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ANDREA LUEKER *Harbor Manager*
JEFFREY MINNERY *Legal Counsel*
PHILLIP J. SEXTON, CPA *Treasurer*

**PORT SAN LUIS HARBOR DISTRICT
BOARD MEETING AGENDA**

“To serve the public with an array of commercial and recreational boating, fishing, and coastal-related opportunities, while ensuring an environmentally responsible, safe, well-managed, and financially sustainable harbor that preserves our marine heritage and character.”

**TUESDAY, August 27, 2019
5:15 PM**

**COASTAL GATEWAY BUILDING
3900 AVILA BEACH DRIVE, AVILA BEACH, CA**

1. 5:15 PM CALL TO ORDER / PUBLIC COMMENT

2. ADJOURN TO CLOSED SESSION

Pursuant to Government Code §54956.9(a): Conference with legal counsel regarding the matter of *Lowry v. Port of San Luis Harbor District*.

Pursuant to Government Code §54956.9(d)(2): Conference with Legal Counsel – Anticipated Litigation.
Number of potential cases: 1 (one).

Pursuant to Government Code §54956.8: Conference with Real Property Negotiators. Property: Approximately 32 acres commonly known as Harbor Terrace. Agency Negotiators: Andrea Lueker, Harbor Manager; Kristen Stout, Business Manager; Phil Sexton, Treasurer; Jeff Minnery, Legal Counsel; Negotiating Parties: Port San Luis Harbor District; Red Tail Acquisitions, LLC. Under negotiation: Price and terms of payment of development and lease agreement.

Pursuant to Government Code §54956.9(e)(3): Conference with Legal Counsel – Receipt of a claim pursuant to the Government Claims Act. Number of Cases: one (1).

Pursuant to Government Code §54956.8: Conference with Real Property Negotiators. Property: Harford Landing Trailer Boat Building Lease Site (to be used as a Retail Market, Deli, and/or Other Related Retail Services). Agency Negotiators: Andrea Lueker, Harbor Manager; Kristen Stout, Business Manager; Phil Sexton, District Treasurer; Jeff Minnery, Legal Counsel. Negotiating parties: Harbor District; Brian Englund, dba Kuma Café. Under Negotiation: Price and Terms of Payment of Lease Agreement.

3. 6:00 PM ADJOURN TO OPEN SESSION / ROLL CALL / FLAG SALUTE

Announce any action taken during closed session.

4. PUBLIC COMMENT

Members of the public may speak regarding items not on the agenda. The public will be offered an opportunity to comment on agenda discussion items when these items are presented. All participants are requested to state their name and place of residence. Presentations are limited to three minutes.

5. CONSENT ITEMS

Consent agenda items may be pulled for separate discussion by a Commissioner prior to Board action. After an item is pulled, the public will be given the opportunity to speak on the pulled item. The public may also comment on any item not pulled by a Commissioner prior to Board action.

A. Activity Reports: July 2019; receive and file [Staff Report](#)

B. Treasurer’s Report: June 2019; receive and file [Staff Report](#)

C. Monthly Payables: July 2019 check register; receive and file [Staff Report](#)

D. Minutes: [July 23, 2019](#), minutes; recommend approval

E. Lighthouse Keepers: Quarterly update; receive and file [Staff Report](#)

F. 4th Quarter Rent Report: Receive and file [Staff Report](#)

G. 4th Quarter Financial Statements: Receive and file [Staff Report](#)

H. Write-off of ‘Uncollectible’ Accounts Receivable: Recommend approval [Staff Report](#)

I. Harford Landing Trailer Boat Building Request for Proposals (RFP) – Reissuance: Recommend approval [Staff Report](#)

6. DISCUSSION ITEMS

- A. Harford Pier Sportfishing Business Request for Proposals:** Review and discuss key details of RFP; provide direction to staff; recommend approval and release of Sportfishing RFP. [Staff Report](#) / [Attachment 1](#) / [Attachment 2](#) / [Attachment 3](#) / [Attachment 4](#)
- B. 2020 License to do Business on District Property – Request for Proposals:** Review RFP; recommend approval. [Staff Report](#) / [Attachment 1](#)
- C. 2018/19 Reserve Funding:** Review and recommend final reserve funding for 2018/19 fiscal year; provide direction to staff. [Staff Report](#) / [Attachment 1](#) / [Attachment 2](#) / [Attachment 3](#) / [Attachment 4](#)
- D. FY 2019/20 Annual Workshops, Associated Funding, and Scope of Work for Harford Pier Site Plan:** Review the proposed workshop schedule, associated funding, and scope of work for Harford Pier Site Plan; recommend approval. [Staff Report](#) / [Attachment 1](#) / [Attachment 2](#)

7. COMMUNICATIONS

At this time, any Commissioner or the Harbor Manager may ask a question for clarification, make an announcement, or report briefly on his or her activities. In addition, subject to Commission Policies and Procedures, they may provide a reference to staff or other resources for factual information, request staff to report back to the Commission at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda. (Gov. Code Sec. 54954.2)

8. FUTURE AGENDA ITEMS

Identification of items to be placed on future Agendas.

9. ADJOURNMENT

The next regular meeting of the Harbor District will be held on Tuesday, September 24, 2019, at 6:00 p.m.

Copies of the staff reports or written materials provided to the Harbor Commission for Open Session agenda items may be obtained online at www.portsanluis.com, and are also available at the Customer Service Counter of the Harbor Office for public inspection and reproduction, at cost, during normal business hours (8:00 a.m. – 12:00 noon and 1:00 p.m. to 4:30 p.m.). Closed Session items are not available for public review.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or if you need the agenda and/or the documents in the agenda packet provided in an alternative format, please contact the Harbor District Office at 805.595.5410 at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made.