



**CITY OF SANTA BARBARA
HARBOR COMMISSION**

SPECIAL MEETING MINUTES

**February 17, 2022 at 6:30 p.m.
Waterfront Administration Office
132-A Harbor Way, Santa Barbara, CA 93109
www.SantaBarbaraCA.gov**

CALL TO ORDER

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

ROLL CALL

Commissioners Present:

- Merit McCrea, Chair
- Betsy Cramer, Vice Chair
- Seth Anderson
- Michael Hanrahan
- Michael Nelson
- Adam Stanowick
- John Stedman

Commissioners Absent:

- None

Staff Present:

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

CHANGES TO THE AGENDA

There were no changes to the Agenda

GENERAL PUBLIC COMMENT

There were no members of the public who wished to speak

CONSENT CALENDAR

1. Approval Of The Minutes

Recommendation: That Harbor Commission waive further reading and approve the Minutes from the Special Meeting of January 20, 2022.

Motion:

- Commissioners Stedman/Cramer to approve Minutes

Vote:

- Unanimous roll call vote

DEPARTMENT UPDATE

2. Director's Report

- Waterfront Department Organizational Structure And Staffing Update
- Tentative Agenda Items For Future Meetings

Documents:

- PowerPoint presentation prepared by staff
- February 17, 2022 report prepared by the Waterfront Director

Speakers:

- Staff: Waterfront Director Mike Wiltshire

3. Business Services Report

- Day At The Docks
- Wharf Wednesdays
- Art On The Wharf

Documents:

- PowerPoint presentation prepared by staff
- February 17, 2022 report prepared by the Waterfront Business Manager

Speakers:

- Staff: Waterfront Business Manager Brian Bosse

4. Facilities Management Report

- Harbor Patrol Boat #2

Documents:

- PowerPoint presentation prepared by staff
- February 17, 2022 report prepared by the Waterfront Facilities Manager

Speakers:

- Staff: Harbor Operations Manager Erik Engebretson

5. Harbor Operations Report

- California Vessel Registration
- Harbor Patrol Rescues Pit Bull At Sea
- Harbor Operations Assistant Recruitment
- West Beach Permit Sales

Documents:

- PowerPoint presentation prepared by staff
- February 17, 2022 report prepared by the Harbor Operations Manager

Speakers:

- Staff: Harbor Operations Manager Erik Engebretson

NEW BUSINESS

6. Fiscal Year 2022 Mid-Year Budget Report

Recommendation: That Harbor Commission receive and review a status report on the Waterfront Department Fiscal Year 2022 Mid-Year Budget revenues and expenditures.

Documents:

- PowerPoint presentation prepared by staff
- February 17, 2022 report prepared by the Waterfront Business Manager

Speakers:

- Staff: Waterfront Business Manager

Discussion:

- Commissioners heard a presentation by Waterfront Business Manager Brian Bosse. Topics discussed were Fiscal Year 2022 mid-year revenues, revenue projections, expenditures, and expenditure projections, as well as a comparison of FY 2022 with FY 2019 (Pre-COVID) at mid-year. Commissioners' questions were answered.

7. Proposed Assignment Of Lease Agreement No. 27,008 – Seacoast Of Santa Barbara, Inc. Located At 125 Harbor Way

Recommendation: That Harbor Commission review and recommend that City Council approve a change in ownership via the assignment of Lease Agreement No. 27,008 for Seacoast of Santa Barbara, Inc. at 125 Harbor Way.

Documents:

- PowerPoint presentation prepared by staff
- February 17, 2022 report prepared by the Waterfront Business Manager

Speakers:

- Staff: Waterfront Business Manager

Motion:

- Commissioners Stanowick/Nelson to approve the staff recommendation

Vote:

- Unanimous roll call vote (Abstain: Commissioner Hanrahan)

8. Proposed Lease Agreement With Channel Islands Outfitters, Inc. Doing Business As, Paddle Sports Of Santa Barbara

Recommendation: That Harbor Commission review and recommend City Council approval of a five-year lease agreement with one, five-year option with Channel Islands Outfitters, Inc. dba Paddle Sports of Santa Barbara, for the 956 square foot retail store at 117 B Harbor Way.

Documents:

- PowerPoint presentation prepared by staff
- February 17, 2022 report prepared by the Waterfront Business Manager

Speakers:

- Staff: Waterfront Business Manager

Motion:

- Commissioners Hanrahan/Cramer to approve the staff recommendation

Vote:

- Unanimous roll call vote (Abstain: Commissioner Anderson)

9. Determination Of Future Harbor Commission Meeting Date, Time, And Location

Recommendation: That Harbor Commission review the regular meeting date, time, and location; discuss various options; and recommend a preferred meeting time and location for in-person meetings going forward.

Documents:

- PowerPoint presentation prepared by staff
- February 17, 2022 report prepared by the Waterfront Director

Speakers:

- Staff: Waterfront Director Mike Wiltshire

Motion:

- Commissioners Hanrahan/Cramer to hold Regular Harbor Commission Meetings every third Thursday at 5:30 p.m. in the David Gebhard Public Meeting Room, located at 630 Garden Street, when Harbor Commission meetings return to in-person.

Vote:

- Majority roll call vote (Ayes: Commissioners Cramer, Hanrahan, McCrea, Nelson, Stanowick; Noes: Commissioners Anderson, Stedman)

10. Commission Committee Assignments

Recommendation: That Harbor Commission review and update, as necessary, membership on various Harbor Commission Committees, per the Board of Harbor Commission Rules adopted September 16, 2010.

Documents:

- Current Committee Assignments Effective August 19, 2021
- February 17, 2022 report prepared by the Waterfront Director

Speakers:

- Staff: Waterfront Director Mike Wiltshire
- Members of the public: Christopher Voss, William Nash

Motion:

- Commissioners Stedman/Stanowick to fill the Commission Committee Assignments as noted below

Vote:

- Unanimous roll call vote

The current Commission Committee Assignments are as follows:

BUDGET

- Seth Anderson
- Betsy Cramer
- Adam Stanowick

CHARTERING & BUSINESS ACTIVITY PERMITS

- Michael Hanrahan
- Merit McCrea

COMMERCIAL FISHING

- Michael Nelson
- John Stedman

REQUEST FOR PROPOSAL SELECTION

- Merit McCrea
- Michael Nelson

SEA LEVEL RISE ADAPTATION PLAN

- Betsy Cramer
- John Stedman

SLIP ASSIGNMENT POLICY AD-HOC COMMITTEE

- John Stedman, Chair
- Michael Nelson

SUBCOMMITTEE REPORTS

Commissioner Nelson stated that although he did not make a motion, he was hoping to have the Request for Proposals Subcommittee meet in the coming months with Waterfront staff to discuss broadening the RFP Subcommittee's role in the City's RFP process, then report back to the full Harbor Commission.

COMMISSION AND STAFF COMMUNICATIONS

Chair McCrea inquired about the draft Cruise Ship Program Endorsement letter discussed and voted on at the January 20, 2021 Harbor Commission meeting. Director Wiltshire clarified that the letter is still in the process of being written by Commissioner Nelson, but will be sent to each Harbor Commissioner for review prior to the final letter being sent to City Council for consideration.

Director Wiltshire announced that the Waterfront Department is following suit with California and Santa Barbara County Public Health Department's relaxed mask mandate, and that vaccinated employees and the public are now able to come into the office without a mask.

Chair McCrea inquired about when and where the next Harbor Commission meeting will be held. Director Wiltshire stated if we are able to hold an in-person meeting, it would be held in the David Gebhard Public Meeting Room at 5:30 p.m. on the third Thursday, otherwise the meeting would remain on Zoom until City Council allows Boards and Commissions to resume in-person meetings.

ADJOURNMENT

Motion:

- Commissioners Nelson/Stanowick to adjourn the meeting at 8:16 p.m.

Vote:

- Unanimous roll call vote