



Board of Harbor Commissioners

Virginia Chang Kiraly, President
Robert Bernardo, Vice President
Edmundo Larenas, Secretary
Tom Mattusch, Treasurer
Sabrina Brennan, Commissioner

John Moren, Interim General Manager
Steven D. Miller, 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.”

REGULAR MEETING AGENDA

December 19, 2018
6:30 PM

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

All Harbor District Commission regular meetings are recorded and posted at www.PacificCoast.tv within 48 hours of the meeting. Pacifica residents can tune into Comcast Channel 26 and residents from Montara through Pescadero can tune into Comcast Channel 27. Copies of the meetings can also be purchased from PCT and mailed for \$18.

Persons requiring special accommodation with respect to disability are directed to make such requests per the Americans With Disabilities Act to the Deputy Secretary to the Board at 650-583-4400, 48 hours in advance.

A) Roll Call

B) Staff Introductions:

- **Julie van Hoff** - Interim Director of Operations/Incoming Director of Administrative Services
- **Jose Barbosa** – Harbor Worker B

C) Outgoing Commissioner Recognition: Robert Bernardo

D) 1. Public Comments/Questions

The Public may directly address the Board of Harbor Commissioners for a limit of three (3) minutes, unless a request is granted for more time, on any item of public interest within the subject matter jurisdiction of the San Mateo County Harbor District, that is not on the Regular Agenda. If a member of the public wishes to address the Board on an agenda item, it is requested that a speaker card be completed and given to the Deputy Secretary. The Chair will call your name at the appropriate time. Agenda material may be reviewed at

the administration offices of the District, 504 Avenue Alhambra, Ste. 200, El Granada, CA 94018 or online at www.smharbor.com.

2. Commissioner Comments

Commissioners may make public statements limited to five (5) minutes.

E) Consent

All items on Consent are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to Discussion. Any item on Discussion may be transferred to Consent.

ITEMS PULLED FROM CONSENT WILL BE HEARD AFTER DISCUSSION ITEMS.

1. **[Bills and Claims \(Chan\)](#)**
Recommendation: Review Pre-Approved Bills and Claims in the amount of \$459,785.60. Pre-Approve Bills and Claims not to exceed \$350,000.
2. **[Minutes – Special Meeting October 4, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of October 4, 2018.
3. **[Minutes – Special Meeting October 9, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of October 9, 2018.
4. **[Minutes – Special Meeting October 17, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of October 17, 2018.
5. **[Minutes – Regular Meeting October 17, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Regular Meeting of October 17, 2018.
6. **[Minutes – Special Meeting November 5, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of November 5, 2018.
7. **[Minutes – Special Meeting November 14, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of November 14, 2018.
8. **[Minutes – Regular Meeting November 14, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Regular Meeting of November 14, 2018.

9. [Authorized List of Signatures with San Mateo County Treasurer's Office; Adopt Resolution No.18-18 \(Henthorne\)](#)
Recommendation: Approve list of Harbor District authorized signers for the San Mateo County Treasurer's Office and adopt Resolution No.18-18.
10. [Bad Debt Write-Off Request \(Henthorne\)](#)
Recommendation: Authorize the Interim General Manager to write-off as bad debt a total of \$15,562 in accounts receivable: \$8,783 from Oyster Point Marina and \$6,779 from Pillar Point Harbor.
11. [Half Moon Bay Commercial Fisheries Trust's 2019 Fish and Fleet Festival; Request for Fee Waiver \(Moren\)](#)
Recommendation: Waive fees and approve Special Event Permit for the Half Moon Bay Commercial Fisheries Trust's fifth annual Fish and Fleet Festival at Pillar Point Harbor, Sunday, September 15, 2019.
12. [Monthly Capital Projects Update \(Moren\)](#)
Receive and file.

F) Discussion

13. [Potential Elimination of Motorized Personal Watercraft Zone 1 in the Monterey Bay National Marine Sanctuary \(Moren\)](#)
Receive presentation and file.
14. [Approve Employment Agreement for Interim General Manager](#)
15. [Discussion and Possible Action on the Process for Conducting a Search for a New General Manager \(Moren\)](#)
Recommendation: Provide direction to staff.
16. [Discussion and Possible Action on Morningstar Fisheries Request to Assign its Lease with the District \(Moren\)](#)
Recommendation: Provide direction to staff.
17. [Johnson Pier: End of Pier Improvements \(Moren\)](#)
Recommendation: Receive report, provide direction to staff.

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

H) Future Agenda Items

- I) November Activity Reports: [General Manager/Operations Administration](#);
Information only.

J) Adjournment

The next Regular Meeting will be held on January 16, 2019 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, CA 94080 at 6:30 PM.

Agenda posted as required:
December 14, 2018 at 4:00 PM


Debbie Gehret
Deputy Secretary