



HARBOR COMMISSION BOARD MEETING

Minutes
March 28, 2023
5:00 PM

Coastal Gateway Building
3900 Avila Beach Drive, Avila Beach, CA 93424

MINUTES

CALL TO ORDER / ROLL CALL

Call to Order: President Matakovich called the Meeting to order at 5:03 PM.

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

Commissioners Absent: None

Staff Present Suzy Watkins, Harbor Director;

Legal Counsel Present Ty Green, Linda Somers Smith

PUBLIC COMMENT: President Matakovich called for public comment on the Closed Session items, of which there was none.

ADJOURN TO CLOSED SESSION

President Matakovich adjourned to Closed Session at 5:04 PM.

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.

ADJOURN TO OPEN SESSION

The Board adjourned and President Matakovich reconvened the meeting to Open Session at 6:07 PM.

Report on Closed Session:

President Matakovich stated that the Board had taken no reportable action.

PUBLIC COMMENT: President Matakovich called for public comment on items not on the agenda, and the following commented:

- Jean Nanney, resident of Avila Beach
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ROLL CALL / FLAG SALUTE / PUBLIC COMMENT

<u>Commissioners Present</u>	Mary Matakovich, Bob Vessely, Bill Barrow, Jim Blecha, and Drew Brandy
<u>Commissioners Absent:</u>	None
<u>Staff Present</u>	Suzy Watkins, Harbor Director; Jenn Dance, Business Manager; Chris Munson, Facilities Manager; Matt Ashton, Chief Harbor Patrol
<u>Legal Counsel Present</u>	Ty Green

PRESENTATIONS

Adopt Resolution 23-01 in appreciation of Commissioner Drew Brandy for his service as Board President in 2022.

Commissioner Blecha moved to adopt Resolution 23-01, commending Commissioner Brandy for his service to the District as Harbor Commissioner President. Commissioner Vessely seconded, and the Resolution was adopted by a roll call vote of 5-0.

CONSENT ITEMS

- 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.

Public Comment: President Matakovich called for public comment on Consent Items A through F, and there was none.

Action: Commissioner Blecha moved to approve Consent Items A through F; seconded by Commissioner Brandy. Motion passed 5-0.

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.

President Matakovich opened Public Hearing.

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

Public Comment: President Matakovich called for public comment, and there was none.

President Matakovich closed Public Hearing.

Action: Commissioner Vessely moved to adopt Resolution 23-02 and waived the reading to amend Chapter 4 (Schedule of Fees, Tariffs, and Other Charges) of Harbor District Code of Ordinances to be effective July 1, 2023; seconded by Commissioner Blecha. The Resolution was adopted by a roll call vote of 5-0.

- B. Update of Policy Handbook:** Review and approve proposed update to Policy 2155 - Guidelines for Accepting and Providing Gifts, Entertainment, and Services; recommend approval.

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

Public Comment: President Matakovich called for public comment, and there was none.

Action: Commissioner Brandy moved to approve the proposed updates to Policy 2155 – Guidelines for Accepting and Providing Gifts, Entertainment, and Services; seconded by Commissioner Blecha. Motion passed 5-0.

C. California Office of Emergency Services Resolution for Storm Damage funds: Review CAL form 130; Adopt Resolution 23-03.

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

Public Comment: President Matakovich called for public comment, and there was none.

Action: Commissioner Vessely moved to adopt Resolution 23-03, and waived the reading to adopt the California Governor's Office of Emergency Services (Cal OES) Designation of Applicant's Agent Resolution designating the Harbor Director, Facilities Manager, and Business Manager as authorized agents to execute on behalf of the Port San Luis Harbor District for the purpose of obtaining public assistance grants from Cal OES and FEMA for disaster DR-4683, California Severe Winter Storms, Flooding, Landslides and Mudslides; seconded by Commissioner Brandy. The Resolution was adopted by a roll call vote of 5-0.

D. Budget Adjustment for Storm Damages: Recommend approval.

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

Public Comment: President Matakovich called for public comment, and there was none.

Action: Commissioner Blecha moved to approve the budgetary transfer allocation of \$100,000 to Emergency Supplies, funding source Operating Reserves, to be used for storm damage response and repairs; seconded by Commissioner Vessely. Motion passed 5-0.

E. Olde Port Beach Stair Engineering: Review proposal from Cannon Associates; recommend approval.

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

Public Comment: President Matakovich called for public comment, and there was none.

Action: Commissioner Vessely moved to approve the selection of Cannon Associates to provide engineering services for repair of Olde Port Beach Stairs in an amount not to exceed \$16,000; seconded by Commissioner Blecha. Motion passed 5-0.

COMMUNICATIONS

- Commissioner Vessely briefed the Board on a new offshore wind report from the Bureau of Ocean Energy Management.
- Commissioner Brandy provided a recap on his and Harbor Director Suzy Watkins's attendance at the CMANC federal advocacy trip in Washington, D.C.
- Harbor Director Suzy Watkins updated the Board on the following: a) The Army Corps of Engineers plan to assess the breakwater for storm damage in preparation for the mobilization of the second season to finish the project. b) The Budget Workshop is on Thursday, April 13th at 10:00 AM. c) Expect a comprehensive update from Flying Flags in the next few months, and d) The fire rings will come back to the Board next month.
- Commissioner Blecha will prepare his proposed public art project report to present to the Board at a future meeting.
- Commissioner Brandy will prepare a proposal on modifying the Board President election process to present to the Board at a future meeting.

President Matakovich adjourned Open Session at 7:09 PM.

ADJOURN TO CLOSED SESSION

President Matakovich reconvened to Closed Session at 7:15 PM.

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.

ADJOURN TO OPEN SESSION

The Board ended Closed Session, and President Matakovich reconvened the meeting to Open Session at 7:43 PM.

Report on Closed Session: President Matakovich reported that Staff was given direction to proceed with negotiations.

ADJOURNMENT

The Meeting adjourned at 7:43 PM to the next regularly scheduled Meeting on Tuesday, April 25, 2023, at 6:00 PM.



Mary Matakovich, President

Attest:



Jim Blecha, Secretary