



Joe Caito Jim Hurst Bill Forkner Steve Bradley Michelle Norvell Carla Slaven Bill Sanborn
Chairman Commissioner Commissioner Commissioner Commissioner Secretary/Treasurer Harbormaster

The Noyo Harbor Commission met in regular session on July 11, 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 Bradley and seconded by Commissioner Norvell to approve the minutes for the May 9, 2019 regular meeting.

Ayes: Caito, Bradley, Norvell
Noes: None
Abstentions: Hurst, Forkner
Absent: None

A motion was made by Commissioner Hurst and seconded by Commissioner Bradley to approve the minutes for the special meeting of May 21, 2019.

Ayes: Caito, Hurst, Forkner, Bradley
Noes: None
Abstentions: Norvell
Absent: None

A motion was made by Commissioner Hurst and seconded by Chairman Caito to approve the minutes for the June 13, 2019 regular meeting.

Ayes: Caito, Hurst, Norvell
Noes: None
Abstentions: Forkner, Bradley
Absent: None

TREASURER'S REPORT:

Staff reported cash receipts in the amount of \$81,387.21 and disbursements of \$49,220.79 for June 2019.

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

Ayes: Caito, Hurst, Forkner, Bradley, Norvell
Noes: None
Abstentions: None
Absent: None

PUBLIC COMMENT:

Dan Platt gave an update on the F/V Virginia that the District removed and disposed of from the Abernathy property, due to the vessel being a hazard to navigation. The job has been completed, it filled two dumpsters and the scrap metal recycler took the engine and other metal parts with no charge to the district.

CONDUCT OF BUSINESS:

USCG request to use dredge sand disposal site:

Gilda Barboza and Kimbrie Gobbi with the U.S. Coast Guard gave the Commission information on the test results from the sediment that was collected and tested from the berth which the Coast Guard will be dredging. The sediment is very similar to the sediment which is at the dredge sands site. The Coast Guard is requesting to temporarily place approximately 126 cubic yards of sediment from dredging at our dredge sands site.

Chairman Caito asked if the Army Corps will be dredging the river at the same time, Ms. Barboza stated that the Coast Guard is currently working on their own.

Commissioners Forkner and Bradley stated that the river really needs dredging, not only for the fishing vessels but for the Coast Guard as well.

Public comment:

Richard Masingale asked Ms. Barboza and Ms. Kimbrie when they plan on dredging the river. Mr. Masingale stated that if the river is not dredged the berth for the Coast Guard will fill in fast.

Chairman Caito informed Mr. Masingale that we are going to try to work with the Army Corps of Engineers to dredge the river at the same time as the Coast Guard berth.

Commissioner Hurst requested that Harbormaster Sanborn contact the Army Corps of Engineers to determine when they plan to dredge the river.

A motion was made by Commissioner Hurst and seconded by Commissioner Bradley to approve the use of dredge material site for the Coast Guard to store the dredge materials from the berth at the Coast guard station, for a maximum of two years, with no charge to the Coast Guard.

Ayes: Caito, Hurst, Forkner, Bradley, Norvell

Noes: None

Abstentions: None

Absent: None

Parking Fees:

The Commission reviewed and discussed the current and proposed fee schedule. Staff was directed to prepare a list of proposed changes to present at the August regular meeting.

The Commission reviewed and discussed the proposed amount of .66 cents per square foot for commercial truck parking. A motion was made by Commissioner Forkner and seconded by Commissioner Hurst to adopt the rate of .66 cents per square foot for commercial truck parking.

Ayes: Hurst, Forkner, Bradley, Norvell

Noes: None

Abstentions: Caito

Absent: None

Budget FYE 2019/2020:

The Commission reviewed the Budget for FYE 2019/2020.

A motion was made by Commissioner Norvell and seconded by Commissioner Forkner to adopt the FYE 2019/2020 Budget.

Ayes: Caito, Hurst, Forkner, Bradley, Norvell

Noes: None

Abstentions: None

Absent: None

Closed session:

At 3:54 pm meeting was adjourned to closed session.

No Action taken on Closed session.

At 4:55 pm closed session adjourned to regular session.

Ad Hoc Committee for Community Sustainability plan:

The Commission discussed developing an Ad Hoc committee for the Community Sustainability plan. The purpose of the Ad Hoc Committee is to prioritize and implement the top priority projects in the Community Sustainability plan. The Commission did not Form a committee since the projects that need to be done will depend on what grants are available to help fund these projects. The Harbor District's Grant Writer, Sarah Huff is looking for available grants and will continue to do so.

STAFF REPORTS AND RECOMMENDATIONS:

District Office:

Surplus lumber and High dock project Sarah Huff with Dark Gulch Consulting contacted the Coastal Commission to inquire about using the lumber that was previously purchased for the High Dock repair. She was told that we are not permitted to use the lumber.

Harbormaster Sanborn will run an ad in the paper for the public sale of lumber and a separate ad for invitation to bid on the project.

Sarah Huff/ 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. Preparation of reimbursement billing with remaining San Juan charges of \$23,580.00 are charged to this grant. All paperwork 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. District can be reimbursed for work completed after April 11, 2019. Harbor District Staff is currently gathering bills, payroll information and cancelled checks for this time period for submittal. Reporting for Grant Program is up to date.

4. Coastal Conservancy for Community Sustainability Plan - \$81,000
Grant status – reimbursements in the amounts of \$35,295.05, \$11,982.00, \$14,002.34, \$8,665.12 and \$13,848.16 have been submitted with checks for \$33,350.30, \$10,783.80, \$13,302.22 and \$8,231.86 received by the District.

Remaining grant funds - \$0

The District is responsible for approximately \$50,000 in matching funds to complete this project. To date the District has expended \$30,437.23 of District funds to complete this project. One final invoice from Planwest Partners is due and this should be the last charges for this grant. All grant requirements have been met and once the final invoice is submitted, Ms. Huff will request the 5% of the grant that has been held in reserve as well as a letter stating that this grant is closed out.

5. Sea Tow Loaner Life Jacket Program –
A temporary life jacket loaner station was constructed, and life jackets are available outside of the District office. Temporary signs have been placed on restrooms along Basin Street as well as next to loaner station on Harbor Office. Permanent stations will be erected in the next several weeks using volunteer labor. Permanent signage has been ordered. Usage of the life jackets is up from the previous month, indicating that this program is having a positive program. Reporting for grant program is up to date.

Botanical Survey Update

1. Status – A mitigation plan is being developed with the hope of doing all mitigation on site, with agreement for a longer monitoring plan. The back and forth between CDFW and Sarah Huff are frequent, with many changes being made as feedback is received. To date, we do not have an agreed upon plan to submit to the Commission for approval nor to be submitted to the County for final approval. Currently, a planting plan is being developed utilizing only Harbor District property with replacement of removed trees being 1.5:1. It is Sarah Huff's hope that once this plan is finalized, and we have a tentative approval from CDFW, the plan can be submitted to the Commission for approval.

High Dock Update

1. Status – a calculation error was discovered which greatly reduces the footprint of the High Dock. New calculations regarding the potential for copper leaching have been calculated and submitted to State Water Boards and the California Coastal Commission. Initial responses from the Coastal Commission have not been positive. However, at the direction of the Harbor Master, Sarah Huff is pursuing this matter further in the hopes that the original lumber can be used.

Potential Grants

Currently, there are several opportunities for grant funding available and Sarah Huff is working with the Harbor Master on developing action plans related to each grant. Once we have determined that the District has feasible projects, Sarah Huff will move forward in asking the Commission for resolutions or other necessary directive documents to apply for funding.

Research relating to the possible funding sources outlined in the Community Sustainability Plan is underway and hopefully by the next commission meeting, Sarah Huff will be able to report on the availability and feasibility of tapping into these potential funding sources.

Matters from Commissioners:

Commissioner Forkner talked about the fee for the Salmon Restoration Association for the Salmon BBQ. Staff was directed to work on a cost analysis for what the BBQ costs the District for the August 8, 2019 regular meeting.

ADJOURNMENT: Meeting adjourned at 6:06 pm to the next regular meeting of August 8, 2019.