



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 District met in regular session on March 12, 2020 at Town Hall. The meeting was called to order at 2:03 pm. Present were Commissioner Caito, Hurst, Forkner, Bradley and Norvell.

MINUTES:

A motion was made by Commissioner Norvell and seconded by Commissioner Hurst to approve the minutes for the February 13, 2020 regular meeting.

Ayes: Caito, Hurst, Norvell

Noes: None

Abstentions: Forkner Bradley

Absent: None

TREASURER'S REPORT:

Staff reported cash receipts in the amount of \$33,987.31 and disbursements of \$48,778.62 For February 2020.

A motion was made by Commissioner Hurst and seconded by Commissioner Bradley to approve the Treasurer's report for February 2020.

Ayes: Caito, Hurst, Forkner, Bradley, Norvell

Noes: None

Abstentions: None

Absent: None

PUBLIC COMMENT:

No Public comment

CORRESPONDENCE:

No Correspondence

CONDUCT OF BUSINESS:

Northside Restroom repairs- The Commission discussed the damages to the wall at the Northside restroom. The wall could either be taken down and rebuilt or remove and bollards installed. The insured's Insurance company will be issuing a check to the District in the amount of \$6,820.00 for repairs.

David Larkin explained to the Commission that the wall is not necessary. Bollards would be a good choice to prevent vehicles from driving into the restroom.

A motion was made by Commissioner Hurst and seconded by Commissioner Forkner to replace the wall with bollards, cost not to exceed \$6,820.00.

Ayes: Caito, Hurst, Forkner, Bradley, Norvell

Noes: None

Abstentions: None

Absent: None

Review Consultant Agreement with Sarah Huff-

The Commission discussed the current contract with Sarah Huff, Dark Gulch Consulting. Currently Ms. Huff seeks grants and is supposed to get approval from the Commission to proceed with application.

Once the Grant is award to the District, Ms. Huff is paid 5% of the amount of grant.

Commissioner Norvell asked when we receive the grant how do we decide who manages the grant?

Public comment:

Jacob Patterson spoke regarding his concerns about the structure of the contract with Ms. Huff. The contract should cover all service in one contract and define up front what all duties are.

Contract should have more clarity.

Staff was directed to get the contracts for Ms. Huff to the Commissioners so they can look them over.

Discussion and possible action on preparing for dredging-

The Commission discussed what needs to be done prior to the August 2020 dredging.

Harbormaster, Bill Sanborn has been working with The Army Corps of Engineers on this upcoming project. The District needs to survey the dredge sands site to see what the available space is.

Possibly remove existing dredge sands from the site to ensure that there is enough room.

The Pampas grass that is growing inside of the Dredge sands site will need to be removed.

STAFF REPORTS AND RECOMMENDATIONS:

District Office:

Update on High Dock- David Larkin reported to the Commission that the High Dock repair is approximately three weeks out depending on potential rot and hoist removal.

Staff was directed to come up with an estimate on Phase 2 of the project.

Commissioner Norvell asked if the Commission would like to plan a grand opening for the High Dock. The Commission would like to discuss further.

Update on Surplus lumber-

Staff reported that some of the Surplus lumber has been sold, the total amount as of 3-1-2020 is \$6,182.00. There is still a large amount for sale.

Attorney:

Jim Jackson provided the Commission with the draft copy of the USCG License agreement for use of the Dredge spoils site.

The Commission reviewed the contract and directed Mr. Jackson to fill in the dates and amount, which should include an additional 10-20% for future Attorney fees.

A motion was made by Commissioner Bradley and seconded by Commissioner Forkner to approve the form of contract and approve that Chairman Caito sign once Dates and amounts are completed.

Ayes: Caito, Hurst, Forkner, Bradley, Norvell

Noes: None

Abstentions: None

Absent: None

Dark Gulch Consulting:

The following report was provided by Sarah Huff, Dark Gulch Consulting:

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

Grant Status – awaiting response from DBW

All documentation has been submitted and we are waiting for a response as to if they are going to accept our reimbursement request for \$105,896.30. All paperwork including match documentation has been submitted as part of the packet.

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

Grant Status – awaiting response from DBW

District is still awaiting a response from DBW asking to be allowed to submit reimbursement request for work done during project performance period amounting to \$31,040.04

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. No reimbursement has been submitted in the last 60 days due to receipts not totaling the minimum reimbursement requirement of \$5,000.

Sea Tow Loaner Life Jacket Program 2020–

Applications for this program are due 1 February 2020 and an application to expand the program has been submitted 12 December 2019. If funded this will allow for life jackets to be available at all docks, as well as at the boat ramps.

Botanical Survey Update

Status – mitigation plan has been submitted for review.

LCP Update

Work continues to determine how to broaden the scope of the “Fishing Village” designation while still protecting the commercial fishing industry. Further contact with the county has been initiated to make sure that this makes it onto the April 2020 Mendocino County Board of Supervisors agenda.

Potential Grants

INFra Grant - applications for both the fuel dock funding and the purchase and improvement of the Ways have been submitted. Currently both applications are in the review process.

DBW – SAVE 2020 – application period opens 16 March 2020. Discussion with the harbormaster has taken place and it has been suggested that the District apply for \$100,000. The Commission should discuss the focus of this grant and a broader community outreach program.

Matters from the Commissioners:

The Commission directed staff to clean up the Homeless encampment that is near the upper launch ramp. The Commission discussed the N.H.D. property on the Northside that is leased to John Schnaubelt. The lease agreement states that Mr. Schnaubelt will be responsible to clean it up, stripe it and monitor the property. Staff was directed to follow up with Mr. Schnaubelt on this matter.

Adjournment: Meeting was adjourned at 4:10 pm to the next regular meeting of April 9, 2020.