



**HARBOR COMMISSION SPECIAL BOARD MEETING
Minutes April 10, 2018**

Commissioners present: Drew Brandy, Bob Vessely, Jim Blecha, Bill Barrow and Mary Matakovich

Commissioners absent: None

Staff present: Andrea Lueker, Harbor Manager; Kristen Stout, Business Manager; Matthew Ashton, Chief Harbor Patrol Officer; Robiy Ellison, Facilities Supervisor; Chris Munson, Planner/Analyst

Legal Counsel present: Jeff Minnery [for Discussion Item A only]

CALL TO ORDER / ROLL CALL

President Brandy adjourned the meeting to open session at 10:02 a.m.

All Commissioners were present.

PUBLIC COMMENT

Butch Powers, Nipomo, spoke on behalf of the Port San Luis Commercial Fishermen Association, and stated that the #5 hoist is inadequate. Mr. Powers also requested that the fuel dock hours be changed to accommodate the needs of those who wish to fuel their vessels earlier in the morning.

There was no further public comment.

DISCUSSION ITEM A): HARFORD LAND AREA LEASE SITE REQUEST FOR PROPOSALS (RFP) – REVIEW DRAFT RFP FOR RETAIL MARKET AT TRAILER BOAT LAUNCH BUILDING; RECOMMEND APPROVAL

Business Manager Kristen Stout presented and announced that, due to violation of lease terms by the lessee, the lease between the District and Zippy's Market had been terminated upon direction from the Board. Ms. Stout went over the revisions made to the draft RFP document, and stated that despite the aggressive timeline recommended for the approval of a proposal, that staff would like to give potential candidates ample time to submit appropriate proposals.

The Board discussed the options available, and there was consensus that the District should remain open to all proposals for retail markets and restaurant/deli businesses, and that the schedule of reviewing proposals and awarding a lease should be accelerated if at all possible. Commissioner Blecha expressed his view that the District should consider any type of retail proposals received.

Commissioner Matakovich inquired about the possibility of temporarily renting out the space to a current lessee or licensee prior to an agreement with a new lessee.

President Brandy noted his concern with that concept, and stated that it would be difficult to decide who should be awarded the space should there be interest from more than one party, which could result in the need for an additional RFP in the interim.

Jeff Minnery, Legal Counsel, advised the Board regarding a temporary use permit, and the timeline by which the RFP process could proceed, based on receipt of signed documents from the current tenant.

President Brandy called for public comment.

Butch Powers, Nipomo, expressed his belief that the RFP process could be accelerated.

Barbara Powers, Nipomo, spoke about her experience renting District property in the past, when it was vacant prior to approval of a lease. Ms. Powers also expressed her belief that the RFP process could be accelerated, but noted that some permits can take time to be obtained with regard to food and restaurant businesses, and spoke about her recent experience working with and around agencies such as the Health Department.

Vince Shay, Avila Beach Paddlesports, spoke in favor of taking an appropriate amount of time to evaluate potential lessees and award a lease to an appropriate candidate, noting that some revenue may be lost over the summer, but stating that it would be a better long-term decision.

There was no further public comment and the following action was taken:

Action:

Commissioner Vessely moved that the Board accept the RFP with the modifications to the descriptions of the business, as suggested by Commissioner Blecha, and with the possibility of accelerating the time schedule, as suggested by the Board. Commissioner Barrow seconded, and the motion passed by a unanimous roll call vote of 5-0.

DISCUSSION ITEM A):

Business Manager Kristen Stout presented the item, and distributed budget documents to the Commission and staff for review.

The Board went through dozens of line items and provided input to staff on funding options for Major Maintenance, Capital Projects, and Unfunded Major Maintenance and Capital Projects.

Harbor Manager Andrea Lueker, Business Manager Kristen Stout, Facilities Supervisor Robiy Ellison, Planner/Analyst Chris Munson, and Chief Harbor Patrol Officer Matthew Ashton answered questions from the Board pertaining to the budget documents.

Commissioner Barrow excused himself from the meeting at 12:05 p.m.

There was no public comment and the item required no action be taken.

COMMUNICATIONS

There were no further communications.

ADJOURNMENT

The meeting adjourned at 12:50 p.m. to the next regularly scheduled meeting on Tuesday, April 24, 2018, at 6:00 p.m.



Drew Brandy, President

Attest:



Robert Vessely, Vice President

Respectfully submitted by: April Brannum, Administrative Secretary

