



Jim Hurst	Doug Albin	Michelle Norvell	Daniel Platt	Richard Shoemaker	Anna Neumann
Chairman	Vice Chairman	Commissioner	Commissioner	Commissioner	Harbormaster

THE NOYO HARBOR COMMISSION met in regular session on September 9, 2021 at the Fort Bragg Town Hall. The meeting was called to order at 6:00 p.m. Present were Commissioners Hurst, Albin, Norvell, and Platt, Commissioner Shoemaker was absent at the beginning of the meeting. The Pledge of Allegiance was recited.

**MINUTES:**

A motion was made by Commissioner Albin and seconded by Commissioner Platt to approve the minutes for the August 12, 2021 regular meeting. Approved 4-0.

A motion was made by Commissioner Albin and seconded by Commissioner Platt to approve the minutes for the August 19, 2021 special meeting. Approved 4-0.

**TREASURY REPORT:**

A motion was made by Commissioner Platt and seconded by Commissioner Norvell to approve the Treasurer's Report for June 30, 2021. Approved 4-0.

A motion was made by Commissioner Albin and seconded by Commissioner Platt to approve the Treasurer's Report for July 31, 2021. Approved 4-0.

**PUBLIC COMMENT:**

None

**CORRESPONDENCE:**

None

**CONDUCT OF BUSINESS:**

- 1, Status of Office of Emergency Services Audit of Hazard Mitigation Grant Reimbursement.
  - Commissioner Norvell provided a report. District legal counsel drafted a response to Cal OES which was submitted by Commissioner Norvell with some additional documents. The report was accepted by OES. Commissioner Norvell has received pre-planning information for closing out the grant.
- .2. Review of Legal Counsel's modification of general conditions to SHN Master Service Agreement.
  - District legal counsel provided a report on his negotiations with SHN concerning the general conditions to the contract. SHN agreed with most of the issues. Counsel will follow up on the few remaining issues with SHN.

3. Discussion of September 25 Workshop Meeting to discuss policies, bylaws, personnel, procedures and best practices.
  - The Commissioners agreed to reschedule the workshop for November 18, 2021 at Fort Bragg Town Hall. Counsel offered to contact Mendocino County Counsel regarding any upcoming Brown Act seminars.
4. Report from Ad Hoc Committee (Richard and Michelle) on lot line adjustment requested by John F. Lynch following a review by SHN's Jason Island.
  - John Lynch gave a report of his meeting with Jason Island of SHN. He proposes to discuss the lot line adjustment in the future after his permits have been approved.
5. Status report on Build Back Better Regional Challenge Grant Application.
  - Commissioner Hurst gave a report. Eight projects were reviewed, although the grant representative did not think any of the projects would likely be approved for a challenge grant despite the fact that the projects were good ones.
6. Blue Economy Symposium date changes.
  - Commissioner Hurst gave a report. The symposium has been rescheduled due to the recent surge in COVID. It is now scheduled for May 19-22, 2022. About 300 people have committed to participate in the symposium.
7. Discussion of a Tsunami Damage Grant application to replace a portion of the seawall between the new boat launch ramp and the Ways haul out building and inlet.
  - Commissioner Norvell gave a report. She is working with Cal OES on the grant. There is not a lot of money left in the grant but the project looks like a good match. John Lynch noted that there is 202 feet of seawall to be replaced 51 feet of which is outside of his property line.

Commissioner Shoemaker arrived at approximately 7:00 p.m.

- Commissioner Platt requested information regarding the amount of money left in the grant and the grant priorities. Commissioner Norvell will follow up with OES. The remaining money needs to be spent in the next six months or the grant needs to be extended.
8. Information on fuel dock storage tank alternative.
    - Commissioner Hurst gave a report. John Lynch provided information on a diked fuel tank. He states that this would be his next project.

#### **STAFF REPORTS AND RECOMMENDATION:**

None.

#### **DISTRICT OFFICE:**

1. Current Staffing situation
  - Commissioner Hurst noted that Harbormaster Anna Neumann is spending Tuesdays, Wednesdays and Thursdays at the District office although she does not actually begin employment until September 14, 2021.
  - The Harbormaster provided a report. She noted that Jay is doing a great job although he is going in for surgery with an anticipated 4-6 week recovery. She has lined up a possible hire to cover

Jay's duties in his absence. Commissioner Hurst noted that the interim person position is already funded. He emphasized that the hiring is the Harbormaster's decision.

- The Harbormaster discussed a software program and other upgrades she would like to make to the system. She noted that there are 11 berths which owe more than \$1,000, some of which have boats that are not in great condition. She also noted that there are transient vessels that have been in a berth more than 7 months despite the fact there is a waitlist for permanent slips. She wants to establish an identifiable transient dock and better signage from the water identifying each dock. She would like to streamline marina operations and suggested purchasing a Windows tablet to track boats rather than the current system. The Commissioners noted that there was already money in the budget for equipment and communications. The Harbormaster also emphasized the possibility of using social media to communicate the duties and possibilities of Noyo Harbor.

**ATTORNEY REPORT:**

None.

**MATTERS FROM THE COMMISSIONERS:**

- Commissioner Hurst noted that the assistant Harbormaster is ready to return to work if she is released by her doctor.
- Commissioner Shoemaker reported on the project at the Point Arena cove.
- The Harbormaster noted that she has been asked to take part in a number of speaking engagements.

**ADJOURNMENT:**

The meeting was adjourned to the next regular meeting of October 14, 2021.