

BOARD OF COMMISSIONERS

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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 attending the meeting.

**Time:** AUGUST 25, 2020 5:30 PM Pacific Time (US and Canada)

**Join Zoom Meeting:**

<https://zoom.us/j/4114427565?pwd=dIVnR0V4UEExOjctJSdzlwQ24rYVpEdz09>

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

**Password:** 465676

**By phone:**

(669) 900-6833

(346) 248-7799

**TUESDAY, AUGUST 25, 2020  
5:30 PM**

**1. 5:30 PM CALL TO ORDER / PUBLIC COMMENT**

**2. ADJOURN TO CLOSED SESSION**

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

**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**

Announce any action taken during closed session.

**4. CALL TO ORDER /ROLL CALL**

**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:** July 2020; receive and file.

**B. Treasurer's Report:** June 2020; receive and file.

**C. Monthly Payables:** July 2020 check register; receive and file.

- D. **Minutes**: July 28, 2020 minutes; recommend approval.
- E. **4<sup>th</sup> Quarter Financial Statements**: receive and file.
- F. **4<sup>th</sup> Quarter Rent Report**: Quarterly update; receive and file.
- G. **Lighthouse Keepers**: Quarterly update; receive and file.
- H. **Accounts Receivable**: Write-off of uncollectable accounts; recommend approval
- I. **Avila Beach Community Services District**: Encroachment permit for sewer line; recommend approval
- J. **PSLHD Policy 3080 – Purchasing**: Policy amendment to fulfill Federal Procurement Standards; recommend approval
- K. **Fishermen’s Gear Storage**: Update from staff and Gear Storage Ad-hoc Committee; receive and file
- L. **Avila Beach Paddlesports**: Lease Amendment request; recommend approval
- M. **Wilcox Fisheries**: Lease Amendment request; recommend approval
- N. **2021 License to do Business on District Property Request for Proposals (RFP)**: Draft RFP; recommend approval
- O. **2019/20 Reserve Funding**: Review and recommend final reserve funding for fiscal year 2019/20; provide direction to staff
- P. **2020-21 Budget Transfer**: Funding of Harbor Patrol Vessel Replacement Reserve Account; recommend approval
- Q. **2020 Post Dredge Summary**: Receive and file

## 7. DISCUSSION ITEMS

- A. **Harford Pier Site Plan Request for Proposals (RFP)**: Select finalist and award contract; recommend approval
- B. **Harford Pier Terminus Restaurant Site Location**: Select the west side of the pier for restaurant replacement; recommend approval [Attachment 1](#)
- C. **Public Hearing – Mooring Permit Revocation**: Mooring #660 (Courier-Oaster); recommend approval
- D. **Conflict of Interest Code – Biennial Review**: Review and affirm current Conflict of Interest Code; authorize Harbor Manager to send notice of outcome of review (Local Agency Biennial Notice) to county Administrative Office [Attachment 1](#) / [Attachment 2](#)

## 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, September 22, 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.*