

BOARD OF COMMISSIONERS

MARY MATAKOVICH - District 3  
BOB VESSELY - District 4  
JIM BLECHA - District 2  
BILL BARROW - District 1  
DREW BRANDY - District 5

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*Vice President*  
*Secretary*  
*Commissioner*  
*Commissioner*



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SUZY WATKINS  
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PHILLIP J. SEXTON, CPA

*Harbor Director*  
*Legal Counsel*  
*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, March 28, 2023  
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 representative: Harbor Director Suzy Watkins. Employee Organization: Service Employees International Union, Local 620.

**3. 6:00 ADJOURN TO OPEN SESSION / ROLL CALL / FLAG SALUTE**

**4. 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.

**5. PRESENTATIONS**

[Adopt Resolution 23-01](#) in appreciation of Commissioner Drew Brandy for his service as Board President in 2022.

**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](#): February 2023; receive and file.
- B. [Treasurer’s Report](#): January 2022; receive and file.
- C. [Monthly Payables](#): February 2023 check register; receive and file.
- D. [Minutes](#): February 28, 2023, Minutes; recommend approval.
- E. [Harbor Terrace Construction Observation Contract Extension](#): Recommend approval.
- F. [Lumber and Pile Invitation to Bid \(ITB\) Award](#): Review results of ITB and award contract; recommend approval.

**7. DISCUSSION ITEMS**

- A. **Public Hearing to Amend Fee Schedule**: Open Public Hearing and receive public input on proposed changes to the District Code of Ordinances, Chapter 4 – Schedule of Fees, Tariffs and Other Charges; Review and set User Fees and Adjust Fee Schedule; Adopt Resolution 23-02. [Staff Report](#), [Attachment 1](#), [Attachment 2](#)
- B. **Update of Policy Handbook**: Review and approve proposed update to Policy 2155 Guidelines for Accepting and Providing Gifts, Entertainment, and Services; recommend approval. [Staff Report](#), [Attachment 1](#), [Attachment 2](#)
- C. **California Office of Emergency Services Resolution for Storm Damage funds**: Review CAL OES form 130; Adopt Resolution 23-03. [Staff Report](#), [Attachment 1](#)

**D. Budget Adjustment for Storm Damages:** Recommend approval. [Staff Report](#)

**E. Olde Port Beach Stair Engineering:** Review proposal from Cannon Associates; recommend approval. [Staff Report](#), [Attachment 1](#)

## 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 request a matter of business on a future agenda. (Gov. Code Sec. 54954.2)

## 9. ADJOURNMENT

The next regular meeting of the Harbor District will be held on Tuesday, April 25, 2023, 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.*