



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 November 11, 2021 at the Fort Bragg Town Hall. The meeting was called to order at 6:00 p.m. Present were Commissioners Hurst, Albin, Platt and Shoemaker. Commissioner Norvell was absent. The Pledge of Allegiance was recited.

**MINUTES:**

A motion was made by Commissioner Shoemaker and seconded by Commissioner Albin to approve the minutes for the October 14, 2021 regular meeting. Approved 4-0-1.

**TREASURER'S REPORT:**

A motion was made by Commissioner Platt and seconded by Commissioner Shoemaker to approve the Treasurer's Report dated October 31, 2021. Approved 4-0-1.

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** None

**CONDUCT OF BUSINESS:**

1. Update on payroll tax situation and financial situation
  - The Harbormaster retained Chandra Blencowe, EA to assist in bringing the tax situation up to date. EDD is caught up through 2021. It turns out that the District office had been paying everything to the State of California rather than the federal government. The third quarter 941 for 2021 has been filed and shall be paid. The Harbormaster is pleased with Chandra's ability to unravel the issues. She also determined that the discrepancy between Sage and Chase was due to a failure to post credit card deposits. That has been resolved.
2. Discussion and possible action on berthing policies.
  - There was a detailed discussion of the Noyo Basin Rules and Regulations, and direction was provided to staff.
3. Discussion and possible action on Resolution 201 – Teleconferencing of Noyo Harbor District Meetings.
  - After discussion a motion was made by Commissioner Shoemaker and seconded by Commissioner Platt to approve Resolution 201 which provides for hybrid meetings of the Harbor Commission. Approved 4-0-1.
4. Discussion and possible action on Fort Bragg Fisherman's Farmer's Market.

- The Harbormaster provided a matrix for discussion of a Fisherman's Farmer's Market which included discussion of sales direct by the District as opposed to sales by fishermen. It was generally agreed that having the fishermen direct sales would be preferable. Harbormaster is going to have further discussion with persons involved with the local Farmer's Market and other possible vendors.
5. Discussion and possible action on Noyo Big Fish Derby.
- The Harbormaster discussed the proposal for an Instagram-based Big Fish Derby which would provide a site for persons to post photographs of their big fish. The award would be a free parking pass. The Commissioners were supportive of the proposal.
6. Discussion and possible action on Lighted Boat Parade participation discount.
- The Harbormaster proposed that the persons participating in the Lighted Boat Parade to be held December 5, 2021 would be provided with a discount on their monthly slip fee. Following discussion a motion was made by Commissioner Platt and seconded by Commissioner Albin to provide a 25 percent discount for one month's slip rental to all participants in the Lighted Boat Parade. Approved 4-1.

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

##### **District Office:**

1. Reimbursements for CAL OES grants.
  - The Harbormaster reported that reimbursements have been prepared and submitted to OES. She has requested an extension of the deadline by one year. She will be hiring a new contractor to finish the dock work as District worker Jay is still out. SHN shall assist.
2. Reimbursement for SAVE 20/21 grant.
  - The Harbormaster is working on the SAVE grant reimbursement
3. Update on hiring of administrative assistant.
  - The Harbormaster is working with the City of Fort Bragg regarding the hiring of an administrative assistant. The job has been posted and applications from a number of applicants have been received. The end of the application period is presently scheduled for November 29, 2021.
4. Status of 20-21 Fiscal Audit.
  - Auditor Zach Poehling wants to hold off on preparing the audit until all payroll issues have been resolved.

##### **Attorney Report:**

1. District legal counsel reported on a meeting with the Mendocino County Planner regarding the pending Coastal Development Permit Application. He also inquired regarding whether Commissioners had participated in the recent Brown Act seminar held by the Mendocino County Counsel's office. Several Commissioners had participated.

##### **MATTERS FROM THE COMMISSIONERS:** None

##### **ADJOURNMENT:**

The meeting was adjourned to the next regular meeting of December 9, 2021.