



## **MEETING MINUTES**

### **HARBOR COMMISSION**

**Wednesday, January 23, 2020  
Room B7, Lower Level  
2000 Main Street  
Huntington Beach, CA 92648**

WILLIAM LARKIN, Chair  
MICHAEL VAN VOORHIS, Vice Chair  
RENEE HUNTER, Board Member  
KIMBERLEY MILLIGAN, Board Member  
JOHN OCHS, Board Member  
CRAIG SCHAUPPNER, Board Member  
VACANT, Board Member

### **STAFF**

ERIK PETERSON, Councilmember Liaison  
LYN SEMETA Councilmember Liaison  
CHRIS SLAMA, Community Services Director  
CARRIE GONZALES, Administrative Assistant

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**PUBLIC COMMENTS:** To address the legislative body on items of interest not scheduled for public hearing, *Request to Speak* forms will be made available at the meeting and are collected by the staff or Sergeant at Arms. Some legislative bodies may provide different *Request to Speak* forms for public hearing items.

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**CALLED TO ORDER**

Chair Larkin called the meeting to order at 5:00 PM.

**PLEDGE OF ALLEGIANCE**

Led by Milligan

**ROLL CALL**

Present: Hunter, Larkin, Milligan Ochs, Schauppner, Van Voorhis

Staff Present: Oliver Chi, Chris Slama, Mike Baumgartner, Debbie DeBow, Jimmy Hoang, Ryan Reilly, Scott Smith, Carrie Gonzales, Codi Tennessen

**PUBLIC COMMENTS**

Chris Nielsen – Spoke on Beach Safety and violations. He thanked the commission for having the paddle board safety on the agenda and moving forward. He wants to bring bridge safety to your attention and hopes that you will come up with a solution that could be brought forward to the City Council.

Robert Wagner – Co-owner of Wagner Charters. Thanked the commission for bringing forward to City Council their approval for the temporary permit to allow harbor tours. Spoke on the challenges in getting the permit process approved. They were not able to have the Holiday harbor tours and would appreciate the Commission's assistance in getting this permit approved.

**CONSENT ITEMS**

- A) Approval of Meeting Minutes – October 24, 2019

**MOTION:** A motion was made by Milligan, seconded by Schauppner, to approve meeting minutes dated October 24, 2019.

The motion carried by the following vote:

AYES: Larkin, Milligan, Ochs, Schauppner, Van Voorhis

NOES: None

ABSTAINED: Hunter

- B) Approval of Special Meeting Minutes – December 11, 2019

**MOTION:** A motion was made by Schauppner, seconded by Van Voorhis, to approve meeting minutes dated December 11, 2019.

The motion carried by the following vote:

AYES: Larkin, Milligan, Schauppner, Van Voorhis

NOES: None

ABSTAINED: Hunter, Ochs

**INFORMATIONAL ITEM**

- A) Slama presented a PowerPoint titled "Kayak/Stand-up Paddleboard Activity". There are five public parks with beach access.
- Seabridge – already heavily impacted with beach goers
  - Trinidad – limited parking and area for operation
  - Humboldt – no public restrooms, limited parking
  - Davenport – limited parking
  - 11<sup>th</sup> Street – limited parking along PCH

Staff proposes to use 11<sup>th</sup> Street beach as the pilot program. There is currently activity at this location, has ample beach space and would have less impact on the residents.

Slama provided a local fee survey from the City of San Diego, Oceanside, Santa Barbara, Long Beach and Los Angeles County.

The next step would be to have the City solicit Request for Proposals (RFP) from vendors.

- RFP guidelines: would include, private lesson, semi-private lessons, group class/ lessons, rentals and tours.
- Proposal Format guidelines: experience and history, operations plan, health and safety plan, outreach and marketing, fee proposal, references.
- Contract Type: Instruction/Rentals Independent Contractor Agreement. Would select as many as two for the pilot program.
- Payment terms and fee split: paid to the City, would be billed monthly, rentals/ tours: 15% of gross revenue and instruction: 20% of gross revenue.
- Term of Agreement: would be for one year, with a possible one-year extension/
- Other Requirements: CPR and other applicable certifications, regulated space/ advertising on public beach (codes related to advertising), safety information/ requirements on equipment (proper identification, paddle on the right side of channel and avoid center of channel, stay out off of private docks except in an emergency, map of harbor, ad, and submit fingerprints per Human Resources Department as required by California Education Code.

Discussion ensued regarding the scope of the RFP. An additional beach area was mentioned, it is located across from Mother's Beach. Smith informed us that at high tide, there is not a lot of beach access. Slama stated that this area could be included as an alternate area in the RCA. Asked that the current vendors that are operating at the 11<sup>th</sup> Street area be notified of this process.

## COMMITTEE REPORTS

Chair Larkin informed the Commission that Member Balitzer has submitted his resignation from the Board. Slama stated that we are working with City Council to fill the vacancy.

### A) Waterway Safety – Hunter, Milligan & Van Voorhis

- Van Voorhis stated the committee was looking at bridge and buoy lighting under the same issue. However, the County Harbor Patrol will be looking at lighting buoys in Newport Beach. If we did not have an issue with it, we were going to asked them to do the same for the harbor. Possible having solar lighting vs. power to the buoys. Debow offered to have staff do an assessment and research of what is available.

### B) General Infrastructure – Schauppner & Ochs

- Schauppner distributed a memo titled "Legislation proposal to establish a fund, resourced from rental revenue collected by the State lands Commission from Huntington Harbour Home Owners and Businesses, for the stewardship and betterment of Huntington Harbor and surrounding evirons". Chi stated the Inter-governmental Relations Committee will be looking at this to see if City Council is interested. The IRC is an open meeting if you would like to attend it is scheduled for the February meeting on the 4<sup>th</sup> floor of the Civic Center.

Schauppner asked if the City Council approved the skimmer item at the January 20<sup>th</sup> meeting. Slama stated it was approved by City Council.

C) Water Quality – Larkin

- Update on sunken vessel. Found a new contractor to remove it and will begin on February 2<sup>nd</sup>.

D) Use of the Docks – Hunter & Milligan

- Milligan, Hunter and Slama met last month. Milligan stated that they reviewed the pros and cons. There are concerns. The docks are not exclusive docks for the Huntington Harbour Yacht Club (HHYC). Issues are parking, scheduling and management. There is not another dock the HHYC can use. Suggested that a RFP process be brought back to the next meeting.
- French dock was suggested. Slama stated that he will bring information on this dock at the February meeting. Also suggested was the dock across from the HHYC. Larkin stated it was privately owned. Smith stated French dock is approximately 38' long.

#### **FUTURE AGENDA ITEMS**

- RFP Stand-up Paddle Boards/ Kayak
- RFP Use of Public Docks
- Legislative Proposal – State Lands Commission (wait for outcome of the IRC meeting)
- Goals for the Commission
- Code Enforcement to provide Municipal Code Updates (Hoang asked that this is tabled. He is making several changes within his division and these will be included)
- Municipal Code updates as they pertain to the Harbor (an ad-hoc committee should be formed to review)
- Long-term goals for the Commission; What do we want to accomplish?; What do we want to provide to the City Council in terms of recommendations?
- Permitting process for private dock maintenance

#### **STAFF COMMENTS – None**

#### **COMMISSIONER COMMENTS**

Van Voorhis brought up organizing a concert. The commission cannot sponsor an event, however he would like clarification on the process to be able to have this event. Slama stated he should speak with Chris Cole, Specific Events Supervisor.

#### **ADJOURNMENT**

Chair Larkin called for adjournment at 6:14 PM with Schauppner seconding the motion. The next regularly scheduled meeting of the Harbor Commission is on Thursday, February 27, 2020, at 5:00 PM in meeting room B-7, lower level of the Civic Center, Huntington Beach, California.