

BOARD OF COMMISSIONERS



DREW BRANDY  
MARY MATAKOVICH  
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*Commissioner*

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SUZY WATKINS *Harbor Director*  
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, June 28, 2022  
5:00 PM

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

1. 5:00 PM CALL TO ORDER / PUBLIC COMMENT
2. ADJOURN TO CLOSED SESSION

**Pursuant to Government Code §54957.6:** Conference with labor negotiators. Agency designated representatives: Harbor Director, Suzy Watkins; Legal Counsel, Jeff Minnery. Employee Organization: Service Employees International Union, Local 620.

**Pursuant to Government Code §54957.6:** Conference with labor negotiators. Agency designated representative: Harbor Director, Suzy Watkins. Employee Organization: Port San Luis Harbor Patrol Officers Association.

**Pursuant to Government Code §54956.9(d)(1):** Conference with District Counsel regarding existing litigation in the matter of *Lowry v. Port of San Luis Harbor District*.

3. 6:00 PM ADJOURN TO OPEN SESSION
4. CALL TO ORDER / FLAG SALUTE / 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](#): May 2022; receive and file.
- B. [Treasurer's Report](#): April 2022; receive and file.
- C. [Monthly Payables](#): May 2022 check register; receive and file.
- D. [Minutes](#): May 24, 2022, Minutes; recommend approval.
- E. [Lighthouse Keepers](#): Quarterly update; receive and file.
- F. [Fiscal Year End 2021/22 Budgetary Transfers](#): Budgetary Transfers for Fiscal Year-End 2021/22; recommend approval.
- G. [Fiscal Year 2022-23 Salary Schedules](#): Review salary schedules; recommend approval.
- H. [Avila Pier Lumber Bid Award](#): Review results of Invitation to Bid and award contract; recommend approval.

7. DISCUSSION ITEMS

- A. **Public Hearing for 2022-23 Final Budget:** Receive public comment and approve Final Budget; adopt Resolution 22-12. [Staff Report](#), [Attachment 1](#), [Attachment 2](#), [Attachment 3](#), [Attachment 4](#)
- B. **Proposed Budget Adjustment for Gear Storage Facility:** Recommend approval. [Staff Report](#)

**C. Update of Policy Handbook:** Review and approve proposed updates to the following Policies: 1000 – Purpose of Board Policies; 1010 – Adoption/Amendment of Policies; 1020 – Conflict of Interest; 1030 – Public Complaints; 1050 Copying Public Documents; 2000 – Executive Officer; 2080 – Employee Status; Recommend approval. [Staff Report](#), [Attachment 1](#), [Attachment 2](#)

**8. COMMUNICATIONS**

At this time, any Commissioner or the Harbor Director 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:

July 2022	Harford Pier Site Plan
August 2022	2023 License to do Business on District Property Request for Proposals (RFP <i>Draft</i> )
November 2022	Approval of 2023 License Renewals and License to do Business on District Property
TBD	Port San Luis Harbor District Policy Update

**10. ADJOURNMENT**

The next regular meeting of the Harbor District will be held on Tuesday, July 26, 2022, at 6:00 PM.

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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.*

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

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**TUESDAY, June 28, 2022  
5:00 PM**

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

**1. CLOSED SESSION**

**Pursuant to Government Code §54956.9(d)(1):** Conference with District Counsel – pending litigation in the matter of *Andrea Lueker v. Port San Luis Harbor District, et al.*, SLO Superior Court Case No. 22CV-0317.

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