



**CITY OF SANTA BARBARA  
HARBOR COMMISSION**

**SPECIAL MEETING MINUTES**

**November 19, 2020 at 6:30 p.m.  
Waterfront Administration Office  
132-A Harbor Way, Santa Barbara, CA 93109  
[www.SantaBarbaraCA.gov](http://www.SantaBarbaraCA.gov)**

**CALL TO ORDER**

Chair Sligh called the meeting to order at 6:30 p.m.

**ROLL CALL**

Commissioners Present:

- Lang Sligh, Chair
- Betsy Cramer
- Michael Nelson
- Bill Spicer

Commissioners Absent:

- Merit McCrea, Vice Chair
- Jim Sloan
- John Stedman

Staff Present:

- Mike Wiltshire, Waterfront Director
- Brian Bosse, Waterfront Business Manager
- Erik Engebretson, Harbor Operations Manager
- Jeanette Prusinski, Administrative Supervisor
- Angela Rodriguez, Administrative Assistant

Chair Sligh congratulated Commissioner Spicer on his retirement from Harbor Commission. Commissioner Spicer served on Harbor Commission for over 11 years, and participated in more than 125 regular meetings. Commissioner Spicer also served as Harbor Commission Chair and Vice Chair during his time on Harbor Commissioner.

Waterfront Director Mike Wiltshire thanked Commissioner Spicer for his years of service to the Waterfront Department.

**CHANGES TO THE AGENDA**

There were no changes to the Agenda

**GENERAL PUBLIC COMMENT**

Members of the Public: Christopher Voss

## **CONSENT CALENDAR**

### **1. Approval Of The Minutes**

Recommendation: That Harbor Commission waive further reading and approve the Minutes from the Special Meeting of October 15, 2020.

Motion:

- Commissioners Spicer/Nelson to approve Minutes

Vote:

- Unanimous vote (Absent: Commissioners McCrea, Sloan, Stedman)

## **DEPARTMENT UPDATE**

### **2. Director's Report**

- Coronavirus Update
- Staffing Update
- Tentative Agenda Items For Future Meetings

Documents:

- November 19, 2020 report prepared by the Waterfront Director
- PowerPoint presentation prepared by staff

Speakers:

- Staff: Waterfront Director Mike Wiltshire

### **3. Business Services Report**

- Stearns Wharf Christmas Tree
- Waterfront Parking Permit Sales

Documents:

- November 19, 2020 report prepared by the Waterfront Business Manager
- PowerPoint presentation prepared by staff

Speakers:

- Staff: Waterfront Business Manager Brian Bosse

### **4. Facilities Management Report**

- Harbor Dredging Project
- Sand Berms

Documents:

- November 19, 2020 report prepared by the Waterfront Director
- PowerPoint presentation prepared by staff

Speakers:

- Staff: Waterfront Director Mike Wiltshire

**5. Harbor Operations Report**

- Weather Event Brings Gale Force Winds To Santa Barbara
- East Beach Mooring Permit Renewal Update

Documents:

- November 19, 2020 report prepared by the Harbor Operations Manager
- PowerPoint presentation prepared by staff

Speakers:

- Staff: Harbor Operations Manager Erik Engebretson

**NEW BUSINESS**

**6. Extension Of Office Lease Agreement With The National Oceanic And Atmospheric Administration**

Recommendation: That Harbor Commission recommend City Council approve a five-year extension to the existing three-year lease agreement with the National Oceanic and Atmospheric Administration for office space located at 113 Harbor Way, at a rent of \$1,505 per month.

Documents:

- November 19, 2020 report prepared by the Waterfront Business Manager
- PowerPoint presentation prepared by staff

Speakers:

- Staff: Waterfront Business Manager Brian Bosse

Motion:

- Commissioners Spicer/Nelson to approve the staff recommendation

Vote:

- Unanimous roll call vote (Absent: Commissioners McCrea, Sloan, Stedman)

**7. Waterfront Department Fiscal Year 2021 First Quarter Budget Review**

Recommendation: That Harbor Commission receive a staff report providing a brief summary of the Waterfront Department's revenues and expenditures as of September 30, 2020, and provide comments as appropriate.

Documents:

- November 19, 2020 report prepared by the Waterfront Business Manager
- PowerPoint presentation prepared by staff

Speakers:

- Staff: Waterfront Business Manager Brian Bosse

Discussion:

- Commissioners heard a presentation by Waterfront Business Manager Brian Bosse. Topics discussed were the Waterfront Department's Revenues and Expenditures in regards to the effects of the COVID-19 pandemic on the Fiscal Year 2021 Budget so far. Commissioners' questions were answered.

## **8. Capital Improvement Plan Update**

Recommendation: That Harbor Commission receive a staff report, review, and approve the Waterfront Department's proposed five-year Capital Improvement Plan.

Documents:

- November 19, 2020 report prepared by the Waterfront Director
- PowerPoint presentation prepared by staff

Speakers:

- Staff: Waterfront Director Mike Wiltshire

Motion:

- Commissioners Cramer/Spicer to approve the staff recommendation

Vote:

- Unanimous roll call vote (Absent: Commissioners McCrea, Sloan, Stedman)

## **COMMISSION AND STAFF COMMUNICATIONS**

Waterfront Director Mike Wiltshire reported that the Regular Harbor Commission meeting in December is cancelled, and the next meeting is scheduled for January 21, 2021. Director Wiltshire also gave a status update on the City's Advisory Group Recruitment by stating that Harbor Commission had one applicant who interviewed with City Council. Appointments will be made by City Council at their December 8, 2020 meeting.

## **COMMISSION MEMBER COMMITTEE ASSIGNMENT REPORTS**

- Commissioner Cramer attended the Sea Level Rise Subcommittee
- Commissioner Nelson attended the Commercial Fishing Subcommittee

## **ADJOURNMENT**

Commissioner Spicer gave his final remarks as a Harbor Commissioner and thanked various Waterfront staff and Commissioners for his interactions with them over the years.

Commissioner Cramer thanked Commissioner Spicer for his many years of service on Harbor Commission alongside her.

Motion:

- Commissioners Spicer/Cramer to adjourn the meeting at 8:01 p.m.

Vote:

- Unanimous vote (Absent: Commissioners McCrea, Sloan, Stedman)