



Jim Hurst  
Chairman

Doug Albin  
Vice Chairman

Michelle Norvell  
Commissioner

Daniel Platt  
Commissioner

Richard Shoemaker  
Commissioner

Anna Neumann  
Harbormaster

## **NOYO HARBOR COMMISSION REGULAR MEETING AGENDA**

**Thursday, October 14, 2021 at 6 PM**  
**Fort Bragg Town Hall**

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES – Regular Meeting September 9, 2021**

**TREASURER'S REPORT – August 31, 2021**

**TREASURER'S REPORT – September 30, 2021**

### **PUBLIC COMMENT ON NON-AGENDA ITEMS:**

The Noyo Harbor Commission welcomes input from the public. Please limit your comments to five minutes so that everyone may be heard. The Brown Act does not allow action to be taken on non-agenda items.

### **CORRESPONDENCE:**

None

### **CONDUCT OF BUSINESS:**

1. Status of Office of Emergency Service Audit of Hazard Mitigation Grant Reimbursement.
2. Final SHN Master Service Agreement. Ready for signatures.
3. Discussion of November 18 Workshop Meeting to discuss policies, bylaws, personnel, procedures and best Practices. Location is Town Hall.
4. Hazard Mitigation Grant Application Follow up; amount of funds remaining, grant priorities, timing, extension request, etc.
5. Resignation of Assistant Harbormaster Carla Slaven. Letter of acknowledgement and thanks for years of service.

6. Discussion of Staffing Model for the NHD Office:

- Continue with the position of Assistant Harbormaster, Secretary, Treasurer.
- Eliminate the Assistant Harbormaster position and hire an Administrative Assistant- Full Time or Part Time.
- Need for Bookkeeping Assistance – The Accounting System needs a complete overhaul.

**STAFF REPORTS AND RECOMMENDATIONS:**

**District Office:**

1. Jay Koski surgery and recovery schedule
2. Weekend staffing position filled – Bob Scofield
3. Mooring Basin Software Management Upgrades
4. Removal of Tenants not paying slip rental

**Attorney Report:**

**Matters from the Commissioners:**

**ADJOURNEMENT:** To the next regular meeting of Thursday November 11 at 6 pm, 2021.