



Joe Caito  
Chairman

Jim Hurst  
Commissioner

Bill Forkner  
Commissioner

Steve Bradley  
Commissioner

Michelle Norvell  
Commissioner

Carla Slaven  
Secretary/Treasurer

Bill Sanborn  
Harbormaster

The Noyo Harbor Commission met in regular session on October 10, 2019 at Town Hall. The meeting was called to order at 2:05 pm. Present were Commissioners Caito, Hurst, Forkner, Bradley and Norvell.

**MINUTES:**

A motion was made by Commissioner Hurst and seconded by Commissioner Norvell to approve the minutes for the September 12, 2019 regular meeting as amended.

Ayes: Caito, Hurst, Bradley, Norvell

Noes: None

Abstentions: Forkner

Absent: None

A motion was made by Commissioner Bradley and seconded by Commissioner Forkner to approve the minutes for the October 1, 2019 Special meeting.

Ayes: Caito, Hurst, Forkner, Bradley and Norvell

Noes: None

Abstentions: None

Absent: None

**TREASURER'S REPORT:**

Staff reported cash receipts in the amount of \$149,818.37 and disbursements of \$174,289.57 for September 2019.

A motion was made by Commissioner Hurst and seconded by Commissioner Forkner to approve the Treasurer's report for September 2019.

Ayes: Caito, Hurst, Forkner, Bradley, Norvell

Noes: None

Abstentions: None

Absent: None

**PUBLIC COMMENT:** No public comment

**CORRESPONDENCE:** No Correspondence

**CONDUCT OF BUSINESS:**

**Review and possible action on proposal from potential Project Manager for High Dock project:**

The Commission reviewed the proposal for the High Dock repair project manager.

Commissioner Norvell requested that the Commission approve 10% above proposed estimate.

A motion was made by Commissioner Bradley and seconded by Commissioner Forkner to approve the proposal with the addition of 10% above estimated amount for the High dock repair.

Ayes: Caito, Hurst, Forkner, Bradley, Norvell

Noes: None

Abstentions: None

Absent: None

**STAFF REPORTS AND RECOMMENDATIONS:**

**Update on surplus lumber:** Staff reported that the surplus lumber is still available for purchase, a small amount was sold.

**Attorney:** No report

**Dark Gulch Consulting:** Sarah Huff provided the following report-

**Grant Status Update**

**1. Department of Boating and Waterways SAVE 17S Grant - \$106,200**

**Grant status** — still being audited with expectation to take several more months.

Preparation of reimbursement billing for San Juan removal includes direct costs of \$131,139.00. Charges of \$107,599.00 will be charged to this grant, with the difference of \$1,359 being used as match. Other match requirements are met through assistance provided by harbor district employees. Remaining grant funds — 0. All paperwork is prepared and ready to be filed upon reinstatement of grant funds.

**2. Department of Boating and Waterways SAVE 18 Grant - \$250,000**

**Grant status** — still being audited with expectation to take several more months. Currently work is taking place on an off-site location that was to be included in use of the grant funds. The owner of the property has approached Ms. Bradley regarding the potential for reimbursement. All paperwork for work approved by the Harbor Commission is prepared and ready to be filed upon reinstatement of grant funds.

Remaining balance of grant funds available - \$226,420.00

**3. OES/FEMA Local Hazard Mitigation -\$286,443**

**Grant status** — Approved and work is pending.

Remaining grant funds - \$263,339.46

All reporting is submitted and up to date.

**4. Sea Tow Loaner Life Jacket Program —**

The final report for this grant has been submitted. All reporting has been done to date and this grant is closed out. The life jacket loaner stations are complete and have necessary signage. Ms. Bradley suggests that the District applies for this grant again next year, with the purpose of expanding loaner locations throughout the harbor.

**Botanical Survey Update**

**Status** — no new information regarding the mitigation plan.

**Potential Grants**

NOAA FY 2020 Marine Debris Removal - \$150,000 maximum

**Matters from the Commissioners:**

Commissioner Bradley asked for the status of reimbursement for the disposal of F/V Virginia. Attorney Jim Jackson sent a letter to the responsible party and have had no response. Staff will follow up on this.

Commissioner Forkner asked about the Employee performance evaluation and would like to make sure that this will be completed in closed session at the November regular meeting.

Commissioner Hurst reported that he attended an informal group addressing the Fishing Village Zoning.

**ADJOURNMENT:** At 3:30 PM meeting was adjourned to the next regular meeting of November 14, 2019.