

**Biddle, Jennifer**

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**From:** Marston, Marie  
**Sent:** Friday, July 09, 2021 12:36 PM  
**To:** Biddle, Jennifer  
**Subject:** Re: Draft Minutes of the June 9, 2021 Harbor Commission Meeting

Hello Jennifer -

Here are my comments on the June minutes:

1. 1st paragraph on page 2 starting with "Code Enforcement..", the reference to code enforcement should be Code Enforcement Department. Subsequent references to "department" should be "Department".
2. It isn't clear how the last sentence of the 3rd paragraph (top of page 3) fits with the content of that paragraph.
3. Last sentence of 1st full paragraph on page 3 - "houses" should be "house".
4. Page 4, second paragraph, "code enforcement" should be capitalized since it is referring to the Department not the action. Likewise, again on Page 6 under functional area 1.
5. Top of Page 6, first paragraph. suggest changing to "...found that the problem does not appear to be as extensive as they originally thought when assembling the Ad Hoc Committee."
6. Page 7, bottom paragraph, there should be no period after "her" and "She" should not be capitalized.
7. Page 8, 3rd paragraph, there should be no period after "staff" (it should be a comma) and "More" should not be capitalized.
8. Item 7, 1st paragraph - "tied" should be "tide".
9. throughout the minutes, harbor is lower case and upper case.

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**From:** Biddle, Jennifer <JBiddle@newportbeachca.gov>  
**Sent:** Friday, July 2, 2021 9:11 AM  
**Subject:** Draft Minutes of the June 9, 2021 Harbor Commission Meeting

Good morning Commissioners,

Attached please find the draft minutes from the Harbor Commission meeting of **06/09/2021** for your review.

The "track changes" option has been enabled. If you have any changes, please update and send back to me and I will include with the agenda for consideration at the July 14, 2021 meeting.

Happy 4<sup>th</sup> of July!



**JENNIFER BIDDLE**  
**City Manager's Office**  
Administrative Specialist to the Assistant City Manager  
[jbiddle@newportbeachca.gov](mailto:jbiddle@newportbeachca.gov)  
949-644-3003