



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 September 12, 2019 at Town Hall. The meeting was called to order at 2:05 pm. Present were Commissioners Caito, Hurst, Bradley and Norvell. Commissioner Forkner was absent.

**MINUTES:**

A motion was made by Commissioner Hurst and seconded by Commissioner Norvell to approve the minutes for the August 8, 2019 regular meeting.

Ayes: Caito, Hurst, Bradley, Norvell

Noes: None

Abstentions: None

Absent: Forkner

**TREASURER'S REPORT:**

Staff reported cash receipts in the amount of \$43,688.95 and disbursements of \$49,202.18 for August 2019.

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

Ayes: Caito, Hurst, Bradley, Norvell

Noes: None

Abstentions: None

Absent: Forkner

**PUBLIC COMMENT:** No Public comment

**CORRESPONDENCE:**

**Letter from Pat Abernathy**

The Commission discussed the letter from Pat Abernathy regarding boat removal and SAVE Grant, requesting that the District assist in helping with the cost of removal of the vessels that are on the Abernathy property.

A motion was made by Commissioner Hurst to approve \$1400.00 for dumpsters to dispose of vessels from the Abernathy property.

Commissioner Norvell asked Commissioner Hurst if he would like to amend his motion for a higher dollar amount. A motion was made by Commissioner Hurst to amend the motion, not to exceed \$2000.00 for the cost of dumpsters.

Ayes: Caito, Hurst, Bradley, Norvell

Noes: None

Abstentions: None

Absent: Forkner

**Letter from the Army Corps of Engineers:**

The District received a letter from the Army Corps of Engineers providing information on how to access public notices on the U.S. Army Corps website. No action was taken.

**CONDUCT OF BUSINESS:**

**Request for use of Grader park-**

A motion was made by Commissioner Hurst and seconded by Commissioner Bradley to approve the application for use of Grader park for a birthday party on September 28, 2019.

Ayes: Caito, Hurst, Bradley, Norvell

Noes: None

Abstentions: None

Absent: Forkner

**Parking and Miscellaneous fees:**

The Commission reviewed the resolution to adopt proposed fee schedule.

A motion was made by Commissioner Hurst and seconded by Commissioner Bradley to adopt Resolution accepting the proposed fee schedule.

Ayes: Caito, Hurst, Bradley, Norvell

Noes: None

Abstentions: None

Absent: Forkner

**Fee for usage of Grader Park for Salmon BBQ-**

The Commission discussed the impact to the District for the Salmon BBQ and will be working with the Salmon Restoration Association to come up with a plan to work on improving this event.

**High Dock Bids:** Staff reported that there were no bids received for the High dock repair.

A motion was made by Commissioner Bradley and seconded by Commissioner Norvell authorizing the use of in-house staff for the labor to repair the High Dock and to order the materials.

Ayes: Caito, Hurst, Bradley, Norvell

Noes: None

Abstentions: None

Absent: Forkner

**STAFF REPORTS AND RECOMMENDATIONS:**

**District Office-**

Staff reported that Mr. Daily has signed the lease agreement for N.H.D. property located at 19125 S. Harbor Drive.

Staff reported that the crew working on the Jetty has completed the work and should be removing the crane on September 18, 2019.

**Attorney Report-**

Attorney, Jim Jackson reported on the case of Gressett vs. Noyo Harbor District, Mr. Gressett did not appear in court, the case was dismissed. Noyo Harbor District was awarded \$158,000.00 on the cross complaint and the judgement has been filed.

**Dark Gulch Consulting- Sarah Huff-**

Sarah Huff provided a written report on the following:

**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 me 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 - \$271,190.77 All reporting is submitted and up to date. The quarterly report is due by 30 September and will be submitted prior to the deadline. **4. Coastal Conservancy for Community Sustainability Plan - \$81,000** All paperwork and reimbursements have been received and this grant is closed out successfully. **5. Sea Tow Loaner Life Jacket Program** – Use of the loaner life jackets increases monthly. To date, the infant jackets have been used 20 times, the child size 53 times, the youth 27 times, the adult 99 times and the adult XL 18 times, for a total of 217 uses. The new permanent station has been completed and signage has been installed. Final reporting for this grant is due by 30 September and will be completed before the deadline. At that time, the grant will be considered “closed out.”

**Botanical Survey Update**

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

**High Dock Update**

**Status** – The process is completely in the hands of the District Office and no further permitting is necessary currently.

**Potential Grants-** NOAA FY 2020 Marine Debris Removal - \$150,000 maximum A Letter of Intent (LOI) was required by September 4, 2019 (submitted September 2, 2019) outlining intent to apply, project description and projected outcomes. A project description was developed with the input of Harbormaster Sanborn including the removal of shore-side fishing, related debris, submerged debris including items in the mooring Basin and removal of old sunken vessels. Priority will be placed on removal of the shoreside items to prevent them from entering the waterway. Match is 50%.

**MATTERS FROM THE COMMISSIONERS:**

Commissioner Bradley expressed his concerns about the parking on N. Harbor Drive. It is very dangerous, and something needs to be done about this problem before someone is injured.

Attorney Jim Jackson was directed to draft a letter to the City Manager, City of Fort Bragg public works, City Community Development Department, Fort Bragg Police Chief, County Department of transportation, Mendocino County Sheriff, California Highway patrol addressing the Districts concerns and inviting them to work together to come up with a solution for this situation.

At 4:10 pm the regular meeting adjourned to closed session.

**CLOSED SESSION:** Public Employee Performance Evaluation.

Closed session adjourned at 5:44 PM, returned to regular session.

**ADJOURNMENT:** At 5:46 pm meeting was adjourned to the next regular meeting of October 10, 2019.



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**CLOSED SESSION:** The Commission conducted a performance evaluation on the Harbormaster.

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