixtures at Lessee's cost on termination of this lease. Lessee shall keep the leased premises free and clear from any liens arising out of any work performed, materials furnished, or obligations incurred by Lessee. Lessee may remove trade fixtures installed by Lessee at termination of this lease, but shall pay for any and all repairs necessary for damage to the leased premises occasioned by such removal.

Entry by Lessor

8. Lessor may enter upon the leased premises under the following circumstances:
- (a) In case of emergency.
 - (b) To make necessary or agreed repairs, alterations, or improvements; supply necessary or agreed services; or exhibit the leased premises to prospective or actual purchasers, mortgagees, tenants, workers, or contractors.
 - (c) If Lessee abandons or surrenders the leased premises.
 - (d) Pursuant to court order.

Lessor will give Lessee reasonable notice of Lessor's intent to enter unless (1) an emergency exists, (2) Lessee has abandoned or surrendered the leased premises, or (3) it is impracticable to do so. Further, Lessor will enter only during normal business hours unless (1)

an emergency exists, (2) Lessee has abandoned or surrendered the leased premises, or (3) Lessee consents to the entry.

Locks and Keys

9. Lessee may not change or add any lock to the leased premises without obtaining Lessor's prior written consent and without providing Lessor with a key to the changed or added lock.

Indemnity and Hold Harmless

10. Lessor shall not be liable for damage claims for injuries or property losses to persons, including Lessee and its agents and employees, from any cause, occurring within the leased premises. Lessee hereby covenants and agrees to indemnify Lessor and keep Lessor harmless from any and all liability, loss, or other damages, claims, or obligations arising out of or relating to any such injury or loss.

Lessee is solely responsible for their own gear and other personal property, and Lessor has no responsibility whatsoever for Lessee's property. Lessee is also solely responsible for any damage their gear or other personal property may cause to other lessees of the storage yard (of which the leased premises is a portion) or to any other person or property. Lessor has no responsibility whatsoever for any such damages.

Dangerous Materials

11. Lessee shall not keep or have on the leased premises any article or thing of a dangerous, inflammable, or explosive character that might substantially increase the danger of a fire on the leased premises, or that might be considered hazardous by a responsible insurance company, unless the prior written consent of Lessor is obtained and proof of adequate insurance protection is provided by Lessee to Lessor.

Taxes and Assessments

12. Lessee agrees to pay all taxes and assessments on the personal property of Lessee or on any business or trade fixture of Lessee. If there is any increase in real estate taxes over and above those assessed during the year this lease commences, Lessee shall pay to Lessor, on presentation of a copy of such tax bill, the amount equal to the increase upon the land and buildings in which the leased premises are located.

Destruction of the Premises

13. If during the term of this lease the leased premises are totally or partially destroyed, rent shall be abated in proportion to the space unusable during repairs. If repairs cannot be made within sixty (60) days, or if more than twenty-five (25) percent of the replacement value of the leased premises is destroyed, this lease may be terminated by either party.

Assignment and Subletting

14. Lessee shall not assign this lease or sublet all or any portion of the leased premises without the express written consent of Lessor. Lessor's consent to any such assignment or subletting shall not be arbitrarily or unreasonably withheld. The consent of Lessor to any one assignment or subletting shall not be deemed to be a consent by Lessor to any subsequent assignment or subletting. Any assignment or subletting without Lessor's prior written consent shall be void and shall, at Lessor's option, terminate this lease.

Default by Lessee

15. Any breach by Lessee of a condition, covenant, or provision of this lease will constitute a material breach. For any material breach by Lessee, Lessor may provide Lessee with a written three-day notice that describes the breach and demands that Lessee cure the default (if a cure is possible). If Lessee does not cure the default within the three days, or if a cure is not possible, this lease will be terminated. Any of the following actions shall constitute a default under this lease:

- (a) Use of the leased premises for any purpose other than as authorized in the lease;
- (b) Default in the payment of any rent or other payment due from Lessee to Lessor;
- (c) Abandonment of the leased premises by Lessee, either voluntarily or by operation of law;
- (d) Filing by or against Lessee of a petition in bankruptcy or the appointment of a receiver or a general assignment by Lessee for the benefit of creditors;
- (e) Any other default in the performance of any term, covenant, or condition of this lease.
- (f) The acceptance of rent hereunder by Lessor shall not be a waiver of any preceding breach by Lessee of any provision hereof, other than the failure of Lessee to pay the particular rent so accepted.

In the event of a default under this lease by Lessee, Lessor shall have the following remedies in addition to any other rights or remedies granted them by law:

- (1) Lessor may enter the premises and take possession thereof and remove all of Lessee's personal property therefrom. Lessor may store the property in a secure public warehouse of his choosing at Lessee's expense.
- (2) After re-entry, the Lessor may terminate the lease on giving five days written notice of such termination to Lessee.
- (3) After re-entry, Lessor may, without terminating the lease, relet the premises, or any part thereof, at such rent and on reasonable commercial terms. Lessor, at their sole option, may apply the rent received from reletting the premises to reducing Lessee's indebtedness to Lessor, to expenses of reletting, and to all alterations and repairs made, to rent due under this lease, and to pay on future rent on this lease as it becomes due.

Condemnation

16. If the leased premises are taken for public use during the term of this lease, this lease shall terminate on the date of taking. Lessor shall receive any and all compensation from such condemnation.

Subordination and Estoppel Certificates

17. Lessor shall have the right to subordinate this lease to any ground lease, deed of trust, or mortgage encumbering the Property where the leased premises are located, whenever made or recorded. The Lessee agrees to cooperate with Lessor and any lender which is acquiring a security interest in the Property or the lease. Lessee agrees to attorn to the transferee or successor to Lessor's interest in the Property and recognize such transferee or successor as Lessor under this lease. Lessee shall have no right to terminate this lease or surrender possession of the leased premises upon the transfer of Lessor's interest. Upon Lessor's written request, Lessee shall execute, acknowledge and deliver to Lessor a written statement (estoppel certificate) certifying that none of the terms or provisions of this lease have been changed (or describing any changes to the lease); that this lease has not been cancelled or terminated; the last date of payment of the base rent and other charges and the time period covered by such payment; that Lessor is not in default under this lease (or stating any claimed default on the part of Lessor); and such other representations or information with respect to Lessee or the lease as Lessor may reasonably request or which any prospective purchaser or encumbrancer of the property may require. Lessee shall deliver such statement to Lessor within ten (10) days after Lessor's request. Lessor may provide any such statement by Lessee to any prospective purchaser or encumbrancer of the Property, and such purchaser or encumbrancer may rely conclusively upon such statement as true and correct. If Lessee fails to deliver such statement to Lessor within such ten (10) day period, Lessor (and any prospective purchaser or encumbrancer) may conclusively presume and rely upon the foregoing facts and Lessee shall be estopped from denying the truth of such facts.

Notices

18. Any notice under this lease shall be writing and shall be delivered to the following persons:

Lessor: Noyo Harbor District
19101 S. Harbor Drive
Fort Bragg, CA 95437
(707) 964-4719
noyohd@yahoo.com

Lessee:

Waiver

19. The waiver by Lessor of any breach by Lessee of any of the provisions of this lease shall not constitute a continuing waiver or a waiver of any subsequent breach by Lessee. No delay or omission to exercise any right or remedy by Lessor or Lessee shall be construed as a waiver. No waiver by Lessor of any default by Lessee under this lease shall constitute a waiver of any subsequent default.

Attorneys' Fees

20. If any legal action or proceeding arising out of or relating to this lease is brought by either party to this lease, the prevailing party shall be entitled to receive from the other party, in addition to any other relief that may be granted, the reasonable attorneys' fees, costs, and expenses incurred in the action or proceeding by the prevailing party.

Binding on Heirs and Successors

21. This lease shall be binding on and shall inure to the benefit of the heirs, executors, administrators, successors, and assigns of Lessor and Lessee; provided, however, that nothing in this section shall be construed as a consent by Lessor to any assignment of this lease or any interest in it by Lessee.

Time of Essence

22. Time is expressly declared to be of the essence in this lease.

Sole and Only Agreement

23. This instrument constitutes the sole and only agreement between Lessor and Lessee respecting the leased premises. Any agreements or representations respecting the leased premises by Lessor or Lessee not expressly set forth in this instrument are null and void.

Severability

24. If any portion of this lease shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this lease is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

Executed on _____ at Fort Bragg, California.

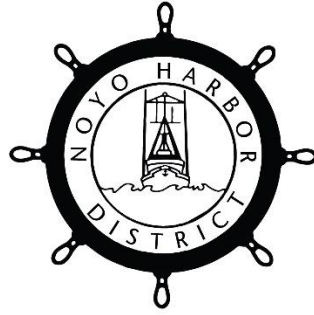
LESSOR:

LESSEE:

Noyo Harbor District

By: _____
Anna Neumann, Harbormaster

By: _____



Page Left Blank



Noyo Harbor District Agenda Item Summary

Meeting Date:	6/12/2025
Item Number:	4
Title:	Deferred Maintenance Projects
Recommended Action:	Direction

Analysis

The Harbormaster would like to recommend that the Harbor District take on a deferred maintenance project utilizing reserve funds. The Harbor District has \$1.2 million in reserve funds that can be utilized for projects. While the Harbormaster would recommend keeping the majority of these funds available for grant matches, there are several deferred maintenance projects that are affecting day to day operations.

Below are a list of potential projects and their estimated budgets

Vessel Abatement: \$70,000

This would ideally fund the removal and abatement of the 6 large commercial vessels that have been abandoned in the Harbor District. The Cheryl Rose, Tersea Marie, Miss Smith, Sweetheart, Captain Cook, Empress and Samuri. Some vessels would be more costly then others (i.e Captain Cook) and are known to have asbestoses and lead based paints that need removal prior to abatement. Other vessels, are much more straightforward and would only cost \$2,000-3,000 (i.e Teresa Marie). However, our new method of directly paying Melivn to dismantle vessels has greatly reduced the cost of abatement.

Pile Guide Fixes: \$60,000

The G and H dock piles really need to be replaced and a pile on A needs to be removed or fixed. There is a current claim into FEMA for the G dock pile, however the H dock pile is also in bad shape. The pile on A dock sits at a 45 degree angle behind Empress and would make it very difficult for any other vessel to berth there.

Bathroom and Office Re-roof: \$10,000

The Harbor Bathrooms and Office are old wood shingles and need to be re-roof. Currently they do not leak, however it is only a matter of time before they do. Current staff can do the bathrooms but a professional roofer should be hired to do the office because of the height of the structure.

Basin Drive Fix: \$200,000

The commission has talk before about fixing the road to the back parking lot. Swanson gave us a quote to fix the road for roughly \$120,000. The office would need to explore this project more thoroughly before we proceed. There are still questions about permitting the work and with the cost of the project we would likely have to do a formal bid-package.

Fiscal Impact

Dependent on project selection

Attachments



Noyo Harbor District Agenda Item Summary

Meeting Date:	6/12/2025
Item Number:	5
Title:	Electrical Rates
Recommended Action:	Approval or Direction

Analysis

The Marina Manager and Harbormaster have been re-assessing electrical rates for tenants in the marina. Last fiscal year the marina was able to re-cop about 42% of their annual electricity expenses, ideally the marina would be able to re-cop 50-60% of their annual electricity expenses.

The Marina Manager has been assessing each slips power usages and has found that tenants fall into two main categories, smaller boats with limited power usage (less than 3 amps) who don't pull power consistently and larger boats with more power usages (over 3 amps) that pull power consistently throughout the day. Currently only a small percentage pull over

The marina is charged different rates for power usage at peak, off peak times those that pull power consistently are costing the marina money in each billing cycle. According to the PG&E bills, 60% of the time power is charged at the off peak rate of \$0.13 per kWh, 20% at the super off peak rate of \$0.05 per kWh, and 20% at the peak rate of \$3.20 kWh.

Given this information, the Harbor Office would like to raise rates for those who pull over 3 amps of power. These vessels, that pull consistent power throughout the day are more responsible for the charges incurred at the peak power rate of \$3.20 kWh.

Brief History of Power Charges in Noyo Harbor:

In 2022, the Harbormaster attempted to check power rates monthly and added monthly usage to each vessels account. This method was extremely time consuming and vessel owner's hated the fluctuating costs. In 2023, the marina switched to flat rate power, based on usage and this system was much simpler for the office and staff to manage and the tenants preferred knowing what their monthly bill was. Since 2023, the Harbor's annual power bill has only slightly increased since 2023, while power rates have remained constant over time.

2025 Eletrical Rate's		
Draw for Amps	Current Flate Rate	Proposed Flat Rate
>1 Amp	\$5.00	\$5.00
1.0-2.0	\$15.00	\$15.00
2.0-3.0	\$25.00	\$25.00
3.0-4.0	\$37.00	\$45.00
4.0-5.0	\$48.00	\$60.00
5.0-6.0	\$60.00	\$75.00
6.0-7.0	\$72.00	\$85.00
7.0-8.0	\$84.00	\$100.00
8.0+	\$100.00	\$120.00

Fiscal Impact

The Harbor Office is cautious expecting these new rates to generate \$5,000-\$6,000 in revenue.

Attachments



Noyo Harbor District Agenda Item Summary

Meeting Date:	6/12/2025
Item Number:	6
Title:	Community Outreach Schedule
Recommended Action:	Approval or Direction

Analysis

As part of the marina redevelopment project 4 community meetings will be held. Two will focus on input from the fishing fleet and two will focus on input from the community at large.

The first community and fishermen's meeting will be primarily listening sessions to gather input. We will show the layout of the current marina as well as the layout that was developed in 2019. The harbormaster would like to schedule these two meetings for August 4th and 5th at the Noyo Center for Marine Science's Field Station.

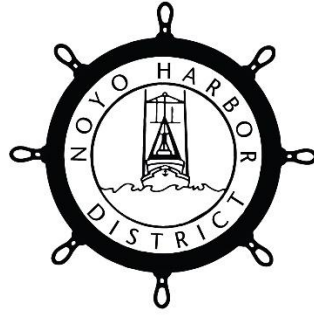
In addition to the community meetings the Harbormaster would like to develop a survey for folks to fill out to help guide input and ensure that community input can be incorporated into the final product.

Fiscal Impact

None

Attachments

None



Page Left Blank

Staff Reports

Oneka- Desalination Bouy

In 2023, the City of Fort Bragg got a grant for a in-situ desalination buoy provided by Oneka. Oneka is a Canadian company and has been working on the getting permits in place for the buoy. The buoy will provide desalinated ocean water to the City of Fort Bragg waste water treatment plant. Currently Oneka is planning to install the buoy in May of 2026 and is looking for a location to build the buoy. Since Sanders has vacated the old boat building spot in the Draggers yard, the Harbormaster showed Oneka this location for possible build. Oneka intends to present their project to the Harbor Commission in November or December of 2025.

Vessel Demo- SAVE Grant

Melvin has dismantled 9 vessels under the SAVE grant funding thus far. Jay and Nick have been working in the yard with Melvin and have got a good system to dismantling the boats rapidly. Overall, this program has been a great addition to the Harbor District.