



## HARBOR COMMISSION BOARD MEETING

Final Minutes

April 28, 2020

6:00 PM

Meeting held via Teleconference

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## FINAL MINUTES

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### CALL TO ORDER / PUBLIC COMMENT

**Call to Order:** President Barrow called the March 24, 2020, Harbor Commission Board Meeting to order at 5:54 pm.

**Commissioners Present via teleconference:** Bill Barrow, Jim Blecha, Mary Matakovich, Bob Vessely, and Drew Brandy

**Commissioners Absent:** None

**Staff Present via teleconference:** Andrea Lueker, Harbor Manager; Kristen Stout, Business Manager; Matt Ashton, Chief Harbor Patrol Officer,

**Staff Absent:** Phil Sexton, Treasurer; Chris Munson, Facilities Manager

**Legal Counsel Present via teleconference:** Jeffrey Minnery; Jennifer Blackburn (Teleconference Facilitator)

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### PUBLIC COMMENT

**Public Comment:** President Barrow called for public comment, of which there were two.

1. Brad Wilcox, Ice House Fish Company
2. Vincent Shay, Avila Beach Paddlesports.

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### CONSENT ITEMS

Consent Item **F**- Lexipol Policy Approval was pulled by Commissioners Mary Matakovich and Bob Vessely for discussion.

**Action:** Upon a motion made by Commissioner Barrow and seconded by Commissioner Blecha, the following Consent Items were approved by a roll-call vote of 5-0.

**Ayes:** President Barrow, Commissioner Blecha, Commissioner Matakovich, Commissioner Vessely, and Commissioner Brandy

**Noes:** None

- A. **Activity Reports:** March 2020; received.
- B. **Treasurer's Report:** February 2020; received.
- C. **Monthly Payables:** March 2020 check register received.
- D. **Minutes:** March 24, 2020 minutes approved.
- E. **California Office of Emergency Services Resolution for COVID-19 funds:** Review CAL form 130; resolution adopted.

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**PULLED FOR DISCUSSION**

- F. **Lexipol Policy Approval – Policy 700 – Department Owned and Personal Property 702 – Vehicle Maintenance, Policy 703 – Vehicle Use, Policy 704 – Cash Handling Security and Management, Policy 705 – Personal Protective Equipment;** Approved.

**Public Comment:** President Barrow called for public comment, of which there were none.

**Board discussion** included:

- Changed policy title from *Lexipol policy* to *Harbor Patrol* policies.
- Alcohol limit time frame in regards to vehicle usage.

**Action:** Upon a motion made by Commissioner Brandy and seconded by Commissioner Barrow, Consent Item H was approved by a roll-call vote of 5-0.

**Ayes:** President Barrow, Commissioner Blecha, Commissioner Matakovich, Commissioner Brandy and Commissioner Vessely

**Noes:** None

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**DISCUSSION ITEMS**

**A. CONSIDERATION OF TERMINATION OF OLDE PORT SEAFOOD AND FISH MARKET LEASE: TERMINATION OF MONTH TO MONTH LEASE FOR OLD SITE. RECOMMEND APPROVAL.**

Harbor Manager Andrea Lueker presented staff report and answered questions from the Board.

**Public Comment:** President Barrow called for public comment.

The following individual provided public comment:

- Butch Powers, Olde Port Seafood and Fish Market Lease.

**Action:** Commissioner Brandy moved to approve to send a letter of intent to Old Port Seafood and Fish Market's lease to expire June 30, 2020. Commissioner Blecha seconded. Adopted by a roll call vote 5-0.

**Ayes:** President Barrow, Commissioner Blecha, Commissioner Matakovich, Commissioner Brandy and Commissioner Vessely.

**Noes:** None

**B. CONSIDERATION OF A FISHERMAN'S MARKET PILOT PROGRAM. REVIEW PILOT PROGRAM. RECOMMEND APPROVAL.**

Harbor Manager Andrea Lueker presented staff report and answered questions from the Board.

**Public Comment:** President Barrow called for public comment

The following individuals provided public comment:

**Tom Capen**, Commercial Fisherman

**Butch Powers**, Olde Port Seafood and Fish Market

**Dave Kirk**, Commercial Fisherman

**Brad Wilcox**, Ice House Fisheries

**Action:** Commissioner Brandy moved to approve the Pilot Program for Fisherman's Market on Harford Pier. Commissioner Blecha seconded. Adopted by a roll call vote 4-1.

**Ayes:** President Barrow, Commissioner Blecha, Commissioner Brandy and Commissioner Vessely

**Noes:** Commissioner Matakovich

**C. Harford Pier Canopy Award:** Review proposal from Moffat & Nichol; recommend approval.

**D. DECLARATION OF EMERGENCY AND RESOLUTION AUTHORIZING TEMPORARY INCREASED AUTHORITY OF THE HARBOR MANAGER: ADOPT RESOLUTION 20-07; RECOMMEND APPROVAL**

Facilities Manager Chris Munson presented the staff report and answered questions from the Board.

**Public Comment:** President Barrow called for public comment.

The following individual provided public comment:

- Vince Shay, Avila Beach Paddlesports

**Action:** Commissioner Vessely moved to adopt Resolution 20-07 with the addition to paragraph #3 to add "in consultation with the Board President."; and waived reading. Commissioner Blecha seconded, and Resolution 20-07, with noted change, was adopted by a roll-call vote of 5-0.

**Ayes:** President Barrow, Commissioner Blecha, Commissioner Matakovich, Commissioner Vessely, and Commissioner Brandy

**Noes:** None

**Absent:** None

**E. WATER AND WASTEWATER RATE STUDY: ADOPT RESOLUTION 20-08 APPROVING NEW WATER AND WASTEWATER RATES FOR A 5-YEAR PERIOD AND APPROVAL OF PROPOSITION 218 NOTICES; RECOMMEND APPROVAL**

President Barrow pulled Discussion Item B as the present meeting format may not allow for adequate public involvement. There were no objections from the Board. This item will be added to a future meeting agenda.

**F. AVILA PIER AND LANDING REHABILITATION PROJECT - WILDLIFE CONSERVATION BOARD GRANT APPLICATION AUTHORIZATION: ADOPT RESOLUTION 20-09; RECOMMEND APPROVAL.**

Harbor Manager Andrea Lueker presented the staff report and answered questions from the Board.

**Public Comment:** President Barrow called for public comment, of which there were none.

**FUTURE AGENDA ITEMS**

Special Meeting of consideration to renew and amend Lessee Recovery Plan and to discuss Preliminary Budget in a workshop proposed in two weeks.

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**ADJOURNMENT**

The meeting adjourned at 7:58 pm to the next regularly scheduled meeting on Tuesday, June 23 2020, at 6:00 pm.



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Bill Barrow, President

Attest:



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Mary Matakovich, Secretary

Respectfully submitted by Erin Smith, Administrative Secretary.