



Board of Harbor Commissioners

Sabrina Brennan, President
Edmundo Larenas, Vice President
Nancy Reyering, Secretary
Tom Mattusch, Treasurer
Virginia Chang Kiraly, 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.”

REGULAR MEETING MINUTES

April 17, 2019
6:30 PM

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

- A) Roll Call** 6:33 PM Commissioners Chang Kiraly, Larenas, Reyering, Mattusch present.
Commissioner Brennan absent.
7:08 PM Commissioner Brennan arrives.

B) 1. Public Comments/Questions

- **Bob Nesbit** – City Manager of Half Moon Bay – invitation to Community Preparedness Day in Half Moon Bay on May 4th, offer open for Harbor District to represent.
- **Eric Nelson** – comments regarding bathrooms at RV Park /Surfers Beach.

2. Commissioner Comments

- **Commissioner Chang Kiraly** – appreciates invitation to Community Preparedness Day.
- **Commissioner Larenas** – commented about recent attendance at workshops on living shorelines and resilience; sustainability on migration of birds, whales and mammals, and the Ocean Climate Summit.

C) Consent

ITEMS PULLED FROM CONSENT WILL BE HEARD AFTER DISCUSSION ITEMS.

1. Bills and Claims (van Hoff)

Recommendation: Review Pre-Approved Bills and Claims in the amount of \$1,269,300.64. Pre-Approve \$500,000 in Bills and Claims until next meeting.

2. **Minutes – Special Meeting March 14, 2019 (Gehret)**
Recommendation: Approve Minutes of the Special Meeting of March 14, 2019.
 3. **Minutes – Special Meeting March 20, 2019 (Gehret)**
Recommendation: Approve Minutes of the Special Meeting of March 20, 2019.
 4. **Minutes – Regular Meeting March 20, 2019 (Gehret)**
Recommendation: Approve Minutes of the Regular Meeting of March 20, 2019.
 5. **Minutes – Special Meeting March 28, 2019 (Gehret)**
Recommendation: Approve Minutes of the Special Meeting of March 28, 2019.
 6. **Commercial Activity Permit for Stephen Crevelli Sportfishing to Charter a Privately-Owned Vessel at Oyster Point Marina (Moren)**
Recommendation: Approve the Commercial Activity Permit (CAP) for Stephen Crevelli (Permittee) to charter a privately-owned uninspected vessel for fishing, sightseeing tours, special events and burials at sea at Oyster Point Marina (OPM) until December 31, 2019 and authorize the Interim General Manager to execute the permit in a form approved by legal counsel.
 8. **San Mateo County Harbor District Governance & Policy Committee (van Hoff)**
Recommendation: Approve the Governance & Policy Committee's nomination of Frank "Bud" Ratts to serve as a public member of the Committee.
 9. **Investment Report (van Hoff)**
Receive and file.
- Items 7 and 10 pulled.**
Motion (Mattusch/Chang Kiraly) Approve Consent Items 1-6, 8 & 9.
Ayes: Chang Kiraly, Larenas, Mattusch, Reyering
Nays: None
Absent: Brennan
Motion passed.
- ❖ 7:08 PM Commissioner Brennan arrives.

D) Discussion

11. **Pillar Point Harbor West Trail Erosion Protection Project Update and Proposal for Board Consideration; Presentation (Pyle)**
Motion: (Brennan/Larenas) Consider approval of GHD consultant's proposal to continue design/engineering and permitting work with an emphasis on the living shoreline alternative.
Ayes: All in favor
Motion passed.

14. Surfers Beach Replenishment Pilot Project Update and Proposal;

Presentation (Pyle)

Motion: (Chang Kiraly/Larenas) Receive project update; authorize the Interim General Manager to execute a Professional Services Agreement with consultant Damitz for an amount not to exceed \$56,000 to complete project management for the Surfers Beach Restoration Pilot Project.

Ayes: All in favor

Motion passed.

15. Pillar Point Harbor Launch Ramp Dredge Project Update; Proposal

Consideration; Presentation (Pyle)

Motion: (Chang Kiraly/Mattusch) Receive project update; authorize the Interim General Manager to execute a Professional Services Agreement with consultant Damitz for an amount not to exceed \$47,700 for continued project management services for the Pillar Point Harbor Launch Ramp Dredge Project.

Ayes: All in favor

Motion passed.

10. Monthly Capital Projects Update (Pyle)

Receive and file.

12. Oyster Point Marina Fuel System Transfer to City of South San

Francisco (Moren)

Motion:(Mattusch/Larenas) Authorize Staff and District Counsel to send formal notice to the City of South San Francisco of the District's intent to cease operation and maintenance of the fuel system at Oyster Point Marina.

Ayes: All in favor

Motion passed.

13. Preliminary Budget for Fiscal Year 2019/20; Adopt Resolution No.19-08 (van Hoff)

• **Public Comment**

Bud Ratts – explained philosophy and support for changing the Budget into an Operating Budget and Capital Plan Budget, recommended by the Finance Committee.

Motion: (Larenas/Brennan) Adopt Resolution No.19-08 approving the Preliminary Budget for Fiscal Year 2019/20 with the following changes:

1. The Preliminary Budget shall contain two distinct sections – The Operating Budget and the Capital Plan Budget.
2. The Operating Budget shall contain appropriations for already approved Capital Projects and Vehicle & Vessel replacements. The appropriations for all other estimated costs associated with Capital Projects shall not be part of the 2019/20 Operating Budget. It is the intent of this Board to

amend Budget Appropriations when a capital project is presented to this Board, and the Board agrees that the project should proceed.

3. The Capital Plan Budget section of the document is a planning tool and shall not include a reference to appropriations.

Ayes: Brennan, Larenas, Reyering

Nays: Chang Kiraly, Mattusch

Motion passed.

7. **Authorize Expenditure of Funds for Temporary Staffing Services, Not to Exceed \$300,000 (Pyle)**

Motion: (Chang Kiraly/Brennan) Authorize the Interim General Manager to execute service agreements with Robert Half/Accountemps/Officeteam (Robert Half), Regional Government Services and other such agencies for temporary staffing needs as appropriate for a total not to exceed amount of \$300,000.

Ayes: All in favor

Motion passed.

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

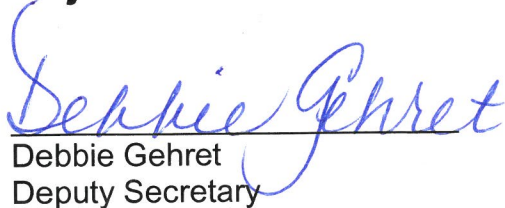
F) Future Agenda Items

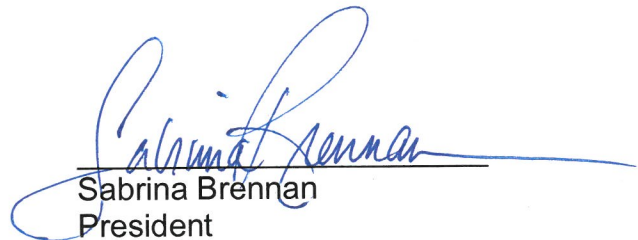
G) March Activity Reports: Interim General Manager/Operations, Administration
Information only

H) Standing Committee Meeting Summary:

- Policy Committee met March 25, 2019. See Consent Item 8.
- Climate Change Resilience Committee met April 9, 2019.
- Finance Committee met April 11, 2019.

I) Adjourn


Debbie Gehret
Deputy Secretary


Sabrina Brennan
President