



# CITY OF MORRO BAY HARBOR ADVISORY BOARD A G E N D A

*The City of Morro Bay provides essential public services and infrastructure to maintain a safe, clean and healthy place for residents and visitors to live, work and play.*

## **Regular Meeting Thursday, February 4, 2021 – 5:30 P.M. Held Via Teleconference**

Gene Doughty	South Bay/Los Osos
Cherise Hansson	Waterfront Leaseholders
Dana McClish	Recreational Boating
Scott Mather	Marine Oriented Business
Lynn Meissen	Member at Large
Jeremiah O'Brien	Morro Bay Commercial Fishermen's Organization
Christopher Vaile	Member at Large
Vacant	Alternate to Jeremiah O'Brien (MBCFO)
Vacant	Alternate to Jeremiah O'Brien (MBCFO)

ESTABLISH QUORUM AND CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

CHAIR, ADVISORY BOARD MEMBER & LIAISON ANNOUNCEMENTS & PRESENTATIONS

- Morro Bay National Estuary Program 2021 Updates  
The Executive Director of the Morro Bay National Estuary Program, Lexi Bell, will be presenting the Harbor Advisory Board with an update and highlights on their activities.

### PUBLIC COMMENT

*Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this Meeting will be conducted telephonically through Zoom and broadcast live on Cable Channel 20 and streamed on the City website (click [here](#) to view). Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Veterans' Hall will not be open for the meeting.*

### Public Participation:

*In order to prevent and mitigate the effects of the COVID-19 pandemic, and limit potential spread within the City of Morro Bay, in accordance with Executive Order N-29-20, the City will not make available a physical location from which members of the public may observe the meeting and offer public comment. Remote public participation is allowed in the following ways:*

- *Community members are encouraged to submit agenda correspondence in advance of the meeting via email to the Harbor office at [lstilts@morrobayca.gov](mailto:lstilts@morrobayca.gov) prior to the meeting and will be published on the City website with a final update one hour prior to the meeting start time. Agenda correspondence received less than an hour before the meeting start time may not be posted until after the meeting.*
- *Members of the public may watch the meeting either on cable Channel 20 or as streamed on the City [website](#).*
- *Alternatively, members of the public may watch the meeting and speak on a specific agenda item by logging in to the Zoom webinar at the **beginning** of the meeting using the information*

provided below. Please use the “raise hand” feature to indicate your desire to provide public comment. Each speaker will be allowed three minutes to provide input.

Please click the link below to join the webinar:

➤ <https://us02web.zoom.us/j/82722747698?pwd=aWZpTzcwTHlRTk9xaTlmWVNWRWFUQT09>

Password: 135692

Or Telephone Attendee: (408) 638-0968 or (669) 900 6833 or (346) 248 7799; Webinar ID: 827 2274 7698; Password: 135692; Press \* 9 to “Raise Hand” for Public Comment

#### A. CONSENT CALENDAR

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 Approval of Minutes from the Special Harbor Advisory Board meeting held on October 8, 2020.  
**RECOMMENDATION: Approve as submitted.**
- A-2 Approval of Minutes from the Harbor Advisory Board meeting held on November 5, 2020.  
**RECOMMENDATION: Approve as submitted.**
- A-3 Approval of Minutes from the Harbor Advisory Board meeting held on December 3, 2020.  
**RECOMMENDATION: Approve as submitted.**
- A-4 Harbor Department Status Report.  
**RECOMMENDATION: Receive and file report.**

#### B. BUSINESS ITEMS

- B-1 Election of Harbor Advisory Board Chair and Vice Chair, and Establishment of Sub-Committee Chair and Member Appointments  
**RECOMMENDATION: Staff recommend the Harbor Advisory Board elect a Chair and Vice Chair for the upcoming year, and reestablish existing sub-committee chair and member appointments.**
- B-2 Update from the Boatyard/Marine Services Facility Ad-Hoc Committee on Committee’s Recent Activities  
**RECOMMENDATION: Receive and file update.**
- B-3 Update from the Finance & Budget Ad-Hoc Committee on Committee’s Recent Activities, and Presentation of the 2021 City Council Calendar and Budget Development Schedule  
**RECOMMENDATION: Receive and file update and Council calendar information.**
- B-4 Establishment of Harbor Advisory Board Member Assignments for Public Engagement Opportunities  
**RECOMMENDATION: Staff recommend the Harbor Advisory Board establish Board member assignments to act as information conduits to various outside organizations and entities, and pursue public engagement activities, as outlined in this staff report.**

### C. DECLARATION OF FUTURE AGENDA ITEMS

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
- Eelgrass Committee to propose an action plan to be included in the GPLCP update
- Discussion of the Castle Wind Community Benefit funds
- Review the RV Camping Program

### D. ADJOURNMENT

This agenda is subject to amendment up to 72 hours prior to the date and time set for the meeting. Please refer to the agenda posted at the Morro Bay Harbor Department, 1275 Embarcadero, for any revisions or call the department at 772-6254 for further information.

Materials related to an item on this Agenda are available for public inspection during normal business hours at the Harbor Department, 1275 Embarcadero Road, or online at [www.morrobayca.gov](http://www.morrobayca.gov). Materials related to an item on this Agenda submitted to the Board after publication of the Agenda packet are available for inspection at the Harbor Department during normal business hours or at the scheduled meeting.

AGENDA NO: A-1

MEETING DATE: February 4, 2021

MINUTES-MORRO BAY HARBOR ADVISORY  
BOARD SPECIAL MEETING – October 8, 2020  
TELECONFERENCE – 5:30 P.M.

*Harbor Advisory Board conducted this meeting in accordance with Section 3 of California Governor Newsom's Executive Order N-29-20 issued on March 17, 2020 in response to the present State of Emergency in existence due to the threat of COVID-19. This meeting was held via teleconference for all participants.*

PRESENT: Ron Reisner Chair  
Cherise Hansson Member  
Lynn Meissen Member  
Dana McClish Member  
Owen Hackleman Member  
Gene Doughty Member

ABSENT: Mark Blackford Vice-Chair

STAFF: Eric Endersby Harbor Director  
Lori Stilts Harbor Business Coordinator

ESTABLISH QUORUM AND CALL TO ORDER

[https://youtu.be/HKJY7nQn\\_iE?t=32](https://youtu.be/HKJY7nQn_iE?t=32)

The meeting was called to order at 5:30 p.m., with a quorum present.

PUBLIC COMMENT

[https://youtu.be/HKJY7nQn\\_iE?t=86](https://youtu.be/HKJY7nQn_iE?t=86)

The public comment period was open. Board Member Doughty joined the meeting at 5:34 p.m.

Public comment was closed with no comments.

SPECIAL MEETING AGENDA ITEM

- I. REPORT ON THE FY 19/20 UNAUDITED YEAR-END HARBOR DEPARTMENT BUDGET STATUS, INCLUDING ECONOMIC IMPACTS OF THE COVID-19 PANDEMIC SOCIAL AND BUSINESS SHUTDOWNS TO THE FY 19/20 HARBOR DEPARTMENT BUDGET, AND UPDATE ON CITY OF MORRO BAY'S ROCK SOLID TOGETHER FINANCIAL AND ECONOMIC RECOVERY PLAN AND FINANCIAL OUTLOOK FOR FY 20/21

[https://youtu.be/HKJY7nQn\\_iE?t=179](https://youtu.be/HKJY7nQn_iE?t=179)

Harbor Director Endersby provided the staff report and responded to Board member inquiries.

City Manager Collins spoke to the current parking study underway, which should help determine the true parking demand and best management practices for the future. Any potential revenues would not be available until next fiscal year if the study recommends going forward with paid parking.

City Manager Collins stated Measure E-20 will be used to maintain local core services in Morro Bay.

II. UPDATE ON STATUS OF THE WATERFRONT RV CAMPING CITY COUNCIL 2019/2020  
GOAL ACTION ITEM

[https://youtu.be/HKJY7nQn\\_jE?t=4058](https://youtu.be/HKJY7nQn_jE?t=4058)

Harbor Director Endersby provided the staff report and responded to Board member inquiries.

III. HARBOR ADVISORY BOARD INPUT TO THE UNITED STATES COAST GUARD  
WATERWAYS ANALYSIS AND MANAGEMENT SYSTEM SURVEY FOR MORRO BAY/SAN  
LUIS OBISPO WATERS

[https://youtu.be/HKJY7nQn\\_jE?t=5113](https://youtu.be/HKJY7nQn_jE?t=5113)

Harbor Director Endersby provided the staff report and gathered Board's input to enter into the WAMS survey for submission.

D. ADJOURNMENT

This meeting was adjourned at 7:39 p.m.

Lori Stilts  
Harbor Business Coordinator

MINUTES-MORRO BAY HARBOR ADVISORY  
BOARD MEETING – November 5, 2020  
TELECONFERENCE – 5:30 P.M.

AGENDA NO: A-2

MEETING DATE: February 4, 2021

*Harbor Advisory Board conducted this meeting in accordance with Section 3 of California Governor Newsom's Executive Order N-29-20 issued on March 17, 2020 in response to the present State of Emergency in existence due to the threat of COVID-19. This meeting was held via teleconference for all participants.*

PRESENT: Ron Reisner Chair  
Mark Blackford Vice-Chair  
Gene Doughty Member  
Lynn Meissen Member  
Cherise Hansson Member  
Jeremiah O'Brien Member

ABSENT: Dana McClish Member

STAFF: Eric Endersby Harbor Director  
Lori Stilts Harbor Business Coordinator

#### ESTABLISH QUORUM AND CALL TO ORDER

<https://youtu.be/wRS6cNHjuQ?t=93>

The meeting was called to order at 5:31 p.m., with a quorum present.

#### MOMENT OF SILENCE

#### PLEDGE OF ALLEGIANCE

#### CHAIR AND ADVISORY BOARD MEMBER, LIAISON ANNOUNCEMENTS

#### PUBLIC COMMENT

<https://youtu.be/wRS6cNHjuQ?t=762>

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

#### A. CONSENT AGENDA

<https://youtu.be/wRS6cNHjuQ?t=890>

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

A-1 APPROVAL OF MINUTES FROM THE HARBOR ADVISORY BOARD MEETING HELD ON SEPTEMBER 3, 2020.

**RECOMMENDATION: Approve as submitted.**

MOTION: Board Member Blackford moved approval of item A-1 on the consent agenda. The Motion was seconded by Board Member Hansson and carried 5-0.

Member Hansson requested to pull item A-2.

Director Endersby responded to Member inquiries.

A-2 HARBOR DEPARTMENT STATUS REPORT.

**RECOMMENDATION: Receive and file report.**

Member Doughty joined the meeting at 5:59 p.m.

MOTION: Board Member Blackford moved approval of item A-2 on the consent agenda. The Motion was seconded by Board Member Meissen and carried 6-0.

**B. BUSINESS ITEMS**

<https://youtu.be/wRS6cNHjuQ?t=1720>

The Board agreed to move item B-5 to the beginning of the Business items.

**B-5 UPDATE ON THE ACTIVITIES AND FUNDRAISING EFFORTS OF THE FRIENDS OF THE MORRO BAY HARBOR DEPARTMENT**

Bill Luffee, President of The Friends of Morro Bay Harbor Department gave a brief presentation on their fundraising efforts to obtain a new patrol/fire boat for the Harbor Department.

There was Board discussion. Director Endersby and Mr. Luffee responded to Member inquiries.

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

<https://youtu.be/wRS6cNHjuQ?t=3232>

Chair Reisner stated there is nothing new to report.

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

<https://youtu.be/wRS6cNHjuQ?t=3323>

Committee Chair Blackford stated there is no recent activity.

There was Board discussion regarding the proposed Measure E-20.

**B-3 CONSIDERATION OF HARBOR ADVISORY BOARD MEMBER ASSIGNMENTS FOR PUBLIC ENGAGEMENT OPPORTUNITIES**

<https://youtu.be/wRS6cNHjuQ?t=3481>

Director Endersby presented the staff report for item B-3.

There was Board discussion.

MOTION: Member Meissen moved to establish a more formal relationship with various groups in Morro Bay to invite their comments about Harbor Advisory Board issues.

Member Blackford proposed an amendment to the motion to explore assignments of Harbor Advisory Board Members for Public Engagement Opportunities for the next meeting. Member Meissen accepted the amendment. The amended motion was seconded by Member O'Brien and carried 6-0.

**B-4 IDENTIFICATION OF RESPONSIBLE PARTIES FOR CLEANLINESS OF WATERFRONT GROUND LEASES, PUBLIC RESTROOMS, LIGHT POSTS AND CONCERN FOR PUBLIC SAFETY**

<https://youtu.be/wRS6cNHjuQ?t=4301>

Director Endersby presented the staff report for item B-4 and responded to Member inquiries.

**C. DECLARATION OF FUTURE AGENDA ITEMS**

<https://youtu.be/wRS6cNHjuQ?t=5164>

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~~
- Eelgrass Committee to propose an action plan to be included in the GP/LCP update
- ~~Allocating Board Members to specific areas to increase public engagement~~
- Discussion of the Castle Wind Community Benefit funds

D. ADJOURNMENT

This meeting was adjourned at 7:00 p.m. The next Regular Meeting will be held on December 3, 2020 at 5:30 p.m. via teleconference.

Lori Stilts  
Harbor Business Coordinator

AGENDA NO: A-3

MEETING DATE: February 4, 2020

MINUTES-MORRO BAY HARBOR ADVISORY  
BOARD MEETING – December 3, 2020  
TELECONFERENCE – 5:30 P.M.

*Harbor Advisory Board conducted this meeting in accordance with Section 3 of California Governor Newsom's Executive Order N-29-20 issued on March 17, 2020 in response to the present State of Emergency in existence due to the threat of COVID-19. This meeting was held via teleconference for all participants.*

PRESENT: Ron Reisner                      Chair  
Mark Blackford                      Vice-Chair  
Gene Doughty                      Member  
Lynn Meissen                      Member  
Cherise Hansson                      Member  
Jeremiah O'Brien                      Member  
Dana McClish                      Member

STAFF: Eric Endersby                      Harbor Director  
Lori Stilts                      Harbor Business Coordinator

ESTABLISH QUORUM AND CALL TO ORDER

<https://youtu.be/W56uBSKOZM0?t=35>

The meeting was called to order at 5:30 p.m., with a quorum present.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

CHAIR AND ADVISORY BOARD MEMBER, LIAISON ANNOUNCEMENTS

Council Liaison McPherson announce to the Board this would be her last meeting and thanked the Members for their dedication and hard work.

PUBLIC COMMENT

<https://youtu.be/W56uBSKOZM0?t=986>

The public comment period was opened.

Erica Crawford, Morro Bay Chamber President, spoke in support of the Harbor Department RV camping Program and recommend the Board make a positive recommendation to the City Council to pursue the program on a permanent basis.

The public comment was closed.

A. CONSENT AGENDA

<https://youtu.be/W56uBSKOZM0?t=1138>

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

A-1 HARBOR DEPARTMENT STATUS REPORT.

Chair Reisner pulled item A-1.

**RECOMMENDATION: Receive and file report.**

Director Endersby responded to staff report inquiries.

MOTION: Board Member Blackford moved approval of item A-1 on the consent agenda. The Motion was seconded by Board Member Hansson and carried unanimously, 7-0.

**B. BUSINESS ITEMS**

<https://youtu.be/W56uBSKOZM0?t=2110>

The Board agreed to move item B-4 to the beginning of the Business items.

**B-4 UPDATE FROM STAFF AND THE FRIENDS OF THE MORRO BAY HARBOR DEPARTMENT ON THE STATUS OF THE REPLACEMENT OF HARBOR PATROL BOAT 68, INCLUDING FUNDRAISING EFFORTS TO DATE**

Director Endersby presented the staff report with a PowerPoint presentation.

Harbor Patrol Officer Stein provided refurbishment details needed to repower the Port San Luis boat.

Bill Luffee, President of The Friends of Morro Bay Harbor Department gave a brief presentation on their fundraising efforts to obtain the Port San Luis boat with \$18,000 raised so far.

There was Board discussion. Director Endersby and Mr. Luffee responded to Member inquiries.

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

<https://youtu.be/W56uBSKOZM0?t=3382>

The public comment period was opened.

Council Liaison McPherson spoke in support of the purchase of the new boat and the fundraising efforts discussed in the last item.

The public comment period was closed.

Committee Chair McClish stated there is nothing new to report.

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

<https://youtu.be/W56uBSKOZM0?t=3503>

Committee Chair Blackford stated there is nothing new to report.

**B-3 UPDATE AND REVIEW OF THE PILOT WATERFRONT RV CAMPING PROGRAM, AND HARBOR ADVISORY BOARD INPUT AND RECOMMENDATION TO THE CITY COUNCIL ON THE FUTURE OF THE PROGRAM**

<https://youtu.be/W56uBSKOZM0?t=3532>

Public comment was opened and closed with no comments.

Director Endersby presented the staff report for item B-3 and responded to Member inquiries.

There was Board discussion.

MOTION: Member Blackford moved the Board send a memo to the Morro Bay City Council recommending formalizing the program for waterfront camping. In addition, direct staff to present the council with a formal budget plan including marketing, improving the

camping experience, and proposed expansion plans for the current and upcoming fiscal years. The motion was seconded by Board Member Meissen and carried 4-3 vote with Members Meissen, Doughty and McClish opposed.

There was Board consensus for Chair Reisner to draft and send a memo to the City Council summarizing the Boards discussion, recommendations and vote on this subject.

C. DECLARATION OF FUTURE AGENDA ITEMS

<https://youtu.be/W56uBSKOZM0?t=6911>

There was Board consensus to add “Review RV Camping program” to the future agenda items.

Council Liaison McPherson suggested Board Members voice their opinions at the next Council meeting when the RV camping program is reconsidered.

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
- Eelgrass Committee to propose an action plan to be included in the GP/LCP update
- Discussion of the Castle Wind Community Benefit funds

D. ADJOURNMENT

This meeting was adjourned at 8:30 p.m. The next Regular Meeting will be held on February 4, 2020 at 5:30 p.m. via teleconference.

Lori Stilts  
Harbor Business Coordinator



AGENDA NO: A-4

MEETING DATE: February 4, 2021

## Staff Report

**TO:** Harbor Advisory Board  
**FROM:** Eric Endersby, Harbor Director  
**SUBJECT:** Harbor Department Status Report

**DATE:** January 27, 2021

### RECOMMENDATION

Receive and file report.

### DISCUSSION

#### **Recent Department Activity:**

Harbor Patrol statistics for December 2020 and January 2021 were 26 emergency responses, 234 calls for service, 43 assists of other agencies, 27 enforcement contacts, 44 weather warnings, and 10 hazardous bar warnings.

Of the 26 emergency responses by the Department, here are some notable events:

December 3, Harbor Patrol flagged down for medical aid at Coleman parking lot for a surfer with a broken arm. Patrol assisted until MBFD medics arrived and provided a splint. The patient used private transport for further care.

December 5, Harbor Patrol responded to a capsized "Sea Doo" boat on the beach south of the South Jetty. All passengers were reported on the beach with no injuries reported. The heavily damaged vessel remained on the beach (and was righted by a subsequent storm) for approximately ten days until Patrol was able to tow it over the base of the South Jetty to the inside of the bay, where a Harbor Patrol vessel towed it back into the bay and returned it to its owner.

December 6, Harbor Patrol was dispatched to a person in the water near Spooner's Cove. Harbor Patrol responded with a patrol boat and jet skis, but were released shortly after arrival.

December 8, Harbor Patrol, Coast Guard and a Coast Guard helicopter that coincidentally was in the area responded to a report of a surfer that got washed in at South Jetty from outside of the harbor entrance. Harbor patrol made found and made contact with the surfer while he was crossing the channel inside the harbor back to land.

December 12, Harbor Patrol and MB Fire responded to a medical aid on the party boat FIESTA for an unconscious male. Fire paramedics were put aboard and the patient assisted while the boat made its way back to the harbor. The patient was transported to the hospital.

December 13, Harbor Patrol retrieved and transported a lightly injured surfer from the "Corners" surf spot inside the harbor. She was transported to the Harbor office, where her husband picked her up.

Prepared By: EE

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_

December 21, Harbor Patrol was dispatched to trip and fall medical aid for 61 year-old old female at "Dog Beach." Harbor Patrol responded by truck, gained access to the bluff above the beach, rendered aid to the patient and transported her to an ambulance.

December 30, citizen came to the Harbor office stating a man needed help getting into his vehicle by the North T-Pier restroom due to back pain. Harbor Patrol responded and while assessing the patient, he went unconscious and had no pulse. Patrol utilized an AED and began CPR, while MB Fire arrived and took over care. A pulse was gained momentarily at which time the patient was loaded into the ambulance, but unfortunately his pulse was lost and not regained.

January 5, Harbor Patrol responded to two surfers in distress at the Rock. Two inexperienced surfers were having difficulty paddling back in, but both eventually made it to shore on their own efforts and were lectured by Patrol.

January 11, Harbor Patrol responded to the beach north of the Rock to help MBPD locate a missing 90 year-old male that was separated from his family. He was located on the south side of the Rock in no distress.

Also on the 11<sup>th</sup>, Harbor Patrol responded to assist MB Fire with the report of electrical wires in the water smoking at a waterfront dock. he power to the docks was shut off and the three vessels on the dock relocated as an additional safety measure.

Finally on the 11<sup>th</sup>, Harbor Patrol responded to a report of an unresponsive person that was knocked off the North Jetty by large sure, on the harbor-side of the jetty. Patrol arrived on scene to find the victim sitting upright on a rock inside the harbor with two bystanders assisting. Patrol swam in from a Harbor Patrol boat to assist, and along with MB Fire personnel extricated the patient, a 45 year-old male with a large wound to the right side of his head, back to shore and an ambulance.

### **Recent City Council Activity**

On January 12, Council adopted Resolution No. 01-21 approving amendment #1 to the master lease agreement between the City of Morro Bay and TLC Family Enterprises for Lease Site 87-88/87W-88W, located at 833 Embarcadero, to extend the site redevelopment deadlines due to continued impacts of the COVID pandemic.

Additionally, on January 12 Council adopted Resolution No. 02-21 authorizing a one-year exemption from qualifying as a commercial fishing vessel for existing commercial slip holders for the 2021 calendar year, also due to continuing impacts of the pandemic on the commercial fleet.

### **COVID-19 Pandemic**

Governor Newsom recently allowed many counties, including San Luis Obispo, to go back to the "Purple" COVID restriction tier. Activities that may continue or reopen indoors with modifications under the Purple Tier include:

- Critical infrastructure sectors (including medical and dental care, child and daycare, grocery stores, schools if already open, etc.)
- Entertainment production (including recordings of performances with no live in-person audience)
- Hair salons and barbershops
- Hotels and lodging
- Limited services (Laundromats, dry cleaners, auto repair shops, car washes, landscapers, door-to-door sales services, pet grooming, dog walking, etc.)

- Personal care services (skin care services; nail services; body art professionals, tattoo parlors, and piercing shops; massage services, etc.)
- Retail - increase to 25% maximum capacity (from 20%)
- Shopping centers - Max 25% capacity, close common areas, close food courts

Activities that may resume outdoors only with modifications under the Purple Tier include:

- Campgrounds and RV parks
- Cardrooms and satellite wagering
- Day camps
- Dining at restaurants
- Drive-in movie theaters
- Family entertainment centers (kart racing, mini golf, batting cages, etc.)
- Gatherings:
  - Masks and physical distancing required
  - No more than 3 separate households attend (including the host's)
  - Gatherings should be 2 hours or less
  - Those with symptoms must not attend
  - Those at high risk of severe illness strongly encouraged not to attend
  - Singing, shouting, chanting, cheering, or exercising strongly discouraged
- Gyms and fitness centers (including dance studios)
- Live outdoor drive-in performances
- Museums, zoos, and aquariums
- Playgrounds and outdoor recreation facilities (including campgrounds and RV parks)
- Wineries
- Worship services - including wedding ceremonies and funerals.

**Status of Pending HAB Recommendations:**

	<b>HAB Recommendation</b>	<b>Date</b>	<b>Status</b>
1	Staff draft letter to Council encouraging the City to pursue negotiating with State Parks the City assume both marina and café concessions.	5/7/15	Staff's last contact with Parks indicated no Parks interest in giving up the café concession. Since that time, all of Parks' key personnel on the SPM have either retired or positions turned over. Staff's current thinking is we're at a "start-over" point with Parks to begin talks anew and are acting accordingly before taking anything back to the Council. 11/1/17. Staff have reached out to Parks to renew discussions. 12/20/17. Spoke with office of Director for State Parks; tentative meeting set for week of January 8-12. 2/13/18. Spoke with office of Director of Concessions office left message with assistant for our concession specialist to set up conference call. No response. 2/22/18 Called again left message. 2/23/18. new Parks concession specialist contacted department. 4/23/18. Harbor Director email sent to Parks. 4/27/18. Contacted Parks staff, discussions underway.

			<p>5/17/18. Harbor Director met with Dan Falat, District Superintendent, regarding reviving discussions, putting concessions out to bid and prospects for City taking over operation and management of the marina.</p> <p>Staff was recently informed by the district superintendent that State Parks in Sacramento is potentially bringing this item off the back burner. 4/26/19 Meeting still pending.</p> <p>No new updates.</p>
2	Marine Services Facility/Boatyard	2/2/17	<p>2/14/17. Council approved the release of a Request for Qualifications (RFQ) document as proposed. RFQ is out, and responses due July 14, 2017.</p> <p>7/27/17. No responses to RFQ.</p> <p>8/3/17. HAB meeting to consider next steps.</p> <p>11/3/17. Put together a RFP for a financial feasibility study to go to Council for approval.</p> <p>12/1/17. Draft proposal in process for HAB review 2/2018.</p> <p>12/18/17. Tentatively on Council agenda for 1/23/18. to lay out scope of work and get authorization for a financial feasibility study.</p> <p>1/18/18. Discussing at HAB meeting 2/1/18 during item C1.</p> <p>4/27/18. Working on draft RFP to go to Council. Tentatively on 6/26/18 City Council agenda for consideration of issuance.</p> <p>Tentatively on 8/28/18 City Council agenda for consideration of issuance.</p> <p>8/28/18. Council approved issuance of a financial feasibility RFP. RFP to be issues asap.</p> <p>Request for Proposals issued for financial feasibility study services for the proposed boatyard. RFP due February 1, 2020.</p> <p>No proposal submissions received. HAB to consider next steps 3/13/19.</p> <p>4/26/19 Staff not recommending any further expenses be undertaken on boatyard financial feasibility study at this time.</p> <p>5/31/19 Boatyard/Marine Services Facility remains on the City Council's goals.</p>
3	City to share tax revenues that are collected in the Harbor fund (and not currently going to the Harbor Fund) and used for Harbor Capitol maintenance and improvements.	6/1/17	<p>Pending until a new Finance Director and City Manager are in place.</p> <p>10/30/17. Per the SLC it is normal for these taxes to go into the City's General municipal funds.</p> <p>4/5/18. Chair Reisner requesting City Manager to provide a memorandum on this item.</p> <p>Chair Reisner met with the City Manager.</p> <p>No new updates.</p>
4	City Council to include proposed eelgrass language into General Plan/Local Coastal Plan updates,	6/7/17	<p>7/28/17. Consultant Anchor QEA is developing a proposal to review existing information and documentation, research typical projects that have</p>

	<p>and to review the proposed outline for the eelgrass policy to decide if the elements are appropriate.</p>		<p>eelgrass issues, interview NEP personnel, and meet with Eelgrass Ad-Hoc committee members to discuss Newport Beach management plan.  11/1/17. Staff engaged with Anchor on eelgrass proposal.  12/1/17. Update to HAB on 12/7/17 on revised consultant contract scope of work.  12/18/17. Draft eelgrass consultant agreement submitted to legal for review and approval.  1/18/18. executed contract with Anchor QEA.  4/27/18. Anchor QEA beginning project.  4/25/18. Eelgrass Ad-Hoc committee met with Anchor QEA reps in Morro Bay  Draft Anchor QEA eelgrass mitigation report on HAB agenda for consideration 8/2/18.  8/18 final Morro Bay Conceptual Eelgrass Plan report issued by Anchor QEA for ad-hoc and HAB consideration.  Next step of hiring Anchor QEA to approach pertinent regulators with Morro Bay eelgrass mitigation plan concept pending Council consideration on January 8, 2020.  2/19/19. staff, eelgrass committee and MBNEP exploring new possible in-lieu mitigation path, as Morro Bay Eelgrass Plan as currently outlined by Anchor QEA is likely not viable.  No new updates.</p>
5	<p>Incorporate Working Waterfront land area and uses into General Plan/Local Coastal Plan updates.</p> <p>In General Plan/Local Coastal Plan updates, consideration be given to a list of uses provided, and that the Measure D area and its uses be incorporated into Morro Bay's Working Waterfront.</p>	6/1/17	<p>Tentatively on the July 11, 2017 City Council agenda for consideration with Measure D recommendation above.  7/27/17. City Council on 7/11/17 authorized PC subcommittee to jointly work with HAB ad-hoc committee on Measure D ambiguities and Working Waterfront policy language for consideration of incorporation into GP/LCP update process.  9/1/17. First joint HAB/PC subcommittee meeting to consider Measure D and Working Waterfronts scheduled for September 8, 2017, at the Community Center Studio room from 3:00-5:00 pm.  9/8/17. First joint subcommittee meeting held. General discussion and public input. Second meeting TBD, likely late October or early November.  12/18/17.  1/11/18. PC/HAB joint meeting, recommendations made to GPAC.  4/27/18. Pending GPAC action.  Currently at Coastal for comments.  Document link on City's Website:  <a href="https://www.morrobayca.gov/943/PlanMB">https://www.morrobayca.gov/943/PlanMB</a>  No new updates.  See HAB 5/2/29 agenda item B-6</p>

			12/3/21 estimated going to Council late Winter early Spring then to Coastal end of Summer.
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AGENDA NO: B-1

MEETING DATE: February 4, 2021

# Staff Report

**TO:** Harbor Advisory Board

**DATE:** January 26, 2021

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Election of Harbor Advisory Board Chair and Vice Chair, and Establishment of Sub-Committee Chair and Member Appointments

## **RECOMMENDATION**

Staff recommend the Harbor Advisory Board elect a Chair and Vice Chair for the upcoming year, and reestablish existing sub-committee chair and member appointments.

## **BACKGROUND, DISCUSSION & CONCLUSION:**

### **Advisory Board Chair and Vice Chair Election**

Per the Harbor Advisory Board Bylaws:

*At the first regular meeting in each year wherein newly appointed Members are seated, the Members shall elect a Chairperson and Vice Chairperson who shall hold office for a period of one year.*

After nominations are made, Chair and Vice Chair elections may be conducted.

### **Reestablishment of Sub-Committee Chair and Member Appointments**

Per the Advisory Body Handbook and Bylaws:

*From time to time it may be desirable for the majority of an advisory body to appoint a sub-committee to address a particular issue. That is especially the case if the issue requires additional work or research. Establishing a sub-committee requires the body to define purpose, parameters and duration of the sub-committee. The number of sub-committee members depends on the size of the advisory body. Per the Brown Act, sub-committees must consist of less than a quorum of the body. Therefore, for a five-member body, sub-committees may consist of two members. Seven-member bodies may have sub-committees composed of two or three members. Sub-committees report back to the full body for discussion before any formal action can be taken on the issue. Staff should be consulted before considering the creation of a sub-committee to determine the impact on staff time.*

Currently there are two standing Harbor Advisory Board sub-committees: the Boatyard/Marine Services Facility Ad-Hoc Committee, and the Finance and Budget Ad-Hoc Committee. "Ad-Hoc" committees were chosen as the sub-committees to enable non-Board member participation and assistance. For instance, a representative of the Morro Bay NEP sat on the now-ended Eelgrass Ad-Hoc Committee.

Prepared By: EE

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_

The Boatyard Ad-Hoc Committee is currently chaired by member McClish, and included former member Reisner, while the Finance and Budget Ad-Hoc Committee was chaired by former member Blackford, and included former member Reisner.

It is recommended the Board reestablish the chairs and members of these two standing sub-committees.



AGENDA NO: B-2

MEETING DATE: February 4, 2021

## Staff Report

**TO:** Harbor Advisory Board

**DATE:** January 26, 2021

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Update from the Boatyard/Marine Services Facility Ad-Hoc Committee on Committee's Recent Activities

### **RECOMMENDATION**

Receive and file update.

### **BACKGROUND, DISCUSSION & CONCLUSION**

The committee will be presenting an oral update on their activities, if any. This is a standing sub-committee report agenda item.

Prepared By: EE

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_



AGENDA NO: B-3

MEETING DATE: February 4, 2021

# Staff Report

**TO:** Harbor Advisory Board

**DATE:** January 26, 2021

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Update from the Finance & Budget Ad-Hoc Committee on Committee's Recent Activities, and Presentation of the 2021 City Council Calendar and Budget Development Schedule

## **RECOMMENDATION**

Receive and file update and Council calendar information.

## **BACKGROUND, DISCUSSION & CONCLUSION**

The committee will be presenting an oral update on their activities, if any. This is a standing sub-committee report agenda item.

In addition, on January 26, 2021 the City Council adopted its 2021 City Council meeting calendar and budget development schedule. The Council staff report for that item (A-7) is included with this report as an attachment for informational purposes. The calendar and schedule were adopted as presented in the staff report, with the exception of removing the July 13, 2021 regular Council meeting from the calendar.

From a Harbor Advisory Board standpoint, staff anticipate similar presentations to the Board as last year, which included receiving Board input and concurrence with staff's proposed Capital assets repair and replacement scheduling and prioritizing spreadsheets, and presentation of the Harbor Department's draft operating and capital budgets at the appropriate times in the Council schedule.

## **ATTACHMENT**

January 26, 2021 City Council meeting agenda item A-7

Prepared By: EE

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_



AGENDA NO: A-7

MEETING DATE: January 26, 2021

## Staff Report

**TO:** Honorable Mayor and City Council      **DATE:** January 21, 2021

**FROM:** Scott Collins, City Manager

**SUBJECT:** Adoption of Resolution No. 06-21 Establishing the 2021 City Council Meeting Calendar and Budget Development Schedule

### RECOMMENDATION

Staff recommends the City Council review the proposed Council meeting calendar and adopt Resolution No. 06-21 approving the 2021 City Council Meeting Calendar and Budget Development Schedule.

### ALTERNATIVES

The Council may alter the proposed meeting calendar and schedule.

### FISCAL IMPACT

None

### BACKGROUND/DISCUSSION

#### ***Strategic Planning and Budget Calendar***

Over the past several years, City Council has adopted an annual calendar that incorporates the strategic planning and budget discussions in a methodical way to link those efforts. Adoption of a calendar by resolution informed the community of the planned dates for important work on the City's goals and objectives, adoption of the budget, and more. The goals process has been delayed this year due to the COVID-19 pandemic, and thus dates for that process have moved further into the year compared to previous years (as was discussed at the January 12, 2021 Council meeting).

With regard to the budget process, the calendar provides several budget study sessions to provide City Council with an overall financial picture for the City and allow for review of each department's proposed budgets and consideration of adjustments, as necessary, to balance the budget. Council then has two regular meetings in June to formally consider and adopt the annual budget prior to year-end.

#### ***2021 Meeting Calendar***

A Council meeting schedule which includes proposed regular meetings, as well as proposed special meetings and study sessions (known as of the date of this report) is provided for in Exhibit A to Resolution No. 06-21.

#### ***Budget Calendar***

Exhibit B includes the FY21/22 Budget calendar which lays out the projected schedule for the staff development, public briefing, Citizens Finance Advisory Committee consideration, Council

Prepared By: <u>SC</u>	Dept Review: _____
City Manager Review: <u>SC</u>	City Attorney Review: <u>CFN</u>

modification, and eventual Council approval of the FY21/22 City Budget. Staff is recommending that Council hold their study session meetings on back-to-back days in May, leaving an optional meeting date open for two weeks later in case there are unanswered questions and the Council requires further deliberation. Council would reserve the two regularly scheduled Council meeting dates in June to formally adopt the FY21/22 Budget.

**CONCLUSION**

Staff recommends Council adopt Resolution No. 06-21 that includes the City Council's Meeting Calendar, as well as Budget Development Schedule for calendar year 2021.

**ATTACHMENTS**

1. Resolution No. 06-21 with Exhibits A and B

**RESOLUTION NO. 06-21**

**RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF MORRO BAY, CALIFORNIA  
ADOPTING THE 2021 CITY COUNCIL MEETING CALENDAR  
AND BUDGET DEVELOPMENT SCHEDULE**

**THE CITY COUNCIL  
City of Morro Bay, California**

**WHEREAS**, the City Council adopts an annual calendar providing for the orderly course of business and to provide transparency and accountability to the public; and

**WHEREAS**, in accordance with the Strategic Planning Framework Policy established by Resolution No. 83-18, the City Council adopts a schedule for the development of goals and two-year objectives, advisory board work plans, and the annual budget; and

**WHEREAS**, in accordance with the Strategic Planning Framework Policy, in 2019 the City Council held two community forums and accepted public input prior to approval of four City Goals and 24 action items to help achieve those goals in calendar years 2019 and 2020; and

**WHEREAS**, based upon financial impacts and uncertainties related to the COVID-19 Pandemic, the City Council decided to add a goal regarding the City's COVID-19 Response to the goals for 2021, and temporarily carryover the 2019-2020 goals into Fiscal Year 2021-22 budget; and

**WHEREAS**, in spite of carrying over these goals, the City Council is committed to the goal setting process established in Resolution No. 83-18 and will adopt updated goals after conducting a public process (tentatively scheduled for July 2021); and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Morro Bay, California, the 2021 City Council Meeting Calendar is adopted, as set forth in Exhibit A, and the Budget Development schedule is adopted, as set forth in Exhibit B.

**PASSED AND ADOPTED** by the City Council of the City of Morro Bay at a regular meeting thereof held on this 26<sup>th</sup> day of January 2021 on the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
JOHN HEADDING, Mayor

ATTEST:

\_\_\_\_\_  
DANA SWANSON, City Clerk

## 2021 Meeting Calendar

**January 12**

Special Meeting (Advisory Body  
Interviews)

Regular Meeting

**January 26**

Regular Meeting

**February 9**

Regular Meeting

**February 23**

Budget Forecast Study Session

Regular Meeting

**March 9**

Regular Meeting

**March 23**

Regular Meeting

**April 13**

Regular Meeting

**April 27**

Regular Meeting

**May 11**

Regular Meeting

**May 25**

Budget Study Session #1

Regular Meeting

**May 26**

Budget Study Session #2

**June 1**

Budget Study Session #3 (if needed)

**June 8**

Regular Meeting

**June 22**

Budget Adoption

Regular Meeting

**July 13**

Regular Meeting

**July 27**

BREAK

**August 10**

Regular Meeting

**August 24**

Regular Meeting

**September 14**

Regular Meeting

**September 28**

Regular Meeting

**October 12**

Regular Meeting

**October 26**

Regular Meeting

**November 9**

Regular Meeting

**November 23**

BREAK

**December 14**

Regular Meeting

**December 28**

BREAK

## Goals, Work Plan and Budget Development Schedules

### Budget Calendar

- Feb 1 Departments receive all narrative sections to update
- Feb 16 Mid-Year Budget Presentation to CFAC
- Feb 23 10-Year Forecast Study Session to Council
- Feb 23 Mid-year Budget Presentation to Council
- Feb 26 Departments submit updated narrative to Finance update
- Mar 1 Finance provides labor numbers/outline to Departments
- Mar 19 Department operating budget, Capital Improvement Project Measures Q and E proposals due to Finance
- Mar 23-Apr 2 Budget Team Meetings
- Apr 5-9 City Manager / Executive Team Budget Meetings
- Apr 12-16 City Manager / Finance finalize draft budget letter
- Apr 20 CFAC reviews and recommends Measures Q and E Funding
- Apr 26 City Manager delivers draft proposed budget to Council
- May 11 FY 2020/21 3<sup>rd</sup> Quarter Report (if needed)
- May 18 CFAC receives an update on proposed General Fund Budget
- May 25 Budget Study Session #1
- May 26 Budget Study Session #2
- June 1 Budget Study Session #3 (if required)
- Jun 22 Budget Approved at Council Meeting
- Jun 29 Backup date for Budget Approval

### Legend

- Council Meetings
- Council Study Sessions
- Joint or Advisory Board Meetings
- Internal Staff Actions

### Goal Setting Review (Tentative)

- July 1 Goals Community Forum
- July 13 Goals Formally Adopted



AGENDA NO: B-4

MEETING DATE: February 4, 2021

# Staff Report

**TO:** Harbor Advisory Board

**DATE:** January 27, 2021

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Establishment of Harbor Advisory Board Member Assignments for Public Engagement Opportunities

## **RECOMMENDATION**

Staff recommend the Harbor Advisory Board establish Board member assignments to act as information conduits to various outside organizations and entities, and pursue public engagement activities, as outlined in this staff report.

## **BACKGROUND**

At their November 5, 2020 meeting, the Harbor Advisory Board (HAB) considered an agenda item (B-4) for voluntary assignments of HAB members as information conduits between various organizations, agencies or specific areas of interest in order to increase the HAB's public engagement both to and from the HAB and these organizations.

During this item the HAB voted to establish such formal relationships with various groups, and to explore Board member assignments for "public engagement activities" at a future meeting.

## **DISCUSSION**

At the November, 2020 HAB meeting, staff identified the following entities for consideration (in no particular order and not all-inclusive):

- Morro Bay Planning Commission
- Morro Bay Yacht Club
- Morro Bay Chamber of Commerce
- Various City committees and advisory bodies (Citizen's Finance Committee, Public Works Advisory Board, Recreation and Parks Commission etc.)
- Embarcadero businesses (perhaps not just waterfront leaseholders)
- Morro Bay National Estuary Program and Bay Foundation
- Coast Guard Auxiliary
- Friends of the Morro Bay Harbor Department
- Various service clubs and organizations (Rotary, Lions etc.)
- Environmental organizations or groups (Pacific Wildlife Care, Marine Mammal Center, ECOSLO, Coastwalk etc)
- California State Parks
- Surfrider Foundation
- Central Coast Regional Water Quality Control Board

Prepared By: EE

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_

- Recreational fishing businesses and groups (Virg's and Patriot Sportfishing etc.)

**CONCLUSION**

When established, these assignments and public engagement activities would be at the direction of and for the HAB as a body by assisting staff and the HAB with HAB outreach and business.