



| | | | | | |
|-----------|---------------|--------------|-------------------|--------------|--------------|
| Jim Hurst | Doug Albin | Daniel Platt | Richard Shoemaker | Grant Downie | Anna Neumann |
| Chairman | Vice Chairman | Commissioner | Commissioner | Commissioner | Harbormaster |

NOYO HARBOR COMMISSION REGULAR MEETING AGENDA

Thursday, February 9th 2023
Fort Bragg Town Hall

Join Zoom Meeting

<https://us02web.zoom.us/j/85762384236?pwd=c05GQk93aVIEMUdUcGNPSUNSa1dEUT09>

Meeting ID: 857 6238 4236

Passcode: 116812

One tap mobile

+16694449171,,85762384236#,,,,*116812# US

+16699006833,,85762384236#,,,,*116812# US (San Jose)

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

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

CONSENT CALENDAR

1. Approval of Minutes – Regular Meeting Jan 12th, 2023
2. Treasurer's report -Jan 2023
3. Resolution 2023-1 Virtual Meetings
4. Resolution of Abandonment for FV Samurai

CONDUCT OF BUSINESS:

1. Discussion and possible action Task Order 4 from SHN
2. Discussion and possible action on potential grants and upcoming grants
3. Discussion and possible action on Resolution 2023-x

4. Discussion and possible action on letters of support/intent
5. Discussion and possible action on change order 1 from Resource Environmental
6. Discussion and possible action on extension of Justin Sanders Lease
7. Discussion and possible action on goals and objectives for the Noyo Harbor District

STAFF REPORTS AND RECOMMENDATIONS:

District Office:

Audit scheduled for Feb 16th, 2023

Cal OES Hazard Mitigation Grant Project Close Out

FEMA/CAL OES visit on dredge containment cell damage and piling damage

Attorney Report:

Matters from the Commissioners:

ADJOURNEMENT: To the next regular meeting of Thursday March 9th at 6 pm, 2023.

NOYO HARBOR DISTRICT
STATEMENT OF ACCOUNTS
1-Jan-23

| | |
|--------------------|----------------|
| Chase Checking | \$473,462.70 |
| Chase Money Market | \$1,020.64 |
| LAIF | \$1,679,439.48 |

| | |
|------------------------------|-----------------------|
| TOTAL OF ALL ACCOUNTS | \$2,153,922.82 |
|------------------------------|-----------------------|

Noyo Harbor District

Paycheck history report

Paychecks from Jan 01, 2023 to Jan 31, 2023 for all employees from all locations

| Pay date | Name | Total pay | Net pay | Pay method |
|------------|------------------------|-------------|-------------|------------|
| 01/17/2023 | Koski, Bruce null | \$ 651.78 | \$ 588.58 | Check |
| 01/17/2023 | Koski, Jay | \$ 2,287.25 | \$ 1,756.69 | Check |
| 01/17/2023 | McLaughlin, Kimberly A | \$ 1,386.72 | \$ 1,155.26 | Check |
| 01/17/2023 | Neumann, Anna T | \$ 3,825.00 | \$ 3,077.11 | Check |
| 01/17/2023 | Scofield, Robert | \$ 1,232.13 | \$ 1,039.24 | Check |
| 01/03/2023 | Koski, Bruce null | \$ 642.60 | \$ 581.11 | Check |
| 01/03/2023 | Koski, Jay | \$ 2,300.32 | \$ 1,764.93 | Check |
| 01/03/2023 | McLaughlin, Kimberly A | \$ 382.32 | \$ 349.64 | Check |
| 01/03/2023 | Neumann, Anna T | \$ 3,825.00 | \$ 3,077.11 | Check |
| 01/03/2023 | Scofield, Robert | \$ 1,103.40 | \$ 940.19 | Check |

Profit & Loss

January 2023

Jan 23

| | |
|--------------------------------|--------------------------|
| Ordinary Income/Expense | |
| Income | |
| Encroachment Leases | 8,698.20 |
| Ground Rent | 2,185.00 |
| Interest Income | 8,727.74 |
| Park & Launch | 13.00 |
| Property Tax RevCurrent | 64,877.10 |
| Slip Rental Contract | 50,418.40 |
| Slip Rental Transient | 523.87 |
| Total Income | <u>135,443.31</u> |
| Gross Profit | 135,443.31 |
| Expense | |
| Bank Charges | 70.19 |
| Communications Expense | 507.59 |
| CSP General | 270.00 |
| Emp. Health & Dental Insurance | 5,279.51 |
| Fuel Expense | 458.69 |
| Legal and Professional Fees | 587.50 |
| Marina Dredging Expense | 3,332.50 |
| Office Expense | 473.62 |
| Operating Supplies | 466.12 |
| Payroll Tax Expense | 5,697.25 |
| Power | 4,651.60 |
| Professional Expense | 150.00 |
| Repairs & Maintenance | 648.83 |
| Salary Expense | 7,650.00 |
| Travel and Conferences | 452.17 |
| Utilities Expense | 5,593.15 |
| Wages Expense (Hourly) | 16,374.27 |
| Total Expense | <u>52,662.99</u> |
| Net Ordinary Income | 82,780.32 |
| Other Income/Expense | |
| Other Income | |
| Grant Reimbursements | 151,609.55 |
| Total Other Income | <u>151,609.55</u> |
| Other Expense | |
| SLC Fish Cleaning Station | 337.50 |
| SLC Vessel Demo | 3,636.25 |
| Total Other Expense | <u>3,973.75</u> |
| Net Other Income | <u>147,635.80</u> |
| Net Income | <u><u>230,416.12</u></u> |

Profit & Loss Budget vs. Actual

January 2023

| | Jan 23 | Budget | \$ Over Budget | % of Budget |
|--------------------------------|-------------------|-------------------|-------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Electricity | 0.00 | 1,250.00 | -1,250.00 | 0.0% |
| Encroachment Leases | 8,698.20 | 20,000.00 | -11,301.80 | 43.49% |
| Fish Markets | 0.00 | 250.00 | -250.00 | 0.0% |
| Ground Rent | 2,185.00 | 3,333.59 | -1,148.59 | 65.55% |
| Hoist Fees | 0.00 | 83.37 | -83.37 | 0.0% |
| Interest Income | 8,727.74 | 402.50 | 8,325.24 | 2,168.38% |
| Late Fees | 0.00 | 333.37 | -333.37 | 0.0% |
| Park & Launch | 13.00 | 2,917.00 | -2,904.00 | 0.45% |
| Property Tax RevCurrent | 64,877.10 | 58,500.00 | 6,377.10 | 110.9% |
| Slip Rental Contract | 50,418.40 | 54,167.00 | -3,748.60 | 93.08% |
| Slip Rental Transient | 523.87 | 5,000.00 | -4,476.13 | 10.48% |
| Total Income | 135,443.31 | 146,236.83 | -10,793.52 | 92.62% |
| Gross Profit | 135,443.31 | 146,236.83 | -10,793.52 | 92.62% |
| Expense | | | | |
| Advertising Expense | 0.00 | 250.00 | -250.00 | 0.0% |
| Bank Charges | 70.19 | | | |
| Communications Expense | 507.59 | 250.00 | 257.59 | 203.04% |
| Conferences & Meetings | 0.00 | 416.74 | -416.74 | 0.0% |
| CSP General | 270.00 | 0.00 | 270.00 | 100.0% |
| DBW SAVE 20/21 Grant | 0.00 | 13,000.00 | -13,000.00 | 0.0% |
| Deferred Maintenance | 0.00 | 2,500.00 | -2,500.00 | 0.0% |
| Dues and Subscriptions Exp | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| Emp. Health & Dental Insurance | 5,279.51 | 2,083.37 | 3,196.14 | 253.41% |
| Equipment Expense | 0.00 | 83.37 | -83.37 | 0.0% |
| Equipment Purchase | 0.00 | 333.37 | -333.37 | 0.0% |
| Fuel Expense | 458.69 | 133.37 | 325.32 | 343.92% |
| Insurance Property & Liability | 0.00 | 210,000.00 | -210,000.00 | 0.0% |
| Legal and Professional Fees | 587.50 | 2,916.74 | -2,329.24 | 20.14% |
| Marina Dredging Expense | 3,332.50 | | | |
| Office Expense | 473.62 | 625.00 | -151.38 | 75.78% |
| Operating Supplies | 466.12 | 750.00 | -283.88 | 62.15% |
| Outside Services | 0.00 | 83.37 | -83.37 | 0.0% |
| Payroll Tax Expense | 5,697.25 | 2,583.37 | 3,113.88 | 220.54% |
| Power | 4,651.60 | 4,583.37 | 68.23 | 101.49% |
| Professional Expense | 150.00 | 1,666.74 | -1,516.74 | 9.0% |
| Repairs & Maintenance | 648.83 | 3,750.00 | -3,101.17 | 17.3% |
| Salary Expense | 7,650.00 | 5,650.00 | 2,000.00 | 135.4% |
| Sep. Ira | 0.00 | 1,250.00 | -1,250.00 | 0.0% |
| Taxes & Assessments | 0.00 | 250.00 | -250.00 | 0.0% |
| Travel and Conferences | 452.17 | | | |
| Tsunami Haz Mid Grand | 0.00 | 62,474.00 | -62,474.00 | 0.0% |
| Utilities Expense | 5,593.15 | 4,090.90 | 1,502.25 | 136.72% |

Profit & Loss Budget vs. Actual

January 2023

| | Jan 23 | Budget | \$ Over Budget | % of Budget |
|----------------------------|-------------------|--------------------|--------------------|-----------------|
| Wages Expense (Hourly) | 16,374.27 | 11,474.74 | 4,899.53 | 142.7% |
| Workers' Comp. | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| Total Expense | 52,662.99 | 333,198.45 | -280,535.46 | 15.81% |
| Net Ordinary Income | 82,780.32 | -186,961.62 | 269,741.94 | -44.28% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| Grant Reimbursements | 151,609.55 | | | |
| Total Other Income | 151,609.55 | | | |
| Other Expense | | | | |
| SLC Fish Cleaning Station | 337.50 | | | |
| SLC Vessel Demo | 3,636.25 | | | |
| Total Other Expense | 3,973.75 | | | |
| Net Other Income | 147,635.80 | | | |
| Net Income | 230,416.12 | -186,961.62 | 417,377.74 | -123.24% |



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RESOLUTION NO. __2023-1__

**RESOLUTION OF THE NOYO HARBOR COMMISSION
MAKING THE LEGALLY REQUIRED FINDINGS TO CONTINUE TO
AUTHORIZE THE CONDUCT OF REMOTE “TELEPHONIC”
MEETINGS DURING THE STATE OF EMERGENCY**

WHEREAS, on March 4, 2020, pursuant to California Gov. Code Section 8625, the Governor declared a state of emergency; and

WHEREAS, on September 17, 2021, Governor Newsom signed AB 361, which bill went into immediate effect as urgency legislation; and

WHEREAS, AB 361 added subsection (e) to Gov. Code Section 54953 to authorize legislative bodies to conduct remote meetings provided the legislative body makes specified findings; and

WHEREAS, as of November 1, 2021, the COVID-19 pandemic has killed numerous Californians; and

WHEREAS, social distancing measures decrease the chance of spread of COVID-19; and

WHEREAS, this legislative body previously adopted a resolution to authorize this legislative body to conduct remote “telephonic” meetings; and

WHEREAS, Government Code 54953(e)(3) authorizes this legislative body to continue to conduct remote “telephonic” meetings provided that it has timely made the findings specified therein;

NOW, THEREFORE, IT IS RESOLVED by the Commissioners of the Noyo Harbor District as follows:

1. This legislative body declares that it has reconsidered the circumstances of the state of emergency declared by the Governor and at least one of the following is true: (a) the state of emergency continues to directly impact the ability of the members of this legislative body to meet safely in person; and/or (2) state or local officials continue to impose or recommend measures to promote social distancing.

The above and foregoing Resolution was introduced by Commissioner _____, seconded by Commissioner _____, and passed and adopted at a regular meeting of the Noyo Harbor District held on the 9th day of February, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

Jim Hurst
Chair

ATTEST:

Anna Neumann
Harbormaster



| | | | | | |
|-----------|---------------|--------------|-------------------|--------------|--------------|
| Jim Hurst | Doug Albin | Daniel Platt | Richard Shoemaker | Grant Downie | Anna Neumann |
| Chairman | Vice Chairman | Commissioner | Commissioner | Commissioner | Harbormaster |

NOYO HARBOR COMMISSION REGULAR MEETING AGENDA

**Thursday, January 12th at 6PM
Fort Bragg Town Hall**

CALL TO ORDER at 6:00 by Jim Hurst

ROLL CALL

Present: Commissioner Platt, Commissioner Shoemaker, Commissioner Downie, Vice Chair Albin, Chair Hurst

Staff Present: Anna Neumann, Jim Jackson, Kim McLaughlin

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT ON NON-AGENDA ITEMS:

None

CORRESPONDENCE:

None

CONSENT CALENDAR

MOTION: Richard Shoemaker moved to accept the items on the Consent Calendar. 2nd by Grant Downie. Approved 5-0-0

CONDUCT OF BUSINESS:

1. Discussion and possible action on Task Order 4 for SHN

Short discussion was held on the Task Order 4 to begin planning and permitting work on dredging the mooring basin. The concern about the shelf life for the grants was discussed as well as the need to begin the work. Neumann spoke about upcoming meetings with the Army Corps of Engineers, the County and potentially FEMA after the winter storms caused damage to the containment cell. Commissioners agreed that the Task order be set off until the February meeting to give office staff time to find other sources of funding for the dredge project. No motion was made

STAFF REPORTS AND RECOMMENDATIONS:

District Office:

Vessel Destruction Program Updates
Vessel Fire on January 3rd, 2023
Vessel Samurai
Tech Issues in Office
Winter Storm Damage
F.V. Christine

Attorney Report:

Jim Jackson gave a report on the commercial leases for the parking spaces as discussed at the December meeting.

Matters from the Commissioners:

Grant Downie asked about the road going from the H dock bathrooms to the back launch ramp. It's getting into bad conditions. There was a question about who owned and was responsible for that road. Jim Jackson stated he would look into it.

Grant Downie asked about logs in the river and who would be responsible for removing the logs. Harbormaster stated that she wrote some debris removal money into the county IED, but was unsure if that would come through. Once the river flows subside the harbor can use the skiff to start removing logs and potential hazards to navigation.

Jim Hurst started a discussion on the meeting times, asking if 6pm was a burden for staff. Dan Platt and Grant Downie preferred the 6pm start time so they had an opportunity to fish or go to sea that day. Commissioners agreed on the 6pm start time.

CONDUCT OF BUSINESS (Closed Session)

1. Employee Review of Harbormaster

Government Code Section 54957

Report out at 8:05pm : Next meeting the District will present goals and objectives for the Noyo Harbor District and the Harbormaster as a result of the employee review.

ADJOURNEMENT: Motion for adjournment 1st Dan Platt, 2nd Doug Albin

Next regular meeting of Thursday February 9th at 6 pm, 2023.

NOYO HARBOR DISTRICT
RESOLUTION NO.

WHEREAS, on January 1, 2023 the vessel Samurai owned by William Wheeler was abandoned by its owner, and

WHEREAS, more than Thirty (30) days have passed without a watchman or other person being maintained on or near the vessel, and

WHEREAS, the vessel is in an unseaworthy dilapidated condition and is located upon publicly owned submerged lands or tidelands within the jurisdiction of the Noyo Harbor District, and

WHEREAS, the Noyo Harbor District has control over the submerged lands and tidelands within the Noyo River, and the vessel Samurai remains in the Noyo Harbor without the District's consent;

IT IS HEREBY RESOLVED THAT:

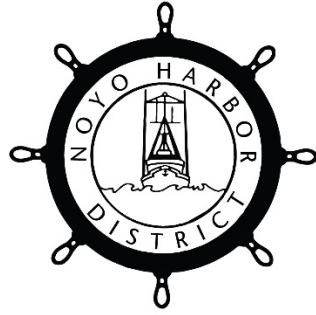
1. The District hereby declares the vessel Samurai to be abandoned by its owner William Wheeler.
2. The District hereby takes title to the abandoned property in accordance with California Harbors and Navigation Code § 522.
3. The District may hereafter cause the vessel Samurai to be sold, destroyed, or otherwise disposed of in any manner as it may determine is expedient or convenient. In the event the vessel Samurai is sold by the District, the District may retain any proceeds derived from such sale.
4. In accordance with California Harbors and Navigation Code § 525 the abandonment of the vessel Samurai constitutes prima facie evidence that the last registered owner of record (William Wheeler) is responsible for the abandonment and is thereby liable for the cost of removal and disposition of the vessel.

PASSED AND ADOPTED, by the Noyo Harbor Commissioners of the Noyo Harbor District on February 9, 2023 by the following vote:

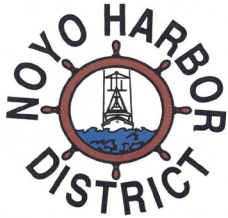
| | | |
|---------|---------------|-------|
| AYES: | Commissioners | _____ |
| NOES: | Commissioners | _____ |
| ABSENT: | Commissioners | _____ |

ATTEST: _____
Anna Neumann, Secretary
Noyo Harbor District

Jim Hurst, Chairman
Noyo Harbor District



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NOYO HARBOR DISTRICT AGENDA ITEM SUMMARY

AGENDA ITEM #: 1
MEETING DATE: 2/9/2023

TITLE

Task Order 4

RECOMMENDED ACTION

ANALYSIS

As requested this is being brought back to the commission. The harbormaster has not be able to identify any source of funding at this time to help pay for the development of the permits for the upcoming dredge

FISCAL IMPACT

SHN is estimated \$94,000 to complete phase 1 of planning and permitting the dredge. This will come from the district's reserves which currently sit at \$370,000.

ATTACHMENTS

Task order 4



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Task Order No. 4

SHN–Noyo Harbor District Master Services Agreement

1. Master Services Agreement

This Task Order represents the mutual agreement of SHN and Noyo Harbor District for the project described below. The Task Order will be performed and controlled under the terms and conditions of the Master Services Agreement between SHN Consulting Engineers & Geologists, Inc. and Noyo Harbor District (421058) dated October 14, 2021.

2. Project Description

- A. The scope of work to be provided by SHN to CLIENT includes all necessary personnel, materials, and equipment necessary to provide Planning, Engineering, Geological, and Biological services for Phase 1 of the Noyo Mooring Basin Dredging Project. Phase 1 consists of all planning, engineering, and geological services required to obtain approvals necessary for dredging of the Mooring Basin. Phase 2 (not included in this scope) will consist of studies and permitting of dredge material disposal.
- B. CLIENT is aware that work on Project has begun in good faith, and that remaining work will follow execution of this Task Order by both CLIENT and SHN. CLIENT's request to begin work prior to execution of this Task Order constitutes CLIENT's acceptance of this Task Order and all of its provisions with respect to work performed both prior to and after execution of this Task Order unless such work was performed pursuant to separate written or as otherwise expressly set forth to the contrary herein.

3. Scope of Services

- A. The professional services provided by SHN for the above-described project are limited to work scope associated with Planning, Engineering, Geologic, and Biological services as outlined below:
 - (i) Bathymetric Survey - SHN will hire a qualified sub-consultant to conduct the bathymetric survey of the mooring basin. The sub-consultant will perform all work necessary to complete the survey and map for this Project.
 - (ii) Mooring Basin Sampling, Analysis, and Implementation – SHN will prepare the Mooring Basin Sampling and Analysis Plan. When complete SHN will implement the plan.
 - (iii) Eelgrass Monitoring Plan – SHN will prepare and implement the Eelgrass Monitoring Plan for this Project.
 - (iv) Permit Application and Fees – SHN will prepare and make application to all required agencies (CCC, USACE, MCRWQCB, CDFW, MCAQMD, etc.) for Project.

4. Work Schedule



- A. SHN will perform the services described in the Scope of Services, in conformance with the following schedule:
 - (i) Work will be performed on an as-needed basis and as required to meet Noyo Harbor District’s timelines and any potential grant deadlines.

5. Fees

SHN will be compensated for these services on a time and expenses basis. Fees are estimated as ninety four thousand dollars (\$94,000.00).

Fees DO NOT include Prevailing Wage Rates.

In Witness Whereof, the parties have executed this Task Order the day and year first set forth.

SHN Consulting Engineers & Geologists, Inc.

CLIENT: Noyo Harbor District

Address: 335 S. Main Street
Willits, CA 95490

Address: 19101 S. Harbor Drive
Fort Bragg, CA 95437

By: Jason Island, PE

By: _____

Title: Willits Regional Principal

Title: _____

Signature: _____

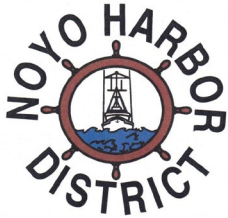
Signature: _____

Date: _____

Date: _____

License #: PE 64809





NOYO HARBOR DISTRICT AGENDA ITEM SUMMARY

AGENDA ITEM #: 2
MEETING DATE: 2/9/2023

TITLE

Upcoming grants

RECOMMENDED ACTION

Staff is requesting direction

ANALYSIS

Several significant grant opportunities are approaching that the Harbor District may want to take advantage of and it would behoove the District to develop a plan on how to tackle this situation.

This year the District offices main focus is the development of shovel ready plans to install an icehouse, fuel dock and re-develop the mooring basin. These planning and technical assistance grants are not as readily available as construction funds, but they are available. There is a considerable amount of money coming for economic development, either through USDA or the California Employment Development Department (EDD). In speaking with granting agencies, other grant writing firms and harbormaster, the Harbormaster is forecasting 5 years of funds for projects. After that the funding may dry up. The District should think critically about this and take this time to move aggressively as to not miss the funding opportunities.

The largest hurdle to overcome at this point is the development of the applications. Once the applications are developed, much of the wording, narrative, budgets and plans can be re-purposed for other similar grants. However, the development of these aspects can be challenging and time consuming. The Harbor Office feels comfortable starting to develop narrative, budgets, and work plans but needs help in the development of full budgets, timelines, and other required documents. The District office is requesting to use \$8,000 toward SHN to complete these applications.

In particular, there are three upcoming grants that are very important.

EDD's Economic Development Pilot- This grant would focus on the development of an icehouse on Harbor District property. This would be a two-year grant at a 100% fulfillment rate (no match is required). In this grant the District would purchase and install two shipping containers that would produce 30 tons of ice annually and store

20 tons. We would also write in a solar system for the icehouse to offset the cost of power to the District. West Business Development Center has offered to partner with us on this grant and has taken on a significant amount of work. In return we would write into the grant an opportunity for West to host business development course for the fishermen and marketing opportunities around the Fish Markets this summer. While we have spoken with representatives from this program and they liked our project, it is smaller grant and other groups from the North Coast are applying so it will be very competitive.

US Department of Ag Rural Business Development Grant- This grant is very similar to the EDD project but we would apply for planning and technical assistance on the development of the fuel dock for Noyo Harbor. This is a 2 year grant and funds at 100%. This grant is due at the end of February.

Department of Maritime Administration Port Infrastructure Development Grant- \$662 million is available with this grant, and focus on the movement of goods through ports. We are still waiting on the full NOFA for this grant but in the past they have funded feasibility projects, planning and technical assistance grants, construction projects. A final project has yet to be nailed down for this grant, but there is a lot of potential.

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|----------------------|
| FISCAL IMPACT |
|----------------------|

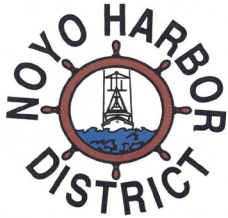
\$8,000

| |
|--------------------|
| ATTACHMENTS |
|--------------------|

Grant Matrix

| State/Federal | Agency/Grant title | Due Date | Funds available | Target Project | Notes |
|---------------|----------------------------------|----------|--|--|--|
| State | Economic Development Pilot | Feb 13th | 10 million to a single project, 50 million total | Installation of fuel dock | West Business Development Center is offering to partner with us on this grant. We would purchase and install an icehouse on Noyo Harbor District property. We would also host fishermen marketing and business classes with West to help the fishermen learn how to move their products to new market. This is a business and economic development grant and would highlight the need for ice and the Fish Markets as the emerging new businesses. |
| Federal | Rural Business Development Grant | Feb 28th | A1 | Design and permitting of fuel dock, land acquisition | This grant could fully focus on the planning, permitting and design for a fuel dock and icehouse |
| State | California Coastal Conservancy | Rolling | 50 million | Land acquisition | Is not as focused on infrastructure, but environmental. We could make the case for the purchase of properties, but we would need to partner with another group to make the application competitive. The conservancy isn't very interested in our top 3 priority projects. |

| | | | | | |
|---------|---------------------------------|------------|--|--|--|
| Federal | Port Infrastructure Development | April 1st | 662 million in total, 11 million per project for small projects at small ports | Fuel dock and icehouse | <p>Must relate the the movement of goods. Ice and Fuel are essential for the fleet to operate "move". We would likely be succesfull if we can articulate that stablizing these critical pieces of infrastuture will increase/stablize the industry.</p> |
| State | Adaptation Planning Grant | March 31st | 6.6 million | Planning/Fesibility study for marina rennovation | <p>This grant will not cover CEQA permitting cost but could be written to get the District up to the permitting part for marina redevelopment. I.e. focusing on the actual cost/updated cost since the 2018 plan was published, a better identification of the permits required and a plan on how/ where to move the boat while the rebuild is occuring.</p> |



NOYO HARBOR DISTRICT AGENDA ITEM SUMMARY

AGENDA ITEM #: 3
MEETING DATE: 2/9/2023

TITLE

Resolution 2023-2

RECOMMENDED ACTION

Approval

ANALYSIS

This resolution would allow the Harbormaster and Harbor District to apply for funds for the Rural Business Development Grant hosted by the US Department of Agriculture. This grant would target the development of an icehouse and a fuel dock

FISCAL IMPACT

ATTACHMENTS

Resolution



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RESOLUTION NO. 2023-2

Noyo Harbor District
19101 S. Harbor Drive
Fort Bragg, CA 95437

A resolution of the commissioners of the Noyo Harbor District agreeing to apply for financial assistance with the United States Department of Agriculture, Rural Development to finance any project developed by the Harbormaster related to the Community Sustainability Plan. Be it further resolved that the commissioners of Noyo Harbor District authorize the Chair and Harbormaster to sign all documents relating to the USDA Rural Development loan and/or grant.

PASSED and APPROVED this 9th day of February, 2023.

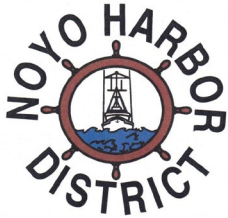
(Chair)

Attest:

(Harbormaster)



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NOYO HARBOR DISTRICT AGENDA ITEM SUMMARY

AGENDA ITEM #: 4
MEETING DATE: 2/9/2023

TITLE

Letters of Support

RECOMMENDED ACTION

Approval

ANALYSIS

These letters of support and intent would be sent to the California Employment Development Department to support our grant for an icehouse and Crescent City Harbor District grant for a grant writer.

Crescent City Harbor District has included the Noyo Harbor District into their application for a grant writer, however they have given the District very little information on to what that looks like or the amount of funds allocated to the NHD.

FISCAL IMPACT

None of these projects require matches

ATTACHMENTS

Noyo Harbor District Letter of Intent

Crescent City Harbor District Letter of Support



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Support letter for

Noyo Harbor District application for the CERF Economic Development Pilot Program Year (PY) 2022-23 funding opportunity

Harbor Revitalization on the Mendocino Coast

February 9th, 2023

Noyo Harbor District, 19101 S. Harbor Drive, Fort Bragg, CA 95437

Dear Employment Development Department Team:

The commissioners of the Noyo Harbor District are pleased to present this application for CERF Pilot Implementation funds for ***Harbor Revitalization on the Mendocino Coast***. We agree that the creation of a new ice making facility is a crucial first step to sustaining and advancing commercial fishing and blue ocean research in Fort Bragg. In addition, the development of a robust off-the-dock fish market connected to relevant and timely entrepreneurial training will foster a culture that will accelerate future market-relevant R&D investment and support local business growth.

As addressed in the Noyo Harbor Community Sustainability plan and the Sonoma-Mendocino Economic Development District CEDS securing this funding will ensure the growth of a vibrant, sustainable working harbor essential for advancing the blue economy and our efforts in supporting that growth.

The Noyo Harbor District has been working deliberately and diligently on finding solutions that allow economically and environmentally sustainable growth in our harbor. We understand that the harbor is the foundation on which others may build and are holding ourselves to the highest standards.

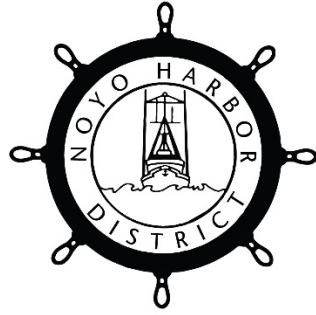
Fort Bragg, a remote location on the Mendocino Coast, has struggled to bolster its economy after decades of economic decline and climate related disasters. Funding this application is an opportunity to support the regional blue economy and have a direct impact in transforming the Mendocino coastal region.

The Noyo Harbor revitalization project will improve the livelihoods and the quality of life for low-to-moderate income community members, while also nurturing healthy marine ecosystems affected by the impacts of climate change. It will uplift the economy, sustain its resiliency, and prepare us for future blue economy projects that will benefit the local and regional economy.

Thank you in advance for your time, attention, and consideration.

Sincerely,

Jim Hurst
Chair of the Noyo Harbor District



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February 9th, 2023

From: Jim Hurst

Chair of the Noyo Harbor District, 19101 S. Harbor Drive, Fort Bragg, CA 95437

To: Employment Development Department

RE: Crescent City Harbor District Application to the Economic Development Program

Dear Employment Development Department:

The Noyo Harbor District supports the Crescent City Harbor District's (CCHD) application to the Economic Development Pilot Program under the California Economic Resiliency Fund.

We are excited to be partnering with CCHD as their application combines many projects which meet the EDP's core values. CCHD has joined with agencies and organizations throughout Del Norte County to submit a project which focuses on creating high-road jobs to generate sustainable and competitive economic development and supporting and building up historically disadvantaged and disinvested communities throughout the city and county. Taken together, the projects presented in this grant are vital to the overall economic development in our community.

Our project creates economic resiliency by focusing on developing projects that will stabilize critical aspects of the fishing industry for the north coast fleets. Many of the men and women who go to sea to earn their livelihoods rotate through harbors in Mendocino, Humboldt and Del Norte counties as they chase their catch. Developing stable and economically resilient harbors is the foundation on which these unique individuals base their livelihoods.

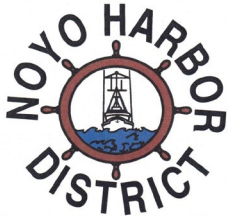
We support Crescent City Harbor District and are proud to be partnering with them as we join together in this economic resiliency program.

Sincerely,

Jim Hurst



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NOYO HARBOR DISTRICT AGENDA ITEM SUMMARY

AGENDA ITEM #: 5
MEETING DATE: 2/9/2023

TITLE

Resource Environmental Change Order

RECOMMENDED ACTION

Staff is requesting direction

ANALYSIS

Resource Environmental requested the following change order for the dismantling of the Jolene.

FISCAL IMPACT

ATTACHMENTS



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RESOURCE

PROJECT MEMORANDUM

| | | | | | |
|----------|--------------------------------|------------------|--|------------|----------|
| Date | 1/19/2023 | Project Name | Vessel Destruction Project | | |
| To | Natalie Mclaughlin | Project No. | RE 22-131 | | |
| Company | Noyo Harbor District | Address: | 19101 South Harbor Drive. | Fort Bragg | CA 95437 |
| From | Chase Tinsley | Email: | nmclaughlin@shn-engr.com | | |
| Company | Resource Env. | Email: | chase@resource-env.com | | |
| Subject: | Request for Change to contract | Change Order No. | 1 | | |

Description of Change

Jolene Abatement and Disposal

Remove and dispose asbestos transite pipe.

Stabilize all loose and flacky paint from damaged vessel.

Apply encapsulation on all lead painted components.

Dispose of all Lead RCRA waste in 40yd containers (man-power NOT included)

Set-up lead regulated area, lead caution tape and a single stage decon and cover floor using 6mill plastic.

Once all waste is loaded in the container burrito wrap waste for transportation. All workers will be using PPE,

Half-face respirator with NIOSH approve filters, Suits, gloves and safety glasses.

Credit is given for original cost to demolish without abatement and and dispose of boat as trash.

Change Order Cost Breakdown

| Description | Unit | Quantity | Rate | Amount |
|--|------|----------|---------------------------|-------------|
| Additional Cost for Abatement and Disposal | | | | |
| Foreman (1) | 3 | 8 | \$58.25 | \$1,398.00 |
| Laborer (3) | 9 | 8 | \$53.50 | \$3,852.00 |
| Materials & Asbestos/ Lead equipment | 4 | 3 | \$120.00 | \$1,440.00 |
| Asbestos Disposal Bag Pick up | 1 | 1 | \$600.00 | \$600.00 |
| RCRA Lead disposal 40Yd Containers | 1 | 3 | \$14,000.00 | \$42,000.00 |
| AQMD Notification | 1 | 1 | \$65.00 | \$65.00 |
| Hotels/Per Diem | 4 | 3 | \$150.00 | \$1,800.00 |
| Credit for Demolition Disposal in Trucks with Equipment | | | | \$0.00 |
| Foreman | 1 | 4 | -\$78.79 | -\$315.16 |
| Operator | 1 | 4 | -\$110.56 | -\$442.24 |
| Laborer | 1 | 4 | -\$78.79 | -\$315.16 |
| Excavator | 1 | 1 | -\$290.00 | -\$290.00 |
| Trucking (2 loads, 1.5 hour rounders) | 2 | 3 | -\$150.00 | -\$900.00 |
| Disposal (2 loads, 14 tons ea) | 2 | 14 | -\$100.00 | -\$2,800.00 |
| Hotels/Per Diem | 4 | 0.5 | -\$150.00 | -\$300.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| Subcontractor Work | | | | \$0.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| | | | Subtotal Credit | -\$5,062.56 |
| | | | Credit Markup 15% | -\$759.38 |
| | | | Subtotal Additional Costs | \$51,155.00 |
| | | | Overhead and Profit 15% | \$7,673.25 |
| | | | Subcontractor Subtotal | \$0.00 |

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LIC#864417

RESOURCE

| | | |
|-----------------------|----|--------|
| Subcontractor Mark-Up | 5% | \$0.00 |
|-----------------------|----|--------|

| | |
|------------------------------------|--------------------|
| Total for this Change Order | \$53,006.31 |
|------------------------------------|--------------------|

| | |
|------------------------|--|
| Previous Change Orders | |
|------------------------|--|

| | |
|-------------------|--|
| Original Contract | |
|-------------------|--|

| | |
|-------------------------|--------------------|
| Revised Contract | \$53,006.31 |
|-------------------------|--------------------|

| | |
|--|---|
| Change to Contract Schedule--Additional Days | 3 |
|--|---|

All terms and conditions of the original contract still apply.

Approved/Accepted

Signature

Name/Title

Date



Cost Estimate

January 13, 2023

Ben Serrano
Resource Environmental
Via Email: benjamin@resource-env.com

Subject: Transportation and Disposal Services of RCRA Lead Debris – Noyo Vessel, Fort Bragg, CA

Work Description:

- Transport and Disposal (RCRA Debris – D008) \$10,100.00/Per Bin
(max weight per bin is 9 tons, includes 2 hours of demurrage)
 - Bin Delivery \$1800.00
 - Bin Rental..... \$15.00/Day after 5 days
 - Add Environmental & Fuel Recovery Fee..... 18%
- Total Per Bin: \$14,042.00

***The disposal price estimated above may differ from the final disposal price which will be determined upon profiling and waste verification at time of waste receipt. Material not conforming to the “Generator’s Waste Profile” may be subject to additional charges or rejection. ECTI reserves the right to dispose of material not deemed recyclable or not conforming to recycling specifications. Pricing estimate is valid for 30 days.*

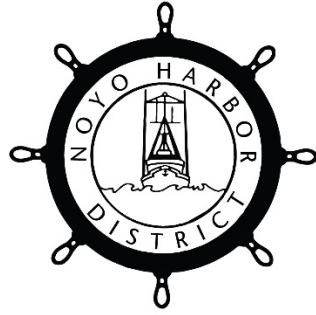
Terms and Conditions: Client will be invoiced at the completion of the services performed. ECTI reserves its rights of mechanic’s liens against the property on which the project is performed and may levy such liens for payments more than 60 days past due. If the client fails to pay invoices for amounts due, Client agrees to reimburse ECTI for all reasonable cost of collection, including but not limited to attorney’s fees and court costs. **ALL QUOTED PRICES FOR SERVICES OFFERED DO NOT APPLY TO CERTIFIED PAYROLL OR PREVAILING WAGE PROJECTS.**

Approval and Acceptance: The undersigned agrees and certifies that he/she is authorized to act on behalf of Customer, and Customer guarantees by his/her signature to compensate ECTI full for all **actual** services performed as described above, which are due and payable 30 days from invoice date. All past due accounts shall accrue interest at the rate of 1.5% per month. **No verbal estimates are valid or enforceable.**

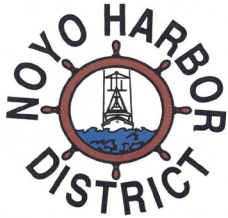
Customer Signature

Printed Name

Date



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NOYO HARBOR DISTRICT AGENDA ITEM SUMMARY

AGENDA ITEM #: 6
MEETING DATE: 2/9/2023

TITLE

Sanders Lease

RECOMMENDED ACTION

Staff is requesting direction

ANALYSIS

Justin Sanders is requesting to exercise his option to extend his lease for space in the dragger yard pen. This current lease states that he has an option to extend for an additional two years and he has requested this extension within the timeframes laid out in the current lease.

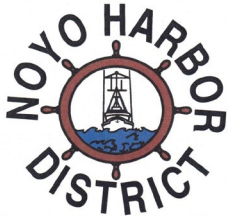
As part of the extension Sanders is requesting that the commission revise the lease to allow for subletting to occur in his section of leased land. This would be a beneficial addition to the harbor as there is no location for people to work on their boats for a short time. The harbor office occasionally gets requests, and it would be beneficial to all to have an allowable spot for them. However, this opens Justin and potentially the District up to liability. If the commissioners are interested in this option, the Harbormaster would suggest adding a section that states Sanders is responsible for permitting any activity that happens on that leased land that requires permits. In addition, a section that holds Sanders fiscally responsible for any vessel, part of vessel, hull or hulk that is left on the property when Sander's lease ends or he vacates the property.

FISCAL IMPACT

ATTACHMENTS



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NOYO HARBOR DISTRICT AGENDA ITEM SUMMARY

AGENDA ITEM #:7
MEETING DATE: 2/9/23

TITLE

Harbormaster and District Goals for 2023

RECOMMENDED ACTION

- 1) Discuss Draft Goals
- 2) Refine
- 3) Approve

ANALYSIS

As part of the Harbormaster's 2022 Evaluation process the Commission determined an adopted set of goals and priorities for the District and the Harbormaster would be beneficial for commission and staff focus.

Many of the goals are complicated, requiring planning, funding and action beyond 2023. Some goals may be accomplished in 2023. Some may be added, modified or removed depending on circumstances.

Discussion of items on this list will occur throughout the upcoming year as action and direction are required to move them toward success. An annual review of the list will occur in approximately 12 months.

The stated goals are not intended to encompass nor downplay everything the District and Staff do on a regular basis. The Commission and Harbormaster expect continued positive operations and facility improvement as a matter of policy and duty to the users of Harbor District facilities and the taxpaying public.

FISCAL IMPACT

To Be Determined

ATTACHMENTS

Draft District and Harbormaster Goals

ITEM SPONSOR

Commissioner



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District Office Reports

Audit scheduled for Feb 16th, 2023

We have a tentative audit schedule for the 16th of February with Zach Pheling.

Cal OES Hazard Mitigation Grant Project Close Out

The District office has completed the Cal OES Hazard Mitigation Grant Project Close Out and all documents have been submitted and accepted by Cal OES. The project was slated to end on February 28th 2023.

Cal OES/FEMA Visit

Representatives from Cal OES and FEMA toured the Harbor District to see the damages from the January 5th storm. They looked at the sluffing sediment of the dredge soil containment cell, undercutting of the N. Harbor parking lot and the broken pilings in the marina. At this time our damages have been listed around 3.8 million for the dredge soils containment site alone. The office does not have a timeframe for when we will know if our damages have been accepted for funding.