

# City of Eureka Harbor Division

Leveraging Waterfront Assets into  
Revenue and Cost Saving Opportunities



Parks & Recreation Department Staff Report – March 2017

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# Executive Summary

The City of Eureka’s Harbor Division, managed by the Parks & Recreation Department, includes many revenue generating properties along Eureka’s waterfront. The current revenues generated, however, are not sufficient to keep up with the Harbor Division’s debts and operational costs. This report was created to find ways to increase revenues and identify possible cost savings to improve the fiscal health of the Harbor Fund and make it sustainable in the future.

Cost saving strategies in this report include the establishment of new rental spaces throughout the waterfront area, the lease and/or sale of City-owned waterfront properties, the renegotiation of existing leases, an increase in moorage fees (post-dredging), and the completion of maintenance and upgrade projects to make properties more attractive to potential lessees. This report also recommends offsetting harbor staff salaries with General Fund support to account for the large percentage of time harbor staff spends engaged in non-harbor activities like encampment cleanups and waterfront trail maintenance.

Staff estimates that it is possible to create approximately \$366,000 in revenue and savings across the next five fiscal years with the suggested strategies referenced above. The various strategies are proposed to be phased in over time based on conservative feasibility estimates made by Parks & Recreation management staff.

The generation of new revenue and savings is vitally important to the Harbor Division because its Harbor Fund has been operating at a loss for quite some time and the upcoming dredging of Eureka’s waterfront will deplete it even further. At the end of FY 2016-17 the Harbor Fund is projected to have a \$1,857,164 deficit. The implementation of the strategies outlined in this report will slow the increase of the deficit. However, it will take the sale of a currently non-revenue generating property (like the Samoa Bridge property on Page 11) to make a meaningful decrease in the significant deficit that has accumulated across many years. If suggested strategies are matched with a property sale we could see a decrease in deficit levels to somewhere between \$263,318 and \$658,718 depending on the speed and success of implementation. Although projections (see Appendix C) do not show the Harbor Fund eliminating its deficit in the next five fiscal years, the steps outlined in this report are a proactive first step at moving the Harbor towards a healthier financial situation. Staff anticipates being able to achieve a sustainable and debt neutral Harbor Fund a few years past the projections included in this report.

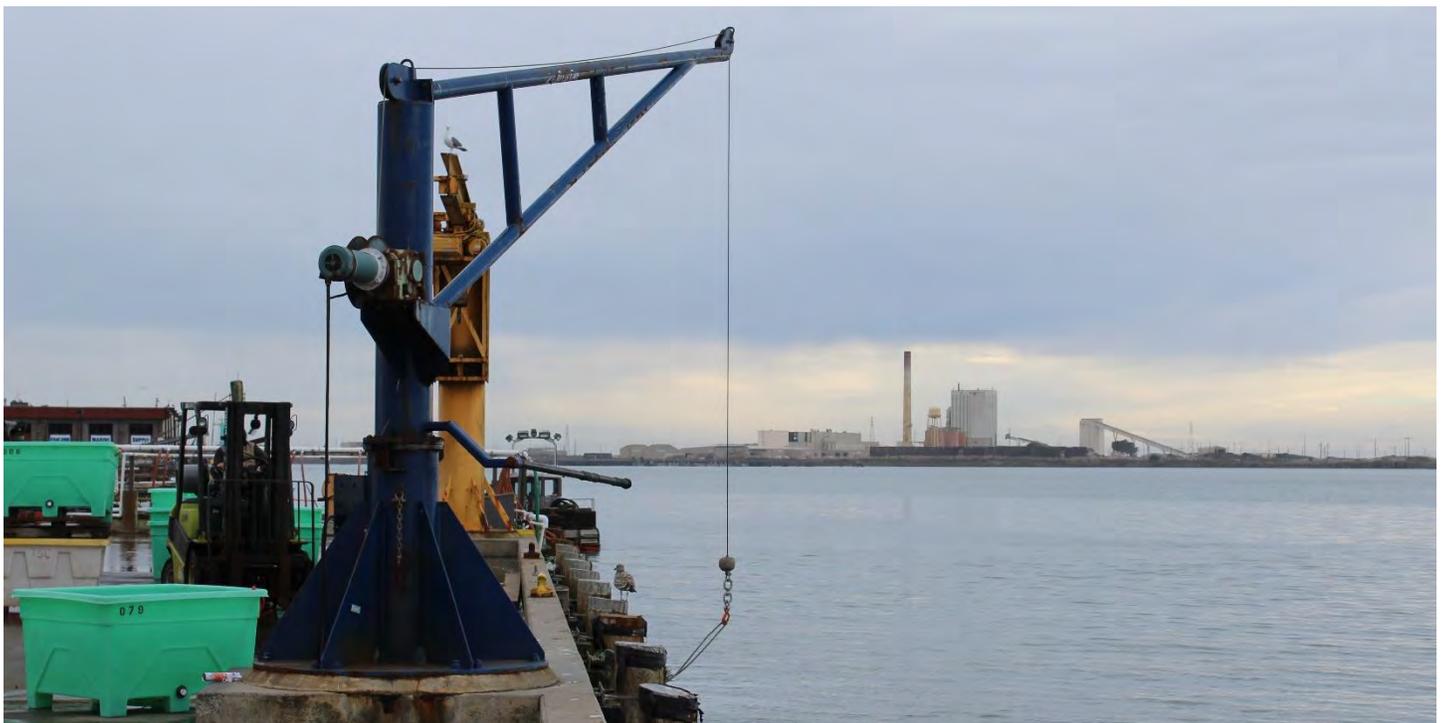


FIGURE 1: HOIST FOR RENT AT FISHERMEN’S TERMINAL BUILDING

## Harbor Division Overview

The City of Eureka's Harbor Division maintains many properties spread along the City's waterfront (see fig. 1 and Appendix A). Properties include the EDA Plant, the Fishermen's Terminal Building, four public docks, a marina, two boat launches, three restrooms (with one new restroom to be built in the next year), 6.3 miles of waterfront trails, and open spaces. The Harbor Division will also be responsible for three to four playgrounds as the waterfront trail is developed.

Besides typical operational costs, the Harbor Division incurs costs related to dredging and debt service for a \$2.75 million loan to upgrade the Eureka Marina which will be paid off in 2028. The loan contract calls for a \$1 million reserve to pay for future dredging operations. If the reserve drops below \$1 million the City must contribute \$100,000 per year until returning to a \$1 million balance. See Appendix B for excerpts from the contract establishing the rules for the reserve.

## Harbor Fund Revenue and Cost Saving Strategies

Major opportunities to increase revenue and cut costs to the Harbor Fund include the following:

1. Establish new rental spaces throughout the waterfront for fishing gear storage, mariculture, public hoist, and street vendors
2. Lease/Sell City-owned waterfront property
3. Renegotiate existing leases (market value)
4. Increase moorage fees in the marina after dredging is complete
5. Identify infrastructure improvements and complete deferred maintenance
6. Offset harbor staff salaries with General Fund support to account for non-harbor staff duties

A brief summary of specific revenue and savings strategies with an implementation timeline are listed in Table 1. 5-year Harbor Fund Projections are located in Appendix C of this document.

TABLE 1: POSSIBLE NEW REVENUE OR SAVINGS FOR THE HARBOR FUND

Implementation Date: **FY 16-17**

Source of Revenue or Savings	Possible Annual Income/Savings to Harbor Fund
New lease at Fisherman’s Terminal Building (Albers)	\$42,000
Renegotiated Caito Fisheries lease	\$12,000
Renegotiated Eureka Forest Products lease	\$23,400
Unloading Fees for Public Hoist	\$15,000
<b>TOTAL</b>	<b>\$92,400</b>

Implementation Date: **FY 17-18**

Source of Revenue or Savings	Possible Annual Income/Savings to Harbor Fund
Increased revenue from FY 16-17	\$92,400
Formalize fishing gear storage at EDA Plant parking lot	\$6,300
Create five new peddler spaces at C Street Market Square	\$9,000
Lease Samoa Bridge Property (APN 002-241-013 and 002-241-007)	\$18,000 to 48,000
Rent space on second floor of EDA Plant at higher rate	\$13,872 (current option) (\$54,000 to 90,000 market rate)
Lease Commercial Street Dock space	\$19,800
Transference of a portion of Harbor salaries to General Fund	\$27,659
<b>TOTAL</b>	<b>\$187,031</b>

Implementation Date: **FY 18-19**

Source of Revenue or Savings	Possible Annual Income/Savings to Harbor Fund
Increased revenue from FY 16-17 & 17-18	\$227,159
Mariculture expansion	\$10,000
Lease Marina Way Property #1 (APN 003-062-027)	\$15,000 to \$25,000
Increase moorage fees	\$60,000
Transference of a portion of Harbor salaries to General Fund	\$28,570
<b>TOTAL</b>	<b>\$300,601</b>

Implementation Date: **FY 19-20**

Source of Revenue or Savings	Possible Annual Income/Savings to Harbor Fund
Increased revenue from FY 16-17 – FY 18-19	\$340,729
Transference of a portion of Harbor salaries to General Fund	\$33,175
<b>TOTAL</b>	<b>\$333,776</b>

Implementation Date: **FY 20-21**

Source of Revenue or Savings	Possible Annual Income/Savings to Harbor Fund
Increased revenue from FY 16-17 – FY 19-20	373,904
Transference of a portion of Harbor salaries to General Fund	\$32,302
<b>TOTAL</b>	<b>\$366,078</b>



<p>1 in = 800 ft</p>	<p>★ Docks and Water Transportation Related</p>	<p>▭ City-Owned Parcel Boundary</p>
	<p>Waterfront trails_pro_exist</p>	<p>▨ Tideland Boundary (Current Mean High Water)</p>
<p>Waterfront Trails</p>	<p>— Existing</p> <p>— Proposed</p> <p>— Coastal Zone Boundary</p>	<p>⊘ City Limit Boundary</p>
<p>0 95 190 380 570 760 950</p> <p>Feet</p>	<p align="center"><b>City of Eureka Waterfront Areas of Interest</b></p>	
<p align="center"></p>		<p align="center">Figure 1</p> <p>Created By: rtopolewski</p> <p>Date: 2/24/2017</p>

FIGURE 1: Close up of Eureka's downtown working waterfront (Map by Riley Topolewski), full City map in Appendix A

# 1. Establish New Rental Spaces

TABLE 2: RENTAL/LEASE RELATED REVENUE OPPORTUNITIES

Strategy/Action	Possible Annual Increase in Revenue
Formalize fishing gear storage at EDA Plant parking lot	\$6,300
Create five new peddler spaces at C Street Market Square	\$9,000
Mariculture expansion	\$10,000
Unloading Fees for Public Hoist	\$15,000

## Fishing Gear Storage

Currently the City rents space at the foot of C Street for fishing gear storage, this is a popular service used by many fishermen. The City charges a monthly rent of \$150 per 25' x 25' space. Rental includes free usage of a high capacity hoist at the Fishermen's Terminal.

There is a seasonal opportunity to create a similar program at the parking lot near the EDA Plant. Tenants there are using a City-owned parking lot for gear storage, this usage is not authorized and they are not paying for the privilege of gear storage despite signage.

If a portion of the parking lot at the foot of Commercial Street were converted to gear storage for 6 months per year, it could generate upwards of \$6,300 for the Harbor Fund.



FIGURE 3: UNAUTHORIZED GEAR STORAGE AT FOOT OF COMMERCIAL STREET

## Mariculture

In a partnership with the Humboldt Bay Harbor, Recreation and Conservation District (HBHRCD), the City of Eureka went through an RFP process seeking proposals for mariculture operations on City and HBHRCD owned tidelands. The proposals were ranked and given priority on specific tidelands. The HBHRCD led the CEQA process and certified the project's EIR on February 28, 2017. HBHRCD has now moved on to preparing to obtain the necessary regulatory permits to implement the project. If successful, the City could generate approximately \$10,000 annually through leasing tidelands for mariculture operations.

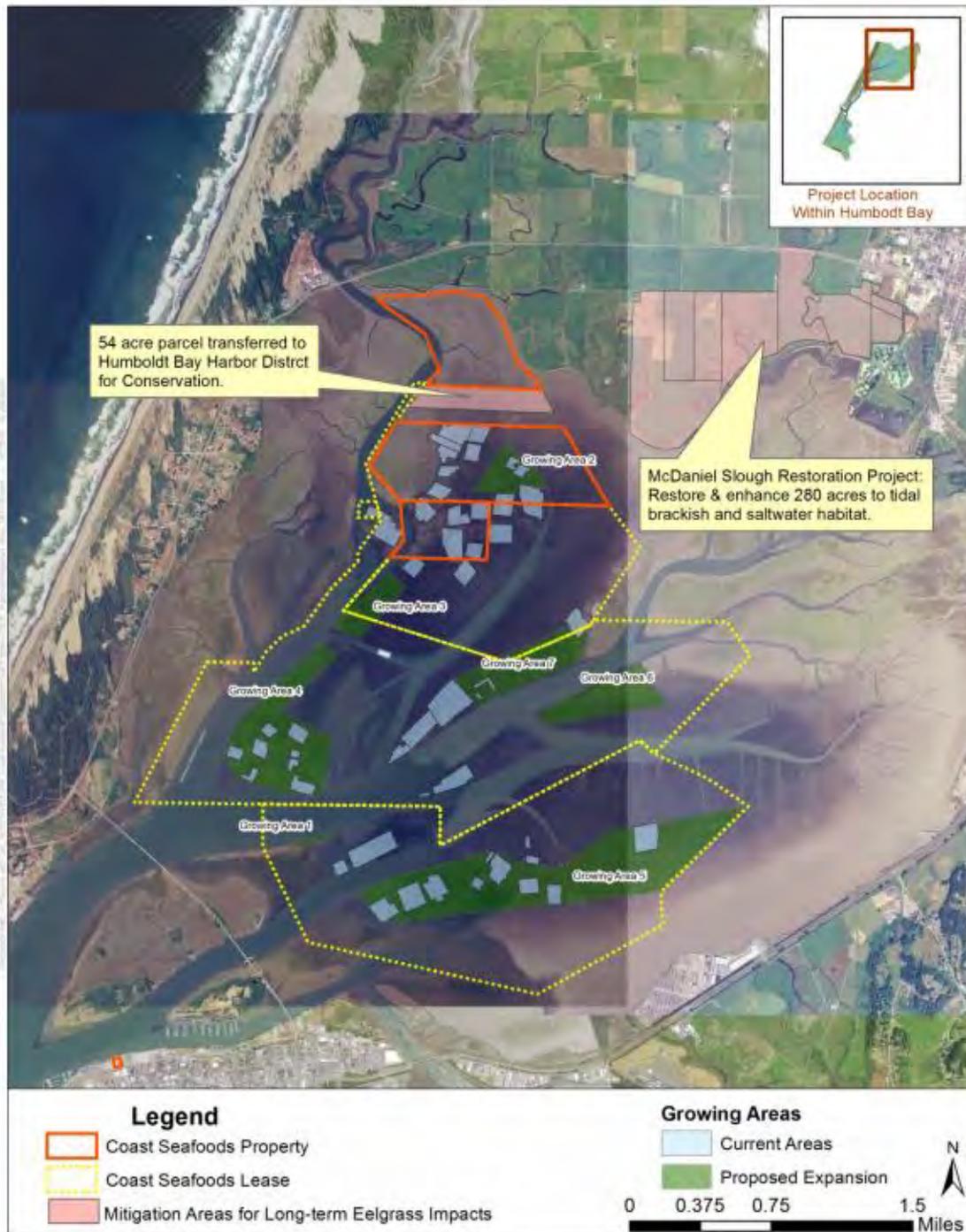


FIGURE 4: MAP FROM COAST SEAFOODS MARICULTURE EXPANSION PROJECT EIR SHOWING CURRENT AND PROPOSED OYSTER GROWING AREAS IN HUMBOLDT BAY

## C Street Market Square - Spaces for Peddlers

The C Street Market Square was built with the intention of hosting street vendors and farmers markets. There is an opportunity to bring in a small group of vendors that could rent space at the foot of C Street to sell food and goods to the public. Not only would this generate rental income and sales tax for the City, it would also act as a deterrent to inappropriate uses that are common in this area because it is underutilized by the general public.

We currently have a lease with Pacific Outfitters for a space nearby (E Street) which generates \$150/month for six months out of the year (\$900/year). Pacific Outfitters uses this space to rent kayaks. If we opened up five spaces on C Street at a similar rate for an entire year, it could drive upwards of \$9,000 per year to the Harbor Fund.

Note: any off-street food trucks that wish to operate on City property must first receive approval from the City Council. Carts and booths are considered peddlers and require a business license and background check to operate.



FIGURE 5: KAYAKERS NEAR THE BOONIE GOOL GUEST DOCK DURING PARKS & RECREATION'S 2016 GET OUT AND PLAY DAY

## Unloading Fees for Public Hoist

The new tenant of the public hoist is Wild Planet. The previous tenant was Humboldt Seafood Unloaders (HSU). HSU paid their monthly rent but never paid unloading fees that were a part of the agreement, except for one payment last fiscal year. Wild Planet will be paying a slightly increased rent (\$1,100 per month as opposed to \$800 paid by HSU previously), as well as their unloading fees. For Nov-December of 2016 we received \$2,500 for unloading fees. A conservative estimate of revenue from unloading fees would be \$10,000 annually. We never received this from the public hoist rental previously. We anticipate an increase of about \$14,000 overall from the public hoist this upcoming fiscal year.

## 2. Lease/Sell City-Owned Waterfront Property

The City owns properties along the waterfront which have private entities interested in leasing and/or purchasing them. There are underutilized parcels along the waterfront that are currently vacant and attracting inappropriate uses. We also have commercial fishing infrastructure which has fish processing and fish-buying businesses interested in buying or leasing in order to expand their operations.



FIGURE 6: FISHERMEN'S TERMINAL BUILDING

TABLE 3: WATERFRONT PROPERTIES LEASE/SELL MATRIX

Property	Revenue	PROS	CONS
<b>Samoa Bridge Property (APNs 002-241-013 and 002-241-007)</b>	LEASE: \$18,000 - \$48,000 annually	Eliminates maintenance costs	
	SALE: \$1.5 million	Could give us \$500,000 in reserves	Lose ownership and development control over the property
<b>Marina Way Property #1 (APN 003-062-027)</b>	LEASE: \$15,000-\$25,000 annually	Increase in revenue & decrease in maintenance requirements	Could disrupt current recreational usage
<b>Marina Way Property #2 (APN 003-062-019)</b>	LEASE: \$13,200 annually	Increase in revenue & decrease in maintenance requirements	Loss of waterfront storage area for City use
	SALE: ~\$300,000 if sold	Increase in revenue & decrease in maintenance requirements	Loss of \$13,200 in revenue annually
<b>EDA Plant</b>	LEASE: ~\$230,000 annually if leased at fair market value	Increase in revenue & decrease in maintenance requirements	
	SALE: ~\$1,750,000 million	Could give us \$750,000 in reserves  Eliminate future maintenance costs (~\$15,000/year in elevator fees, custodial service & maintenance)	Lose \$180,000 - \$230,000 in annual revenues
<b>Fishermen's Terminal Building Office and Dock Space</b>	LEASE: \$18,000 annually ~\$24,000 in unloading fees	Increases revenue and gives fishermen a choice of purchaser	City gives up its office space in the building
<b>Commercial Street Dock</b>	LEASE: \$19,800 annually	Increases use of a valuable dock	May require additional investment to improve the space before leasing

## Underutilized Samoa Bridge Property:

There are two parcels east of Halvorsen Park (APN 002-241-013 and 002-241-007) which have the potential to be repurposed as an RV Park or mixed development. The City has received multiple inquiries regarding desires to develop the property. The property is valued at an estimated \$1.5 million. Selling the property would generate income for the City and, depending on the buyer, it could also generate ongoing transient occupancy taxes (TOT). Staff would recommend that the City Council consider directing any TOT generated on this site to the Harbor Fund. Staff estimates that this could increase harbor revenues by \$15,000 to \$25,000 per year. Selling this property would also remove 11-acres of open space from the Harbor Division's open space maintenance responsibilities as well as increase the appropriate usage near the Samoa Bridge which is home to one of the City's public boat launches and developing Waterfront Trail.



FIGURE 7: UNDERUTILIZED PROPERTIES NEAR SAMOA BRIDGE

Staff is currently working on developing an RV park rent-to-own proposal for these parcels that could be structured as follows:

- \$1500/mo. during permitting phase (estimated to be one year)
- \$2500/mo. during first 6 months of operations
- \$4000/mo. afterwards, half of which can be applied towards the purchase of the properties

A proposed site plan for the RV Park concept is located in Appendix D.

### Underutilized Marina Way Property #1:

This parcel (APN 003-062-027) is 2.8 acres and zoned Waterfront Commercial. It is a tideland property owned by the City. We can't sell this property, but it could be leased to an interested party. It is currently utilized by community members for dog walking, kite flying, and radio control hobbyists. An interested party could develop the property and enter into a long term lease agreement with the City. Depending on the use, the revenue from the lease could generate anywhere from \$15,000 to \$25,000 annually. Entering into a lease for this property would not only generate revenue for the Harbor Fund, but also alleviate the maintenance responsibilities of this property.



FIGURE 8: UNDERUTILIZED MARINA WAY PROPERTIES NEAR THE WHARFINGER BUILDING

### Underutilized Marina Way Property #2:

This City-owned parcel (APN 003-062-019) is 2.9 acres and zoned Coastal Dependent Industrial. The City currently has a lease for a portion of the property with Ryan Schneider Construction for \$1,100 per month. The City could look to amend the lease for the entire property to generate more revenue annually or look for an interested party to purchase the property.

## EDA Plant and Office Spaces



FIGURE 9: EXTERIOR OF EDA PLANT

The EDA Plant contains a fish processing facility, a marine retail store, office space, and storage areas. Pacific Choice Seafood, the current lessee for the fish plant is interested in purchasing the whole facility. Staff estimates that the EDA Plant could sell for roughly \$1.75 million. Currently the EDA Plant generates over \$180,000 per year in revenues for the Harbor Fund, if strategies to increase revenues from this report are implemented that number could grow to be well over \$230,000 per year. **At this time, the Parks & Recreation Department does not recommend selling this property.**

There are spaces on the second floor of the EDA Plant which are not reaching their full potential as a rental spaces which could be repurposed into much more valuable office space. Currently an archery club holds a month to month lease for a large portion of the second floor and pays \$264 per month. There is a separate space (serviced by the elevator) which currently houses a collection of weaving looms which has no known lease and generates no revenue. These spaces could be rented for substantially more money to organizations with more of a need to be near the waterfront. There is currently an option for Pacific Choice to lease a portion of this area for \$1156 per month (\$13,872 per year). While that is a substantial increase over the current rate, it is well below the market rate for commercial rentals in Eureka. Based on a rate of \$1.25 per square foot provided by a local commercial real estate agent as a fair market rate for office space in Eureka, the EDA Plant's second floor (approx. 6,000 sq. ft.) could generate over \$90,000 per year in additional revenue. If it were to be used as storage space at a rate of \$.75 per sq. ft., the second floor could generate roughly \$54,000 per year at fair market value. Renting these spaces could also allow us to transfer our annual \$3,000 in elevator fees to the tenant that benefits from elevator access.

Although the archery club has been in the EDA Plant for many years, it was never intended to be a long term resident. The original license agreement with Humboldt Archers, Inc. states the following:

*“Licensee acknowledges that City currently is trying to develop the licensed area so as to lease out the licensed area and that City can only allow use by licensee of licensed area on a temporary basis while licensee looks for a suitable permanent site and prior to City’s successful development of the licensed area.”*

## Fishermen's Terminal Building Office and Dock Space

Staff is working on recruiting a new seafood buyer for the Fishermen's Terminal Building. Staff is negotiating a lease for office space at the Fisherman's Terminal Building for \$1,500 per month which would generate \$18,000 per year and would result in an estimated \$24,000 in unloading fees.

## Commercial Street Dock

Commercial Street Dock is a valuable resource that could be marketed and leased to research vessels, fish unloading operations, or used for transient moorage. To make the dock more attractive we should consider making improvements to the Coast Guard building which would include repairing the locker rooms to make them usable. We could also improve storage spaces as well. This building could be used as an event rental generating additional revenue. At current monthly moorage rates for up to 300 boat feet, we could potentially generate an additional \$19,800 per year from the dock, possibly more if there are seafood unloading fees.



FIGURE 10: COMMERCIAL STREET DOCK

### 3. Renegotiate Existing Leases



FIGURE 11: CAITO FISHERIES, LEASE RENEGOTIATED FEBRUARY 2017

There are many leases for City-owned waterfront properties and not all leases are at full market rates. Evaluating leases is difficult because the City has made certain deals with more than just cash payments in mind. Some leases, like the lease with the Humboldt Archers on the second floor of the EDA Plant are well below market rate (\$264/month for a very large space with sweeping bay views) and have no need to be on the waterfront. Other leases, like the Humboldt Bay Maritime Museum (\$100/month for use of C Street Dock and the nearby ticket booth), are also below market rate but require bay access and provide value to tourists visiting Eureka that generate value beyond the rent paid. Tideland leases are a special case in that there is an established State Lands Commission protocol for developing lease values. Tidelands are leased annually at 9% of the appraised value of the adjacent landward property.

Staff has renegotiated leases for Caito Fisheries and Eureka Forest Products which were approved by the Eureka City Council on February 21, 2017. These updated leases will result in a \$35,400 increase in rental income for the Harbor Fund. Additionally, many leases have built-in CPI rate increases or other negotiated increases which will increase our lease revenues year to year.

#### Lease Recommendations

The majority of leases have multiple extensions available and are not set to expire for many years (see Table 4 for lease expiration and extension information). With this in mind, we recommend assessing current policies for leases to ensure that the next time they are open for negotiation that the City is in a position to extract a market appropriate rate. We also recommend that each renewal include a review of utility arrangements to ensure that the City doesn't find itself overpaying for utilities if they are not paid directly by the lessees.

#### Ensure Rental Revenue is Deposited in Harbor Accounts

In the course of our investigation into leases, staff found that revenues from some waterfront leases are not going into the Harbor Fund. Rent paid by Humboldt State University for the Sea Grant office on the first floor of the EDA Plant (~\$15,000 per year) has been going to the General Fund instead of the Harbor Fund. Revenue from our deal with Pacific Outfitters (\$900 per year) is not going into the Harbor Fund. A lease for storage space on Marina Way with Schneider Construction is being directed into the Land Rent account instead of the Harbor Fund at a loss of \$13,200. The Finance department has redirected these funds into the correct accounts.

**TABLE 4: ANNUAL HARBOR FUND LEASES**

Lessee	Type	Location	Annual Rent	Term Ends	Extensions
Caito Enterprises, LLC	Tidelands	Foot of I to J Street	\$12,000	12/31/25	3 x 5 years
California State University	Dirt Lot	Dirt lot west of Adorni	\$0		
Chevron Products Company	Tidelands	3400 Christie Ave	\$34,177	5/31/19	3 x 5 years
Coast Seafoods Company	Processing Space	Fishermen's Terminal Building	\$31,668	9/6/21	2 x 5 years
Coast Seafoods Company	Tidelands	25 Waterfront Dr.	\$22,308	12/31/20	
Coast Seafoods Company	Tidelands for Aquaculture	Humboldt Bay east of Samoa Bridge	\$15,925	5/1/25	4 x 5 years
Englund Marine	Tidelands & Commercial	EDA #2 Foot of Commercial St.	\$26,412 + 2% of all non-fuel gross sales less minimum rent, \$.01 per gallon over 135,000 gallons per quarter	12/31/20	
Englund Marine	Commercial	EDA #2 Foot of Commercial St. (Rooms 22 & 23)	\$2,400	Month to Month	
Eureka Forest Products	Tidelands	Foot of 14 <sup>th</sup> St.	\$23,400	4/30/27	2 x 15 years
HSU Marine Advisory Office (Sea Grant)	Tidelands Office	EDA #2 Suite 4	\$15,012	6/30/2017	
Humboldt Archers	Indoor Archery Range	EDA #2 Second Floor	\$3,168	Month to Month	
Humboldt Bay Maritime Museum	Ticket Booth, C & F Street Docks	Foot of C & F Streets	\$1,200	Month to Month	
Humboldt Bay Rowing Association	Boat Storage Building	Portion of Carson Mill Site	\$0	Month to Month	
Humboldt Bay Rowing Association	Dock & Recreation Center Space	Adorni Center	\$3,600	Month to Month	
Humboldt Fisherman's Marketing Association	Office	Foot of Commercial – Old Coast Guard Dock	\$5,100	Month to Month	
Humboldt State University	Tidelands Lease & First Amendment for Dock	1 <sup>st</sup> and J St.	\$1		
Humboldt Yacht Club	Tidelands Office	Wharfinger Building	\$7,404	1/31/20	
Jack's Seafood LLC	Restaurant/Café	#4 C St.	\$37,200	3/20	5 years
Pacific Choice Seafoods	Fish Plant	EDA #1 Foot of Commercial St.	\$96,000	2/28/25	10 years
Pacific Outfitters	Recreation	1 E St.	\$13,200	Month to Month	
Ryan Schneider Construction	Tidelands Industrial	Between Waterfront Dr. and Marina Way	\$13,200	Month to Month	
Schneider Intermodal	Tidelands & Dock	Dock A	\$8,877	8/15/20	
Wild Planet	Waterfront Commercial	#4 C St. Fishermen's Terminal, Hoist	\$13,200	Month to Month	
Wild Planet Foods (aka Carvalho)	Processing and Office Space	Fishermen's Terminal Building	\$35,511	8/31/21	5 years
Wild Planet Foods (aka Carvalho)	Dock and Work Space	Fishermen's Terminal Building and Dock #4	\$11,400	Month to Month	

## 4. Increase Moorage Fees



**FIGURE 12: EUREKA SMALL BOAT BASIN AND WHARFINGER BUILDING**

The Eureka Public Marina, located by the Wharfinger Building, is a very popular boat basin with a waiting list for slips. The marina has 150 boat moorage slips that can accommodate vessels from 20-70 feet in length. Currently the marina is not at full capacity because of an accumulation of sediment that needs to be remedied via dredging. Moorage is charged as either a flat fee or by boat or slip foot, whichever is greater (see table 5). The full harbor rate schedule is available in appendix E of this document.

**TABLE 5: MARINA MOORAGE RATES FY 2016-17**

Type of Moorage	Fee
Daily transient moorage fees	\$13.00 per day or \$0.65 per boat foot or slip foot (overall length) per day, whichever is greater
Cruising or fishing vessels with people aboard	\$0.80 per foot per day
Monthly moorage fees	\$110.00 per month or \$5.50 per boat foot or slip foot (overall length) per month, whichever is greater
Annual moorage fees (annual fees must be paid in advance)	\$4.75 per boat foot or slip foot (overall length) per month
Live-aboard	\$160.00 per month for 2 people \$90.00 per month for each additional person
Dinghy dock – monthly	\$35.00 per month
Dinghy dock – quarterly	\$30.00 per month @ 3 months pre-pay
Catamarans – monthly	\$45.00 per month
Catamarans – quarterly	\$40.00 per month @ 3 months pre-pay

Once dredging is completed, we should look into increasing moorage fees to get our rates more in line with real costs of operating the marina. HBHRCD charges a monthly dredge surcharge (\$0.76 per foot per month) and float replacement fee (\$0.51 per foot per month) at Woodley Island Marina, these are fees we may want to consider in the future. When fully dredged and with the help of our existing waiting list, we will have an opportunity for maximum capacity. Trends such as successful recreational fishing seasons, commercial unloading opportunities, dredge cycles, and weather affect the usage year by year. If we were to consider a \$.75 increase per foot per month, we could conservatively increase revenue by \$60,000 annually. We would recommend a portion of that increase to go towards a Harbor Maintenance Fund that would cover future dredging costs and future maintenance costs.



**FIGURE 13: EUREKA MARINA MOORAGE INCOME FY 2001/02 TO FY 2015/16**

Any changes in moorage rates will be dependent on successfully dredging the marina and implementing a regular dredging maintenance program. The situation in our boat basin is causing problems for both commercial and recreational boating interests. Based on public comments at a February 16, 2017 Humboldt Bay Harbor Commission and February 21, 2017 Eureka City Council meeting, there is a lot of anger and disappointment related to having to pay moorage for space in a marina where some boats rest in the mud at low tide.

## 5. Infrastructure Improvements and Deferred Maintenance

### Dredging

Dredging is priority #1 for any harbor related maintenance activities. Dredging is required to fully utilize our marina and increase of harbor revenues. Dredging prolongs the life of the harbor's floats and piers. Having our marina and waterfront dredged to an appropriate depth is also a navigational and environmental safety issue. If a boat is damaged by contact with the bottom of the bay, it could result in an oil spill with high financial, social, and environmental costs.

Dredging of the waterfront and marina occurs approximately every ten years with previous dredging events occurring in 1987, 1998, and 2007. When the City of Eureka, in cooperation with the Humboldt Bay Harbor District, dredges the waterfront, the following locations are dredged:

- Dock B
- Eureka Small Boat Basin
- Commercial Street Dock
- Fisherman's Terminal/Landing Dock
- BISC Dock
- C Street Dock
- F Street Floating Dock
- I Street Dock
- J Street Dock
- Adorni Center Dock
- Bonnie Gool Guest Dock Samoa Bridge Launch Ramp

The City and the Harbor District initiated public discussion of possible dredging options in February of 2017 with hopes of doing at least 100,000 cubic yards of dredging by the end of 2017 which includes the Eureka Marina and underneath the Coast Guard boat docked at Woodley Island. Once the 200,000+ cubic yard backlog of silt is dredged, there are plans to initiate more frequent and lower volume dredge cycles using the Humboldt Bay Harbor District's recently acquired dredge.



FIGURE 14: DOCKS RESTING IN THE MUD DURING LOW TIDE AT THE EUREKA MARINA (PHOTO PROVIDED BY: S. REYNOLDS)

### Additional Improvements

Staff believes that there are additional improvements that could be made to make harbor properties more desirable or create new revenue generating opportunities. Some, like a cold storage plant, have already been considered as part of a feasibility study<sup>1</sup>. Other options like adding more powerful powerbanks to the Bonnie Gool Guest Dock or repairing dock floats and whaler boards at F St. Dock could make our properties more attractive to more types/size of boats, safer, and generate more revenue.

<sup>1</sup> Greenway Partners, Regional Cold Storage Facility – Technical Study, 2015

## 6. Offset Harbor Staff Salaries with General Fund Support

Salaries are a major cost for the Harbor Fund, however harbor staff is not engaged in harbor related duties 100% of the time. Harbor staff has been very involved in homeless camp related cleanups, moves, etc. which takes them away from harbor maintenance and operations. Harbor staff will also be taking on new responsibilities related to the Eureka Waterfront Trail which will essentially be a 6.3 mile linear park. Harbor staff only spends about 40% of their time on harbor related duties, we would like to transfer at least 50% of each full time harbor employee’s salary to the General Fund. This would be phased in one full time employee’s salary per year.

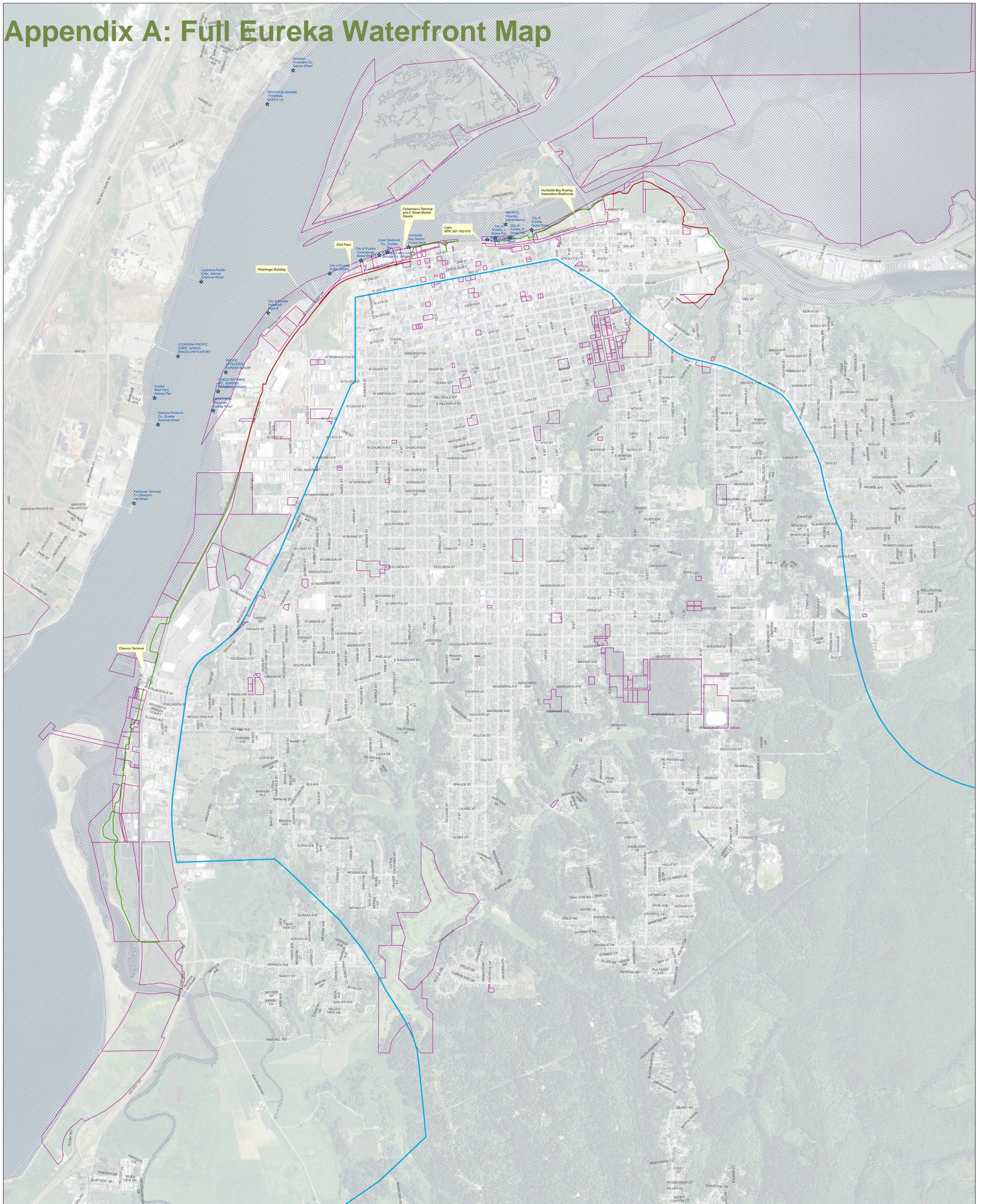
TABLE 6: HARBOR STAFF SALARIES PROPOSED TO BE TRANSFERRED TO THE GENERAL FUND

Fiscal Year Impacted	Harbor Position	Percentage reallocated to General Fund	Total
FY 17-18	Harbor Tech	50%	\$27,659
FY 18-19	Harbor Tech	50%	\$28,570
FY 19-20	Harbor Supervisor	33%	\$33,175
FY 20-21	Parks & Recreation Manager	25%	\$32,302



FIGURE 15: CITY OF EUREKA HARBOR STAFF AND HUMBOLDT BAY HARBOR DISTRICT STAFF SAMPLING SEDIMENT IN MAY 2016

# Appendix A: Full Eureka Waterfront Map



Scale: 1 inch = 700'



0 700 1,400 2,800  
Feet

— Coastal Zone Boundary

Waterfront Trails

- Existing
- Proposed

★ Docks and Water Transportation Related

□ City-Owned Parcel Boundary

▨ Tideland Boundary (Current Mean High Water)

City of Eureka  
Waterfront Areas  
of Interest

Figure 1

Date: 2/17/2017

Created By: rtopolewski



## Appendix B: Excerpts from Eureka Boat Basin Loan Contract

**Section 5(g):** Until the RESERVE FUND as described in ARTICLE VII of EXHIBIT A equals ONE MILLION DOLLARS (\$1,000,000), all annual gross revenues generated within the PROJECT AREA that are in excess of annual loan payments shall be deposited into the RESERVE FUND. Beginning July 1, 1998, the BORROWER shall annually deposit in the RESERVE FUND, the sum of ONE HUNDRED THOUSAND DOLLARS (\$100,000) per year, from tax increment revenues or any other revenues available to the BORROWER, until the RESERVE FUND balance (including interest earned thereon) equals ONE MILLION DOLLARS (\$1,000,000). Once the RESERVE FUND has reached a balance of ONE MILLION DOLLARS (\$1,000,000), the balance shall be maintained. However, if for any reason the RESERVE FUND balance falls below ONE MILLION DOLLAR (\$1,000,000), the BORROWER shall replenish the RESERVE FUND at the rate of ONE HUNDRED THOUSAND DOLLARS (\$100,000) per year, from tax increment revenues or any other revenue sources available to the BORROWER, until the RESERVE FUND again equals ONE MILLION DOLLARS (\$1,000,000). For any period which the RESERVE FUND balance (including interest earned thereon) equals or exceeds ONE MILLION DOLLARS (\$1,000,000), all interest earned therefrom shall be retained in an "Interest Account" within the RESERVE FUND; and for the same period as described herein, the interest accrued in the "Interest Account" may be used to meet the BORROWER's obligations under Section 5. (h) and (i) herein. The BORROWER shall annually report to the DEPARTMENT all activity and balance of the RESERVE FUND.

Notwithstanding the foregoing, the DEPARTMENT agrees to reduce the principle amount of the RESERVE FUND, from time to time upon the request of the BORROWER to an amount equal to one and one-half (1.5) times the amount of the projects' annual debt service, and the DEPARTMENT shall promptly release to the BORROWER any excess principal amount in the RESERVE FUND, when the following conditions exist:

- (1) The BORROWER is current in its LOAN CONTRACT repayment; and
- (2) The marina operations are generating annual revenues equal to or in excess of ONE HUNDRED AND TEN PERCENT (110%) of annual operation, maintenance and debt service costs (exclusive of dredging costs, unless there are insufficient funds available to the BORROWER from other sources for dredging costs, unless there are insufficient funds available to the BORROWER from other sources for dredging costs in which case the dredging costs, to the extent not funded from other available sources, shall be included in operation and maintenance costs).

**Section 5 (h):** The BORROWER shall establish a Dredging Reserve Fund (DREDGING FUND). The RESERVE FUND shall be used to pay for all anticipated cost of dredging the PROJECT AREA basin, for the term of the CONTRACT. Beginning July 1, 1997, and annually thereafter, the BORROWER shall deposit into DREDGING FUND the sum of TWENTY THOUSAND DOLLARS (\$20,000). This amount is estimated to be sufficient to pay for the cost of a five year dredging cycle program. The BORROWER may submit to the DEPARTMENT, bonafide engineering proposals to support a revised dredging program plan and cost estimate and annual RESERVE FUND contribution for review and consideration.

**Section 5 (i):** The BORROWER shall establish a Capital Improvement Reserve Fund (IMPROVEMENT FUND). The IMPROVEMENT FUND shall be used to pay for all anticipated cost of berth replacement and other normally occurring capital improvements within the PROJECT AREA, for the term of the CONTRACT. Beginning July 1, 1999, and annually thereafter, the BORROWER shall deposit into IMPROVEMENT FUND the sum of THIRTY THOUSAND DOLLARS (\$30,000). This amount is estimated to be sufficient to pay for the cost of anticipated capital improvement as described, for the term of the CONTRACT. The BORROWER may submit to the DEPARTMENT, bonafide engineering proposals to support a revised capital improvement program plan, cost estimate and annual IMPROVEMENT FUND contribution for review and consideration.

# Appendix C: Harbor Fund Projections

**City of Eureka**  
**Harbor Fund**  
**Five Year Projection - High Potential**

	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21
<b>Current Revenue</b>					
Revenue from Leases & Fees	\$ 727,105	\$ 727,105	\$ 727,105	\$ 727,105	\$ 727,105
ROPS Revenue	224,283	224,283	224,283	224,283	224,283
<b>Current Revenue Subtotal</b>	<b>\$ 951,388</b>				
<b>Potential Revenue</b>					
Renegotiated Caito Fisheries Lease	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Renegotiated Eureka Forest Products Lease	23,400	23,400	23,400	23,400	23,400
EDA Plant Second Floor	-	13,872	13,872	13,872	13,872
Samoa Bride Property Lease	-	18,000	18,000	18,000	18,000
New FTB Lease	42,000	42,000	42,000	42,000	42,000
Unloading Fees Public Hoist	15,000	15,000	15,000	15,000	15,000
EDA Plant Storage	-	-	-	-	-
C St. Market Square Peddler Space	-	-	-	-	-
Increase Moorage Fees	-	-	-	-	-
Mariculture Expansion	-	-	-	-	-
Marina Way Property #1	-	-	-	-	-
Commercial Street Dock Space	-	-	-	-	-
Sale of Property - Samoa Bridge	-	-	-	-	1,500,000
Sale of Property - Marina Way # 2	-	-	-	-	-
<b>Potential Revenue Subtotal</b>	<b>\$ 92,400</b>	<b>\$ 124,272</b>	<b>\$ 124,272</b>	<b>\$ 124,272</b>	<b>\$ 1,624,272</b>
<b>Total Revenue</b>	<b>\$ 1,043,788</b>	<b>\$ 1,075,660</b>	<b>\$ 1,075,660</b>	<b>\$ 1,075,660</b>	<b>\$ 2,575,660</b>
<b>Maintenance</b>	<b>\$ 617,216</b>	<b>\$ 619,999</b>	<b>\$ 600,029</b>	<b>\$ 569,329</b>	<b>\$ 569,581</b>
<b>Wharfinger</b>	<b>209,252</b>	<b>215,312</b>	<b>223,522</b>	<b>234,426</b>	<b>244,153</b>
<b>Development Services</b>	<b>6,760</b>	<b>6,983</b>	<b>7,284</b>	<b>7,685</b>	<b>8,042</b>
<b>Reserve Requirements</b>	<b>50,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>Debt Service</b>	<b>174,282</b>	<b>174,282</b>	<b>174,282</b>	<b>174,282</b>	<b>174,282</b>
<b>Total Expenditures</b>	<b>\$ 1,057,510</b>	<b>\$ 1,166,576</b>	<b>\$ 1,155,117</b>	<b>\$ 1,135,722</b>	<b>\$ 1,146,057</b>
<b>Revenue Over (Under) Expenditures</b>	<b>\$ (13,722)</b>	<b>\$ (90,916)</b>	<b>\$ (79,457)</b>	<b>\$ (60,062)</b>	<b>\$ 1,429,603</b>
<b>Working Capital</b>					
Beginning	\$ (1,844,164)	\$ (1,857,886)	\$ (1,948,802)	\$ (2,028,259)	\$ (2,088,321)
Ending	\$ (1,857,886)	\$ (1,948,802)	\$ (2,028,259)	\$ (2,088,321)	\$ (658,718)

**City of Eureka**  
**Harbor Fund**  
**Five Year Projection - Medium Potential**

	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21
<b>Current Revenue</b>					
Revenue from Leases & Fees	\$ 727,105	\$ 727,105	\$ 727,105	\$ 727,105	\$ 727,105
ROPS Revenue	224,283	224,283	224,283	224,283	224,283
<b>Current Revenue Subtotal</b>	<b>\$ 951,388</b>				
<b>Potential Revenue</b>					
Renegotiated Caito Fisheries Lease	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Renegotiated Eureka Forest Products Lease	23,400	23,400	23,400	23,400	23,400
EDA Plant Second Floor	-	13,872	13,872	13,872	13,872
Samoa Bride Property Lease	-	18,000	18,000	18,000	18,000
New FTB Lease	42,000	42,000	42,000	42,000	42,000
Unloading Fees Public Hoist	15,000	15,000	15,000	15,000	15,000
EDA Plant Storage	-	6,300	6,300	6,300	6,300
C St. Market Square Peddler Space	-	9,000	9,000	9,000	9,000
Increase Moorage Fees	-	-	60,000	60,000	60,000
Mariculture Expansion	-	-	-	-	-
Marina Way Property #1	-	-	-	-	-
Commercial Street Dock Space	-	-	-	-	-
Sale of Property - Samoa Bridge	-	-	-	-	1,500,000
Sale of Property - Marina Way # 2	-	-	-	-	-
<b>Potential Revenue Subtotal</b>	<b>\$ 92,400</b>	<b>\$ 139,572</b>	<b>\$ 199,572</b>	<b>\$ 199,572</b>	<b>\$ 1,699,572</b>
<b>Total Revenue</b>	<b>\$ 1,043,788</b>	<b>\$ 1,090,960</b>	<b>\$ 1,150,960</b>	<b>\$ 1,150,960</b>	<b>\$ 2,650,960</b>
<b>Maintenance</b>	<b>\$ 617,216</b>	<b>\$ 619,999</b>	<b>\$ 600,029</b>	<b>\$ 569,329</b>	<b>\$ 569,581</b>
<b>Wharfinger</b>	<b>209,252</b>	<b>215,312</b>	<b>223,522</b>	<b>234,426</b>	<b>244,153</b>
<b>Development Services</b>	<b>6,760</b>	<b>6,983</b>	<b>7,284</b>	<b>7,685</b>	<b>8,042</b>
<b>Reserve Requirements</b>	<b>50,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>Debt Service</b>	<b>174,282</b>	<b>174,282</b>	<b>174,282</b>	<b>174,282</b>	<b>174,282</b>
<b>Total Expenditures</b>	<b>\$ 1,057,510</b>	<b>\$ 1,166,576</b>	<b>\$ 1,155,117</b>	<b>\$ 1,135,722</b>	<b>\$ 1,146,057</b>
<b>Revenue Over (Under) Expenditures</b>	<b>\$ (13,722)</b>	<b>\$ (75,616)</b>	<b>\$ (4,157)</b>	<b>\$ 15,238</b>	<b>\$ 1,504,903</b>
<b>Working Capital</b>					
Beginning	\$ (1,844,164)	\$ (1,857,886)	\$ (1,933,502)	\$ (1,937,659)	\$ (1,922,421)
Ending	\$ (1,857,886)	\$ (1,933,502)	\$ (1,937,659)	\$ (1,922,421)	\$ (417,518)

**City of Eureka**  
**Harbor Fund**  
Five Year Projection - Low Potential

	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21
<b>Current Revenue</b>					
Revenue from Leases & Fees	\$ 727,105	\$ 727,105	\$ 727,105	\$ 727,105	\$ 727,105
ROPS Revenue	224,283	224,283	224,283	224,283	224,283
<b>Current Revenue Subtotal</b>	<b>\$ 951,388</b>				
<b>Potential Revenue</b>					
Renegotiated Caito Fisheries Lease	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Renegotiated Eureka Forest Products Lease	23,400	23,400	23,400	23,400	23,400
EDA Plant Second Floor	-	13,872	13,872	13,872	13,872
Samoa Bride Property Lease	-	18,000	18,000	18,000	18,000
New FTB Lease	42,000	42,000	42,000	42,000	42,000
Unloading Fees Public Hoist	15,000	15,000	15,000	15,000	15,000
EDA Plant Storage	-	6,300	6,300	6,300	6,300
C St. Market Square Peddler Space	-	9,000	9,000	9,000	9,000
Increase Moorage Fees	-	-	60,000	60,000	60,000
Mariculture Expansion	-	-	10,000	10,000	10,000
Marina Way Property #1	-	-	15,000	15,000	15,000
Commercial Street Dock Space	-	19,800	19,800	19,800	19,800
Sale of Property - Samoa Bridge	-	-	-	-	1,500,000
Sale of Property - Marina Way # 2	-	-	-	-	-
<b>Potential Revenue Subtotal</b>	<b>\$ 92,400</b>	<b>\$ 159,372</b>	<b>\$ 244,372</b>	<b>\$ 244,372</b>	<b>\$ 1,744,372</b>
<b>Total Revenue</b>	<b>\$ 1,043,788</b>	<b>\$ 1,110,760</b>	<b>\$ 1,195,760</b>	<b>\$ 1,195,760</b>	<b>\$ 2,695,760</b>
<b>Maintenance</b>	<b>\$ 617,216</b>	<b>\$ 619,999</b>	<b>\$ 600,029</b>	<b>\$ 569,329</b>	<b>\$ 569,581</b>
<b>Wharfing</b>	<b>209,252</b>	<b>215,312</b>	<b>223,522</b>	<b>234,426</b>	<b>244,153</b>
<b>Development Services</b>	<b>6,760</b>	<b>6,983</b>	<b>7,284</b>	<b>7,685</b>	<b>8,042</b>
<b>Reserve Requirements</b>	<b>50,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>Debt Service</b>	<b>174,282</b>	<b>174,282</b>	<b>174,282</b>	<b>174,282</b>	<b>174,282</b>
<b>Total Expenditures</b>	<b>\$ 1,057,510</b>	<b>\$ 1,166,576</b>	<b>\$ 1,155,117</b>	<b>\$ 1,135,722</b>	<b>\$ 1,146,057</b>
<b>Revenue Over (Under) Expenditures</b>	<b>\$ (13,722)</b>	<b>\$ (55,816)</b>	<b>\$ 40,643</b>	<b>\$ 60,038</b>	<b>\$ 1,549,703</b>
<b>Working Capital</b>					
Beginning	\$ (1,844,164)	\$ (1,857,886)	\$ (1,913,702)	\$ (1,873,059)	\$ (1,813,021)
Ending	\$ (1,857,886)	\$ (1,913,702)	\$ (1,873,059)	\$ (1,813,021)	\$ (263,318)



# Appendix E

## CITY OF EUREKA SCHEDULE OF FEES AND CHARGES 2016-17

PARKS & RECREATION - HARBOR	2016-17	Local Authorization	State Code(s)
<b>Fisherman's Terminal:</b>			
Hoist/dock fees	\$500.00 Per month		
Unloading of Seafood by authorized agent	Market Value Per Pound	Resolution 2015-09	
<b>Moorage rates:</b>		Municipal Code Sec. 100.06	CA Harb. & Nav Code 7152
Daily transient moorage fees*	\$13.00 Per day or \$0.65 per boat ft or slip ft (overall length) per day whichever is greater	Resolution 2014-47	
Cruising or fishing vessels with people aboard	\$0.80 Per foot per day	Resolution 2014-47	
Monthly moorage fees	\$110.00 Per month or \$5.50 Per boat ft or slip ft (overall length) per month whichever is greater	Resolution 2014-46	
Annual moorage fees (Annual fees must be paid in advance)	\$4.75 per boat ft or slip ft (overall length) per month	Resolution 2014-46	
Live-Aboard	\$160.00 Per month for 2 people \$90.00 Per month for each additional person	Resolution 2016-13	
Dinghy Dock-monthly	\$35.00 Per month	Resolution 2007-25	
Dinghy Dock - quarterly	\$30.00 Per month @ 3 months pre-pay		
Catamarans - monthly	\$45.00 per month	Resolution 2007-25	
Catamarans - quarterly	\$40.00 Per month @ 3 months pre-pay		
*Transient fees include all city docks where transient vessels are allowed to tie.			

**CITY OF EUREKA**  
**SCHEDULE OF FEES AND CHARGES**  
**2016-17**

<b>PARKS &amp; RECREATION - HARBOR</b>	<b>2016-17</b>	<b>Local Authorization</b>	<b>State Code(s)</b>
<b>Late Charges and Interest:</b>			
Monthly moorage rent is due each month and considered late if 10 days past the due date. Late fees are applied monthly on the balance due.			CA Harb. & Nav Code 7152
<b>Late Charges:</b>			
Account balances between \$5.00 and \$50.00	\$10.00	Resolution 2007-25	
Account balances between \$50.00 and \$100.00	\$15.00	Resolution 2007-25	
Account balances over \$100.00	\$25.00	Resolution 2008-23	
<b>Miscellaneous Charges:</b>			
			CA Harb. & Nav Code 7152
Facilities key deposit - each key	\$25.00	Resolution 2008-23	
Bilge Pump outs:			
Less than 50 gallons	N/C		
Over 50 gallons	\$0.30 Per gal after 50	Resolution 2008-23	
Holding tank Pump outs	N/C		
Pump Outs (de-watering by City staff) Docksides Emergency Pump Out	Free for first time-\$50 each time after owners notification	Resolution 2008-23	
Hoist Fees:			
5 ton per hour	\$25.00	Resolution 2009-16	
Terminal Storage*			
25'x25' area (includes hoist usage for equipment no seafood loading or unloading) per month	\$150.00	Resolution 2009-16	
<b>Wharfinger Building:</b>			
Glassware use per glass	\$0.50 Per glass	Resolution 2005-11	
Flatware use per place setting	\$0.25 Per place setting	Resolution 2005-11	
Coffee Service (25 person minimum)			
1/2 day per person attending event	\$1.25		
Full day per person attending event	\$2.00		
Linen Service:			
Table Cloths	\$8.00 Per table	Resolution 2016-13	
Napkins	\$1.00 per napkin	Resolution 2016-13	

**CITY OF EUREKA**  
**SCHEDULE OF FEES AND CHARGES**  
**2016-17**

<b>PARKS &amp; RECREATION - HARBOR</b>	<b>2016-17</b>	<b>Local Authorization</b>	<b>State Code(s)</b>
<b>Interim Fees:</b> to be reviewed when terminal project is complete through building rental lease process.			
<b>Rental - Wharfinger Building:</b>			
<b>Great Room (3 hr minimum):</b>			
First three (3) hours	\$185.00	Resolution 2013-30	
Each additional hour	\$55.00	Resolution 2008-23	
Weekday Ten (10) hour rate	\$520.00	Resolution 2009-16	
Weekend Ten (10) hour rate	\$550.00	Resolution 2014-46	
Weekday (entire day) (11 to 14 hours)	\$650.00	Resolution 2014-46	
Weekend (entire day) 11 - 14 hours	\$700.00	Resolution 2009-16	
<b>Bay Room (3 hr minimum):</b>			
First three (3) hours	\$95.00	Resolution 2013-30	
Each additional hour	\$27.00	Resolution 2009-16	
Weekday Ten (10) hour rate	\$260.00	Resolution 2009-16	
Weekend Ten (10) hour rate	\$275.00	Resolution 2014-46	
Entire day weekday 11 - 14 hours	\$325.00	Resolution 2014-46	
Entire day Weekend 11 - 14 hours	\$350.00	Resolution 2009-16	
<b>Long Term Rental Rates (Weekly meetings &gt; 6 months)</b>			
Great Room	\$50.00 Per hour	Resolution 2016-13	
Bay Room	\$25.00 Per hour		
Kitchen – limited use	\$50.00		
<b>Kitchen - use in conjunction with:</b>			
Hourly cleaning fees	\$50.00	Resolution 2008-23	
Dishware Usage	\$2.25		
Deposit - cleaning (refundable)	\$210.00		
Deposit - kitchen rental (refundable)	\$50.00		
Deposit - Alcohol (refundable)	\$52.50		
Deposit – Bay Room	\$105.00		
( If the facility requires any cleaning or repairs after the event, the entire deposit may be forfeited to the City )			