

AGENDA
SPECIAL MEETING
OF THE BOARD OF HARBOR COMMISSIONERS
MOSS LANDING HARBOR DISTRICT
7881 Sandholdt Road, Moss Landing, CA 95039

December 14, 2017 – 2:30 P.M.

A. CLOSED SESSION

A closed session will be held immediately prior to the public open meeting, **and will begin at 2:00 p.m.** The public open meeting will begin at **2:30 p.m., or as soon thereafter as the Closed Session is concluded**, and any action taken during the Closed Session will be reported out at that time.

1. Confer with real property negotiators (District Counsel and GM) regarding the following matters pursuant to Government Code §54956.8:

- A. A Portion of APN #413-022-003 (NH).
- B. The Santa Cruz Cannery Building.
- C. Moss Landing Commercial Park

B. OPEN SESSION CALL TO ORDER - PLEDGE OF ALLEGIANCE

Roll Call

Russ Jeffries – President
Tony Leonardini – Vice President
Vince Ferrante – Secretary
Peggy Shirrel – Commissioner
James Goulart - Commissioner

Linda G. McIntyre – General Manager
Mike Rodriguez – District Counsel
Tommy Razzeca – Assistant General Manager
Shay Shaw – Administrative Assistant

C. PRESIDENT'S REMARKS

The President will use this opportunity to inform the public of issues affecting the District and other items of a general nature not otherwise provided for on this agenda.

D. PUBLIC COMMENTS

Members of the general public may address the Board of Harbor Commissioners regarding any item that is not on the Agenda. The President may limit the total amount of time of testimony on particular issues and for each individual speaker.

E. SPECIAL PRESENTATION

1. Presentation by Ryan Jolly, CPA of the District's Audited Financial Statement for the fiscal year ending June 30, 2017.

F. CONSENT CALENDAR

2. Approval of the October 25, 2017 Regular Meeting Minutes.

G. FINANCIAL REPORT

3. Financial report month ending October 31, 2017.

H. MANAGER'S REPORTS

The General Manager will make oral or written presentations on the below subjects. The Board may take such action as deemed necessary. The Manager may present additional reports; however, the Board may not take action on any such item not on this Agenda.

4. Projects Status/Update

5. Community Relations; Requests/Issues
6. Summary of Permits Issued
7. Meeting Announcements
8. Assigned Liveaboard Report
9. Slip Income Report
10. Incident Report

I. COMMITTEE REPORTS

11. Finance Committee – Ferrante/Goulart
12. Elkhorn Slough Advisory Committee – Leonardini
13. Special Districts – Jeffries/Ferrante
14. Liveaboard Committee – Jeffries/ Goulart
15. Harbor Improvement Committee – Shirrel/Goulart
16. Real Property Committee I – Jeffries/Leonardini
17. Real Property Committee II – Ferrante/Shirrel
18. Meetings attended by Commissioners at District expense since the last regular meeting of the Board (AB 1234 requirements). Such reports may be oral or written.

J. NEW BUSINESS

19. ITEM – Maintenance Dock Erosion Emergency Project; Resolution 17-15 re Pile replacement
 - a. Staff report
 - b. Public comment
 - c. Board discussion
 - d. Board action
20. ITEM – Consider Adopting Resolution 17-16 approving a proposal from Wald Ruhnke Dost Architects for consulting and professional services related to pending projects
 - a. Staff report
 - b. Public comment
 - c. Board discussion
 - d. Board action
21. ITEM – Consider Adopting Resolution 17-17 accepting a proposal from Advanced Testing & Inspections for Materials Testing & Inspection services at the North Harbor Building Project.
 - a. Staff report
 - b. Public comment
 - c. Board discussion
 - d. Board action
22. ITEM – Consider Adopting Resolution 17-18 regarding SDRMA Worker's Compensation Insurance Plan requirements.
 - a. Staff report
 - b. Public comment
 - c. Board discussion
 - d. Board action
23. ITEM – Consider Adopting Resolution 17-19 declaring the boat wash equipment surplus and authorizing appropriate disposition thereof.
 - a. Staff report
 - b. Public comment
 - c. Board discussion
 - d. Board action

K. COMMISSIONERS COMMENTS AND CONCERNS

Commissioners may address items of concern at this time, and may request that items be placed on future agendas in accordance with the By-laws of the Board.

L. ADJOURNMENT

The next Meeting of the Board of Harbor Commissioners is scheduled for January 25, 2018 at 7:00 PM at the offices of the Moss Landing Harbor District, 7881 Sandholdt Road, Moss Landing, CA. Individuals who require special accommodations are requested to contact the Assistant General Manager by emailing Razzeca@mosslandingharbor.dst.ca.us or by calling 831.633.2461 no less than 72 hours prior to the meeting or in the case of a Special Meeting, as soon as possible after the Agenda is posted. Copies of the agenda will be available 72 hours prior to Regular Meetings and 24 hours prior to Special Meetings and may be obtained by logging onto the District's website at www.mosslandingharbor.dst.ca.us, by contacting the District at 831.633.5417 or by emailing Mcintyre@mosslandingharbor.dst.ca.us. All meetings are noticed and conducted in accordance with the Ralph M. Brown Act.

MOSS LANDING HARBOR DISTRICT

**INDEPENDENT AUDITOR'S REPORT
AND
FINANCIAL STATEMENTS
JUNE 30, 2017**

TABLE OF CONTENTS

	Page
INDEPENDENT AUDITOR'S REPORT	1-2
MANAGEMENT'S DISCUSSION AND ANALYSIS	3-6
BASIC FINANCIAL STATEMENTS:	
Statements of Net Position	7
Statements of Revenues, Expenses and Changes in Net Position	8
Statements of Cash Flows	9
Notes to Financial Statements	10-17
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	18-19

INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners
Moss Landing Harbor District
Moss Landing, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Moss Landing Harbor District (District), which comprise the statements of net position as of June 30, 2017 and 2016, and the related statements of revenues, expenses and changes in net position, and cash flows for the years then ended, and the related notes to the financial statements, which collectively comprise the District's basic financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these basic financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State Controller's Minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Moss Landing Harbor District as of June 30, 2017 and 2016, and the changes in its net position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 - 6 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

The basic financial statements include summarized prior year comparative information. Such prior year information does not include all of the information required to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the District's basic financial statements for the year ended June 30, 2017, from which such summarized information was derived.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 17, 2017 on our consideration of the Moss Landing Harbor District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.



November 17, 2017

**MOSS LANDING HARBOR DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2017 AND 2016**

Our discussion and analysis of the Moss Landing Harbor District's (the "District") financial performance provides an overview of the District's financial activities for the fiscal years ended June 30, 2017 and 2016. Please read this in conjunction with the District's basic financial statements.

Financial Highlights

The District's financial statements are presented in accordance with the requirements of Governmental Accounting Standards Board Statement #34 (GASB 34). The underlying concept is that the financial statements are based on the governmental entity's assets, the liabilities related to those assets and the changes from year-to-year in those assets. The year-to-year changes result from net income, or loss, and contributions from outside sources (such as federal and state funding).

Operating revenues were \$3,178,192 in 2017, \$3,042,887 in 2016 and \$3,158,567 in 2015. Operating revenues were above budget by \$135,305, or 4.45%, in 2017. Berthing income and related revenues increased by \$79,638, or 4%, in 2017. Berthing and related revenues were above budget by \$20,644, or .92%. Rent, concessions and other income increased by \$56,667, or 6.65%, over the prior year. The increase in revenue over the prior year is primarily due to higher triple net and percentage rent income in the current year. Rent, concessions and other income were above budget by \$23,027, or 2.61%.

The District's property tax revenues increased by \$10,138. Grant revenues increased by \$587,412, due to completion of grant related projects and the final amounts to be received from the Federal Emergency Management Agency (FEMA) for those projects which was in response to damage incurred from the tsunami in March 2011.

Operating expenses (before depreciation) were \$2,571,077 in 2017, \$1,676,999 in 2016, and \$1,840,125 in 2015. The current year costs were higher than the prior year by \$894,078, or 53.31%, and below budget by \$273,125 or 9.60%. The increase in expenses as compared to the prior year was due tsunami shoreline repairs in the current year. The District maintains a practice of budgeting annually for dredge expenses, acknowledging that dredge episodes are periodic and may only be incurred every three to five years.

Using This Annual Report

This annual report consists of management's discussion and analysis, the basic financial statements and notes to financial statements. Management's discussion and analysis provides a narrative of the District's financial performance and activities for the year ended June 30, 2017. The basic financial statements provide readers with a broad overview of the District's finances, in a manner similar to private-sector business. The notes provide additional information that is essential to a full understanding of the data provided in the basic financial statements.

The basic financial statements consist of three statements:

Statement of financial position – presents information on all of the District's assets and liabilities, with the difference between the two reported as fund equity. Over time, increases or decreases in fund retained earnings may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

Statement of revenues, expenses and changes in net position – presents information showing how the District's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Certain revenues and expenses are reported in this statement that will result in cash flows in future periods.

Statement of cash flows – presents information showing how the District's cash changed during the year. It shows the sources and uses of cash and cash equivalents.

Financial Analysis of the District as a Whole

Fund net position invested in capital assets represent the District's long-term investment in capital assets, net of accumulated depreciation and related debt, and are not available for current operations.

A summary of net position for years ended June 30, are presented below.

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Current and other assets	\$ 7,732,167	\$ 6,935,488	\$ 6,074,144
Non-current assets	7,389	7,389	7,389
Capital assets, net of depreciation	<u>13,683,203</u>	<u>14,208,983</u>	<u>14,821,489</u>
Total assets	<u>\$ 21,422,759</u>	<u>\$ 21,151,860</u>	<u>\$ 20,903,022</u>
Current liabilities	\$ 1,159,670	\$ 1,231,245	\$ 1,218,638
Long-term debt	<u>3,820,304</u>	<u>4,046,718</u>	<u>4,406,876</u>
Total liabilities	<u>\$ 4,979,974</u>	<u>\$ 5,277,963</u>	<u>\$ 5,624,714</u>
Net investment in capital assets	\$ 9,636,485	\$ 9,802,907	\$ 10,065,588
Net position	<u>6,810,456</u>	<u>6,070,990</u>	<u>5,212,720</u>
Total net position	<u>\$ 16,446,941</u>	<u>\$ 15,873,897</u>	<u>\$ 15,278,308</u>

A summary of changes in net position is presented below:

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Changes in net position			
Operating revenues	\$ 3,178,192	\$ 3,042,887	\$ 3,158,567
Operating expenses	(2,575,132)	(1,676,999)	(1,840,125)
Depreciation	<u>(924,813)</u>	<u>(920,234)</u>	<u>(945,417)</u>
Net operating income	(321,753)	445,654	373,025
Non-operating revenues	1,006,826	276,337	771,436
Non-operating expenses - interest	<u>(116,185)</u>	<u>(126,402)</u>	<u>(179,486)</u>
Increase in net position	<u>\$ 568,888</u>	<u>\$ 595,589</u>	<u>\$ 964,975</u>

Financial Analysis of the District as a Whole (Continued)

A statement of major revenues and expenses is presented below,

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Revenues			
Berthing	\$ 2,271,650	\$ 2,192,012	\$ 2,182,094
Rents	592,297	544,426	598,525
District property taxes	279,193	269,055	258,407
Operations, concessions and other	449,487	306,449	377,948
Grant revenues	587,412	-	506,041
Interest income	4,979	7,282	6,988
Total revenues	<u>\$ 4,185,018</u>	<u>\$ 3,319,224</u>	<u>\$ 3,938,003</u>
Expenses			
Depreciation	\$ 924,813	\$ 920,234	\$ 945,417
Personnel	692,184	687,422	711,905
Utilities	343,239	339,780	335,274
Interest	116,185	126,402	179,486
General and administrative	291,852	356,589	441,045
Repairs and maintenance	1,040,292	279,224	175,069
District	203,410	13,984	176,832
Total expenses	<u>\$ 3,611,975</u>	<u>\$ 2,723,635</u>	<u>\$ 2,965,028</u>

Future Plans

The District continues to be certified as a California Clean Marina, a standard that it intends to maintain for the benefit of its tenants as well as to attract new tenants. The District is continuing with infrastructure improvement projects, ongoing dock refurbishing and sea lion deterrent fencing where appropriate. Plans for further development at North Harbor have been undertaken. The District is seeking FEMA assistance to conduct dredging in North and South Harbors necessitated by the Atmospheric River Storm event that occurred in early 2017. Tsunami-related shoreline erosion repairs in 3 locations were completed with FEMA paying 75% of the costs and the District paying the remaining 25%. Shoreline erosion repairs at the Maintenance Dock, which houses our vessel pump-out facilities, are underway. A new building at the North Harbor is under construction and efforts to secure a lease for the new building will be undertaken during the 2017/2018 fiscal year. New replacement slips and dock were installed on B Dock where our largest slips are located. Slip occupancy has been at or near 100% as we continue to welcome numerous permanent and temporary slip holders who had previously been in other harbors but chose Moss Landing because of its reasonable prices and overall improvements. All of these efforts should maintain revenue and attract tenants.

Budget Highlights

The District's budget projected operating revenues of \$3,134,522. The District finished the budget year with operating revenues of \$3,178,192, which was \$43,671 or 1.39% more than budgeted.

The District's budget projected expenditures (before depreciation) of \$2,844,100. The District finished the budget year with expenditures of \$2,575,132, which was \$268,968 or 9.46% less than budgeted.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The District's capital assets, net of accumulated depreciation, at June 30, 2017, 2016 and 2015, totaled \$13,683,203, \$14,208,983, and \$13,178,629, respectively, as shown below. This amount represents a net decrease, including additions and disposals, net of depreciation, of \$525,780, or 3.7% from June 30, 2016. This change is largely due to depreciation expense.

Capital Assets (Net of Depreciation)

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Land	\$ 1,642,860	\$ 1,642,860	\$ 1,642,860
Buildings and improvements	16,777,554	17,011,483	16,793,849
Floating docks	9,893,752	9,659,823	9,623,001
Construction in progress	765,451	366,418	319,505
Equipment	<u>779,968</u>	<u>779,968</u>	<u>773,609</u>
	29,859,585	29,460,552	29,152,824
Less depreciation	<u>16,176,382</u>	<u>15,251,569</u>	<u>14,331,335</u>
	<u>\$ 13,683,203</u>	<u>\$ 14,208,983</u>	<u>\$ 14,821,489</u>

Debt Administration

All of the District's debt is related to the North Harbor facilities expansion, Cannery building improvements and the development of the K-Pier. The District's debt at June 30, 2017, 2016 and 2015, totaled \$4,046,718, \$4,406,076, and \$4,755,901, respectively. This represents a decrease of \$359,358, or 8.2%, from 2016. In July 2014, the District consolidated its existing loans in to one loan with UMPQUA Bank at a lower interest rate.

Contacting the District's Financial Management

This financial report is designed to provide a general overview of the District's accountability for the District's assets. If you have questions about this report or need additional financial information, contact Linda G. McIntyre, General Manager, Moss Landing Harbor District, 7881 Sandholdt Road, Moss Landing, CA 95039, by calling (831) 633-5417, emailing to mcintyre@mosslandingharbor.dst.ca.us or by visiting the District's web page at www.mosslandingharbor.dst.ca.us.

MOSS LANDING HARBOR DISTRICT

STATEMENTS OF NET POSITION JUNE 30, 2017 AND 2016

	<u>2017</u>	<u>2016</u>
ASSETS		
Current assets		
Cash and cash equivalents	\$ 5,886,065	\$ 5,314,544
Restricted cash and cash equivalents	1,131,077	1,518,502
Accounts receivable, net	90,063	64,260
Grant receivable	587,412	-
Prepaid expenses and other current assets	37,550	38,182
Total current assets	<u>7,732,167</u>	<u>6,935,488</u>
Non-current assets		
Investments	7,389	7,389
Capital assets, net of allowance for depreciation	13,683,203	14,208,983
Total non-current assets	<u>13,690,592</u>	<u>14,216,372</u>
Total assets	<u>21,422,759</u>	<u>21,151,860</u>
LIABILITIES		
Current liabilities		
Accounts payable	161,846	58,275
Accrued wages and vacation	100,356	101,371
Accrued interest	48,055	52,322
Deposits	480,266	412,261
Current portion of long-term debt	369,147	359,358
Total current liabilities	<u>1,159,670</u>	<u>983,587</u>
Non-current liabilities		
Long-term debt	3,677,571	4,046,718
Total non-current liabilities	<u>3,677,571</u>	<u>4,046,718</u>
Total liabilities	<u>4,837,241</u>	<u>5,030,305</u>
DEFERRED INFLOWS OF RESOURCES		
Unearned berth fees and lease receipts	142,733	247,658
Total deferred inflow of resources	<u>142,733</u>	<u>247,658</u>
NET POSITION		
Net investment in capital assets	9,636,485	9,802,907
Restricted for public land use	121,468	510,407
Restricted for debt service	1,009,609	1,008,096
Unrestricted	5,675,223	4,552,487
Total net position	<u>\$ 16,442,785</u>	<u>\$ 15,873,897</u>

MOSS LANDING HARBOR DISTRICT

STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION FOR THE YEARS ENDED JUNE 30, 2017 AND 2016

	<u>2017</u>	<u>2016</u>
Operating Revenues		
Berthing	\$ 2,271,650	\$ 2,192,012
Rent	592,297	544,426
Operations	153,368	143,581
Concessions and other revenues	160,877	162,868
Total operating revenues	<u>3,178,192</u>	<u>3,042,887</u>
Operating Expenses		
Personnel	692,184	687,422
Utilities	347,394	339,780
General and administrative	291,852	171,641
Insurance	124,653	115,426
Repairs and maintenance	1,040,292	279,224
Operating supplies	28,666	28,328
Bad debt	21,250	25,500
Commissioner	13,043	13,984
Miscellaneous	15,798	15,694
Depreciation	924,813	920,234
Total operating expenses	<u>3,499,945</u>	<u>2,597,233</u>
Operating income/(loss)	<u>(321,753)</u>	<u>445,654</u>
Nonoperating Revenues/(Expenses)		
Grant revenues	587,412	-
Property taxes	279,193	269,055
Other income	135,242	-
Interest income	4,979	7,282
Interest expense	(116,185)	(126,402)
Total non-operating revenues/(expenses)	<u>890,641</u>	<u>149,935</u>
Change in Net Position	568,888	595,589
Net Position		
Beginning of year	15,873,897	15,278,308
End of year	<u>\$ 16,442,785</u>	<u>\$ 15,873,897</u>

MOSS LANDING HARBOR DISTRICT

STATEMENTS OF CASH FLOWS YEARS ENDED JUNE 30, 2017 AND 2016

	2017	2016
Operating Activities		
Receipts from customers and users	\$ 3,115,469	\$ 3,135,312
Payments to suppliers for goods and services	(1,778,745)	(1,029,219)
Payments to employees for services	(693,199)	(690,674)
Net cash provided by operating activities	643,525	1,415,419
Noncapital Financing Activities		
Property taxes received	279,193	269,055
Net cash provided by noncapital financing activities	279,193	269,055
Capital and Related Financing Activities		
Acquisition of capital assets	(399,033)	(307,728)
Payments received from insurance proceeds	135,242	-
Principal paid on long-term debt	(359,358)	(349,825)
Interest paid on long-term debt	(120,452)	(130,558)
Net cash provided by (used in) capital and related financing activities	(743,601)	(788,111)
Investing Activities		
Interest received	4,979	7,282
Net cash provided by investing activities	4,979	7,282
Net Increase in Cash and Cash Equivalents	184,096	903,645
Cash and Cash Equivalents		
Beginning of year	6,833,046	5,929,401
End of year	\$ 7,017,142	\$ 6,833,046
Cash Flows from Operating Activities		
Operating income (loss)	\$ (321,753)	\$ 445,654
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:		
Depreciation	924,813	920,234
(Increase) Decrease in accounts receivable	(25,803)	(43,357)
(Increase) Decrease in prepaid expenses	632	151,956
Increase (Decrease) in accounts payable	103,571	(46,918)
Increase (Decrease) in accrued wages and vacation	(1,015)	1,935
Increase (Decrease) in customer deposits	68,005	(3,227)
Increase (Decrease) in deferred inflows	(104,925)	1,086
Net Cash Provided by Operating Activities	\$ 643,525	\$ 1,427,363

See accompanying notes

MOSS LANDING HARBOR DISTRICT

NOTES TO FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2017

Note 1 – Summary of Significant Accounting Policies

Reporting Entity

The Moss Landing Harbor District (the “District”) was formed in 1947 as a non-taxable government entity under the California Senate Bill 1116 to provide for harbor and port facilities. It was formed for the purpose of creating a legal entity to negotiate with various governmental agencies for the financing and construction of a small craft harbor and subsequent operation of the facility. The District is governed by an elected Board of five Commissioners. The District derives its revenues principally from fees charged to users of the harbor facilities, rent and concessions.

The accompanying financial statements include all the accounts of the District. There are no component units included in the District financial statements nor has the District been determined to be a component unit of any other entity.

Basis of Accounting and Measurement Focus

The District accounts for its operations in enterprise funds using the economic resources measurement focus and the accrual basis of accounting. A fund is an accounting entity with a self-balancing set of accounts established to record the financial position and results of operations of a specific government activity. The activities of enterprise funds closely resemble those of ongoing businesses in which the purpose is to conserve and add to basic resources while meeting operating expenses from current revenues. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

An enterprise fund distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the District’s principal ongoing operations. The principal operating revenues of the District are generated by the berthing, rental, concessions and other operations of the harbor facilities. Operating expenses for the District include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

MOSS LANDING HARBOR DISTRICT

NOTES TO FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2017

Note 1 – Summary of Significant Accounting Policies (Continued)

Financial Statement Amounts

Cash and cash equivalents – The District considers all highly liquid assets, which have a term of less than ninety days to maturity as cash equivalents.

Investments – Investments consist of Principal Financial common stock. Investments are stated at fair value. This investment is a Level 1 Input as the valuation methodology is based on quoted prices (unadjusted) for identical assets or liabilities in active markets that a government can access at the measurement date.

Accounts Receivable – Accounts receivable are composed of amounts due from customers for berthing fees. Accounts receivable are recorded net of an allowance for doubtful accounts. The allowance is estimated from historical experience and management's analysis of individual customer balances. The allowance for doubtful accounts was \$25,395 at June 30, 2017.

Capital Assets – Capital assets are defined by the government as assets with an initial individual cost of more than \$1,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Betterments and major improvements which significantly increase values, change capacities or extend useful lives are capitalized. Upon sale or retirement of fixed assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is included in the results of operations.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities are included as part of the capitalized value of the assets constructed.

Capital assets in service are depreciated using the straight line method over the following estimated useful lives:

	<u>Years</u>
Land improvements	10 - 40
Buildings and improvements	10 - 40
Furniture, equipment and vehicles	3 - 20

MOSS LANDING HARBOR DISTRICT

NOTES TO FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2017

Note 1 – Summary of Significant Accounting Policies (Continued)

Compensated Absences – The District allows employees to accumulate unused vacation leave and sick leave. Upon termination, accumulated vacation that was not taken will be paid to the employee. One-half of the employee's sick leave is paid upon termination. Currently, there are only two employees who qualify for payout of sick leave upon termination.

Accumulated vacation leave that is expected to be paid with expendable available financial resources is recorded as an expense and liability as the benefits accrue.

Long-Term Obligations – Long-term debt and other obligations are reported as District liabilities. Loan fees are deferred and amortized over the life of the loan using the effective interest method.

Deferred Inflows of Resources – Deferred inflows of resources represents berth fees and lease payments collected before year-end which were not earned as of June 30, 2017. All deferred inflows of resources is expected to be earned within the following year.

Net Position/Fund Equity - The financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted and unrestricted.

- Net Investment in Capital Assets - This category groups all capital assets, including infrastructure, into one component of net position. Accumulated depreciation and the outstanding balances of debt that are attributable to the acquisition, construction or improvement of these assets reduce the balance in this category.
- Restricted Net Position - This category presents external restrictions on net position imposed by creditors, grantors, contributors, laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.
- Unrestricted Net Position - This category represents net position of the District not restricted for any project or other purpose.

Property Tax Revenue – Property tax revenue is composed of property taxes received from the County of Monterey. Property tax revenue is recognized when it is available from the County.

Note 2 – Cash and Investments

California law requires banks and savings and loan institutions to pledge government securities with a market value of 110% of the District's cash on deposits or first trust deed mortgage notes with a value of 150% of the deposit as collateral for all public agency deposits. Under California law this collateral remains with the institution but is held in the District's name and places the District ahead of general creditors of the institution. The District has waived collateral requirements for the portion of deposits covered by federal deposit insurance.

MOSS LANDING HARBOR DISTRICT

NOTES TO FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2017

Note 2 – Cash and Investments (Continued)

Cash and Investments as of June 30, 2017 are classified in the accompanying financial statements as follows:

Statement of Net Position:

Cash and cash equivalents	\$ 5,886,065
Restricted cash and cash equivalents	1,131,077
Investments	<u>7,389</u>
	<u>\$ 7,024,531</u>

Cash and Investments as of June 30, 2017 consist of the following:

Cash on hand	\$ 500
Deposits with financial institutions	7,016,642
Principal Financial Common Stock	<u>7,389</u>
Total Cash and Investments	<u>\$ 7,024,531</u>

Investments Authorized by the District's Investment Policy

The District's Investment Policy and the California Government Code allows the District to invest in the following, provided the credit ratings of the issuers are acceptable to the District. The following also identifies certain provisions of the District and California Government Code that address interest rate risk, credit risk, and concentration of credit risk. The District's Investment Policy authorizes the following:

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Minimum Credit Quality
Local Agency Bonds	5 Years	None	None
U.S. Treasury Obligations	5 Years	None	None
State of California Obligations	5 Years	None	None
California Local Agency Obligations	5 Years	None	None
U.S. Agency Obligations	5 Years	None	None
Bankers Acceptances	180 Days	40%	None
Commercial Paper	270 Days	25%	A-1
Negotiable Certificates of Deposit	5 Years	30%	None
Repurchase Agreements	1 Year	None	None
Medium Term Notes	5 Years	30%	A or >
Money Market Mutual Funds	N/A	20%	A
Collateralized Bank Deposits	5 Years	None	None
Time Deposits	2 Years	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None

MOSS LANDING HARBOR DISTRICT

NOTES TO FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2017

Note 2 – Cash and Investments (Continued)

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates.

Information about the sensitivity of the fair values of the District's investments to market interest rate fluctuations is provided by the following table that shows the distribution to the District's investments by maturity:

Investment Type	12 Months or less	13 to 24 Months	25 to 84 Months	Total
Common Stock	\$ 7,389	\$ -	\$ -	\$ 7,389
Total Investments	<u>\$ 7,389</u>	<u>\$ -</u>	<u>\$ -</u>	<u>7,389</u>
Cash in bank and on hand				<u>7,017,142</u>
Total Cash and Investments				<u>\$ 7,024,531</u>

Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Negotiable certificates of deposit do not have a minimum credit rating.

Concentration of Credit Risk

At June 30, 2017, in accordance with State law and the District's Investment Policy, the District did not have 5% or more of its net investment in commercial paper, corporate bonds or medium term notes of a single organization. Investments in obligations of the U.S. government, U.S. government agencies, or government-sponsored enterprises are exempt from these limitations.

Custodial Credit Risk

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer) to a transaction, the District will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The District's Investment Policy limits its exposure to custodial credit risk by requiring that all security transactions entered into by the District, including collateral for repurchase agreements, be conducted on a delivery-versus-payment basis. Securities are to be held by a third party custodian.

MOSS LANDING HARBOR DISTRICT

NOTES TO FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2017

Note 3 – Capital Assets

Capital asset activity for the year ended June 30, 2017, was as follows:

	Balance July 1, 2016	Additions	Retirements	Balance June 30, 2017
Capital assets, not being depreciated				
Land	\$ 1,642,860	\$ -	\$ -	\$ 1,642,860
Construction in progress	366,418	399,033	-	765,451
Total capital assets, not being depreciated	<u>2,009,278</u>	<u>399,033</u>	<u>-</u>	<u>2,408,311</u>
Capital assets, being depreciated				
Buildings and improvements	26,671,306	-	-	26,671,306
Equipment and machinery	779,968	-	-	779,968
Total capital assets, being depreciated	<u>27,451,274</u>	<u>-</u>	<u>-</u>	<u>27,451,274</u>
Less accumulated depreciation for				
Buildings and improvements	(14,492,880)	(918,636)	-	(15,411,516)
Equipment and machinery	(758,689)	(6,177)	-	(764,866)
Total accumulated depreciation	<u>(15,251,569)</u>	<u>(924,813)</u>	<u>-</u>	<u>(16,176,382)</u>
Total capital assets, being depreciated, net	<u>12,199,705</u>	<u>(924,813)</u>	<u>-</u>	<u>11,274,892</u>
Total capital assets, net	<u>\$ 14,208,983</u>	<u>\$ (525,780)</u>	<u>\$ -</u>	<u>\$ 13,683,203</u>

MOSS LANDING HARBOR DISTRICT

NOTES TO FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2017

Note 4 – Long-Term Debt

The District generally incurs long-term debt to finance projects or purchase assets which will have useful lives equal to or greater than the related debt. The District's debt issues and transactions are summarized below and discussed in detail thereafter.

	Balance July 1, 2016	Additions	Retirements	Balance June 30, 2017	Current Portion
2014 Harbor Enterprise Revenue Refunding Loan	\$ 4,406,076	\$ -	\$ (399,358)	\$ 4,046,718	\$ 369,147
Total Long-term Debt	\$ 4,406,076	\$ -	\$ (399,358)	\$ 4,046,718	\$ 369,147

2014 Harbor Enterprise Revenue Refunding Loan

In July 2014, the District refinanced all of its outstanding debt and obtained a loan agreement from Umpqua Bank for the amount of \$4,755,901. The principal payments are made each August 1 beginning in 2016 through 2030. Interest is to be paid semi-annually on February 1 and August 1 through 2030 and has a stated interest rate of 2.85 percent. The District covenants that it shall prescribe, revise and collect such charges for the services and facilities of the harbor which shall produce revenues sufficient in each fiscal year to provide net revenues equal to at least 1.25 times debt service coming due and payable during such fiscal year. In addition, the District covenants and agrees to maintain during the term of the Loan Agreement a ratio of Funded Debt to Net Position of the District not greater than 2.0:1.0 for each fiscal year. The loan also requires that the District shall maintain a deposit relationship with Umpqua Bank in an amount not less than \$1,000,000.

Deposit and Loan Covenant Requirements

As noted above the District has pledged future revenues, net of specified operating expenses, to repay debt in the original amount of \$4,755,901. Net Revenues, defined as all revenues less all maintenance and operating costs, were equal to at least 1.25 times the Debt Service for the fiscal year ending June 30, 2017. The District is also in compliance with the deposit requirement and the funded debt limitation requirement noted above.

Debt Service Requirements

The annual requirement to amortize the principal and interest on the above long-term debt at June 30, 2017 were as follows:

Years ending June 30,	Principal	Interest	Total
2018	\$ 369,147	\$ 110,071	\$ 479,218
2019	379,197	99,407	478,604
2020	389,516	88,453	477,969
2021	400,107	77,201	477,308
2022	344,871	66,585	411,456
2023 - 2027	1,265,119	213,132	1,478,251
2028 - 2031	898,761	52,031	950,792
	<u>\$ 4,046,718</u>	<u>\$ 706,880</u>	<u>\$ 4,753,598</u>

MOSS LANDING HARBOR DISTRICT

NOTES TO FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2017

Note 5 – Retirement Plans

Moss Landing Harbor District provides benefits to full time employees hired prior to January 1, 2013 through defined contribution plans. The plans cover full-time employees including those working under the collective bargaining agreements.

In July 2000, the District established a 457/401(a) define contribution plan for its non-union employees and continued the SEP-IRA for its union employees. The Plan offers each participating employee the ability to select various investment options. Employees are eligible to participate upon the completion of six months of employment. Participants are vested in the District contributions of 20% per year after the first year of service and are fully vested after five years of service.

The District makes contributions based on 11% of base salary for one union employee, 8% of base salary for all other union employees, and 6% of base salaries for non-union employees. Also, if the non-union employees elect to contribute to the 457 plan, the District contributes up to an additional 6%.

Note 6 – Risk Management

The District is exposed to various risks of loss to torts; theft of, damage of, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District pays an annual premium for its general insurance coverage. The District continues to carry commercial insurance for all other risks of loss, including workers' compensation, and employee health and accident insurance. There have been no significant reductions in insurance coverage in the current year.

Note 7 – Subsequent Events

The District evaluated subsequent events for recognition and disclosure through October 20, 2017, the date which these financial statements were available to be issued. Management concluded that no material subsequent events have occurred since June 30, 2017 that required recognition or disclosure in such financial statements.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER
MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Commissioners
Moss Landing Harbor District

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Moss Landing Harbor District (District), which comprise the statement of net position as of June 30, 2017, and the related statement of revenues, expenses and changes in net position, and cash flows for the year then ended, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated November 17, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Moss Landing Harbor District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

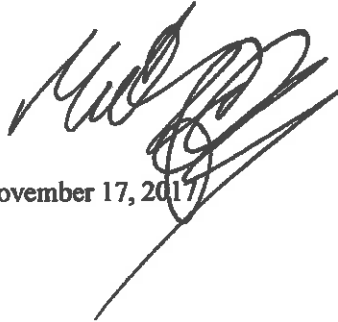
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Moss Landing Harbor District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink, appearing to be 'M. J. [unclear]', written over the date.

November 17, 2017

Moss Landing Harbor District
Balance Sheet
As of October 31, 2017

ITEM 3

ASSETS

Current Assets

Checking/Savings

	Oct 31, 17	Oct 31, 16	\$ Change	% Change
1002 · Petty Cash	500	500		
1009 · Union - Operating	114,352	68,351	46,001	67%
1010 · Union - M.M.	4,000,516	3,831,115	169,401	4%
1011 · Union - Payroll	35,590	32,918	2,672	8%
1015 · 1st Capital Bank	1,545,961	1,542,078	3,883	0%
1016 · Pinnacle Bank Interest Account		22,922	-22,922	-100%
1018 · Union Bank- Trust Account	322,049	408,107	-86,058	-21%
1020 · Umpqua - Restricted	1,010,119	1,008,605	1,514	0%
Total Checking/Savings	7,029,087	6,914,596	114,491	2%

Accounts Receivable

11290 · Leases				
1282 · NNN Receivable	55,000	21,304	33,696	158%
1295 · MBARI	1,285		1,285	100%
1299 · Pottery Planet	3,247		3,247	100%
Total 11290 · Leases	59,532	21,304	38,228	179%
1200 · Marina Receivables	76,624	68,910	7,714	11%
1201 · Marina - Allow for Bad Debt	-37,423	-31,770	-5,653	-18%
Total Accounts Receivable	98,733	58,444	40,289	69%

Other Current Assets

1210 · Grants Receivable	573,712		573,712	100%
1271 · Prepaid Expenses				
1270 · Insurance	10,998	14,506	-3,508	-24%
1271 · Prepaid Expenses - Other	5,727		5,727	100%
Total 1271 · Prepaid Expenses	16,725	14,506	2,219	15%
Total Other Current Assets	590,437	14,506	575,931	3,970%
Total Current Assets	7,718,257	6,987,546	730,711	10%

Fixed Assets

1650 · Construction in Progress	765,451	366,418	399,033	109%
1670 · Equipment	779,968	779,968		

Moss Landing Harbor District
Balance Sheet
As of October 31, 2017

	Oct 31, 17	Oct 31, 16	\$ Change	% Change
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2010 · Accounts Payable	66,173	67,420	-1,247	-2%
Total Accounts Payable	66,173	67,420	-1,247	-2%
Other Current Liabilities				
2013 · Accrued Expenses	33,811		33,811	100%
2020 · Accrued Salaries Payable	12,123	14,517	-2,394	-16%
2021 · Accrued Vacation	88,372	94,999	-6,627	-7%
2023 · Accrued Payroll Taxes	4,677	4,813	-136	-3%
2030 · Customer Deposits	300,655	287,921	12,734	4%
2051 · Note Interest Payable				
2062 · Umpqua Accrued Interest	27,080	28,833	-1,753	-6%
Total 2051 · Note Interest Payable	27,080	28,833	-1,753	-6%
2080 · Prepaid Berth Fees	166,965	161,141	5,824	4%
2082 · MLCP Cost Reimb. Deposit	88,701	105,724	-17,023	-16%
2086 · Prepaid Leases				
20861 · Duke	32,591	31,639	952	3%
20862 · MBARI	12,875	12,819	56	0%
Total 2086 · Prepaid Leases	45,466	44,458	1,008	2%
2087 · Lease Deposits	14,164	14,164		
Total Other Current Liabilities	782,014	756,570	25,444	3%
Total Current Liabilities	848,187	823,990	24,197	3%
Long Term Liabilities				
2605 · Umpqua Loan	3,677,571	4,046,718	-369,147	-9%
Total Long Term Liabilities	3,677,571	4,046,718	-369,147	-9%
Total Liabilities	4,525,758	4,870,708	-344,950	-7%
Equity				
3020 · Retained Net Assets	6,456,231	6,456,231		
3050 · Prior Year Earnings	9,986,555	9,417,664	568,891	6%
Net Income	125,841	144,849	-19,008	-13%
Total Equity	16,568,627	16,018,744	549,883	3%
TOTAL LIABILITIES & EQUITY	21,094,385	20,889,452	204,933	1%

Moss Landing Harbor District
Profit & Loss Budget vs. Actual
July through October 2017

	<u>Jul - Oct 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4000 · MARINA REVENUES				
4100 · Berthing Income				
4110 · Assigned Berthing	536,436	539,876	-3,440	99%
4112 · Qtrly/Annual Discount	-900	-1,200	300	75%
4113 · Commercial Vessel Dscnt	-3,681	-5,000	1,319	74%
4114 · Away (1 mnth) Dscnt	-648	-300	-348	216%
4115 · Temporary Berthing	90,272	80,667	9,605	112%
4120 · Liveaboard Fees	40,395	38,000	2,395	106%
4130 · Transient Berthing	7,531	15,000	-7,469	50%
4220 · Walk List	2,675	2,333	342	115%
4260 · Towing - Intra Harbor		150	-150	
4270 · Pumpouts		100	-100	
4280 · Late Fees	12,770	10,000	2,770	128%
4282 · Recovered Lien Costs	420		420	100%
Total 4100 · Berthing Income	685,270	679,626	5,644	101%
4200 · Other Income - Operations				
4225 · Merchandise	230	333	-103	69%
4230 · SH Parking	67,814	60,000	7,814	113%
4285 · Dog Fee	500	200	300	250%
4290 · Misc	5,834	800	5,034	729%
Total 4200 · Other Income - Operations	74,378	61,333	13,045	121%
4300 · Operating Grant Revenues				
Total 4000 · MARINA REVENUES	759,648	740,959	18,689	103%

Moss Landing Harbor District
Profit & Loss Budget vs. Actual
July through October 2017

	<u>Jul - Oct 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 5340 · Employee Benefits	42,754	49,216	-6,462	87%
5350 · Workers Compensation				
5353 · Administration	836	938	-102	89%
5355 · Operations	2,348	2,176	172	108%
5358 · Maintenance	2,668	5,351	-2,683	50%
Total 5350 · Workers Compensation	5,852	8,465	-2,613	69%
Total 5300 · Personnel	215,992	245,916	-29,924	88%
5400 · Insurance				
5410 · Liability Insurance	41,590	40,000	1,590	104%
Total 5400 · Insurance	41,590	40,000	1,590	104%
5500 · Utilities				
5510 · Garbage	17,122	17,667	-545	97%
5520 · Gas and Electric	60,000	65,000	-5,000	92%
5530 · Water	9,680	10,667	-987	91%
5540 · Sewer	19,187	13,333	5,854	144%
Total 5500 · Utilities	105,989	106,667	-678	99%
5600 · Operating Supplies				
5610 · Vehicles	2,376	4,600	-2,224	52%
5625 · Operations	4,275	7,000	-2,725	61%
Total 5600 · Operating Supplies	6,651	11,600	-4,949	57%
5700 · Depreciation	157,332	157,500	-168	100%
5800 · Repairs & Maintenance				
5810 · Vehicles	63	1,028	-965	6%
5830 · Equip Rental	1,132	2,876	-1,744	39%
5850 · Repair Materials	32,159	26,100	6,059	123%
5860 · Outside Service Contracts	12,249	23,333	-11,084	52%
5870 · Derelict Disposal	116	10,000	-9,884	1%
Total 5800 · Repairs & Maintenance	45,719	63,337	-17,618	72%
5900 · Financial Expenses				
5920 · Bank Service Charges	2,376	1,200	1,176	198%
5990 · Bad Debt	8,500	7,133	1,367	119%
Total 5900 · Financial Expenses	10,876	8,333	2,543	131%
Total 7000 · MARINA EXPENSES	656,599	695,723	-39,124	94%
Net Ordinary Income - Marina Operations	103,049	45,236	57,813	228%

Moss Landing Harbor District
Profit & Loss Budget vs. Actual
July through October 2017

	<u>Jul - Oct 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7000 · LEASE AND OTHER EXPENSES				
7100 · Interest Expense				
7134 · Umpqua Accrued Interest	36,691	36,691	0	100%
Total 7100 · Interest Expense	<u>36,691</u>	<u>36,691</u>	<u>0</u>	<u>100%</u>
7200 · Other Financial Expenses				
7230 · LAFO Administrative Charges	6,411	6,411		100%
Total 7200 · Other Financial Expenses	<u>6,411</u>	<u>6,411</u>		<u>100%</u>
5700 · Depreciation	157,332	157,500	-168	100%
7300 · Commissioner Expenses				
7320 · Monthly Stipend	5,700	4,000	1,700	143%
7321 · Employer Payroll Taxes	436	400	36	109%
7330 · Incurred Expenses	505	450	55	112%
Total 7300 · Commissioner Expenses	<u>6,641</u>	<u>4,850</u>	<u>1,791</u>	<u>137%</u>
Total 7000 · LEASE AND OTHER EXPENSES	<u>207,075</u>	<u>205,452</u>	<u>1,623</u>	<u>101%</u>
Net Lease & Other Operations	<u>131,817</u>	<u>126,637</u>	<u>5,180</u>	<u>104%</u>
Net Ordinary Income - Combined Operations	<u>234,866</u>	<u>171,873</u>	<u>62,993</u>	<u>137%</u>
Other Income/Expense				
Other Income				
8001 · Cost Reimbursements				
8101 · Revenue from reimbursements	56,436	50,000	6,436	113%
8201 · Reimbursable expenses	-4,094	50,000	-54,094	-8%
Total 8001 · Cost Reimbursements	<u>52,342</u>	<u>100,000</u>	<u>-47,658</u>	<u>52%</u>
Total Other Income	<u>52,342</u>	<u>100,000</u>	<u>-47,658</u>	<u>52%</u>
Other Expense				
9000 · CAPITAL PROJECT EXPENSES				
5880 · Dredging	67,758	250,000	-182,242	27%
9053 · Dock Maintenance	11,255	10,000	1,255	113%
9054 · Sea Lion Deterrent Fencing		5,000	-5,000	
9309 · New NH Building	37,470	400,000	-362,530	9%
9310 · NH Hotel	2,500			
9430 · NH Restoration	36,179			
9800 · Dock Replacement	6,204	50,000	-43,796	12%
Total 9000 · CAPITAL PROJECT EXPENSES	<u>161,366</u>	<u>715,000</u>	<u>-553,634</u>	<u>23%</u>
Total Other Expense	<u>161,366</u>	<u>715,000</u>	<u>-553,634</u>	<u>23%</u>
Net Other Income	<u>-109,024</u>	<u>-615,000</u>	<u>505,976</u>	<u>18%</u>
Net Income	<u>125,842</u>	<u>-443,127</u>	<u>568,969</u>	<u>-28%</u>

Moss Landing Harbor District
Profit & Loss YTD Comparison
July through October 2017

	Jul - Oct 17	Jul - Oct 16	\$ Change	% Change
Expense				
5200 · General & Administrative				
5100 · Advertising	1,691	4,299	-2,608	-61%
5210 · Dues & Subscriptions	3,129	2,873	256	9%
5220 · Office Supplies				
5223 · Administration	2,544	1,464	1,080	74%
5225 · Operations	4,819	3,424	1,395	41%
Total 5220 · Office Supplies	7,363	4,888	2,475	51%
5230 · Postage & Equip Lease				
5232 · Meter Lease	388	129	259	201%
5235 · Postage	1,245	26	1,219	4,688%
Total 5230 · Postage & Equip Lease	1,633	155	1,478	954%
5240 · Copier Lease & Supplies				
5242 · Copier Lease	1,688	1,185	503	42%
Total 5240 · Copier Lease & Supplies	1,688	1,185	503	42%
5250 · Telephone & Communications				
5253 · Administration	4,013	3,675	338	9%
5255 · Operations	282	283	-1	-0%
Total 5250 · Telephone & Communications	4,295	3,958	337	9%
5260 · Professional Services				
5262 · Accounting	14,536	12,926	1,610	12%
5263 · Audit fees		14,500	-14,500	-100%
5265 · Legal	30,036	44,970	-14,934	-33%
5268 · Computer Consulting	340		340	100%
5269 · Payroll Processing	986	935	51	5%
Total 5260 · Professional Services	45,898	73,331	-27,433	-37%
5290 · Credit Card Fees	6,131	3,997	2,134	53%
5921 · Internet Billing Service	622	605	17	3%
Total 5200 · General & Administrative	72,450	95,291	-22,841	-24%
5300 · Personnel				
5310 · Salaries				
5313 · Administration	80,025	93,994	-13,969	-15%
5315 · Operations	43,691	43,887	-196	-0%
5318 · Maintenance	31,601	27,185	4,416	16%
Total 5310 · Salaries	155,317	165,066	-9,749	-6%
5330 · Payroll Taxes				
5333 · Administration	5,972	7,079	-1,107	-16%
5335 · Operations	3,740	3,415	325	10%
5338 · Maintenance	2,357	2,156	201	9%
Total 5330 · Payroll Taxes	12,069	12,650	-581	-5%
5340 · Employee Benefits				
5343 · Administration	22,113	24,068	-1,955	-8%
5345 · Operations	5,075	9,062	-3,987	-44%
5348 · Maintenance	15,566	14,308	1,258	9%

Moss Landing Harbor District
Profit & Loss YTD Comparison
July through October 2017

	Jul - Oct 17	Jul - Oct 16	\$ Change	% Change
4400 · LEASE AND OTHER INCOME				
4050 · Trust Lands Lease Revenue				
4051 · Dynegy Outfall	21,728	21,093	635	3%
4053 · MBARI	8,963	8,480	483	6%
Total 4050 · Trust Lands Lease Revenue	30,691	29,573	1,118	4%
4500 · Leases				
4501 · K-Pier Lease		5,558	-5,558	-100%
4502 · Cannery Building				
4504 · Suite 3	28,710	27,871	839	3%
4510 · Suite 6	8,495	8,247	248	3%
4511 · Suite 1 & 10	5,841	5,671	170	3%
4515 · Suite 4	27,765	26,954	811	3%
4517 · Suite 2	10,382	10,079	303	3%
4518 · Suite 5	7,967	7,871	96	1%
4523 · Canery NNN	11,241	10,729	512	5%
Total 4502 · Cannery Building	100,401	97,422	2,979	3%
4530 · RV Lot	10,644	10,333	311	3%
4541 · SH Spare Office		872	-872	-100%
4560 · North Harbor				
4562 · Sea Harvest	13,193	12,777	416	3%
4568 · Monterey Bay Kayaks	5,983	33,993	-28,010	-82%
4572 · Pottery Planet	12,986	12,607	379	3%
Total 4560 · North Harbor	32,162	59,377	-27,215	-46%
Total 4500 · Leases	143,207	173,562	-30,355	-17%
4700 · Other Revenues & Concessions				
4125 · Amenity Fee	96,520	94,744	1,776	2%
4710 · Vending Activities				
4711 · Washer/Dryer	3,925	3,651	274	8%
4712 · Soda	163	270	-107	-40%
Total 4710 · Vending Activities	4,088	3,921	167	4%
4720 · Dry Storage	20,963	19,701	1,262	6%
4725 · North Harbor Use Fee	33,644	21,445	12,199	57%
4727 · Key Sales	2,805	2,327	478	21%
4730 · NH Washdown	669	723	-54	-7%
4735 · Camp/RV	1,757	3,531	-1,774	-50%
4740 · Equipment Rental				
4751 · Permits	2,757	2,014	743	37%
4765 · Faxes, Copies & Postage	5	37	-32	-86%
Total 4700 · Other Revenues & Concessions	163,208	148,443	14,765	10%
4800 · Interest				
4841 · Union Bank Interest	234	35	199	569%
4843 · First Capital Bank	1,042	245	797	325%
4845 · SBB Interest		96	-96	-100%
4846 · Umpqua Interest	510	510	0	0%

Moss Landing Harbor District

A/P Aging Summary

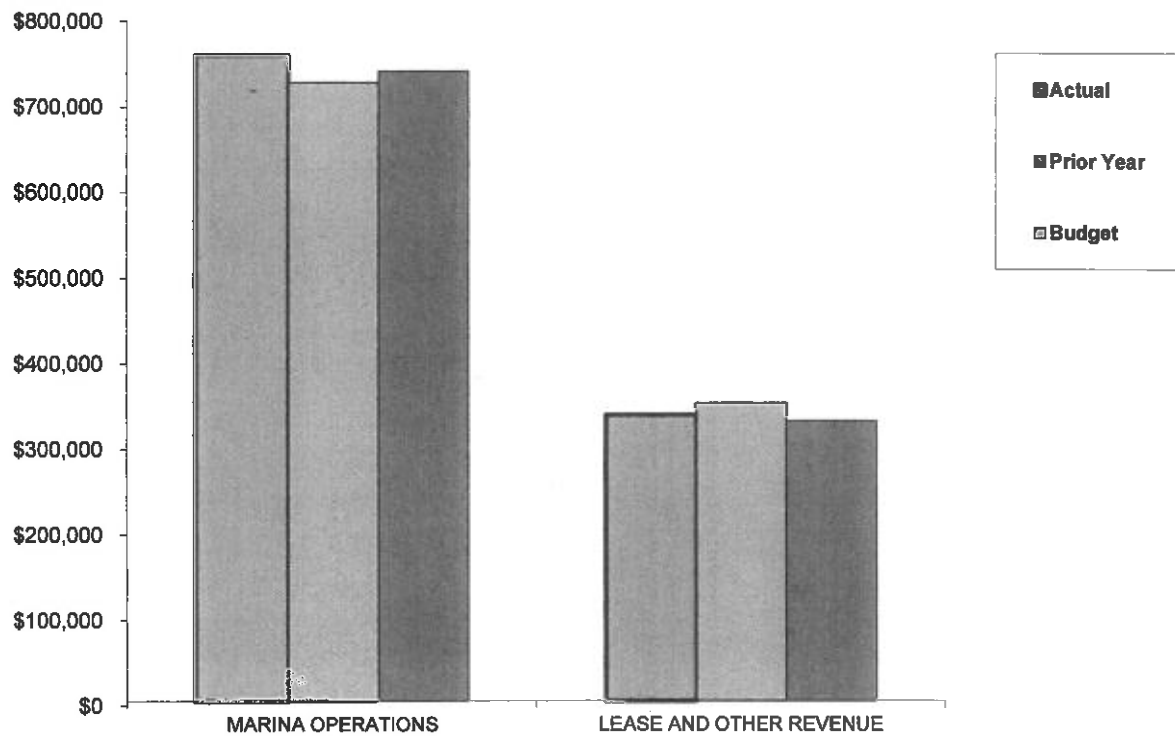
As of October 31, 2017

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
A&C Engraving & Signs	27	-	-	-	-	27
Airgas	81	-	-	-	-	81
AT&T	130	-	-	-	-	130
Auto Care Towing	-	270	-	-	-	270
Byte Technology	38	-	-	-	-	38
CalPERS	-	(7,348)	-	-	-	(7,348)
Castroville "ACE" Hardware	21	-	-	-	-	21
Castroville Plumbing & Heating	94	-	-	-	-	94
Central Coast Systems, Inc.	105	-	-	-	-	105
Cintas	577	-	-	-	-	577
Corralitos Electric	-	-	-	4,950	-	4,950
Damm Good Water	90	-	-	-	-	90
Don Chapin	-	34,604	-	-	-	34,604
Haro, Kasunich and Assoc. Inc.	3,702	-	-	-	-	3,702
Jarvis, Fay, Doport & Gibson, LLP	8,230	-	-	-	-	8,230
Jennifer Molho	-	510	-	-	-	510
Konica Minolta Premier Finance	291	-	-	-	-	291
Linda G. McIntyre	-	(400)	-	-	-	(400)
Lockton Insurance Brokers, LLC	504	-	-	-	-	504
Monterey County Tax Collector	-	(2,766)	-	-	-	(2,766)
Monterey Regional Waste Management Dist.	80	-	-	-	-	80
Office Depot	350	-	-	-	-	350
Office Team	1,152	-	-	-	-	1,152
Pajaro/Sunny Mesa C.S.D.	2,488	-	-	-	-	2,488
Pettigrew & Foletta	-	15	-	-	-	15
PG&E	-	(20,000)	-	-	-	(20,000)
Premium Assignment Corporation	-	(11,455)	-	-	-	(11,455)
Principal Financial	-	(213)	-	-	-	(213)
Rabobank	686	-	-	-	-	686
Sanctuary Stainless	4,073	-	-	-	-	4,073
Sealaska Technical	-	29,313	-	-	-	29,313
Sherri Pfefferkorn	1,152	-	-	-	-	1,152
Social Vocational Services, Inc.	-	(1,074)	-	-	-	(1,074)
U.S. Bank	1,985	-	-	-	-	1,985
VALIC	4,683	-	-	-	-	4,683
Veritiv Operating Company	166	-	-	-	-	166
Verizon Wireless	141	-	-	-	-	141
Vision Service Plan	-	(128)	-	-	-	(128)
Wald, Ruhnke & Dost Architects, LP	9,047	-	-	-	-	9,047
TOTAL	39,894	21,329	-	4,950	-	66,173

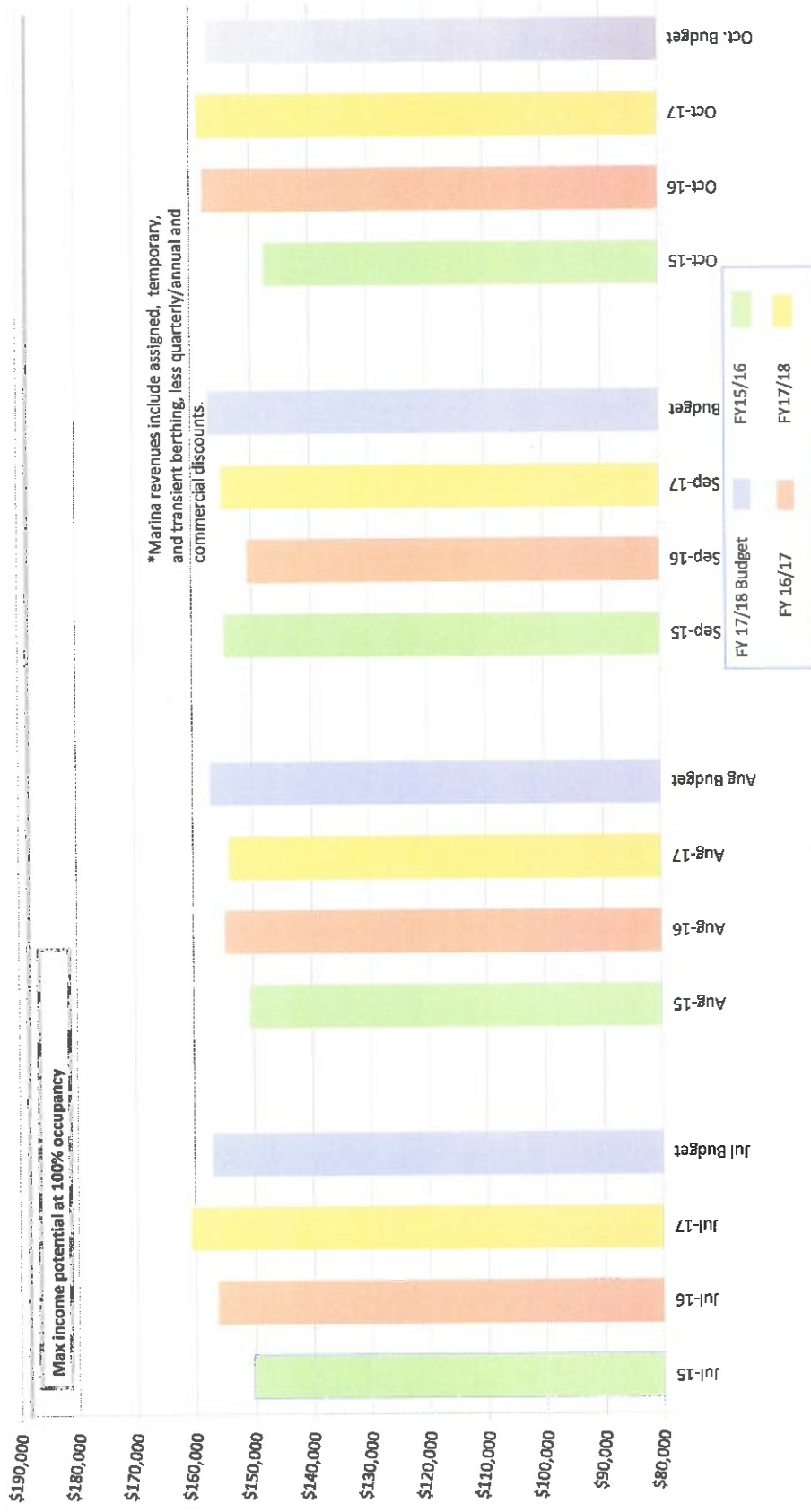
Moss Landing Harbor District
Warrant Listing
As of October 31, 2017

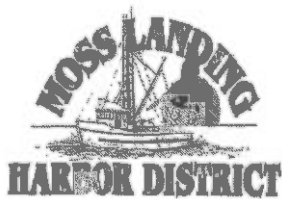
Type	Date	Num	Name	Amount
Bill Pmt -Check	10/11/2017	17610	U.S. Bank	-164.59
Bill Pmt -Check	10/11/2017	17611	VALIC	-3,122.11
Bill Pmt -Check	10/11/2017	17612	Vision Sevice Plan	-127.88
Bill Pmt -Check	10/11/2017	17613	WASH	-202.08
Bill Pmt -Check	10/11/2017	17648	Carmel Marina Corporation	-653.04
Bill Pmt -Check	10/11/2017	17649	Monterey County Tax Collector	-890.42
Bill Pmt -Check	10/11/2017	17651	Carmel Marina Corporation	-2,506.08
Bill Pmt -Check	10/18/2017	17652	MRWPCA	-5,022.71
Bill Pmt -Check	10/23/2017	17653	Amaral's Digital Services	-80.00
Bill Pmt -Check	10/23/2017	17654	Aspen Enviommental Group	-2,833.96
Bill Pmt -Check	10/23/2017	17655	AT&T	-506.74
Bill Pmt -Check	10/23/2017	17656	Don Chaplin	-1,893.31
Bill Pmt -Check	10/23/2017	17657	Doug Howard	-600.00
Bill Pmt -Check	10/23/2017	17658	Guillermo Pineda	-1,311.26
Bill Pmt -Check	10/23/2017	17659	Jarvis, Fay, Doportio & Gibson, LLP	-10,000.00
Bill Pmt -Check	10/23/2017	17660	Jeff Anderson	-545.00
Bill Pmt -Check	10/23/2017	17661	Jim McMahan	-525.00
Bill Pmt -Check	10/23/2017	17662	Linda G. McIntyre	-400.00
Bill Pmt -Check	10/23/2017	17663	Office Team	-1,280.75
Bill Pmt -Check	10/23/2017	17664	Pitney Bowes Global Financial Svc LLC	-129.30
Bill Pmt -Check	10/23/2017	17665	Royal Wholesale Electric	-15,709.64
Bill Pmt -Check	10/23/2017	17666	Sea Engineering, Inc.	-1,745.00
Bill Pmt -Check	10/23/2017	17667	United Site Services of Calif., Inc.	-43.46
Bill Pmt -Check	10/23/2017	17668	Valero Marketing and Supply Company	-72.71
Bill Pmt -Check	10/23/2017	17669	Veritiv Operating Company	-833.80
Bill Pmt -Check	10/23/2017	17670	Verizon Wireless	-141.26
Bill Pmt -Check	10/23/2017	17671	Wald, Ruhnke & Dost Architects, LP	-10,260.25
Bill Pmt -Check	10/23/2017	17672	Wendy L. Cumming, CPA	-4,313.75
Bill Pmt -Check	10/23/2017	17673	AT&T	-264.44
Check	10/31/2017			-336.88
Total 1009 - Union - Operating				-134,449.49
TOTAL				-134,449.49

Marina, Lease and Other Revenue
Year to Date Actual vs. Budget and Prior Year
October 31, 2017



Moss Landing Harbor District Marina Revenue* (Berthing) - 3 Year Comparison





BOARD OF COMMISSIONERS
 Russell Jeffries
 Tony Leonardini
 Vincent Ferrante
 Margaret "Peggy" Shirrel, Ph.D.
 James R. Goulart

7881 SANDHOLDT ROAD
 MOSS LANDING, CA 95039

TELEPHONE – 831.633.5417
 FACSIMILE – 831.633.4537



GENERAL MANAGER
 HARBORMASTER
 Linda G. McIntyre, Esq

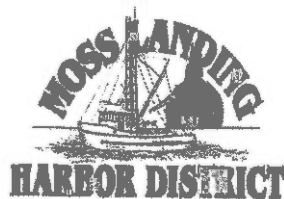
ASSISTANT GENERAL MANAGER
 Tommy Razzeca

STAFF REPORT

ITEM NUMBER 4 – PROJECT STATUS BOARD MEETING OF DECEMBER 14, 2017

WHEN	WHAT	STATUS			COMMENTS
		DONE	ON TARGET	REVISED	
During NH Building Construction	Install electrical lights around the perimeter of NH parking lot as budget permits.			X	Awaiting relocation of electrical box during NH Building project. This will be an ongoing project. We will commence obtaining new permits as appropriate.
After NH Building	Repair Cannery Building unimproved parking lot			X	Postponed due to budget constraints*
After NH Building	Install hardwood in Assistant GM's, Admin Assistant's and the GM's offices			X	Postponed due to budgeting constraints.*
2015 - 2018?	Improve area around B dock entrance to a park-like setting			X	Follows undergrounding of electric pole next to B Dock by PG&E.
After NH Building construction	Postponed due to budget constraints* Magnetic Key Card system installation			X	B, C & J Docks completed; Next Docks: G & I dock @ \$3K per gate plus \$2200 if a relay is needed.
Late 2017	Maintenance Dock Emergency Repair			X	Commenced October 2, 2017, piles supporting ramp gave way; awaiting quote from pile driving contractor before project can be completed.
Ongoing (started July 2015)	Replacement of three (3) HVAC Units SC Cannery Bldg (one unit replaced in October 2015)		X		One unit that was in immediate need of replacement was replaced October 2015.
2019	Postponed due to budget constraints NH visitor dock replacement			X	Visitor dock at NH destroyed by sea lions; because of 2 El Niño emergency projects, permit conditions, B dock accident & NH Bldg Construction expenses will budget in future year
2018	NH & SH Dredge projects from 2017 storms		X		Jan & Feb 2017 winter storms deposited silt in SH and extreme in NH. Met with FEMA & CalOES; CalOES issued approval for assistance; FEMA said premature, still awaiting FEMA approval, Permitting ongoing.
Sept 2018	NH Building construction		X		Installation of foundation piles should be completed by end of December. Had to move a waterline and set back bldg. due to Tsunami erosion repair.

*NORTH HARBOR BUILDING PROJECT HAS PRIORITY



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HARBORMASTER
Linda G. McIntyre, Esq.

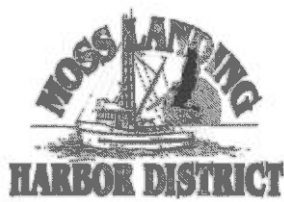
Assistant General manager
Tommy Razzeca

STAFF REPORT

ITEM NUMBER 5 – COMMUNITY RELATIONS, REQUESTS, ISSUES BOARD MEETING OF DECEMBER 14, 2017

1. FEMA Dredge Funding: We are still awaiting FEMA approval. Our consultant is continuing efforts to obtain permits from the various permitting agencies. The US Fish & Wildlife Service (USFWS) responded to our letter (sent last July) outlining their concerns and requesting info on the Tidewater Goby, impacts past dredge episodes have had on wildlife, and recommending a condition requiring permanent buoys around rafting sea otters at North Harbor. Our consultant has replied but this is an example showing that this process moves extremely slowly.
2. Our environmental consultant received sufficient information from the Peoples Desal team to prepare a draft project description which District Counsel and the GM will review and discuss with our environmental consultant as appropriate.
3. The North Harbor Building project is under construction. Two change orders have already been necessary: one to relocate a water line that runs directly under the building site at an added cost of \$14,000+; another to modify some engineering drawings to move the building north by about 4 feet at an added cost of approximately \$3,000 due to infringement on the site from the Tsunami shoreline repairs. We also saved about \$15,000 by PG&E installing a new transformer as an upgrade to their distribution system rather than as a construction expense. The expenses incurred for this ongoing construction project are listed on the monthly Financial Report (Item 3 on the Agenda) on page 9, line number 9309.
4. Staff's decision to participate in PG&E's Peak Day Pricing program and exercise conservation measures saved the District \$978.00 in electric use charges this year.
5. Congratulations are in order for our Operations employee, Mike Dixon, whose wife gave birth to a beautiful and healthy 7lb 8 oz baby girl on December 1!
6. GM McIntyre and Assistant GM Razzeca met with the new Manager of the County Office of Emergency Services, Gerry Malais. He is doing outreach to meet managers of various agencies within Monterey County; very nice fellow and eager to help if we need it.
7. GM McIntyre bought a very nice desk for \$5 and an office chair for \$3 at the Last Chance Mercantile for the office in the back previously occupied by a tenant.

SERVING COMMERCIAL FISHING AND RECREATIONAL BOATING SINCE 1947



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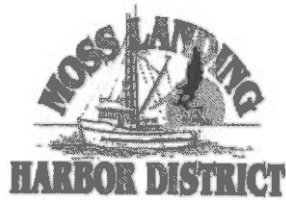
ASSISTANT GENERAL MANAGER
Tommy Razzeca

STAFF REPORT

ITEM NUMBER 6 – SUMMARY OF PERMITS ISSUED BOARD MEETING OF DECEMBER 14, 2017

Permittee	Issue Date	Status	Permit Type	Exp. Date
Monterey Bay Hydrobikes	2/4/2017	Current	Facilities Use	2/4/2018
Blue Ocean Whale Watch	2/8/2017	Current	Facilities Use	2/8/2018
REI Outdoor School	3/9/2017	Current	Facilities Use	3/9/2018
Kahuna Sportfishing	3/17/2017	Current	Facilities Use	3/17/2018
Fast Raft	3/28/2017	Current	Facilities Use	3/28/2018
Elkhorn Slough Research Foundation	4/1/2017	Current	Facilities Use	4/1/2018
MBARI-Otter Studies	4/1/2017	Current	Facilities Use	4/1/2018
Stap-Marine Life Studies	4/15/2017	Current	Facilities Use	4/15/2018
Venture Quest Kayaking	5/16/2017	Current	Facilities Use	5/16/2018
Kayak Connection	5/18/2017	Current	Facilities Use	5/18/2018
Sanctuary Cruises	6/7/2017	Current	Facilities Use	6/7/2018
Sea Goddess Whale Watching-Tours	6/10/2017	Current	Facilities Use	6/10/2018
Sea Goddess Whale Watching-Souvenirs	6/10/2017	Current	Peddlers	6/10/2018
MBARI-Slough Test Moorings	6/27/2017	Current	Facilities Use	6/27/2018
Save Our Shores-Dockwalker Program	9/2/2016	Expired	Facilities Use	Not Renewed
Elkhorn Slough Safari - Souvenirs	10/1/2017	Current	Peddlers	10/1/2018
Elkhorn Slough Safari - tours	10/1/2017	Current	Facilities Use	10/1/2018
Blue Water Ventures	10/31/2017	Current	Facilities Use	10/31/2018
Wild Fish-Vicki Crow	11/20/2016	Pending	Peddlers	11/20/2017

SERVING COMMERCIAL FISHING AND RECREATIONAL BOATING SINCE 1947



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STAFF REPORT

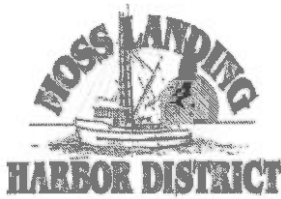
ITEM NUMBER 7 – MEETING ANNOUNCEMENTS BOARD MEETING OF DECEMBER 14, 2017

Monterey Bay National Marine Sanctuary Advisory Council (SAC) 2017 Meeting Schedule.
For information contact Nichole Rodriguez, nichole.rodriguez@noaa.gov; 831.647.4206

December 15th
Monterey Peninsula College

Monterey County Fish and Game Advisory Commission – Meetings are on the 2nd Tuesday of even months. <http://www.co.monterey.ca.us/bcandc/fishgame.html>

SERVING COMMERCIAL FISHING AND RECREATIONAL BOATING SINCE 1947



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HARBOR MASTER
Linda G. McIntyre, Esq.

Assistant General Manager
Tommy Razzeca

**ITEM NUMBER 8 - ASSIGNED LIVEABOARD REPORT
BOARD MEETING OF DECEMBER 14, 2017**

Pursuant to Ordinance Code §6.110 D) 1), attached is the report containing the names of all permitted liveaboard vessels and all persons living aboard. The permits for these liveaboards have automatically renewed through the last day of this month. As of this writing, there is one (0) revocation action pending.

Name

1. Anderson, T.
2. Brenta T.
3. Bohigian, D.
4. Burns, P.
5. Byrnes, K.
6. Callahan, T.
7. Cayuela, R.
8. Chojnowski, G/ Baker, L.
9. Clark, N.
10. Cloer, J./Ajuria M.
11. Chambers, B.
12. Comendant, T.
13. Clark D.
14. Degnan, P.
15. Powers, P
16. Elwell, G.
17. Faneuf, C.
18. Felicano, J.
19. Graham, D.
20. Harrington, H.
21. Ho, R.
22. Heatley, J.
23. Jerred, D.
24. Groom D
25. Jones, H.
26. Jones, T.
27. Johnson, J. /LaFever M.
28. Kampas, B.

Vessel

Lanikai CF 4134N
Teri Leigh 936915
Finesse, CF 3764 ET
Trafamadore, CF 9430 GL
Grand Slam, CF 4540 FE
Deb on Air, CF 3174 HA
Rachel Angelet, CF 6969 UB
Moon Shadow, CF 2325 SZ
China Cloud, ON 999772
Laurie, CF 2688 EX
Pyxis, ON 984193
Mariah, CF 9747 GR
Seaside Escape CF 4356 HW
No Name, CF 8344 GT
No Name, CF 0333 EU
Pearl, ON 557575
Sandpiper, CF 6280 EU
Takara, CF 3767 AS
Shelter Dog, ON 593068
Isle of View, ON 997142
Carolynn Ann CF 5796 FG
Darla Jean, CF 2303 UN
Westwind, CF8564 GM
Phoenix, CF 5084 GJ
Laetare, CF 5495 YB
Sanity, CF 5249 SC
Aztlan, ON 281903
Tee-Time CF 5670 UY

SERVING COMMERCIAL FISHING AND RECREATIONAL BOATING SINCE 1947

29. Knudson L./Knudson A.
30. Malone, RJ
31. Larke, R.
32. Burnett
33. Maris, T.
34. Guggenheim, Charles
35. Nieman J.
36. Niswonger, R.
37. Nunes, D.
38. Otis, T.
39. Guzman, Francisco
40. Phillips, A
41. Velaquez A/ Velaquez R
42. Raaphorst, D./Raaphorst M.
43. Reins, D.
44. Rotger, M.
45. Roulet, J.
46. Piro, Daniel
47. Schuber, T.
48. Stegmann, R.
49. Stark, H.
50. Baugh, R.
51. Thomas, B.
52. Tufts, M./P Wiseman
53. Whaley, C/ Whaley C.
54. Wolinski, Peter
55. Waters, J./Waters, M.
56. Kevin Antos/ Schmitt, M.
57. Herrick Andrews
58. Kim Richardson
59. Tony Brenta
60. Bowler, J

Spellbound, ON 082155
Francis w, CF 2017 UZ
Rhiannon, CF 8551 CA
Zinful CF5419 JG
Nimble, CF 3730 KB
Comfiance, ON 971499.
Inia, ON 1074183
Illusion, CF 0836 TA
Aurooa, ON 676686
Blue Moon, CF 1886 GT
Rosie II CF 7754 GG
Odyle, ON 559168
Lorraine CF 0533 JL
Spirit, ON 664971
Second Paradise, ON 912484
Raven, ON 241650
Double Eagle, ON 519846
Gulf Star CF 6082 GL
Bulldog, ON 1219673
Wild Goose, ON 589319
Outta Here, CF 8370 EA
Yada Yada, CF 7881 GZ
Coho, CF 9974 KK
Enchantress, CF 0878 SX
Karuna, ON 653218
Ramona, ON 1114657
No Name CF 5670 GD
The Office CF 8031 SB
Sea Free ON 613387
Sophie CF 0533 JL
Teri Leigh ON 936915
Myrtle Mae, CF 3187 FN

Total Number Vessels: 60
 Total Number Persons: 70
 Pending Applications -0-



BOARD OF COMMISSIONERS
Russ Jeffries
Tony Leonardini
Vincent Ferrante
Margaret "Peggy" Shirrel, Ph.D.
James R. Goulart

7881 SANDHOLDT ROAD
MOSS LANDING, CA 95039

TELEPHONE – 831.633.5417
FACSIMILE – 831.633.4537



GENERAL MANAGER
HARBORMASTER
Linda G. McIntyre, Esq.

Assistant General Manager
Tommy Razzeca

STAFF REPORT

ITEM NUMBER 9- SLIP INCOME REPORT BOARD MEETING OF DECEMBER 14, 2017

Slip Rates 2017/2018 per linear foot:

Assigned: \$7.55/ft./month
Temporary: \$11.65/ft./month
Transient: \$1.25/ft./day

INCOME

October 2017

\$158,888

October 2016

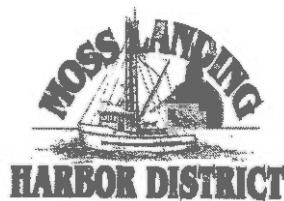
\$157,990

October 2017 Budget

\$157,261

For the month, slip income is above budget by \$1,627, due to higher than anticipated assigned revenue. Slip income is above prior year by \$898.

SERVING COMMERCIAL FISHING AND RECREATIONAL BOATING SINCE 1947



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GENERAL MANAGER
HARBORMASTER
Linda G. McIntyre, Esq.

STAFF REPORT

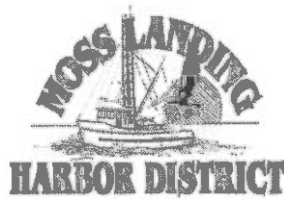
ITEM 10 - INCIDENT REPORT BOARD MEETING OF DECEMBER 14, 2017

10/23/17 A vessel on A Dock was observed sitting low in the water. Staff contacted the owner of the vessel and assisted with pumping accumulated water from the bilge. The owner has since repaired the bilge pump on the vessel.

11/17/2017 Staff received a report of a fiberglass step missing from a vessel on B Dock. Staff could not determine whether the step was knocked into the water by sea lions or otherwise removed. The step has not been found.

No further incidents to report as of the date of this report December 8, 2017.

SERVING COMMERCIAL FISHING AND RECREATIONAL BOATING SINCE 1947



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GENERAL MANAGER/HARBOR MASTER
Linda G. McIntyre, Esq.

ASSISTANT GM/ASSISTANT HM
Tom Razzeca

STAFF REPORT

ITEM NUMBER 19 – UPDATE - MAINTENANCE DOCK EROSION EMERGENCY PROJECT, RESOLUTION 17-15 re PILE REPLACEMENT BOARD MEETING OF DECEMBER 14, 2017

Resolution 17-01 declaring the Maintenance Dock Erosion an emergency project, adopted in January of this year, states that Staff and the Board shall review the status of the emergency at every regularly scheduled meeting to determine whether the emergency can be terminated.

Our marine engineer Paul Roberts has reiterated his original opinion that we need to immediately work on installing bank stabilization and infilling where the bank has eroded away.

Unfortunately during construction the 2 piles holding the ramp to the bank gave way. It was later learned that they had not been driven but had merely been installed in hand-dug holes. The maintenance dock houses the vessel pump out facility and until new piles are installed, vessels have no facilities to empty their holding tanks. This has actually added to the emergency situation. We asked the pile driving sub contractor at the NH building construction project to provide a quote, hoping to piggy back on their presence at North Harbor, but they have to use different equipment so the cost of move and demove makes their proposal cost-prohibitive. Perhaps by the Board meeting we will have a solution and seek Board approval to expend not-to-exceed \$40,000 to replace these essential piles.

To hinder the speedy resolution further, the Army Corps indicated this does not constitute an emergency according to their definition notwithstanding the inability of vessels to legally empty their holding tanks in our pump out facility and we have had to file another application permitting the pile installation.

The Board should indicate on the record by simple consensus that emergency conditions continue to exist and that the provisions of Resolution 17-01 should continue in full force and effect.

Staff recommends that the Board adopt Resolution 17-15 authorizing the GM to expend not to exceed \$40,000 to replace the essential Maintenance dock ramp piles.

SERVING COMMERCIAL FISHING AND RECREATIONAL BOATING SINCE 1947

RESOLUTION NO. 17-15

A RESOLUTION OF THE BOARD OF HARBOR COMMISSIONERS OF THE MOSS LANDING HARBOR DISTRICT AUTHORIZING THE EXPENDITURE OF DISTRICT FUNDS FOR ADDITIONAL EMERGENCY REPAIR WORK AT MAINTENANCE DOCK IN AN AMOUNT NOT TO EXCEED \$40,000

WHEREAS, earlier in 2017 the Board adopted Resolution 17-01 declaring the Harbor District's bank erosion at the Maintenance Dock and pumpout station an emergency project pursuant to Section 20168 of the Public Contract Code, and

WHEREAS, after the permitting process, during which time the erosion was exacerbated, the emergency project repairs began but during the course of moving rock and rip-rap onto the bank the two piles supporting the gangway to the maintenance dock and vessel pumpout facility failed causing the emergency repair work to stop, and

WHEREAS, the District's marine engineer, Paul Roberts, has inspected the involved site and has opined that the District needs to continue with the repair work to prevent further significant erosion and to that end, must have the two gangway piles replaced in order that the necessary emergency work can continue; and

WHEREAS, staff sought and received one quote in the amount of \$40,000 to replace two piles but wishes to explore other quotes but because time is of the essence must receive Board authorization to proceed with replacement of the piles while seeking lower quotes, and

WHEREAS, Staff is of the opinion that adherence to the contract bidding procedures established in the Public Contract Code will result in unacceptable delays before the District can continue with correction of the unsafe conditions and repairs to the Maintenance Dock, gangway and access to the vessel pumpout facilities.

NOW THEREFORE, BE IT HEREBY RESOLVED, that pursuant to the authority set forth in Resolution 17-01 the Board of Harbor Commissioners of Moss Landing Harbor District hereby approves and/or ratifies the action of Staff and the District's General Manager to enter into any contract and/or task order with appropriate service providers and construction companies to provide the necessary analytical and remedial services in an amount not to exceed \$40,000 for pile replacement at the Maintenance Dock subject to review and approval by District Counsel.

*****CERTIFICATION*****

Resolution No. 17-15 was duly adopted by the Board of Harbor Commissioners of the Moss Landing Harbor District at a meeting of the Board held on the 14th day of December, 2017, a quorum present and acting throughout, by the following vote, to wit:

AYES:

NOES

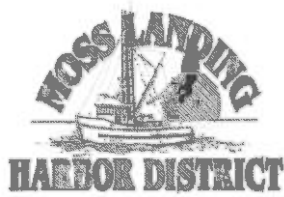
ABSTAIN:

ABSENT:

ATTEST:

Russ Jeffries, President
Board of Harbor Commissioners

Linda G. McIntyre, Deputy Secretary
Board of Harbor Commissioners



BOARD OF COMMISSIONERS
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GENERAL MANAGER/HARBOR MASTER
Linda G. McIntyre, Esq.

ASSISTANT GM/ASSISTANT HM
Tom Razzeca

STAFF REPORT

**ITEM NUMBER 20 – CONSIDER RESOLUTION 17-16 REGARDING
ARCHITECTURAL SERVICES FOR THE FISHERMAN'S DORM/CAFÉ & 30 ROOM
HOTEL AT NORTH HARBOR
BOARD MEETING OF DECEMBER 14, 2017**

Under the current Monterey County General Plan a permitted use on the Island is a Fisherman's Dormitory and Café, and a permitted use at North Harbor is a 30-room hotel.

The District recently filed a preliminary Permit application for each of these projects with the County and is awaiting a list of additional information the County will need to process these permits. The District will need the services of an architectural firm to prepare drawings, provide County requested information and generally represent and work with the District as the Permit process proceeds.

Staff requested proposals from various local architects but received only 2 responses; one indicating they could not start until at least March of next year and in addition to their services, suggested the District also hire an outside permit processor. One proposal was responsive for immediate contracting and also happens to be very familiar with the District since he is the architect for the NH Building Project.

Staff recommends the Board adopt Resolution 17-16 authorizing the GM to enter into a professional services contract with Wald Ruhnke Dost in the amount of \$190,000.00.

SERVING COMMERCIAL FISHING AND RECREATIONAL BOATING SINCE 1947

ITEM 20 – RESO 17-16 PROF SERVICES WALD RUHNKE RE FISHERMAN'S DORM, ETC.
12/14/2017

RESOLUTION NO. 17-16

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE MOSS
LANDING HARBOR DISTRICT AUTHORIZING THE GENERAL MANAGER
TO EXECUTE AN AGREEMENT FOR
ARCHITECTURAL AND PROFESSIONAL SERVICES FOR PERMITTING CONSTRUCTION
OF A FISHERMAN'S DORMITORY/CAFÉ AND A 30-ROOM HOTEL**

* * * * *

WHEREAS, the District owns property on the Island at 7532 Sandholdt Road which is permitted to be used for a fisherman's dormitory/café and also owns waterfront property located on a portion of Parcel #413-022-003 in North Harbor which is permitted to be used for recreational and/or visitor-serving facilities; and,

WHEREAS, the District's proposed use for the Sandholdt property is the conversion of a portion of the Cannery Building into a café and to construct on the adjacent unimproved property a fisherman's dormitory; the proposed use of a portion of the North Harbor property is the development of a 30-room hotel, and

WHEREAS, the District sent requests for proposals to 3 local architects for architectural and professional permitting services in connection with the above developments and received only 1 viable response, and

WHEREAS, the Board of Commissioners reviewed the proposal from Wald, Ruhnke, Dost architects attached hereto as Exhibit A.

WHEREAS, payment for these services is anticipated to be paid from the District's general funds.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Moss Landing Harbor District that the General Manager is authorized to execute a professional services agreement for the above referenced projects between Wald, Ruhnke & Dost Architects and the Harbor District subject to review and approval by District Counsel not to exceed \$190,000.00.

CERTIFICATION

Resolution No.17-16 was duly passed and adopted by the Board of Harbor Commissioners of the Moss Landing Harbor District at a meeting of the Board held on the 14th day of December, 2017, a quorum present and acting throughout, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Russ Jeffries, President
Board of Harbor Commissioners

Linda G. McIntyre, Deputy Secretary
Board of Harbor Commissioners

Linda G. McIntyre

From: Henry Ruhnke [henry@wrdarch.com]
Sent: Friday, December 08, 2017 4:07 PM
To: mcintyre@mosslandingharbor.dst.ca.us
Cc: Jenna Tyndall
Subject: RE: RFP

Hi Linda,

Below are fees which should be workable to get the three projects through the Monterey County Planning Department process.

30 Unit Inn Project:

I went back and checked the proposal we did in 2012 related to the development of the north harbor restaurant building. To design and process the north harbor restaurant building through Monterey County Planning Department the fee was about \$70,000 at that time which included survey work, civil engineering, structural engineering, mechanical engineering and electrical engineering. This did not include work associated with preparation of construction documents, bidding or construction support.

Since 2012 the economy has shifted quite a bit, regulations have toughened and the Inn Unit building will be quite a bit bigger project. I would budget a fee of **\$95,000** to get through that part of the process.

Fisherman's Dormitory:

I would budget a fee of **\$70,000** to process this project through Monterey County Planning Department (which includes the same consultant work as identified above).

Fisherman's Café (2nd floor of Cannery building):

Since this project does not require the construction of a new building there should be considerably less work involved to obtain planning approvals. I would budget a fee of **\$25,000** to process this project through Monterey County Planning Department.

Let me know if you need more information or have questions.

Best regards,

Henry

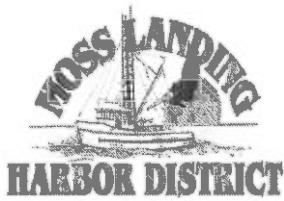
WALD, RUHNKE & DOST ARCHITECTS, LLP

2340 GARDEN ROAD – SUITE 100, MONTEREY, CA 93940

T: 831.649.4642 F: 831.649.3530

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BOARD OF HARBOR COMMISSIONERS

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GENERAL MANAGER
HARBOR MASTER
Linda G. McIntyre, Esq.

Assistant General Manager
Tommy Razzeca

STAFF REPORT

ITEM NUMBER 21 – RESOLUTION 17-17 ACCEPTING PROPOSAL FROM ATI FOR INSPECTION SERVICES FOR NORTH HARBOR BUILDING PROJECT BOARD MEETING OF DECEMBER 14, 2017

The Construction Permit issued by the County of Monterey for the North Harbor Building Project requires inspections throughout construction. Many inspections are conducted by County personnel but several mandatory inspections require the District to directly hire and pay for the required professional services from those County-approved firms identified on a County list.

One such inspection requirement is for materials testing and inspection during construction. The first inspection is required to take place before the end of December. Attached as Exhibit A to Resolution 17-17 is the proposal for such services from Advanced Testing & Inspections (ATI). Their proposal has been reviewed by our Architectural firm's project manager and they have indicated the proposal is reasonable and necessary.

Staff recommends that the Board adopt Resolution 17-17 accepting the proposal from ATI and authorizing the General Manager to enter into a contract for such services in the amount of \$61,000.

SERVING COMMERCIAL FISHING AND RECREATIONAL BOATING SINCE 1947

RESOLUTION NO. 17-17

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE MOSS
LANDING HARBOR DISTRICT AUTHORIZING A CONTRACT FOR PROFESSIONAL
CONSTRUCTION INSPECTION SERVICES WITH ADVANCED TESTING & INSPECTION
IN CONNECTION WITH THE BUILDING CONSTRUCTION PROJECT AT NORTH HARBOR**

* * * * *

WHEREAS, the Moss Landing Harbor District obtained a Construction Permit from the County of Monterey for the construction of the North Harbor Building Project; and

WHEREAS, at its August 30, 2017 meeting the Board awarded a construction contract to Dilbeck & Sons, Inc., pursuant to which Dilbeck has commenced construction activities; and

WHEREAS, pursuant to the terms of the Construction Permit issued by the County of Monterey certain special inspections are required to be performed throughout the project by professionals listed on the County's preapproved list at District's expense, and

WHEREAS, one such required professional special inspection is construction materials inspections and testing as described in the County Construction Permit and which services can be performed by Advanced Testing & Inspections (ATI), a professional included on the County's approved list; and

WHEREAS, attached as Exhibit A is a proposal by ATI outlining the scope of work for the construction materials inspections and testing services required at the North Harbor Building Project site, and

WHEREAS, payment for these services is anticipated to be paid from the District's general funds.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Moss Landing Harbor District that the ATI proposal attached hereto as Exhibit A is hereby approved and the General Manager is authorized to execute such documents as will carry out the intent of this Resolution, subject to review and approval by District Counsel, and is further authorized to expend an amount not to exceed \$61,000.00 for payment of the services described in Exhibit A.

CERTIFICATION

Resolution 17-17 was duly passed and adopted by the Board of Harbor Commissioners of the Moss Landing Harbor District at a meeting of the Board held on the 14th day of December 2017, a quorum present and acting throughout, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Russ Jeffries, President
Board of Harbor Commissioners

Linda G. McIntyre, Deputy Secretary
Board of Harbor Commissioners

ENGINEERING

TESTING

INSPECTION

ATI ADVANCED TESTING & INSPECTION, LLC

CONSTRUCTION MATERIALS TESTING & INSPECTION COMPANY

November 6, 2017

Ms. Linda G. McIntyre, Esq.
General Manager/Harbor Master
Moss Landing Harbor District
7881 Sandholdt Road
Moss Landing, CA 95039

Re: Construction Materials Testing & Inspection Services

Moss landing Harbor District
North Harbor Building
2400 Highway 1
Moss Landing, CA

ATI Proposal No.: 16P-16090

Dear Ms. McIntyre:

Advanced Testing & Inspection, LLC (ATI) is pleased to present this proposal to perform Construction Materials Testing & Inspection Services for the above referenced project.

ATI is committed to providing quality service to its client commensurate with their wants, needs, and desired level of risk. If a portion of this proposal does not meet your needs or if those needs have changed ATI will consider appropriate modifications, changes in scope, methodology, scheduling and contract terms which may result in changes to the risks assumed by our client as well as an adjustment to our fees. All services provided by ATI will be performed on a unit cost basis in accordance with the attached Schedule of Services & Fees and under the guidelines of our General Conditions, which are incorporated into this proposal.

PROJECT DESCRIPTION:

The construction project is located in Moss Landing, CA. The project consists of construction of a two story shell structure with approximate total floor area of 9499 SQFT. Other improvements include associated site work, parking lot & driveways.

CONSTRUCTION MATERIALS AND INSPECTION SERVICES:

Based on review of project's structural drawings issued for pricing dated 2-26-2016 by Mesitt Miller Engineering, Inc. ATI proposes to perform inspections and testing services after the installation of concrete piles which might include the followings

- **Periodic Reinforcing Steel and Anchor Bolts Placement inspection**
- **Epoxy and Expansion Anchorage Inspections**
- **Concrete Placement Inspection**
- **Masonry Inspection**
- **Periodic Metal Decks Inspection**
- **Shop &Field Welding, High Strength Bolts Inspection**
- **Periodic Shear Nailing Inspection**
- **Concrete Compression Tests**
- **Mortar & Grout Compression Tests**

EXHIBIT

A

Reso 17-16

- **Sample Pick up**
- **Report Submittal of Field Inspections and Laboratory Analysis**
- **Final Compliance Letter**

Specific inspection and testing services related to the above referenced items are as follows:

REINFORCED CONCRETE PLACEMENT INSPECTIONS:

Review concrete mix design data from supplier in compliance with project specifications. Inspect reinforcing steel placement and anchor bolts prior to concrete placement in compliance with project requirements. Observe placement of concrete and perform field test such as slump, temperature, and air content of fresh concrete, cast and test concrete cylinders in accordance with project specifications. Deliver concrete samples to ATI laboratory for compressive analysis.

EXPANSION, EPOXY ANCHORS & REINFORCING DOWELS: Verify proper size, diameter, embedment depth, and epoxy type & expiration date prior to installation of anchors or dowels. Provide continuous observation during installation of anchor bolts or reinforcing dowels. Perform pull out test of installed anchors if required.

REINFORCED MASONRY: Verify proper size and placement of reinforcing steel and anchor bolts during CMU placement and prior to grouting of block cells. Verify proper masonry blocks and grade in compliance with project specifications. Review grout mix design and proposed mortar type in compliance with project specifications. Observe block laying, grouting of masonry block cells, test slump, temperature of fresh grout, cast and test grout, mortar and prism samples for compressive strength analysis.

STRUCTURAL STEEL & METAL DECK: Perform periodic and continuous shop, field welding & high strength inspection including materials identification, mill certification inspection, welding procedure and welder qualifications review. Verify proper field & shop welding & bolted connections, assembly and fit-up. Perform non- destructive examination of welds (ultrasonic & Mag. Particles) per applicable codes and project specifications. Observe tightening & tensioning requirements for HS Bolts.

Total fees will be determined by the actual amount of technical time expended for this project and the actual quantity of laboratory tests performed.

ATI will proceed with the work on this project with verbal authorization; however, a signed copy of this proposal must be returned before any reports can be issued. When returning this proposal, please complete the attached Project Data Sheet for our files.

ATI appreciates this opportunity to offer its services to your project and looks forward to working with you during the construction phase. If you have any questions regarding this proposal, please contact us.

Respectfully submitted,

ATI

Advanced Testing & Inspection, LLC

Moe Tavakolian

Operations Vice President

Attachments: Project Data Sheet
 Schedule of Services and Fees
 General Conditions



540 Brunken Avenue, Suite B, Salinas, CA 93901

Tel.: (831) 422-2272, Fax: (831) 597-2004, Email: office@ati-corp.com

ESTIMATED BUDGET
Prevailing Wage Schedules

October 5, 2016

Item	Location	Est. Qty	\$ Per HR.	Sub Total	No. of Visits	Continuous Insp.	Periodic Insp.	Remarks
Reinf. Steel Insp.	Caissons Caps	12	\$139.00	\$1,668.00	3		X	3 Pour
	Elevator Pit	8	\$139.00	\$1,112.00	2		X	2 Pour
	Grade Beams	12	\$139.00	\$1,668.00	3		X	3 Pour
	Infill Walls	8	\$139.00	\$1,112.00	2		X	2 Pour
	SOG & Mat Slab	12	\$139.00	\$1,668.00	3		X	3 Pour
	Elevated Metal Deck Slab	4	\$139.00	\$556.00	1		X	1 Pour
	Trash Enclosure FDN	4	\$139.00	\$556.00	1		x	1 Pour
	Stairs	4	\$139.00	\$556.00	1		X	1 Pour
Concrete Insp.	Caissons Caps	12	\$139.00	\$1,668.00	3	X		3 Pour
	Elevator Pit	8	\$139.00	\$1,112.00	2	X		2 Pour
	Grade Beams	24	\$139.00	\$3,336.00	3	X		3 Pour
	Infill Walls	8	\$139.00	\$1,112.00	2	X		2 Pour
	SOG & Mat Slab	24	\$139.00	\$3,336.00	3	X		3 Pour
	Elevated Metal Deck Slab	8	\$139.00	\$1,112.00	1	X		1 Pour
	Trash Enclosure FDN	4	\$139.00	\$556.00	1	x		1 Pour
	Stairs	4	\$139.00	\$556.00	1	X		1 Pour
Wood	Shear Walls	8	\$145.00	\$1,160.00	2		X	
Structural Steel	Fabrication Insp	80	\$95.00	\$7,600.00	12	X	X	Min 5 Welders
	Field Welding	120	\$139.00	\$16,680.00	20	X	X	Min 5 Welders
	Metal Decks	8	\$139.00	\$1,112.00	2		X	
Epoxy Dowels	Piles	16	\$139.00	\$2,224.00	2	X		
Masonry	Trash Enclosure	8	\$139.00	\$1,112.00	2		X	
Laboratory Services	Concrete Compression	80	\$45.00	\$3,600.00				
	Grout & Mortar	16	\$45.00	\$720.00				
	Sample Pick Ups	40	\$75.00	\$3,000.00				
	Report Review & Proj Mgm	15	\$140.00	\$2,100.00				
TOTAL Est. Budget				\$60,992.00				

Remarks: It is assumed structural steel fabrication shop is located within 20 miles radius of the site.

Please refer to Schedule of Services & Fees for other terms & conditions

It is assumed all the bolts and HD will be inspected with reinforcing steel inspections.

Rates are subject to change based on future prevailing wages set by Dept. of Labor. Rates are applicable for 60 days.

Additional Clerical time charges at rate of \$58.00/Hr. is applicable if certified payroll is requested

2017 SCHEDULE OF SERVICES AND FEES PREVAILING WAGES PERSONNEL HOURLY RATES

Principal	\$175.00	Project	\$140.00
Senior, Registered	\$150.00	Staff	\$105.00
<u>Inspectors / Technicians</u>			
Soils Technician	\$139.00	Registered Electrical / Mechanical	will quote
Concrete Technician	\$139.00	Concrete/Asphalt Batch Plant Insp.	\$139.00
Registered Concrete	\$139.00	Asphalt Paving Inspector	\$139.00
Registered Masonry	\$139.00	Asphalt Coring (1 man)	\$139.00
Registered Prestressed Concrete	\$139.00	Concrete coring (1 man)	\$139.00
Registered Structural Steel (Visual & High Strength Bolting)	\$139.00	Concrete coring (2 men)	\$280.00
Registered Fireproofing	\$139.00	Structural Wood	\$139.00
<u>Equipment:</u>		Anchor Bolt Pull	\$139.00
Pull Tests Ram/ day	\$250.00	Torque Wrench/ day	\$25.00
Trucks/ day	\$95.00	Core Machine	\$275.00
Windsor Probe/ day	\$55.00	Packometer/ day	\$65.00
Ground Penetrating Radar (GPR)-3D/hr.	\$190.00		
<u>NDE Personnel:</u>			
Ultrasonic Technician, Level II	\$165.00	GPR Technician	\$165.00
Magnetic Particle, Level II	\$165.00	Radiographic	will quote
Liquid Penetrant, Level II	\$165.00	AWS/CWI	\$155.00
<u>Materials Testing</u>		<u>Concrete & Masonry</u>	
<u>Soils</u>		Mortar 2" x 2" ASTM C39/ea.	\$40.00
Maximum Moisture Density (ASTM D1775)/ea.	\$240.00	Grout 3"x6"/ea.	\$45.00
Atterberg limits/ea.	\$125.00	Concrete Cylinders 4"x 8"/ea.	\$45.00
Moisture/ea.	\$40.00	Mix Design Review/ea.	\$140.00
Gradation (Fine)	\$95.00	Concrete Cylinders 6" x 12" ASTM C39	\$45.00
Gradation (Coarse)	\$60.00	Concrete/ Cores ASTM C42/ea.	\$95.00
Bulk Density	\$55.00	Relative Humidity	\$125.00
<u>Fireproofing</u>		Vapor Emission	\$125.00
Density/ea.	\$95.00	Composite Prisms/ea.	\$390.00
<u>Reinforcing Steel:</u>		<u>Structural Steel:</u>	
Bend Test/ea. (up to #6)	\$75.00	Root Bend Test/ea.	\$75.00
Tensile Test/ea. (up to #6)	\$95.00	Side Bend Test/ea.	\$75.00
Machining & Prep./hr.	\$95.00	Micro Etch	\$75.00

GENERAL NOTES:

Reimbursable Expenses:

A per diem charge of \$ 150.00 per day will be charged
When our personnel are required to stay overnight.

Minimum Charges:

There will be a charge for a Staff Engineer for test
evaluation, report review and consultation at the rate
of 0.1 hours per report issued.

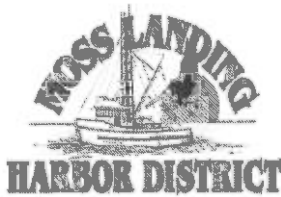
Show up time (Cancellation) 2 Hours
Services 4 Hours
More than 4 hrs. 8 hours

Travel Charges: Rates involving mileage (including transportation, mobilization and trip charges are subject and based upon increase in the national average gasoline prices. All charges are portal to portal from our Salinas office.

Prevailing wages are subject to adjust as it changes by California Department of Industrial Relations (DIR)

Overtime:

More than eight (8) hours per day:
Monday – Friday Add 50%
Saturdays Add 50%
Sundays or Holidays Add 100%
More than twelve (12) hours per day:
Second or Third Shifts Add 50%



BOARD OF HARBOR COMMISSIONERS
Russell Jeffries
Tony Leonardini
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Margaret "Peggy" Shirrel, Ph.D.
James R. Goulart

7881 SANDHOLDT ROAD
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GENERAL MANAGER
HARBOR MASTER
Linda G. McIntyre, Esq.

Assistant General Manager
Tommy Razzeca

STAFF REPORT

ITEM NUMBER 22 – CONSIDER ADOPTING RESOLUTION 17-18 REGARDING SDRMA WORKERS' COMPENSATION INSURANCE REQUIREMENTS BOARD MEETING OF DECEMBER 14, 2017

Attached is a letter from SDRMA outlining a provision set forth in California Labor Code § 3363.5 that allows certain categories of volunteers including governing bodies of agencies, volunteers from the public, interns, etc. to be considered employees of the agency for purposes of Workers' Compensation insurance coverage.

In order for the District to avail itself of this coverage a Resolution to that effect must be adopted.

District staff has never allowed volunteers, interns or those on work-study programs to provide services to the District. The District does accept Sheriff's Department Work Alternative program participants which provides "volunteers" who wish to work off their jail time at local government agencies; however we ensured that those individuals are covered through the Sheriff's Department and not through the District.

If the Board chooses not to adopt this Resolution providing Workers' Compensation coverage to Board members, most likely any damages for which the District may be found liable for injuries to Commissioners would be covered by our general liability coverage. There is a \$5,000 or \$10,000 deductible that the District would have to pay for each such claim that might be filed whereas Workers' Compensation Insurance has no such deductible.

Should the Board wish to adopt Resolution 17-18, the Board should determine which, if any categories they wish to add to our Workers' Compensation coverage, keeping in mind that all additions will result in higher insurance premiums.

Staff recommends the Board consider adopting Resolution 17-18, designate the categories they wish to add and direct the General Manager accordingly.

SERVING COMMERCIAL FISHING AND RECREATIONAL BOATING SINCE 1947

RESOLUTION NO. 17-18

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE MOSS
LANDING HARBOR DISTRICT DECLARING THAT BOARD MEMBERS AND
VOLUNTEERS SHALL BE DEEMED TO BE EMPLOYEES OF THE DISTRICT FOR THE
PURPOSE OF PROVIDING WORKERS' COMPENSATION COVERAGE FOR SAID
CERTAIN INDIVIDUALS WHILE PROVIDING THEIR SERVICES**

* * * * *

WHEREAS, the Moss Landing Harbor District (MLHD) utilizes the services of Governing Body Members (Commissioners) and Volunteers; and

WHEREAS, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services, and

WHEREAS, the Governing Body wishes to extend Workers' Compensation coverage as provided by State law to the following categories of persons as indicated by a checkmark to the left of the description:

- ☐ All Members of the Governing Body of MLHD as presently or hereafter constituted and/or
- ☐ All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses
- ☐ Individuals on work-study programs
- ☐ Interns
- ☐ Other Volunteers designated as _____

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Moss Landing Harbor District that such persons coming within the categories specified above including the duly elected or appointed replacements of any Governing Body Member and other designated individuals deemed to be employees of MLHD for the purpose of Workers' Compensation coverage as provided in Division 4 of the Labor Code while performing such services. However, said Governing Body Members and other designated individuals will not be considered an employee of MLHD for any purpose other than for such Workers' Compensation coverage, nor grant nor enlarge upon any right, duty or responsibility of such governing Body Members or other designated individuals, nor allow such persons to claim any other benefits or rights given to paid employees of MLHD.

CERTIFICATION

Resolution 17-18 was duly passed and adopted by the Board of Harbor Commissioners of the Moss Landing Harbor District at a meeting of the Board held on the 14th day of December, 2017, a quorum present and acting throughout, by the following vote, to wit:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Russ Jeffries, President
Board of Harbor Commissioners

Linda G. McIntyre, Deputy Secretary
Board of Harbor Commissioners

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DEC 04 2017

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November 30, 2017

Ms. Linda G. McIntyre
General Manager
Moss Landing Harbor District
7881 Sandholdt Road
Moss Landing, California 95039-9616

Re: Workers' Compensation Resolution for Governing Body Member and/or Volunteer Coverage

Dear Ms. McIntyre,

Recently our excess carrier has made us aware that SDRMA Workers' Compensation (WC) members need to pass a **new Resolution** if they would like to continue (or start) covering their Governing Body members and/or volunteers.

Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a Resolution by the Governing Body of the agency so declaring, be deemed to be an employee for workers' compensation purposes. Thus, if such a resolution is adopted, and the volunteer is injured while performing duties for the agency, the volunteer is entitled to receive workers' compensation benefits and their exclusive remedy for recovery against the agency is through the Workers' Compensation system.

Such Governing Body members and/or volunteers may be covered for workers' compensation benefits only if a Resolution to that effect is adopted by the Governing Body pursuant to Labor Code § 3363.5 and a copy of the Resolution is filed with SDRMA.

A new Resolution (see attached) has been created by our coverage counsel. The Resolution permits your Governing Body to designate the various categories of persons who the agency desires to "deem" to be employees for purposes of workers' compensation. It declares, on a blanket basis, that the designated categories of volunteers are deemed employees and those categories consist of Governing Body Members, persons performing voluntary service, persons on work study, interns, and other volunteers. In addition, those so designated persons also need to be listed under our Workers' Compensation Program (which includes paying an annual contribution amount) to enable coverage.

When using the sample Resolution provided, please do not make any changes other than the areas highlighted in yellow. **To ensure accurate and timely implementation of your Resolution, please return your Governing Body approved Workers' Compensation Resolution as soon as possible by fax or email.** A Microsoft Word version of the sample Resolution can be downloaded at <http://www.sdrma.org/program-coverages/workers-compensation-program>. If your agency has any questions please contact Ellen Doughty, Chief Member Services Officer, at 800.537.7790 or edoughty@sdrrma.org.

Sincerely,
Special District Risk Management Authority



Gregory S. Hall, ARM
Chief Executive Officer

Enclosures: Sample Resolution for Covering Governing Body and/or Volunteers



BOARD OF HARBOR COMMISSIONERS

Russell Jeffries
Tony Leonardini
Vincent Ferrante
Margaret "Peggy" Shirrel, Ph.D.
James R. Goulart

7881 SANDHOLDT ROAD
MOSS LANDING, CA 95039

TELEPHONE – 831.633.5417
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GENERAL MANAGER
HARBOR MASTER
Linda G. McIntyre, Esq.

Assistant General Manager
Tommy Razzeca

STAFF REPORT

ITEM NUMBER 23 – RESOLUTION 17-19 DECLARING BOAT WASH EQUIPMENT SURPLUS BOARD MEETING OF DECEMBER 14, 2017

When the District developed the North Harbor Improvement project in early 2000, a project which was completed in 2007, the plans called for installation of a boat wash facility. The facility was indeed installed but ultimately Monterey County would not grant permission to dispose of the boat wash water into the sewer system.

When the North Harbor Building Permit was ready for issuance I was informed that the permit issued for the boat wash had never been closed out and that the new permit would not be issued until the boat wash permit was resolved. After meeting with the Director of Planning along with our architect consultant, we determined that the most expedient way of handling this old outstanding permit was to withdraw it and file an application for a new permit to remove the boat wash equipment.

Our staff can remove the equipment but we have no use for it. The equipment is likely to never be usable by us and should we ever install a new boat wash system, perhaps with a recycling feature so as not to use the sewer system, the current boat wash equipment would be obsolete.

I was actually approached by an owner of a car wash and was asked if we would be interested in selling the equipment to him since it cannot be used for our intended purpose.

Staff recommends that the Board adopt Resolution 17-19 declaring the boat wash equipment surplus property.

SERVING COMMERCIAL FISHING AND RECREATIONAL BOATING SINCE 1947

RESOLUTION 17-19

A RESOLUTION OF THE BOARD OF HARBOR COMMISSIONERS OF THE MOSS LANDING HARBOR DISTRICT DECLARING THE BOAT WASH EQUIPMENT AT NORTH HARBOR SURPLUS PROPERTY AND AUTHORIZING THE GENERAL MANAGER TO SELL THE SAME

WHEREAS, the Moss Landing Harbor District developed the North Harbor Improvements project which was completed in 2007 and which included the installation of boat wash equipment, and

WHEREAS, the Project Consultant never closed out the permit for installation and operation of this equipment because the Monterey County Water Resources Agency would not grant permission to dispose of the water into the sewage system due to the potential for small amounts of diluted salt water to enter the sewage system, and

WHEREAS, the Permit for the North Harbor Building Construction could not be issued without withdrawing the incomplete boat wash permit and applying for a new permit requiring the removal of the boat wash equipment, and

WHEREAS, the new permit for removal of the boat wash equipment has been issued, and

WHEREAS, the boat wash equipment is no longer needed and the same should be declared surplus property, and

WHEREAS, the customary disposition of surplus property is to sell the same to the highest bidder.

NOW THEREFORE, BE IT RESOLVED THAT the Board of Harbor Commissioners hereby declares the North Harbor boat wash equipment as surplus property and authorizes and directs the General Manager to sell the same to the highest bidder by sealed bid, and to execute such documents as may be necessary to transfer title and release such property, subject to review and approval by District Counsel.

* * * * *

CERTIFICATION

Resolution 17-19 was duly adopted by the Board of Harbor Commissioners of the Moss Landing Harbor District at a meeting of the Board held on the 14th day of December, 2017, a quorum present and acting throughout, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Russ Jeffries, President
Board of Harbor Commissioners

Linda G. McIntyre, Deputy Secretary
Board of Harbor Commissioners