



CITY OF MORRO BAY HARBOR ADVISORY BOARD AGENDA

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, May 2, 2024 – 5:30 P.M. Veterans Memorial Hall 209 Surf St., Morro Bay, CA

Cal Myers	Recreational Boating
Cherise Hansson	Waterfront Leaseholders
Gene Doughty	South Bay/Los Osos
Sean Green	Member at Large
Christopher Vaile	Member at Large
Mary Witkowski	Marine Oriented Business
Jeremiah O'Brien	Morro Bay Commercial Fishermen's Organization
Lori French	Alternate to Jeremiah O'Brien (MBCFO)

Public Participation:

Public participation is allowed in the following ways:

- *Community members may attend the meeting in person at the Morro Bay Veterans Memorial Hall.*
- *Alternatively, members of the public may watch the meeting and speak during general Public Comment or on a specific agenda item by logging in to the Zoom webinar using the information provided below. Please use the "raise hand" feature to indicate your desire to provide public comment.*

Please click the link below to join the webinar:

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

Password: 135692

- *Or Telephone Attendee: 1 (408) 638-0968 or 1 (669) 900 6833 or 1 (346) 248 7799; Webinar ID: 827 2274 7698; Password: 135692; Press * 9 to "Raise Hand" for Public Comment*

- *Members of the public may watch the meeting either on cable Channel 20 or as streamed on the City [website](#).*
- *Community members are encouraged to submit agenda correspondence in advance of the meeting via email to the Harbor Advisory Board at hab@morrobayca.gov prior to the meeting. Agenda Correspondence received at hab@morrobayca.gov by 10 a.m. on the meeting day will be posted on the City website.*

ESTABLISH QUORUM AND CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

CHAIR, ADVISORY BOARD MEMBER & COUNCIL LIAISON ANNOUNCEMENTS AND PUBLIC OUTREACH REPORTING

PRESENTATIONS

None

PUBLIC COMMENT

Members of the audience wishing to address the HAB on Harbor business matters not on the agenda may do so at this time. For those desiring to speak on items on the agenda, but unable to stay for the item, may also address the HAB at this time.

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 with an opportunity to comment on consent agenda items.

A-1 Approval of Minutes from the Harbor Advisory Board meeting held on February 1, 2024.
RECOMMENDATION: Approve as submitted.

A-2 Harbor Department Status Report.
RECOMMENDATION: Receive and file report.

B. BUSINESS ITEMS

B-1 Harbor Director – Departmental Updates
RECOMMENDATION: Receive and file update.

B-2 Commercial Vessel Fees Ad-Hoc Committee
RECOMMENDATION: Receive and file committee update.

B-3 Mooring Field Ad-Hoc Committee
RECOMMENDATION: Receive and file committee update.

C. DECLARATION OF FUTURE AGENDA ITEMS

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. 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.

MINUTES-MORRO BAY HARBOR ADVISORY
BOARD MEETING – FEBRUARY 1, 2024
VETERAN'S MEMORIAL HALL – 5:30 P.M.

AGENDA NO: A-1
MEETING DATE: May 2, 2024

PRESENT: Cal Myers Chair
Cherise Hansson Vice-Chair
Mary Witkowski Member
Gene Doughty Member
Christopher Vaile Member
Jeremiah O'Brien Member
Sean Green Member

STAFF: Lori Stilts Harbor Business Coordinator

ESTABLISH QUORUM AND CALL TO ORDER

<https://youtu.be/GWExDjRMUyo?si=7MO5tuWzGqg1bSrR&t=8>

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

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

CHAIR, ADVISORY BOARD MEMBER & COUNCIL LIAISON ANNOUNCEMENTS AND PUBLIC
OUTREACH REPORTING

PRESENTATIONS

<https://youtu.be/GWExDjRMUyo?si=QCGkdYsGCFg0bu4B&t=867>

Update on the Coleman Park improvements, Public Works Director, Greg Kwolek

PUBLIC COMMENT

<https://youtu.be/GWExDjRMUyo?si=nnvs5eoAVcgrJNOn&t=1813>

The public comment period was opened.

Bill Luffee, President of the FOMBH gave a brief update on the UTV fundraising and sponsored events
Witches Paddle and Big Bad and Ugly Surf Contest.

The public comment period was closed.

A. CONSENT AGENDA

<https://youtu.be/GWExDjRMUyo?si=CmkqUXWElyC3MiAH&t=1943>

Unless an item is pulled for separate action by the Board, the following actions are approved without
discussion.

A-1 Harbor Department Status Report.

RECOMMENDATION: Receive and file report.

MOTION: Board Member Doughty moved to approve the consent agenda. The Motion was
seconded by Board Member Vaile and carried, 7-0-0.

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

B. BUSINESS ITEMS

<https://youtu.be/GWExDjRMUyo?si=r8SfMVcXBpMr3xE4&t=2129>

B-1 UPDATE FROM THE COMMERCIAL VESSEL FEES AD-HOC COMMITTEE ON COMMITTEE'S RECENT ACTIVITIES

Committee Member Myers presented the Ad-hoc committee's most recent findings and responded to questions.

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

B-2 UPDATE FROM THE HARBOR LIABILITY AD-HOC COMMITTEE ON COMMITTEE'S RECENT ACTIVITIES

<https://youtu.be/GWExDjRMUyo?si=aR7SzEx2WEO52D6V&t=2346>

Member Myers reported there were no new updates.

B-3 ELECTION OF HARBOR ADVISORY BOARD CHAIR AND VICE-CHAIR

<https://youtu.be/GWExDjRMUyo?si=JWy8vHv3r9F7epa7&t=2367>

MOTION: Board Member Doughty moved to nominate Member Myers as Chair of the Harbor Advisory Board for 2024. The Motion was seconded by Board Member Witkowski and carried, 7-0-0.

MOTION: Board Member Vaile moved to nominate Member Hansson as Vice-Chair of the Harbor Advisory Board for 2024. The Motion was seconded by Board Member O'Brien and carried 7-0-0.

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

C. DECLARATION OF FUTURE AGENDA ITEMS

https://youtu.be/GWExDjRMUyo?si=nzN_Xq9yPzbCLeZU&t=2567

Member Hansson requested the waterfront master plan be added to the future agenda list.

Member Green requested an item be added to the future agenda regarding the harborwalk gap between Morro Bay Oyster Company and Tognazzini's Dockside.

D. ADJOURNMENT

This meeting was adjourned at 7:07 p.m.

Lori Stilts
Harbor Department



AGENDA NO: A-2

MEETING DATE: May 2, 2024

Staff Report

TO: Harbor Advisory Board
FROM: Ted Schiafone, Harbor Director
SUBJECT: Harbor Department Status Report

DATE: April 23, 2024

RECOMMENDATION

Receive and file report.

DISCUSSION

Recent Department Activity:

Harbor Patrol statistics for **March & April 2024:**

bay patrols: 139
land patrols: 332
emergency responses: 19
calls for service: 169
assists of other agencies: 94
enforcement contacts: 33
Trainings: 54
maintenance actions: 414
weather warnings: 42 and 6 hazardous bar warnings

Harbor Patrol Activity.

March 10 – With limited daylight left Harbor Patrol heard clearly "Mayday Mayday" over VHF 16 and "vessel needing a tow in Morro Bay". Attempts to get a location, nature of distress or an any other radio transmissions were unsuccessful. Coast Guard radio direction finder recorded a possible location of 1-2 miles NW of Morro Bay. HPO Jacobs called for backup and then began a search with boat 3864 to check immediately outside harbor entrance. He continued to Cayucos Pier checking but was unable to ever locate any vessel in distress. Case closed.

April 2 – Harbor Patrol noticed a vessel sitting low in the water, contacted the owner and began pumping it out. Vessels need to be monitored especially after a rain and maintained to avoid a threat to pollute or extensive charges from Harbor Patrol for their services.

Prepared By: LS/BK

Dept Review: _____

City Manager Review: _____

City Attorney Review: _____

April 10- Report of a 32' boat lightly aground, close to the Sandspit/Finger Jetty. Tide was starting to rise and they were getting closer to rocks. Lifeguard Velte paddled a tow line to them and boat 3864 was able to tow them to safety.

Skiff Storage Program – A letter was mailed to all mooring owners regarding the implementation of the Skiff Storage Program. We have received great feedback and started accepting agreements and assigning stickers. Signage has been ordered and will be installed in the coming months on the specified docks.

Training – Harbor Patrol Supervisor Kelly attended the California Boating Safety Officers Association training symposium April 8-10. Valuable contacts, industry updates and information was provided.



Facilities - Ongoing maintenance and repairs to the commercial fishing slips from storm damage over the last two winters is still in progress. Launch ramp east and Commercial fishing slips.



April 14 - Blessing of the Fleet and Yacht Club opening day were both held on Sunday April 14.

These were the official kickoff to a safe and prosperous boating season. Rockfish fishing season also opened Saturday April 20.



Wildlife – The community embraced the visiting juvenile whale for more than two weeks in the harbor with great concern and appreciation. Luckily the whale did return to sea and hopefully back on its migration path. Snowy plover symbolic fencing was installed on the sandspit and Morro Strand on to kick off the nesting season as of March 1st. We have seen an abundance of “by the wind sailors” (Velella) on our beaches after the last round of stormy weather. Harbor Patrol recently helped remove a dolphin, a sea otter pup, several pelicans and a harbor seal from the waters of Morro Bay that were either sick or deceased of unknown causes.



Enforcement – Harbor Patrol Officers responded to two different calls of vehicles on the beach. Driving on the beach is prohibited in Morro Bay except by emergency vehicles.



When all else fails, the beauty after a good rain, cures all woes. Thank you for your time and attention to Morro Bay harbor.



Budget Performance Report

Date Range 07/01/23 - 04/25/24
 Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd
Fund 331 - Harbor Operating Fund									
REVENUE									
Department: 6510 - Harbor Department									
3371	State Grant Public Svc	15,000.00	128,000.00	143,000.00	.00	.00	.00	143,000.00	0
3391	Other Grant Public Svc	8,000.00	.00	8,000.00	.00	.00	.00	8,000.00	0
3437	Live Aboard Services	15,900.00	.00	15,900.00	.00	.00	14,739.00	1,161.00	93
3439	Other Harbor Services	22,000.00	.00	22,000.00	.00	.00	8,399.91	13,600.09	38
3440	Harbor Leases	1,875,000.00	.00	1,875,000.00	.00	.00	1,135,986.99	739,013.01	61
3441	North T-Pier Dockage	27,000.00	.00	27,000.00	.00	.00	50,008.10	(23,008.10)	185
3442	South T-Pier Dockage	27,000.00	.00	27,000.00	.00	.00	21,636.76	5,363.24	80
3443	Mooring Rental	109,710.00	.00	109,710.00	.00	.00	112,772.62	(3,062.62)	103
3444	Slip Rental	158,500.00	.00	158,500.00	.00	.00	102,847.60	55,652.40	65
3445	Slip Transient Sublease	51,000.00	.00	51,000.00	.00	.00	44,790.32	6,209.68	88
3447	Floating Dockage Rental	500.00	.00	500.00	.00	.00	1,615.40	(1,115.40)	323
3469	Special Events	25,000.00	(22,500.00)	2,500.00	.00	.00	4,048.85	(1,548.85)	162
3479	Permitted Wakefront Events	3,000.00	.00	3,000.00	.00	.00	1,253.79	1,746.21	42
3499	Other Rev/Current Services	13,000.00	.00	13,000.00	.00	.00	8,996.18	4,003.82	69
3610	Parking Ball Violations	2,700.00	.00	2,700.00	.00	.00	2,098.52	601.48	78
3631	Penalties	500.00	.00	500.00	.00	.00	.00	500.00	0
3919	Auctioned Property	500.00	.00	500.00	.00	.00	13,869.87	(13,369.87)	2774
Department: 6510 - Harbor Department Totals		\$2,354,310.00	\$105,500.00	\$2,459,810.00	\$0.00	\$0.00	\$1,523,063.91	\$936,746.09	62%
REVENUE TOTALS		\$2,354,310.00	\$105,500.00	\$2,459,810.00	\$0.00	\$0.00	\$1,523,063.91	\$936,746.09	62%
EXPENSE									
Department: 6510 - Harbor Department									
4110	Regular Pay	695,159.00	.00	695,159.00	27,452.17	.00	553,715.41	141,443.59	80
4120	Overtime Pay	15,900.00	.00	15,900.00	1,484.70	.00	31,199.18	(15,299.18)	196
4310	Part-Time Pay	31,000.00	.00	31,000.00	2,393.43	.00	25,294.21	5,705.79	82
4515	Standby Pay	15,528.00	.00	15,528.00	588.00	.00	12,147.00	3,381.00	78
4599	Other Pay	25,847.00	.00	25,847.00	513.40	.00	30,422.06	(4,575.06)	118
4910	Employer Paid Benefits	151,316.00	.00	151,316.00	1,276.82	.00	133,591.96	17,724.04	88
4911	Pension Normal Cost	96,721.00	.00	96,721.00	4,126.19	.00	82,341.79	14,379.21	85
4912	PERs Unfunded Accrued Liability	181,019.00	.00	181,019.00	.00	.00	140,124.00	40,895.00	77
4914	Workers' Compensation	53,812.00	.00	53,812.00	.01	.00	.13	53,811.87	0
5105	First Aide Supplies	500.00	.00	500.00	.00	.00	2,321.24	(1,821.24)	464
5109	Uniforms/Safety Equipment	3,500.00	.00	3,500.00	.00	.00	3,930.76	(430.76)	112
5110	Fuel Oil & Lubricants	30,000.00	.00	30,000.00	1,157.84	.00	20,601.06	9,398.94	69
5125	Repairs/Maint. Materials	500.00	.00	500.00	.00	.00	.00	500.00	0
5199	Miscellaneous Operating Supplies	3,000.00	.00	3,000.00	130.62	.00	3,211.35	(211.35)	107
5301	General Office Supplies	1,800.00	.00	1,800.00	271.28	.00	6,626.31	(4,826.31)	368
5304	Periodical/Subscriptions	200.00	.00	200.00	.00	.00	412.88	(212.88)	206
5305	Forms Printing	3,000.00	.00	3,000.00	.00	.00	355.61	2,644.39	12

Budget Performance Report

Date Range 07/01/23 - 04/25/24

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd
Department 6510 - Harbor Department									
EXPENSE									
5501	Grounds Maintenance Supplies	8,000.00	.00	8,000.00	.00	.00	3,027.56	4,972.44	38
5502	Building Maint. Supplies	5,000.00	.00	5,000.00	.00	.00	5,141.07	(141.07)	103
5504	Machinery/Equip/Supplies	20,000.00	5,873.00	25,873.00	97.89	.00	13,530.31	12,342.69	52
5530	Small Tools	300.00	.00	300.00	.00	.00	50.60	249.40	17
6101	Legal Services - General	55,360.00	.00	55,360.00	9,661.40	.00	69,005.33	(13,645.33)	125
6102	Legislative Analyst	8,400.00	.00	8,400.00	.00	.00	4,200.00	4,200.00	50
6105	Consulting Services	31,300.00	.00	31,300.00	.00	.00	12,720.00	18,580.00	41
6106	Contractual Services	44,500.00	38,000.00	82,500.00	6,761.03	58.48	46,073.90	36,367.62	56
6107	Promotion & Advertising	500.00	2,363.00	2,863.00	.00	.00	2,882.58	(19.58)	101
6125	Professional Development	10,000.00	.00	10,000.00	.00	.00	8,878.77	1,121.23	89
6199	Other Professional Services	500.00	.00	500.00	260.00	.00	2,121.50	(1,621.50)	424
6201	Telephone	9,500.00	.00	9,500.00	280.18	.00	6,393.58	3,106.42	67
6220	Postage	500.00	.00	500.00	.00	.00	794.50	(294.50)	159
6301	Electricity	29,015.80	.00	29,015.80	.00	.00	23,978.22	5,037.58	83
6302	Natural Gas	800.00	.00	800.00	58.49	.00	436.63	363.37	55
6303	Water	65,000.00	.00	65,000.00	.00	.00	34,287.87	30,712.13	53
6305	Disposal	1,306.20	57,000.00	58,306.20	1,731.76	.00	19,532.10	(1,225.90)	102
6308	Internet/Cable TV	4,000.00	.00	4,000.00	.00	.00	(570.20)	4,570.20	-14
6401	General Liability Insurance	18,291.00	.00	18,291.00	.00	.00	.00	18,291.00	0
6411	Property Damage Insurance	13,440.00	.00	13,440.00	.00	.00	.00	13,440.00	0
6472	Other Ins./Employee Bond	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0
6473	Vehicle Insurance	3,517.00	.00	3,517.00	.00	.00	.00	3,517.00	0
6474	Hull/Vessel Insurance	50,000.00	.00	50,000.00	.00	.00	24,246.00	25,754.00	48
6502	Shipping & Moving	.00	.00	.00	.00	.00	118.00	(118.00)	+++
6510	Meetings & Conferences	16,000.00	.00	16,000.00	3,317.21	.00	8,655.69	7,344.31	54
6511	Mileage Reimbursement	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0
6519	Association Membership	3,865.00	.00	3,865.00	.00	.00	4,045.00	(180.00)	105
6601	Outside Equipment Repair	50,000.00	.00	50,000.00	985.15	.00	5,326.27	44,673.73	11
6602	Outside Structural Repair	50,000.00	.00	50,000.00	.00	.00	44,376.78	5,623.22	89
6603	Outside Ground Repair	5,000.00	.00	5,000.00	.00	.00	10,391.66	(5,391.66)	208
6604	Outside Vehicle Repair/Maint	2,000.00	.00	2,000.00	1,187.42	.00	3,774.73	(1,774.73)	189
6710	Maintenance Contracts	1,400.00	.00	1,400.00	.00	.00	4,966.00	(3,566.00)	355
6720	Medical Examinations	250.00	.00	250.00	.00	.00	526.57	(276.57)	211
6741	Misc Bank/Finance Charges/Fees	500.00	.00	500.00	.00	.00	75.00	425.00	30
6750	Business Equipment Rental	3,000.00	.00	3,000.00	.00	.00	370.80	2,629.20	74
8750	Bad Debts Written Off	.00	.00	.00	.00	.00	5,880.87	(5,880.87)	+++
Department 6510 - Harbor Department Totals		\$1,822,997.00	\$103,236.00	\$1,926,233.00	\$63,734.99	\$40,058.48	\$1,411,532.64	\$474,641.88	75%

Budget Performance Report

Date Range 07/01/23 - 04/25/24

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd
Fund 331 - Harbor Operating Fund									
	EXPENSE TOTALS	\$1,822,997.00	\$103,236.00	\$1,926,233.00	\$63,734.99	\$40,058.48	\$1,411,532.64	\$474,641.88	75%
	Fund 331 - Harbor Operating Fund Totals								
	REVENUE TOTALS	2,354,310.00	105,500.00	2,459,810.00	.00	.00	1,523,063.91	936,746.09	62%
	EXPENSE TOTALS	1,822,997.00	103,236.00	1,926,233.00	63,734.99	40,058.48	1,411,532.64	474,641.88	75%
	Fund 331 - Harbor Operating Fund Totals	\$531,313.00	\$2,264.00	\$533,577.00	(\$63,734.99)	(\$40,058.48)	\$111,531.27	\$462,104.21	
	Grand Totals								
	REVENUE TOTALS	2,354,310.00	105,500.00	2,459,810.00	.00	.00	1,523,063.91	936,746.09	62%
	EXPENSE TOTALS	1,822,997.00	103,236.00	1,926,233.00	63,734.99	40,058.48	1,411,532.64	474,641.88	75%
	Grand Totals	\$531,313.00	\$2,264.00	\$533,577.00	(\$63,734.99)	(\$40,058.48)	\$111,531.27	\$462,104.21	



AGENDA NO: B-1

MEETING DATE: May 2, 2024

Staff Report

TO: Harbor Advisory Board

DATE: April 23, 2024

FROM: Ted Schiafone, Harbor Director

SUBJECT: Harbor Director – Departmental Updates

RECOMMENDATION

Receive and file oral report.

BACKGROUND, DISCUSSION & CONCLUSION

The Harbor Director will be presenting an oral update on the department's activities.

Prepared By: LS

Dept Review: TS

City Manager Review: _____

City Attorney Review: _____



AGENDA NO: B-2

MEETING DATE: May 2, 2024

Staff Report

TO: Harbor Advisory Board

DATE: April 23, 2024

FROM: Ted Schiafone, Harbor Director

SUBJECT: Update from the Commercial Vessel Fees Ad-Hoc Committee on Committee's Recent Activities

RECOMMENDATION

Receive and file committee update.

BACKGROUND, DISCUSSION & CONCLUSION

The Commercial Vessel Fees Ad-Hoc Committee of the Harbor Advisory Board will be presenting an oral update on their activities.

Prepared By: LS

Dept Review: TS

City Manager Review: _____

City Attorney Review: _____



AGENDA NO: B-3

MEETING DATE: May 2, 2024

Staff Report

TO: Harbor Advisory Board

FROM: Ted Schiafone, Harbor Director

SUBJECT: Update from the Mooring Field Ad-Hoc Committee on Committee's Recent Activities

RECOMMENDATION

Receive and file committee update.

BACKGROUND, DISCUSSION & CONCLUSION

The Mooring Field Ad-Hoc Committee of the Harbor Advisory Board will be presenting an oral update on their activities.

Prepared By: LS

Dept Review: TS

City Manager Review: _____

City Attorney Review: _____