

BOARD OF COMMISSIONERS

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*Commissioner*



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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, February 25, 2020  
5:45 PM

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

1. **5:45 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*.
3. **6:00 PM ADJOURN TO OPEN SESSION / ROLL CALL / FLAG SALUTE**  
Announce any action taken during closed session.
4. **PRESENTATIONS**
  - A. [Adopt Resolution 20-03](#) in appreciation of Harbor Commission President Bob Vessely
  - B. [Adopt Resolution 20-04](#) in appreciation and recognition of Kim Kritz for years of service to the District.
  - C. [Certificate of Recognition](#): Presentation of Certificate of Recognition for Budget Preparation from the Government Finance Officers Association for the FY 2019/20 Budget.
5. **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.
6. **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](#): January 2020; receive and file
  - B. [Treasurer's Report](#): December 2019; receive and file
  - C. [Monthly Payables](#): January 2020 check register; receive and file
  - D. [Minutes](#): [January 28, 2020](#), minutes; recommend approval
  - E. [Lighthouse Keepers](#): Quarterly update; receive and file
  - F. [2<sup>nd</sup> Quarter Rent Report](#): Receive and file
  - G. [2<sup>nd</sup> Quarter Financial Statements](#): Receive and file
  - H. [San Luis Yacht Club Small Boat Program](#): Continue the San Luis Yacht Club Small Boat Program through an Administrative Permit; recommend approval
  - I. [Live Fish Storage RFP](#): Status update
  - J. [Budgetary Transfers for FYE 2019/20](#): Budgetary transfers for Fiscal Year end 2019/20; recommend approval.
  - K. [Fiscal Year 2020-21 Budget](#): Review policies and calendar; recommend approval
  - L. [Lexipol Policy Approval](#) – Policy 327 – Outside Agency Assistance, Policy 329 – Major Incident Notification, Policy 341 – Service Animals, Policy 343 – Off-Duty Law Enforcement Actions, Policy 346 – Community Relations, Policy 400 – Patrol Function, Policy 401 – Bias-Based Policing, Policy 403 – Crime and Disaster Scene Integrity, Policy 405 – Ride-Along, Policy 406

– **Hazardous Material Response, Policy 419 – Detentions, Policy 423 – Mobile Data Center Use, and Policy 425 – Public Recording of Law Enforcement Activity:** Review policies; recommend approval

- M. **Banking Services Request for Proposals (RFP) Results:** Award authorization; recommend approval
- N. **Surplus Property:** Declare 1969 Columbia sailboat and 10' skiff as surplus property if not sold at lien sale or redeemed by owner; authorize demolition and disposal of vessels; recommend approval
- O. **Current Networks License Agreement:** Approve license agreement for Current Networks to allow for continued placement of antenna on Lifeguard Headquarters for internet service; recommend approval

## 7. DISCUSSION ITEMS

- A. **Point San Luis Lighthouse Public Sponsor Days:** Consider sponsorship of Lighthouse visits; recommend approval.
- B. **Fiscal Year 2019-20 Mid-Year Budget Review:** Receive and file. [Attachment 1](#) / [Attachment 2](#) / [Attachment 3](#) / [Attachment 4](#)
- C. **Harford Landing Trailer Boat Building Request for Proposal:** Review submitted proposal; name SLO Coast Kayaks, LLC, dba Avila Beach Paddlesports, for the business operation named *The Port San Luis Market*, as the finalist, and direct District staff to begin the negotiation process; recommend approval. [Attachment 1](#)
- D. **Food Trucks in Port San Luis – Concept Approval:** Direct staff to conduct further research on the concept of a food truck(s) in Port San Luis; recommend approval.
- E. **Avila Pier CEQA Determination:** Approve a CEQA categorical exemption for the Avila Pier Rehabilitation; Adopt Resolution 20-05. [Attachment 1](#)
- F. **Cal Poly Pier CEQA Determination:** Approve a CEQA categorical exemption for the Cal Poly Pier Operations and Maintenance; Adopt Resolution 20-06. [Attachment 1](#) / [Attachment 2](#)
- G. **2020 Standing and Ad-hoc Committee Assignments:** Review President's recommendations for 2020; receive and file.
- H. **Harbor Manager Compensation:** Discuss and determine compensation.

## 8. 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)

## 9. FUTURE AGENDA ITEMS

Identification of items to be placed on future Agendas.

## 10. ADJOURN TO CLOSED SESSION

**If approved in Discussion C above, 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 Minnerly, Legal Counsel. Negotiating parties: Harbor District; Vince and Emily Shay, SLO Coast Kayaks, LLC, dba Avila Beach Paddlesports, for the business operation named *The Port San Luis Market*. Under Negotiation: Price and Terms of Payment of Lease Agreement.

## 11. ADJOURN TO OPEN SESSION

Announce any action taken during closed session.

## 12. ADJOURNMENT

The next regular meeting of the Harbor District will be held on Tuesday, March 24, 2020, at 6:00 p.m.

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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](http://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.*