

BOARD OF COMMISSIONERS

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*Commissioner*



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SUZY WATKINS *Harbor Director*  
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PHILLIP J. SEXTON, CPA *Treasurer*

“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, August 23, 2022  
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 §54956.9(d)(1): Conference with legal counsel regarding existing litigation in the matter of *Andrea Lueker v. Port San Luis Harbor District, et al.*, SLO Superior Court Case No. 22CV-0317.

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*.

Pursuant to Government Code §54956.9(d)(1): Conference with District Counsel regarding anticipated litigation.

Pursuant to Government Code §54957: Public Employee Performance Evaluation – Harbor Director.

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

Announce any action taken during Closed Session.

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. 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 2022; receive and file.

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

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

D. Minutes: July 26, 2022, 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. Accounts Receivable: Write-off of uncollectable accounts; recommend approval.

H. 2023 License to do Business on District Property Request for Proposals (RFP): Draft RFP; recommend approval. Attachment 1

I. Approval of the Harbor Patrol Officers Association Memorandum of Understanding: Recommend approval.

J. Avila Pier Pile Repair Inspections: Recommend approval

K. Mooring Supplies Invitation to Bid Award: Recommend approval

6. DISCUSSION ITEMS

A. 2021-22 Reserve Funding: Review and recommend final reserve funding for fiscal year 2021-22; provide direction to staff.

B. California State Parks, Div. of Boating and Waterways – Surrendered and Abandoned Vessel Exchange (SAVE) Grant Acceptance: Adopt Resolution 22-15 to accept \$20,000 SAVE Grant Award; recommend approval

C. Accounting Supervisor Salary: Review updated Salary Schedule for Accounting Supervisor; recommend approval

D. Grant of Easement to PG&E for Electrical Service on Harbor Terrace: Adopt Resolution 22-16; recommend approval Attachment 1 / Attachment 2 / Attachment 3

- E. **Update of Policy Handbook:** Review and approve proposed update to Policy 4020 – Attendance at Meetings; recommend approval

## 7. 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 take action to direct staff to place a matter of business on a future agenda. (Gov. Code Sec. 54954.2)

## 8. FUTURE AGENDA ITEMS

Identification of items to be placed on future Agendas:

- **September 2022:** Discuss Discontinued Seasonal Fire Ring Program
- **September 2022:** Harbor Patrol Department Report and Budget Adjustment re: purchase of load bearing harness vests
- **November 2022:** Approval of 2023 License Renewals and new License Proposals
- **Ongoing:** Port San Luis Harbor District Policy Update

## 9. ADJOURNMENT

The next regular meeting of the Harbor District will be held on Tuesday, September 27, 2022, at 6:00 PM.

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.*