



Board of Harbor Commissioners

Virginia Chang Kiraly, President
Nancy Reyerling, Vice President
Tom Mattusch, Treasurer
Sabrina Brennan, Commissioner
Edmundo Larenas, Commissioner
John Moren, Interim General Manager
William Parkin, District Counsel

San Mateo County Harbor District Board of Harbor Commissioners

“To assure the public is provided with clean, safe, well-managed, financially sound and environmentally pleasant marinas.”

SPECIAL MEETING MINUTES

September 25, 2019

5:00 PM

San Mateo County Harbor District
Conference Room
504 Avenue Alhambra, Ste. 200
El Granada, CA 94018

- A) Roll Call** 5:00 PM Commissioners Chang Kiraly, Larenas, Mattusch present.
Commissioners Brennan and Reyerling absent.
5:10 PM Commissioner Reyerling arrives.
- B) Public Comment** None
- C) Closed Session**
- 1) **TITLE: Public Employment**
General Manager
 - 2) **TITLE: Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9(d)(1)**
McHenry Fisheries, Inc (dba Pillar Point Seafoods) v. San Mateo County Harbor District; Morning Star Fisheries LLC v. San Mateo County Harbor District
 - 3) **TITLE: Conference with Legal Counsel - Anticipated Litigation**
Significant exposure to litigation pursuant to Government Code §54956. 9(d)(2) and (d)(3) (one potential case).
- 6:24 PM – President Chang Kiraly closed Closed Session.
No Reportable actions.
- D) 1. Public Comments/Questions**
- **Celine Gerakin (by Comment card)** – Thanked the Harbor District and staff for the support and help with Coastal Cleanup Day and regular beach cleanups.

2. Commissioner Comments

- **Commissioner Chang Kiraly** – attended Coastal Cleanup Day at Oyster Point Marina, thanked staff for all of their fantastic efforts involved in clean up. Thanks Oyster Point Dragons for their good efforts, too.

3. Committee Updates

Standing Committees

- Climate Change Resilience – September 12 (meeting cancelled)
- Finance – No recent meeting
- Governance and Policy – August 21, September 12
- Oyster Point Liaison – No recent meeting
- Social Media/Public Outreach – August 19
- Wildlife Protection – No recent meeting

Ad Hoc Committees

- General Counsel Search– New
 - General Manager Search – September 4, 9&10
 - Strategic Plan -No recent meeting
 - Office Design – (upcoming) September 30
- **Commissioner Larenas** - reiterated that members of the public and fellow Board members are welcomed and encouraged to attend Standing and Ad Hoc Committee meetings and he has been working with staff and Legal Counsel to allow for more than two Commissioners to attend without violating the Brown Act. Shared that the General Manager Ad Hoc Committee sorted through applications and interviewed candidates.
 - **Commissioner Mattusch** – General Manager Ad Hoc Committee reviewed applications and is moving forward to set up interviews for entire Board.

E) Consent

1. **Bills and Claims (van Hoff)**
Recommendation: Review Pre-Approved Bills and Claims in the amount of \$313,544.13. Pre-Approve \$500,000 in Bills and Claims until next meeting.
2. **Minutes – Special Meeting August 21, 2019 (Gehret)**
Recommendation: Approve Minutes of the Special Meeting of August 21, 2019.
3. **Minutes – Regular Meeting August 21, 2019 (Gehret)**
Recommendation: Approve Minutes of the Regular Meeting of August 21, 2019.

4. **Minutes – Special Meeting September 18, 2019 (Gehret)**
Recommendation: Approve Minutes of the Special Meeting of September 18, 2019.
5. **Minutes – Regular Meeting September 18, 2019 (Gehret)**
Recommendation: Approve Minutes of the Regular Meeting of September 18, 2019.
6. **Minutes – Special Meeting September 19, 2019 (Gehret)**
Recommendation: Approve Minutes of the Special Meeting of September 19, 2019.
7. **Fourth Quarter 2018/19 Financial Report (van Hoff)**
Information only.
8. **Fourth Quarter – Fiscal Year 2019 (Q4-19) Rent Report (van Hoff)**
Information only.
9. **Authorized List of Signatures with the San Mateo County Treasurer’s Office and California State Treasurer’s Office; Adopt Resolutions No. 19-12 and No. 19-13 (van Hoff)**
Recommendation: Approve list of Harbor District authorized signers for the San Mateo County Treasurer’s Office and adopt Resolution No.19-12; Approve list of Harbor District authorized signers for the California State Treasurer’s Office and adopt Resolution No.19-13.
10. **Special District Risk Management Authority Amendment to Health Benefit Program Memorandum of Understanding; Adopt Resolution 19-11 (van Hoff)**
Recommendation: Adopt Resolution No.19-11 approving the form of and authorizing the execution of a Memorandum of Understanding (MOU) and authorizing continued participation in the Special District Risk Management Authority’s (SDRMA) Health Benefit Program.
Motion: (Mattusch/Reyering) Approve Consent Items 1-10.
Ayes: All in favor
Motion passed

F) Discussion

11. **Approve Addition of One Deputy Harbormaster Position (van Hoff)**
Motion: (Reyering/Mattusch) Approve addition of one Deputy Harbormaster (DHM) position.
Ayes: All in favor
Motion passed
12. **Emergency Repair to the Pillar Point Harbor Launch Ramp Drain and Area Surrounding Filtration System; per Public Contract Code 22050 (Moren)**

Motion: (Reyering/Mattusch) Authorize the Interim General Manager to enter into an agreement with Andreini Bros. Inc. for an amount not to exceed \$42,761 to conduct emergency repairs to the Pillar Point Harbor (PPH) launch ramp drain and area surround the filtration system, pursuant to the California Public Contract Code (PCC) Section 22050.

Ayes: All in favor

Motion passed

13. Grant Identification and Writing Consulting Services (Moren)

Motion:(Reyering/Mattusch) Authorize the Interim General Manager to execute a Professional Services Agreement (PSA) for Grant Identification and Writing Consulting Services with California Consulting Inc. on an hourly basis consistent with attached proposal for an amount not to exceed \$50,000.

Ayes: All in favor

Motion passed

14. Appointments of Secretary and Committees

Public Comment

- **John Ullom** – Comments directed to Commissioners Reyering and Chang Kiraly.

Motion: (Mattusch/Chang Kiraly) Commissioner Reyering continues in the office of Secretary.

Ayes: Chang Kiraly, Mattusch, Reyering

Nays: None

Abstain: Larenas

Motion passed

Motion: (Mattusch/Reyering) Appoint President Chang Kiraly and Commissioner Reyering to the Strategic Planning Ad Hoc Committee.

Ayes: Chang Kiraly, Mattusch, Reyering

Nays: None

Abstain: Larenas

Motion passed


E) Discussion/Action on Pulled Consent Items (if any)


F) Future Agenda Items

G) Adjourn 6:47 PM Motion: (Mattusch/Reyering) Adjourn meeting.

Ayes: All in favor

Motion passed


Debbie Gehret
Deputy Secretary


Virginia Chang Kiraly
President