

AGENDA NO: A-1

MEETING DATE: February 6, 2020

MINUTES-MORRO BAY HARBOR ADVISORY  
BOARD MEETING – October 3, 2019  
VETERAN'S MEMORIAL HALL – 5:30 P.M.

PRESENT: Mark Blackford Vice-Chair  
Gene Doughty Member  
Lynn Meissen Member  
Owen Hackleman Member  
Dana McClish Member  
Cherise Hansson Member

ABSENT: Ron Reisner Chair

STAFF: Eric Endersby Harbor Director  
Lori Stilts Harbor Business Coordinator

ESTABLISH QUORUM AND CALL TO ORDER

<https://youtu.be/pgmBGAPJ5M0>

The meeting was called to order at 5:33 p.m., with a quorum present.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

CHAIR AND ADVISORY BOARD MEMBER ANNOUNCEMENTS

<https://youtu.be/pgmBGAPJ5M0?t=74>

PRESENTATIONS

<https://youtu.be/pgmBGAPJ5M0?t=219>

The Executive Director of the Morro Bay Community Quota Fund (MBCQF), Dwayne Oberhoff, presented an update on local fishing landings in Morro Bay and the MBCQF's current activities.

PUBLIC COMMENT

<https://youtu.be/pgmBGAPJ5M0?t=915>

The public comment period was opened and closed with no comments.

A. CONSENT AGENDA

<https://youtu.be/pgmBGAPJ5M0?t=925>

Unless an item is pulled for separate action by the Board, the following actions are approved without discussion. The public will also be provided an opportunity to comment on consent agenda items.

A-1 HARBOR DEPARTMENT STATUS REPORT

**RECOMMENDATION: Receive and file.**

MOTION: Board Member McClish moved approval of item A-1. The Motion was seconded by Board Member Hansson and carried unanimously, 6-0.

B. BUSINESS ITEMS

<https://youtu.be/pgmBGAPJ5M0?t=945>

B-1 UPDATE FROM THE BOATYARD/MARINE SERVICES FACILITY AD-HOC COMMITTEE ON COMMITTEE'S RECENT ACTIVITIES

Committee Chair McClish stated the committee met on September 18 with grant consultant Louis Tornatzky. The Committee learned forming partnerships are a helpful part of the process and meeting face to face with those partnerships are key. A list of local partners, potential funding sources, and other facility operators to reach out to for information were listed.

B-2 UPDATE FROM THE FINANCE & BUDGET AD-HOC COMMITTEE ON COMMITTEE'S RECENT ACTIVITIES

<https://youtu.be/pgmBGAPJ5M0?t=1184>

Director Endersby updated the Board on the status of the Maser Fee schedule and confirmed the City Council took their recommendations of postponing the Commercial Slip and Liveboard fee increase until there is further discussion with those user groups.

B-3 UPDATE FROM THE EELGRASS AD-HOC COMMITTEE ON COMMITTEE'S RECENT ACTIVITIES

<https://youtu.be/pgmBGAPJ5M0?t=1248>

Committee Chair Meissen confirmed there is nothing new to report.

B-4 UPDATE ON HARBOR DEPARTMENT LEASE MANAGEMENT POLICY UPDATE PROCESS, AND GENERAL HARBOR ADVISORY BOARD INPUT ON THE MEASURE D, BUILDING LEASE, PERCENT GROSS SALES AUDITING AND LEASE SITE INSPECTION AND REPAIR ELEMENTS OF THE POLICY

<https://youtu.be/pgmBGAPJ5M0?t=1253>

Director Endersby presented the staff report for item B-4, with a brief update on the Lease Management Policy Update Groups progress and presented 4 items for Board consideration and feedback for inclusion in the new lease policy.

Input was given by the Board on the following 4 items:

Measure D

Member Doughty stated language should not be in the policy, but in the City's planning documents.

Vice-Chair Blackford suggested the Policy should have language "supporting thereof" in the City's General Plan, Local Coastal Program and Waterfront Master Plan.

There was Board consensus Measure D language belongs in planning/permitting documents and not in the Master Lease Policy.

Building Lease

Member Doughty suggested the building leases should have a higher rent.

Member Hackleman agreed with Staff's opinion to try to minimize competition between the City and leasees.

Member McClish agrees with minimizing competition between the City and leasees with the ground leases.

Member Hansson was ok with building leases as long as everything is doubled with rents compared to ground leases.

Vice-Chair Blackford stated the City should strive to get out of building leases.

There was Board consensus to minimize the use of building leases.

#### Percent Gross Sales Auditing

Director Endersby defined percent gross auditing, asked for input, and responded to Board inquiries.

There was Board consensus lease sites should be audited on an annual, rotating basis every five years.

#### Lease Site Inspection and Repair Elements

Director Endersby explained to the Board like percent gross audits the City's policy states all lease sites should be inspected every 5 years and proposes a similar methodology for inspecting like percent gross audits.

There was board consensus with inspecting 1/5 of the lease sites every five years on an annual rotating basis with more frequent inspections for life-safety issues and the possibility of an inspection punch list with additional outside agency participation.

#### **B-5 DISCUSSION OF THE ROLE OF THE HARBOR ADVISORY BOARD IN REVIEWING CITY COUNCIL GOAL AND WORK PLAN ITEMS AND THE HARBOR ADVISORY BOARD'S ROLE AND MEETING SCHEDULE GENERALLY, INCLUDING REPORTING OF FINDINGS ON ACTION ITEMS TO THE CITY COUNCIL, WITH RECOMMENDATIONS TO THE COUNCIL SUB-COMMITTEE FOR CONSIDERATION**

<https://youtu.be/pgmBGAPJ5M0?t=4080>

Director Endersby presented the staff report for B-5 explaining the Council's desire to update the Advisory Board Handbook Bylaws and request the Boards input on their roles and responsibility, frequency of meetings, work plan priorities and the reporting process back to Council.

Input was given by the Board on the following items:

#### Roles and Responsibilities

Member Doughty stated how important it is to continue what the Board currently is doing as they give a voice to the waterfront community. He would like it to go back to the way it used to be and perhaps take Board recommendations to Council on the consent agenda in the future.

Member McClish believes it's important to keep the roles the same as written in the current policy and feels the Council doesn't seriously listen to the Boards recommendations compared to the general public's input.

Member Doughty strongly feels the Board is here to advocate for the people on the waterfront not be at the beckon call of the Council.

#### Meeting Schedule

Member Hansson stated that the routine of the Board meetings always on the first Thursday of the month are a good avenue for public outreach.

Member Hackleman stated the Harbor Board is an important advisory body.

Members Meissen and Doughty agree with Member Hansson's statement.

Member McClish agrees with the consistency of the current meeting schedule.

There was Board consensus to keep the meeting schedule as is with 10 meetings per year.

#### Work Plan and Priorities

Vice-Chair Blackford suggested the first priorities should come from City Council.

Member McClish asked if the Board gets a list of Goals from Council and how that works?

Director Endersby explained the goal process to the Board, Council establishing its goals with objectives under those goals and then it's handed down to staff where a work plan is established and farmed out to the Board for input on how the goals will be accomplished.

Member Doughty voiced his concern that not all the Councils goals cover issues that are important to the Board and waterfront public. The Board needs to be able to introduce goals to the Council that are important.

#### Reporting back to Council

Director Endersby proposed potential avenues to convey recommendations back to council:

- Liaison or other Council member—reports it to Council
- Staff – makes note and reports it to the City Manager
- Body Chair – writes a letter to Council

Vice-Chair Blackford suggested the Council have a standing Council agenda item for Board recommendations in the form of a Directors report.

There was Board consensus to establish a Directors report to be submitted to Council by the Harbor Director for Harbor Advisory Board recommendations to be on the current Council agenda and to be reported back to Board with Council evaluation regarding the recommendation.

#### C. DECLARATION OF FUTURE AGENDA ITEMS

<https://youtu.be/pgmBGAPJ5M0?t=7041>

Member Hansson requested a discussion on Embarcadero winter banners, PG & E lamp post upgrading and sidewalk painting.

There was not Board consensus to add Member Hansson's request.

Pending items previously declared:

- Goals and Objectives – Working Waterfront Designation
- Measure D
- Explore Benefits of Becoming a Harbor or Port District
- Wind Energy Generation off the Coast of Morro Bay
- Creation of an Embarcadero Business District to Fund Harbor Infrastructure
- Review of TBID Assessment funding
- Identify/review responsible parties for cleanliness of waterfront ground lease sites, public restrooms, light posts, and concern for public safety

- ~~• Report for Morro Bay Quota Fund in September or October of 2019~~
- Mini “SWOT”

D. ADJOURNMENT

This meeting was adjourned at 7:37 p.m. The next Regular Meeting will be held on Thursday, November 7, 2019 at 5:30 p.m. in the Veteran’s Memorial Hall located at 209 Surf Street, Morro Bay, California.

Recorded by,

Lori Stilts  
Harbor Business Coordinator