



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

*The City of Morro Bay is dedicated to the preservation and enhancement of the quality of life. The City shall be committed to this purpose and will provide a level of municipal service and safety consistent with and responsive to the needs of the public.*

### **Regular Meeting - Thursday, May 5, 2016 Veteran's Memorial Building - 6:00 P.M. 209 Surf Street, Morro Bay, CA**

Bill Luffee, Chair	Marine Oriented Business
Dana McClish	Recreational Boating
Alan Alward	Morro Bay Commercial Fishermen's Organization
Gene Doughty	South Bay/Los Osos
Neal Maloney	Waterfront Leaseholders
Lynn Meissen	Member at Large
Ron Reisner, Vice Chair	Member at Large
Tom Hafer	Alternate to Alan Alward (MBCFO)
Joe Conchelos	Alternate to Alan Alward (MBCFO)

ESTABLISH QUORUM AND CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

CHAIR AND ADVISORY BOARD MEMBER ANNOUNCEMENTS & PRESENTATIONS

PUBLIC COMMENT PERIOD

Members of the audience wishing to address the Board on City business matters other than scheduled items may do so at this time. To increase the effectiveness of the Public Comment Period, the following rules shall be followed:

- When recognized by the Chair, please come forward to the podium and state your name and address for the record. Board meetings are audio and video recorded and this information is voluntary and desired for the preparation of minutes.
- Comments are to be limited to three minutes.
- All remarks shall be addressed to the Board, as a whole, and not to any individual member thereof.
- The Board respectfully requests that you refrain from making slanderous, profane or personal remarks against any elected official, Board member and/or staff.
- Please refrain from public displays or outbursts such as unsolicited applause, comments or cheering.
- Any disruptive activities that substantially interfere with the ability of the Board to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.
- Your participation in Board meetings is welcome and your courtesy will be appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Harbor Department's Office Assistant at (805) 772-6254. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

A. CONSENT CALENDAR

- A-1 Re-approval of Minutes from Harbor Advisory Board meeting held on March 3, 2016  
**Staff Recommendation: Approve minutes.**

B. PUBLIC HEARINGS, REPORTS, AND APPEARANCES

- B-1 Harbor Department Status Report  
**Staff Recommendation: Receive and file.**

C. BUSINESS ITEMS

- C-1 Update from the Marine Services Facility/Boatyard Ad-Hoc Committee on Committee's Recent Activities  
**Staff Recommendation: Receive and file.**
- C-2 Update from the Finance & Budget Ad-Hoc Committee on Committee's Recent Activities  
**Staff Recommendation: Receive and file.**
- C-3 Update from the Eelgrass Ad-Hoc Committee on Committee's Recent Activities  
**Staff Recommendation: Receive and file.**
- C-4 Update from the Marine Sanctuaries Ad-Hoc Committee on Committee's Recent Activities  
**Staff Recommendation: Receive and file.**
- C-5 Updated Draft Work Plan for 2016/2017 City Council Goal Objectives for Harbor Advisory Board Review, Input and Recommendation  
**Staff Recommendation: Staff recommends the Harbor Advisory Board review and provide input and recommendations on the updated draft work plan elements presented for implementation of the 2016/2017 City Council Goals and Objectives**

D. DECLARATION OF FUTURE AGENDA ITEMS

E. 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 and at Mill's/ASAP, 495 Morro Bay Boulevard, 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: ~~April~~ May 7<sup>5</sup>, 2016

## CITY OF MORRO BAY

### HARBOR ADVISORY BOARD

#### SYNOPSIS MINUTES

The regular meeting of the City of Morro Bay Harbor Advisory Board was held Thursday, March 3, 2016 at 6:00 PM in the Veteran's Hall, 209 Surf ST, Morro Bay, California.

#### ESTABLISH QUORUM AND CALL TO ORDER

Present:           Members:     Gene Doughty  
  Bill Luffee  
  Neal Maloney  
  Dana McClish  
  Lynn Meissen  
  Ron Reisner  
  Alan Alward (MBCFO Rep.)  
  Eric Endersby, Harbor Director  
  Polly Curtis, Office Assistant

#### MOMENT OF SILENCE

#### PLEDGE OF ALLEGIANCE

#### CHAIR AND ADVISORY BOARD MEMBER ANNOUNCEMENTS & PRESENTATIONS

Mr. Doughty said if boaters have not secured their boats and pennant lines, it is probably too late due to impending storms.

Mr. Alward said the Morro Bay Commercial Fisherman's Organization (MBCFO) held their annual meeting on February 28, 2016. On the issue of code enforcement towards boats on trailers on private property in Morro Bay, the MBCFO will make a declaration to City Council to recommend rescinding the City Code, saying many of these small boats are used by fishermen.

Mr. Luffee said the "Friends of the Harbor Department" will rent a container/trailer for the Morro Bay Junior Lifeguards for a six-month period which will replace the old Lifeguard "box" in the parking lot at Morro Rock; the trailer may also be used for events at the Rock in the future.

Mr. McClish said the Morro Bay Yacht Club is holding the Cal Poly Mustang sailing regatta this coming weekend. The Big Rock regatta is the weekend after the collegiate regatta.

#### PUBLIC COMMENT

##### [Spoke to item C-6](#)

Ms. Joan Solu said the disgraceful conditions of the public restrooms on the waterfront in Morro Bay directly opposes the City's bid for tourism and related businesses; there is a constant flow of traffic which is heightened during Harbor Festival and many other weekend events such as the Kite Festival. The City needs to offer hospitable, clean, well-stocked restrooms, which need to be modernized and re-designed in the very near future with a hardscape and substructure that is easier to maintain and clean.

None.

**A. CONSENT CALENDAR**  
**A-1 MINUTES**

Mr. Maloney moved the February 4, 2016 Harbor Advisory Board minutes be approved as submitted. The Motion was seconded by Ms. Meissen and carried unanimously.

With consensus from the Board Items C-5, C-6 and C-7 were moved to be heard in the following order.

**C-5 Request by Thomas St. John for a Waiver of Requirement to Qualify for a Commercial Fishing Slip**

Mr. Endersby reviewed the item and introduced Morro Bay commercial fisherman, Mr. Thomas St. John. Mr. St. John thanked the Board for the opportunity to request a third waiver to qualify for his commercial fishing slip; he explained his situation, saying with the crab season closed he came up \$268 short of the \$5,000 qualification.

Discussion by the Board and Mr. St. John.

**MOTION:** Mr. Alward moved for the Harbor Director to grant Mr. Thomas St. John a third waiver for his slip qualification. The Motion was seconded by Mr. McClish and carried unanimously.

**C-6 Discussion and Recommendations on the Condition of Restrooms on the Embarcadero**

Mr. Endersby reviewed the item. The Board opened the item up to public comment.

Ms. Tina Hoppe said she has witnessed the public restrooms on the waterfront in Morro Bay full of toxic, hazardous material; many times these restrooms are unusable in these conditions. There is no soap dispenser in most of the restrooms, including the ones near the Dockside Too restaurant which is where patrons are sent; this would not pass any inspection by County Health. She said the restrooms need to have hourly maintenance and need to be stocked with soap and all necessary supplies regularly, and possibly be locked at night. If this cannot be done, she suggested closing these restrooms and bringing in portable outhouses, which are often better maintained by the company that rents them out.

Ms. Lori French said compared to similar public restrooms up and down the coast, these restrooms in Morro Bay are worse than gas stations.

Mr. Homer Alexander said there are many visitors to the waterfront; visitors provide money which goes into the Harbor Fund and the General Fund; he suggested the City hire contract janitors for the weekends, which he has calculated at a cost of \$5,000 or less per year.

Ms. Sandy Twist, owner of a paddleboard shop on the Embarcadero, said there are often lines of people waiting to use her shop's restroom, which she maintains and keeps well stocked at her own expense as stated in her lease. Ms. Twist said she walked the waterfront today and realized the signage for all of the public restrooms is far too small and difficult to locate; she recommended larger, visible signs as well as more signs posted for all public restrooms, including those at lease sites.

Discussion by the Harbor Advisory Board.

**MOTION:** Mr. Reisner moved the Harbor Advisory Board recommend City Council within the next 30 days direct additional City resources toward timely maintenance of the City's waterfront

restrooms as well as toward physical improvements of City waterfront restrooms; additionally recommend improved signage for both City waterfront restrooms and leaseholder restrooms designated for public use. The Motion was seconded by Mr. Alward and carried unanimously.

### **C-7 Consideration of Recommendation of Slip Fee or Slip Qualification Relief for Commercial Crab Fishermen**

Mr. Endersby reviewed the item. The Board opened the item up for public comment.

Ms. Lori French, wife of local commercial crab fisherman, described the current crab fishery disaster situation of this season, saying they are in uncharted territory. She requested slip relief for current commercial crab permit holders, as well as relief from slip qualification requirements.

Discussion by the Board and Ms. French.

**MOTION:** Mr. Reisner moved the Harbor Advisory Board recommend to City Council to allow one month waiver of slip fees for current commercial crab permit holders. There was no second, and the Motion died.

Further discussion by the Board and Ms. French.

**MOTION:** Mr. Luffee moved the Harbor Advisory Board recommend to City Council to approve three months of slip relief for current commercial crab permit holders. The Motion was seconded by Ms. Meissen and carried unanimously.

## **B. PUBLIC HEARINGS, REPORTS, AND APPEARANCES**

### **B-1 Harbor Department Status Report**

Mr. Endersby briefed the Board on the following topics:

#### **Recent Department Activity**

**Avery Danley's Body Found in Bay  
Capsized Vessel with Four POB, February 14  
Be Aware of Ocean Conditions  
Harbor Patrol 13 Emergency Responses in February**

#### **Recent City Council Activity**

**Authorize Mid-Year Budget Amendments  
Recognition of Harbor Patrol, Coast Guard, and Fire for Rescue  
Adopted City Goals and Program Objectives for 2016-17  
Adopted Mitigated Negative Declaration  
Adopted Reso No. 09-16 CUP for Construction at 725 Embarcadero**

#### **Grants:**

**CCJCFCL Grant for CMANC in Washington, DC  
CCJCFCL and MBCFO Grant for Repair of Ice Machine**

#### **Dredging Funding and Plans**

**Meeting with Army Corps of Engineers on Possible SPM Dredging**

#### **Plover Fencing**

**Update on Brian Williamson Case with Fish and Wildlife  
STaR Award to MB Fishing Community Sustainability Plan**

#### **Bar Condition Information**

**Waterways Analysis Management System (WAMS)**

**Morro Bay Quota Fund Update**

**C-MANC Washington Week March 14-18**

**Continued discussion by the Board and Mr. Endersby on the joint cooperation of public safety responses by Harbor Patrol and Coast Guard, and the necessity of both agencies working together in Morro Bay.**

**C. BUSINESS ITEMS**

**C-1 Update from the Marine Services Facility/Boatyard Ad-Hoc Committee on Committee's Recent Activities**

Mr. McClish reported that the Ad-Hoc Committee is awaiting responses on recommendations made to the City Council regarding the facilities, the designs, and the Feasibility Study. Regarding the Feasibility Study, the Morro Bay Commercial Fisherman's Organization has applied for a grant with the Morro Bay National Estuary Program for \$5,000 towards that Feasibility Study. He said the City Council will have this agenda item on the March 8, 2016 meeting. He said the Ad-Hoc Committee will continue looking at grant funding and different funding avenues from the list of organizations in the Feasibility Study.

**C-2 Update from the Finance & Budget Ad-Hoc Committee on Committee's Recent Activities**

Mr. Maloney said the Ad-Hoc Committee has not met since the last Harbor Advisory Board meeting. Nothing to report.

**C-3 Update from the Eelgrass Ad-Hoc Committee on Committee's Recent Activities**

Ms. Meissen said the Ad-Hoc Committee met with Ms. Jennifer Yost who is a botanist at Cal Poly, (oceanography/biology/ecology) and works in all areas on the study of eelgrass; she said the eelgrass loss is worldwide, and eelgrass is a base component of the estuary. The focus is on finding out reasons for the decline. During this initial meeting with Ms. Yost, discussion focused on projects the NEP is trying to get funded, as well as mitigation processes. There was discussion on the possibility of growing eelgrass in tanks with the help of Mr. Maloney's oyster company. Ms. Meissen said this meeting could have an active and productive outcome by this collaboration, and Ms. Yost will make a presentation to the Board in the near future.

**C-4 Update from the Marine Sanctuaries Ad-Hoc Committee on Committee's Recent Activities, Including Consideration of Ad-Hoc Committee Written Report Dated February 4, 2016**

Mr. Reisner said during the February Harbor Advisory Board meeting, the Board unanimously recommended to the Morro Bay City Council that the City sponsor additional public information forums relative to a national marine sanctuary off the coast of Morro Bay. Recently the Council agreed to put the matter on a future Council meeting agenda.

Mr. Reisner said the Ad-Hoc Committee has been working to build a list of potential public information forum presenters who have experience living with one or more national marine sanctuaries and who could speak to local control, regulatory, and economic experiences. He said the list of potential presenters concentrates on the regions around the Monterey Bay Sanctuary, the Farallones, the Channel Islands, along with people in general.

Mr. Reisner listed the Ad-Hoc Committee's recurring themes on the subject of Marine Sanctuaries and continued his detailed report. Further discussion by the Board and Mr. Endersby.

~~**C-5 Request by Thomas St. John for a Waiver of Requirement to Qualify for a Commercial Fishing Slip**~~

~~Mr. Endersby reviewed the item and introduced Morro Bay commercial fisherman, Mr. Thomas St. John. Mr. St. John thanked the Board for the opportunity to request a third waiver to qualify for his commercial fishing slip; he explained his situation, saying with the crab season closed he came up \$268 short of the \$5,000 qualification.~~

~~Discussion by the Board and Mr. St. John.~~

~~**MOTION:** Mr. Alward moved for the Harbor Director to grant Mr. Thomas St. John a third waiver for his slip qualification. The Motion was seconded by Mr. McClish and carried unanimously.~~

#### ~~C-6 Discussion and Recommendations on the Condition of Restrooms on the Embarcadero~~

~~Mr. Endersby reviewed the item. The Board opened the item up to public comment.~~

~~Ms. Joan Solu said the disgraceful conditions of the public restrooms on the waterfront in Morro Bay directly opposes the City's bid for tourism and related businesses; there is a constant flow of traffic which is heightened during Harbor Festival and many other weekend events such as the Kite Festival. The City needs to offer hospitable, clean, well-stocked restrooms, which need to be modernized and re-designed in the very near future with a hardscape and substructure that is easier to maintain and clean.~~

~~Ms. Tina Hoppe said she has witnessed the public restrooms on the waterfront in Morro Bay full of toxic, hazardous material; many times these restrooms are unusable in these conditions. There is no soap dispenser in most of the restrooms, including the ones near the Dockside Too restaurant which is where patrons are sent; this would not pass any inspection by County Health. She said the restrooms need to have hourly maintenance and need to be stocked with soap and all necessary supplies regularly, and possibly be locked at night. If this cannot be done, she suggested closing these restrooms and bringing in portable outhouses, which are often better maintained by the company that rents them out.~~

~~Ms. Lori French said compared to similar public restrooms up and down the coast, these restrooms in Morro Bay are worse than gas stations.~~

~~Mr. Homer Alexander said there are many visitors to the waterfront; visitors provide money which goes into the Harbor Fund and the General Fund; he suggested the City hire contract janitors for the weekends, which he has calculated at a cost of \$5,000 or less per year.~~

~~Ms. Sandy Twist, owner of a paddleboard shop on the Embarcadero, said there are often lines of people waiting to use her shop's restroom, which she maintains and keeps well stocked at her own expense as stated in her lease. Ms. Twist said she walked the waterfront today and realized the signage for all of the public restrooms is far too small and difficult to locate; she recommended larger, visible signs as well as more signs posted for all public restrooms, including those at lease sites.~~

~~Discussion by the Harbor Advisory Board.~~

~~**MOTION:** Mr. Reisner moved the Harbor Advisory Board recommend City Council within the next 30 days direct additional City resources toward timely maintenance of the City's waterfront restrooms as well as toward physical improvements of City waterfront restrooms; additionally recommend improved signage for both City waterfront restrooms and leaseholder restrooms designated for public use. The Motion was seconded by Mr. Alward and carried unanimously.~~

#### ~~C-7 Consideration of Recommendation of Slip Fee or Slip Qualification Relief for Commercial Crab Fishermen~~

~~Mr. Endersby reviewed the item. The Board opened the item up for public comment.~~

~~Ms. Lori French, wife of local commercial crab fisherman, described the current crab fishery disaster situation of this season, saying they are in uncharted territory. She requested slip relief for current commercial crab permit holders, as well as relief from slip qualification requirements.~~

~~Discussion by the Board and Ms. French.~~

~~**MOTION:** Mr. Reisner moved the Harbor Advisory Board recommend to City Council to allow one month waiver of slip fees for current commercial crab permit holders. There was no second, and the Motion died.~~

~~Further discussion by the Board and Ms. French.~~

~~**MOTION:** Mr. Luffee moved the Harbor Advisory Board recommend to City Council to approve three months of slip relief for current commercial crab permit holders. The Motion was seconded by Ms. Meissen and carried unanimously.~~

**D. DECLARATION OF FUTURE AGENDA ITEMS**

**Future:**

- Commercial Slip Qualification Relief for Crab Permit Holders
- City Code Enforcement for Boats on Trailers on Private Property
- Back Bay Water Use Public Forum
- Coast Guard Building Location Plans
- Condition of Restrooms on the Embarcadero
- Inspecting Marine Sanitation Devices on All Vessels in Morro Bay Harbor

**E. ADJOURNMENT**

This meeting was adjourned at 8:35 PM.

Submitted by,



Polly Curtis  
Harbor Department



AGENDA NO: B-1

MEETING DATE: May 5, 2016

## Staff Report

**TO: Harbor Advisory Board**

**DATE: April 27, 2016**

**FROM: Eric Endersby, Harbor Director**

**SUBJECT: Harbor Department Status Report**

### **RECOMMENDATION**

Receive and file.

### **DISCUSSION**

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

Harbor Patrol statistics to date for April (through the 27<sup>th</sup>) include 27 emergency responses and 101 calls for service. The month has seen 5 days of small craft advisories for either wind or swell, 4 days of gale winds and 9 days of hazardous entrance conditions.

Thursday, April 7<sup>th</sup>, Harbor Patrol along with Morro Bay Fire, and Police personnel, a helicopter from the California Highway Patrol, and California State Parks Rangers were called to a Cliff Rescue on Morro Rock. A male adult was stranded on the side of Morro Rock as he was trying to propose marriage to his girlfriend through Facetime which became national news. Later in the day the same individual was arrested for being under the influence of a controlled substance and taken to jail. We really encourage people to avoid traversing the rock; it's illegal and unsafe to climb.

Throughout the month of April Harbor Patrol assisted with the annual USLA Lifeguard Academy. Seven people in total; two from the City's Recreation Department for the Junior Lifeguard program and five from San Luis Obispo County completed the Academy. Returning Morro Bay Lifeguard personnel assisted and attended the academy as a refresher.

Wednesday, April 20<sup>th</sup>, Harbor Patrol Supervisor Becka Kelly and Reserve Officer Kyle attended the Marine Protected Area (MPA) meeting hosted by the MPA Collaborative Network and CDFW. The goal of the training is provide peace officers and uniformed personnel with the information to assist CDFW wildlife officers in enforcing and gaining compliance of MPA regulations. While this is primarily for officers with citation authority in MPAs, non-citing uniformed officers with jurisdictional overlap were also welcome to attend.

Prepared By: EE

Dept. Review: EE

Friday, April 22<sup>nd</sup>, Harbor Patrol staff attended the County wide Coastal Incident Responder Plan (CIRP) meeting held at the Morro Bay Fire Department where they discussed updating the CIRP which was last revised in 2011. Changing marine radio frequency for agencies to use in an emergency and updating the dangerous marine animal protocol.

Saturday and Sunday, April 23<sup>rd</sup> and 24<sup>th</sup>, the 10<sup>th</sup> Annual Morro Bay Kite Festival was held. Attendance this year was at all-time highs, with all-time high winds to go along with it. On Saturday a 60-foot Octopus kite broke loose and landed in the bay near Coleman Beach, and was retrieved by the Harbor Patrol.

### **Recent City Council Activity:**

At their April 12, 2016 meeting, the Council moved the City not to actively seek out additional National Marine Sanctuary forums, but that if staff or Council becomes aware of an opportunity, the item be brought back to Council for discussion on a case-by-case basis.

At their April 26<sup>th</sup> meeting the Council presented Lisa Wise Consulting with a certificate of appreciation for their hard work on putting together the Morro Bay Fishing Community Sustainability Plan and submitting it to the American Planning Association for award consideration, and then winning the American Planning Association (APA) "2016 Vernon Deines Honor Award for an Outstanding Small Town Special Project Plan" and representing the City of Morro Bay at the awards ceremony on April 3, 2016 in Phoenix.

Also at the April 26<sup>th</sup> meeting, Council moved to authorize staff to put lease site 87-88/87W-88W (Off the Hook restaurant and Under the Sea Gallery) out for public requests for proposals (RFP), and to include the following considerations: family-oriented site use component, sustainability features, stormwater management, maximizing public benefit, and consider phased approach on any water side improvements. Council direction is to get the RFP out within 30 days, let it "soak" for 45 to 60 days and bring back to Council for review/consideration of proposals received in August.

**New Hire:** On April 26, 2016, Morro Bay resident Trude Kyle accepted the position of the recently approved Part-time Harbor Administrative Assistant position. This position was approved by the City Council at the mid-year budget amendments, and will be utilized primarily to help the department get caught up on a serious backlog of work due to still being one full time position down from historic levels, and no decrease in workloads.

### **Upcoming Events:**

Blessing of the Fleet at the North T-pier 5/1/16.

Commercial salmon fishing season opens 5/1/2016.

Dredge Yaquina arrives 5/2/2016.

Miracle Miles for Kids 5/7/2016.

Cruisin' Morro Bay Car Show 5/6/2016 to 5/8/2016

Amgen Tour of California stage start on 5/18 in Morro Bay.



AGENDA NO: C-1

MEETING DATE: May 5, 2016

## Staff Report

**TO:** Harbor Advisory Board

**DATE:** April 27, 2016

**FROM:** Eric Endersby, Harbor Director

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

### **RECOMMENDATION**

Receive and file.

### **DISCUSSION**

The Marine Services Facility/Boatyard Ad-Hoc Committee will be presenting an oral update on their activities, if any. This is a standing committee report agenda item.

Prepared By: EE

Dept. Review: EE





AGENDA NO: C-3

MEETING DATE: May 5, 2016

## Staff Report

**TO:** Harbor Advisory Board

**DATE:** April 27, 2016

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Update from the Eelgrass Ad-Hoc Committee on Committee's Recent Activities

### **RECOMMENDATION**

Receive and file.

### **DISCUSSION**

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

Prepared By: EE

Dept. Review: EE



AGENDA NO: C-4

MEETING DATE: May 5, 2016

## Staff Report

**TO:** Harbor Advisory Board

**DATE:** April 27, 2016

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Update from the Marine Sanctuaries Ad-Hoc Committee on Committee's Recent Activities

### **RECOMMENDATION**

Receive and file.

### **DISCUSSION**

The Marine Sanctuaries Ad-Hoc Committee will be presenting an oral update on their activities, if any. This is a standing committee report agenda item.

Prepared By: EE

Dept. Review: EE



AGENDA NO: C-5

MEETING DATE: May 5, 2016

## Staff Report

**TO: Harbor Advisory Board**

**DATE: April 29, 2016**

**FROM: Eric Endersby, Harbor Director**

**SUBJECT: Updated Draft Work Plan for 2016/2017 City Council Goal Objectives for Harbor Advisory Board Review, Input and Recommendation**

### **RECOMMENDATION**

Staff recommends the Harbor Advisory Board (HAB) review and provide input and recommendations on the updated draft work plan elements presented for implementation of the 2016/2017 City Council Goals and Objectives.

### **FISCAL IMPACT**

Fiscal impacts are unknown at this time. While most goal objectives will have fiscal impacts when carried out and implemented, budgeting for those objectives is not under consideration at this time. Rather, budgeting for implementing objective work plan elements will be incorporated into the regular budget-setting process.

### **BACKGROUND**

At the April 7, 2016 HAB meeting, the HAB considered and provided input for the staff-created work plans for achievement of the City Council's 2016/2017 goal objectives. Recommended changes were brought to the City Council at a joint Council/HAB meeting on April 12, 2016.

Following that meeting, the City Manager and Harbor Director edited the work plans to incorporate discussion at the April 12 meeting, better reflect Council priorities, ensure work plans are synchronized between staff and HAB and ensure work plans are consistent with HAB Bylaws.

These edited work plans were brought to the City Council on April 26, 2016 for consideration and approval.

Prepared By: EE

Dept. Review: EE

### **DISCUSSION/CONCLUSION**

Included as Attachment 1 to this staff report are the final Council- and staff-edited work plans, including three new elements as added by the City Council on the 26<sup>th</sup>. These elements are the Human Observer requirement in the Groundfish fishery, Working Waterfronts, and Eelgrass Mitigation.

Like the HAB meeting on April 7 to consider the original work plans, these three new elements are now being brought to the HAB for consideration, input and recommendation of a final document.

### **ATTACHMENTS**

1. Updated Harbor Work Program for City Council 2016/2017 Goals & Objectives.

Item	Description	Expected HAB Review
<b>Harbor Work Program for City Council 2016/17 Goals &amp; Objectives</b>		
<b>As amended by the City Council on 4/26/16</b>		
<b>GOALS</b>		
<b>Goal 3</b>	<b>Review and Update Significant City Land Use Plans</b>	N/A
<b>e. Downtown/Waterfront Strategic Plan (DWSP)</b>	Consider incorporating the DWSP into the GP/LCP process. Complete DWSP part of the plan. WPE1 provide staff input to consultants as-required. WPE2 Obtain HAB review/input on work products as-required.	N/A
	WPE1 - Provide staff input to consultants as-required.	Q3-Q4 2016
	WPE2 - Obtain HAB review/input on work products as-required.	Q3-Q4 2016
<b>Goal 4</b>	<b>Maintain Core Public Safety Services</b>	N/A
<b>d. Public Safety Scrub of Morro Bay Municipal Code</b>	Complete a review of all public safety ordinances in the MBMC, including various sections of the MBMC that currently require first offense warning for violations of code, and bring recommended changes to Council for decision.	N/A
	WPE1 - Harbor element already begun in 2015 with HAB review and input on MBMC Chapter 15 and Harbor Dept. Rules and Regulations. First-round staff and HAB review of all sections complete.	
	WPE2 - Staff to bring first-round draft of recommended changes back to HAB.	Q2 2016
	WPE3 - Bring HAB-inputted and recommended changes to Council for approval.	Q4 2016
<b>Goal 5</b>	<b>Ensure Fiscal Sustainability</b>	N/A
<b>a. Budget Forecast</b>	Complete a professional, external 10-year budget forecast in Jan-Mar 2017 with new Council.	N/A
	WPE1 - Research and update current capital planning needs assessment and modeling with HAB Finance & Budget Ad-Hoc Committee assistance.	Q3-Q4 2016
	WPE2 - Complete capital assessment for HAB review and recommendation into FY 2017/2018 budgeting process for Council.	Q1-Q2 2017
	WPE3 - Research and update current Master Fee cost recovery estimating and modeling with HAB Finance & Budget Ad-Hoc Committee assistance.	Q3-Q4 2016
	WPE4 - Complete Master Fee cost recovery estimating for HAB review and recommendation into FY 2017/2018 budgeting process for Council.	Q1-Q2 2017
	WPE5 - Research/Investigate new and/or enhanced revenue streams with HAB input and recommendation.	Q3-Q4 2016
	WPE6 - Bring HAB revenue stream recommendations into FY 2017/2018 budgeting process for Council.	Q1-Q2 2017
<b>Goal 6</b>	<b>Support Economic Development</b>	N/A
<b>g. Aquarium Project</b>	Work closely with the Central Coast Aquarium to bring a concept Plan for approval to the Council and Coastal Commission.	N/A

	WPE1 - HAB review and recommendations to Council on CCA proposal after submission (est. Q4 2016).	Q4 2016
<b>j. Maritime Museum</b>	Update the current MOU and complete a license agreement with the Central Coast Maritime Museum.	N/A
	WPE1 - Staff to complete MOU currently in draft form for Council consideration and approval.	Q2 2016
	WPE2 - Staff to complete a License Agreement for administrative approval.	Q2 2016
<b>k. Marine Services Facility</b>	Contract for, complete and bring to Council for consideration a full feasibility study for the proposed Marine Services Facility.	N/A
	WPE1 - HAB Boatyard/Marine Services Facility Ad-Hoc Committee and staff identify potential outside private interest in facility construction and operation. If such interest exists, consider waiting for private proposals before paying for an internally-funded feasibility study.	Q2-Q4 2016
	WPE2 - With Boatyard/Marine Services Facility Ad-Hoc Committee participation and input, develop RFP for financial feasibility study for Council approval.	Q2 2016
	WPE3 - With Boatyard/Marine Services Facility Ad-Hoc Committee participation and input, evaluate RFP responses, get consultant under contract and complete study.	Q3-Q4 2016
	WPE4 - With Boatyard/Marine Services Facility Ad-Hoc Committee evaluation and recommendations, bring completed study to HAB for recommendations, and to Council for consideration and direction on next steps and possible site commitment.	Q4 2016
<b>Goal 7</b>	<b>Improve City Infrastructure, Facilities and Public Spaces</b>	N/A
<b>h. ESH Fencing</b>	Fence the environmentally sensitive habitat (ESH) between the Embarcadero dirt extension and the Morro Bay Power Plant property in the same manner as the ESH fencing on the opposite side of the road.	N/A
	WPE1 - Obtain cost estimate.	Q2 2016
	WPE2 - Bring to Council for budgeting (Harbor Fund or General Fund, or possible grant funding?).	Q2 2016
	WPE3 - Install.	Q3-Q4 2016
<b>Goal 8</b>	<b>Enhance Quality of Life</b>	N/A
<b>c. Sea Otter Awareness</b>	Take specific actions to raise awareness of sea otter protection practices and participate in the 2016 Sea Otter Awareness Week.	N/A
	WPE1 - Continue current efforts with State Parks and Fish and Wildlife regarding establishing Morro Bay-specific sea otter awareness materials.	N/A
	WPE2 - Engage stakeholders, identify opportunities and ideas, and bring to HAB for input and recommendation.	Q2-Q3 2016
	WPE3 - Implement recommendations.	Q3 2016
	WPE4 - Participate to the extent possible in Sea Otter Awareness Week 2016 (typically the 4th week in September).	Q3 2016
<b>Goal 10</b>	<b>Improve City Operations</b>	N/A
<b>c. Records Management</b>	Develop a prioritized, budget short- and long-term plan for improving records management policies and procedures, including development of a trustworthy electronic records system, and staff education regarding legal requirements and best practices. Begin digital scanning of Harbor Dept. records.	N/A

	WPE1 - Identify Harbor records to be scanned, including reconciliation of duplicate lease files in Harbor and Legal departments.	Q3-Q4 2016
	WPE2 - Obtain cost estimate to scan identified records.	Q1 2017
	WPE3 - Bring to Council for budgeting.	Q2 2017
	WPE4 - Complete scanning.	Q3 2017
	WPE4 - Bring HAB recommendations to Council for consideration and decision.	Q2 2017
<b>h. Harbor Maintenance</b>	Evaluate transferring Harbor maintenance functions to Public Works.	N/A
	WPE1 - Identify functions contemplated for transfer using the Harbor Department Level of Service document developed in 2010/2011.	Q3 2016
	WPE2 - Working with Public Works' management, develop potential models, including consideration of performance parameters, efficiencies and financials, for transferring functions to Public works, including HAB review, input and recommendation to Council.	Q1 2017
	WPE3 - Bring HAB recommendations to Council for consideration and decision.	Q2 2017
<b>OTHER ITEMS</b>		
<b>a. Human Observer Requirement in Groundfish Fishery</b>	<b>Support Changes in the Human Observer Requirement to Participate in the Trawl Sector of the West Coast Groundfish Fishery</b>	N/A
	WPE1 - Research current governance and regulations and how the Morro Bay fleet is affected.	Q2-Q3 2016
	WPE2 - Identify regulatory path for City/Industry to take to effect changes in governance.	Q3-Q4 2016
	WPE3 - Research and identify industry-supportable options to bring forward for consideration of regulators.	Q3-Q4 2016
	WPE4 - With the industry, bring options to regulators to effect changes.	Q4 2016-Q1/Q2 2017
<b>b. Working Waterfronts</b>	<b>Create a "Working Waterfront" Policy for Morro Bay, and Pursue "Working Waterfront" Designations or Guidelines</b>	N/A
	WPE1 - Research "Working Waterfronts," their designations, guidelines and other information pertinent to Morro Bay for consideration of a Morro Bay policy and possible designation.	Q3 2016
	WPE2 - Develop draft Morro Bay Working Waterfront Policy for City Council consideration.	Q4 2016
	WPE3 - Pursue Morro Bay Working Waterfront designation or recognition, if applicable.	Q1 2017
<b>c. Eelgrass Mitigation</b>	<b>Consider Pursuing Changes to Eelgrass Regulation and Mitigation in Morro Bay to the Benefit of the Resource and Community</b>	N/A
	WPE1 - Continue Eelgrass Ad-Hoc Committee work into research of Newport Beach CA and other models, to include robust engagement with the Morro Bay National Estuary Program.	Q2-Q3 2016
	WPE2 - Research and identify potential regulatory path(s) forward.	Q3-Q4 2016
	WPE3 - Consider hiring consultancy to pursue full regulatory process. Budget in FY17/18 if required.	Q4 2016-Q1 2017
	WPE4 - Develop Morro Bay Eelgrass Mitigation Policy for consideration of regulatory approval.	Q2-Q4 2017