



## HARBOR COMMISSION BOARD MEETING

Amended Minutes

May 24, 2022

5:00 PM

Coastal Gateway Building

3900 Avila Beach Drive, Avila Beach, CA 93424

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### AMENDED MINUTES

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#### CALL TO ORDER / PUBLIC COMMENT

**Call to Order:** President Brandy called the Meeting to order at 5:07 PM.

Commissioners Present Drew Brandy, Mary Matakovich, Bob Vessely, and Jim Blecha

Commissioners Absent: Bill Barrow

Staff Present Suzy Watkins, Harbor Director

Legal Counsel Present Jeff Minnery

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**Public Comment:** President Brandy called for public comment on the Closed Session items, of which there were none.

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#### ADJOURN TO CLOSED SESSION

President Brandy adjourned to Closed Session at 5:07 PM.

**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*.

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#### ADJOURN TO OPEN SESSION

The Board ended Closed Session, and President Brandy reconvened the Meeting to Open Session at 6:06 PM.

#### **Report on Closed Session:**

President Brandy stated there is nothing to report.

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#### ROLL CALL / PUBLIC COMMENT

Commissioners Present Drew Brandy, Mary Matakovich, Bob Vessely, Jim Blecha

Commissioners Absent: Bill Barrow

Staff Present Suzy Watkins, Harbor Director; Chris Munson, Facilities Manager; Matt Ashton, Chief Harbor Patrol Officer; Phil Sexton, Treasurer; Linda Hendy, Accountant

Legal Counsel Present Jeff Minnery

**Public Comment:** President Brandy called for public comment on items not on the agenda, and the following commented:

- Tom Swem, PSL Yacht Club – Announced Public Sail Day on Saturday, June 25
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## **CONSENT ITEMS**

Consent Items B and H were pulled by Commissioners for comment and / or discussion.

**A. Activity Reports:** April 2022; receive and file.

**C. Monthly Payables:** April 2022 check register; receive and file.

**D. Minutes:** April 14, 2022, and April 26, 2022, minutes; recommend approval.

**E. 3<sup>rd</sup> Quarter Financial Statements:** Quarterly update; receive and file.

**F. 3<sup>rd</sup> Quarter Rent Report: Quarterly update:** receive and file.

**G. Business Manager Employment Agreement:** Review Contract / Salary for the new Business Manager; recommend approval.

**Public Comment:** President Brandy called for public comment on the Consent Items, and there were none.

**Action:** Commissioner Vessely moved to approve Consent Items A, C, D, E, F, and G; seconded by Commissioner Matakovich. Motion passed 4-0 (Commissioner Barrow absent).

## **THE FOLLOWING CONSENT ITEMS WERE PULLED:**

**B. Treasurer's Report:** March 2022; receive and file.

Treasurer Phil Sexton presented the Treasurer's Report and answered questions of the Board.

**Action:** Commissioner Blecha moved to approve Consent Item B and was seconded by Commissioner Vessely. Motion passed 4-0-1 (Commissioner Barrow absent).

**H. Fat Cat's Café Lease Amendment:** Review Staff recommendation; recommend approval.

Facilities Manager Chris Munson presented the Staff Report and answered questions of the Board.

**Action:** President Brandy moved to approve the lease amendment, allowing the expansion of outdoor dining in the public space adjacent to their lease site; seconded by Commissioner Vessely. Motion passed 4-0 (Commissioner Barrow absent).

It was the consensus of the Board to decline the use and design of the current barrier as presented and to instruct Fat Cat's Café to bring a different idea to the Property Committee at a future date.

## **DISCUSSION ITEMS**

**A. Skiff Storage Motor Lockers:** Review Staff recommendation; recommend approval.

Harbor Director Suzy Watkins presented the Staff Report.

Facilities Manager Chris Munson answered questions of the Board.

**Public Comment:** President Brandy called for public comment, and there were none.

**Action:** Commissioner Vessely moved to approve the modification of the skiff storage area for the inclusion and installation of motor lockers as a District owned and operated facility; seconded by Commissioner Matakovich. Motion passed 4-0 (Commissioner Barrow absent).

**B. State Lands Commission COVID-19 Mitigation Grant:** Review Staff recommendation; recommend approval.

Harbor Director Suzy Watkins first and foremost acknowledged the hard work that Accountant Linda Hendy and Facilities Manager Chris Munson put forth on completing the grant application in the short timeline given, followed by presenting the Staff Report and answering questions of the Board.

**Public Comment:** President Brandy called for public comment, and there were none.

**Action:** Commissioner Blecha moved to approve the Funding Agreement with the California State Lands Commission to accept COVID-19 Mitigation Grant funds in the amount of \$1,203,639 and authorize Harbor Director, or another designee, to execute required documents; seconded by Commissioner Vessely. Motion passed 4-0 (Commissioner Barrow absent).

**C. Fiscal Year 2022-23 Preliminary Budget: Resolution 22-08 adopting preliminary budget;** Recommend approval.

Harbor Director Suzy Watkins presented the Staff Report and answered questions of the Board.

Accountant Linda Hendy presented the Fiscal Year 2022-23 Preliminary Budget PowerPoint.

**Public Comment:** President Brandy called for public comment, and there were none.

**Action:** Commissioner Blecha moved to adopt Resolution 22-08, the Fiscal Year 2022/23 Preliminary Budget, and waived the reading; seconded by Commissioner Matakovich. Motion passed 4-0 (Commissioner Barrow absent).

**D. Consolidation of 2022 General Election: Adopt Resolution 22-09 to consolidate with San Luis Obispo County Election;** Recommend approval.

Harbor Director Suzy Watkins presented the Staff Report and answered questions of the Board.

**Public Comment:** President Brandy called for public comment, and there were none.

**Action:** Commissioner Blecha moved to adopt Resolution 22-09; seconded by Commissioner Brandy. Motion passed 4-0 (Commissioner Barrow absent).

**E. Approve Boom Truck Financing:** Review proposed financing structure; adopt Resolution 22-10.

Harbor Director Suzy Watkins presented the staff report and answered questions of the Board.

Facilities Manager Chris Munson answered questions of the Board.

**Public Comment:** President Brandy called for public comment, and there were none.

**Action:** Commissioner Matakovich moved to adopt Resolution 22-10 and waived the reading; seconded by Commissioner Blecha. Motion passed 4-0 (Commissioner Barrow absent).

**F. Port San Luis Harbor District Policy Manual Draft Policy #3017 - Debt Issuance and Management Policy:** Resolution 22-11 adopting Policy 3017, recommend approval.

Harbor Director Suzy Watkins presented the Staff Report and answered questions of the Board.

**Public Comment:** President Brandy called for public comment, and there were none.

**Action:** Commissioner Blecha moved to adopt Resolution 22-11 and waived the reading; seconded by Commissioner Matakovich. Motion passed 4-0 (Commissioner Barrow absent).

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**COMMUNICATIONS**

**Harbor Director Suzy Watkins**, current Chair for CMANC, shared highlights from the CMANC meeting she attended. Also, she announced that the Grand Opening Ribbon Cutting Ceremony for Harford Seafood Co. is tomorrow at 11:30.

**Facilities Manager Chris Munson** updated the Board on the funding from the Wildlife Conversation Board; the funds were released for the \$1, 250,000 grant. The Avila Pier Project can officially begin, and the logistics of the staging of materials for the repair were discussed.

He also stated that the grant funds would soon arrive from the California Department of Boating and Waterways of \$250,000 for the landing repair.

**Chief Harbor Patrol Matt Ashton** replied to Commissioner Blecha's inquiry about an opinion article in the newspaper on the changes made by the City of San Luis Obispo's language in the Use of Force policy (AB 392).

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**FUTURE AGENDA ITEMS**

Identification of items to be placed on future Agendas:

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|----------------|--|
| June 2022      | 2022/23 Final Budget                         |
| September 2022 | RFP Monthly Revocable Licenses               |
| October 2022   | Approval of RFP Monthly Revocable Licenses   |
| TBD            | Harford Pier Site Plan                       |
| TBD            | Port San Luis Harbor District Policy Updates |

**ADJOURNMENT**

The meeting adjourned at 8:51 PM to the next regularly scheduled meeting on Tuesday, June 28, 2022, at 6:00 PM.

  
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Drew Brandy, President

Attest:   
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Bob Vessely, Secretary