

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.”

Pursuant to Governor Newsom’s Executive Order N-29-20, members of the Board of Commissioners, staff, and public may participate in this meeting via teleconference and/or electronically. The Port San Luis Harbor District Coastal Gateway Building will NOT be open for accessing the meeting.

**Time:** May 25, 2021, 5:15 PM Pacific Time (US and Canada)

**Join Zoom Meeting:**

<https://zoom.us/j/4114427565?pwd=dIVnR0V4UEx0cTJSdzlwQ24rYVpEdz09>

**Meeting ID:** 411-442-7565

**Password:** 465676

**By phone:**

(669) 900-6833 or (346) 248-7799

**TUESDAY, MAY 25, 2021  
5:15 PM**

- 1. 5:15 PM CALL TO ORDER /ROLL CALL**
- 2. ADJOURN TO CLOSED SESSION**

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

**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 §54957.6:** Conference with labor negotiators. Agency designated representatives: Harbor Manager, Andrea Lueker; Business Manager, Kristen Stout. Employee Organization: Service Employees International Union, Local 620.

**Pursuant to Government §54956.8, Conference with Real Property Negotiators:** Property: Harford Pier Lease Site commonly referred to as The Ice House. Agency Negotiators: Andrea Lueker, Harbor Manager; Kristen Stout, Business Manager; Phil Sexton, District Treasurer; Jeff Minnery, Legal Counsel. Negotiating parties: Port San Luis Harbor District; Brad Wilcox dba Wilcox Fisheries/Ice House Fish Company. Under Negotiation: Price and Terms of Payment of Lease Agreement Extension.

- 3. 6:00 PM ADJOURN TO OPEN SESSION**
- 4. CALL TO ORDER / ROLL CALL**

Announce any action taken during closed session.

- 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**: April 2021; receive and file.
- B. **Treasurer's Report**: March 2021; receive and file.
- C. **Monthly Payables**: April 2021 check register; receive and file.
- D. **Minutes**: April 02,2021, Minutes; April 27, 2021, Minutes; receive and file.
- E. **3<sup>rd</sup> Quarter Financial Statements**: receive and file. Staff Report, Attachment 1, Attachment 2, Attachment 3, Attachment 4, Attachment 5
- F. **3<sup>rd</sup> Quarter Rent Report**: Quarterly update; receive and file.
- G. **Wilcox Fisheries Lease Extension**: Extend Lease Agreement on a month-to-month basis; recommend approval. Staff Report
- H. **Approval of the Harbor Patrol Officers Association Memorandum of Understanding**: Recommend approval. Staff Report, HPOA MOU

## 7. DISCUSSION ITEMS

- A. **Fiscal Year 2021-22 Preliminary Budget**: Resolution 21-10 adopting preliminary budget; recommend approval. Staff Report, Attachment 1, Attachment 2, Attachment 3, Attachment 4
- B. **Port San Luis Policy Handbook, Chapter 3, Policy 3095 – Internet, Email, and Electronic Communication Policy**: Review the revised Policy 3095; provide direction to staff. Staff Report, Attachment 1
- C. **HPPM Proposed Updates, Policy 310 – Adult Abuse**: Review proposed updates; recommend approval. Staff Report, Attachment 1
- D. **HPPM Proposed Updates, Policy 314 – Report Preparation**: Review proposed updates; recommend approval. Staff Report, Attachment 1

## 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. ADJOURNMENT

The next regular meeting of the Harbor District will be held on Tuesday, June 22, 2021, 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.*