



## Board of Harbor Commissioners

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

Jim Pruett, General Manager  
Trisha Ortiz, 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

**January 15, 2020**

**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](http://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) Closed Session**

**TITLE: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to California Government Code Section 54956.9 (d)(2) (Notices of intent to file California Voting Rights Act lawsuit)

**C) Staff Recognition**

**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](http://www.smharbor.com).

## 2. Commissioner Comments

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

## 3. Committee Updates

### Standing Committees

- Climate Change Resilience
- Finance
- Oyster Point Liaison
- Social Media/Public Outreach
- Wildlife Protection

### Ad Hoc Committees

- Office Design
- RV Lot/CDP

## 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 \(van Hoff\)](#)**  
Recommendation: Review Pre-Approved Bills and Claims in the amount of \$529,337.33. Pre-Approve \$500,000 in Bills and Claims until next meeting.
2. **[Minutes – Special Meeting December 18, 2019 – Strategic Plan \(Gehret\)](#)**  
Recommendation: Approve Minutes of the Special Meeting of December 18, 2019.
3. **[Minutes – Special Meeting December 18, 2019 – \(Gehret\)](#)**  
Recommendation: Approve Minutes of the Special Meeting of December 18, 2019.
4. **[Minutes – Regular Meeting December 18, 2019 \(Gehret\)](#)**  
Recommendation: Approve Minutes of the Regular Meeting of December 18, 2019.
5. **[Second Quarter – Fiscal Year 2020 \(Q2-20\) Investment Report \(van Hoff\)](#)**  
Receive and file.

6. [Fee Waiver Request for Northern California Outrigger Canoe Association's WaveChaser Paddle Series Event to be held January 25, 2020 \(Pruett\)](#)  
Recommendation: Approve request for fee waiver in the total amount of \$5,425 for the Northern California Outrigger Canoe Association's WaveChaser Paddle Series Kayak and Canoe event to be held January 25, 2020.
7. [Monthly Capital Projects Update \(Moren\)](#)  
Receive and file.
8. [Budget Calendar \(van Hoff\)](#)  
Information only.
9. [California Division of Boating and Waterways Boating Law Enforcement Equipment Grant Program; Financial Assistance for Boating Safety and Enforcement Equipment; Adopt Resolution No.20-01 \(Moren\)](#)  
Recommendation: Adopt Resolution No.20-01 to authorize acceptance and execution of a California Division of Boating and Waterways Boating Law Enforcement Equipment Grant for \$73,419.00.
10. [California Division of Boating and Waterways Surrendered and Abandoned Vessel Exchange Grant; Financial Assistance for Demolition of Abandoned Vessels, Marine Debris and Vessel Turn-In Program; Adopt Resolution No.20-02 \(Moren\)](#)  
Recommendation: Adopt Resolution No.20-02 to authorize acceptance and execution of a California Division of Boating and Waterways Surrendered and Abandoned Vessel Exchange Grant for \$150,000.
11. [After-the-Fact Out of State Travel Reimbursement \(Moren\)](#)  
Recommendation: Approve reimbursement for hotel costs associated with out of state training for Safety Training Officer.

## **F) Discussion**

12. [Report from Closed Session](#)
13. [Fiscal Year 2018/19 Audited Basic Financial Statements \(van Hoff\)](#)  
Receive and file.
14. [SMCHD Administration Building – Lease Renewal \(Pruett\)](#)  
Recommendation: Authorize the General Manager to exercise the third Option to Extend the lease for the SMCHD Administration Offices, located at 504 Avenue Alhambra, Ste. 200, in El Granada, CA from June 1, 2020 through May 31, 2021 and negotiate three new 12-month periods beginning on June 1, 2021.

**15. Notice of Violation; Pillar Point Harbor Recreational Vehicle Park (Pruett)**

Recommendation: Authorize the District Manager to cease further operation of the Pillar Point Harbor Recreational Vehicle Park effective March 1, 2020 and issue notice to vacate to each of the current owners of recreational vehicles currently occupying Pillar Point Harbor in El Granada, California.

**16. CY2020 Board Organization; Election of Officers (Pruett)**

Recommendation: Commission to elect a President to serve for 2020, and that the newly elected President then call for nominations for, and the Board elect any remaining Officers of the Board.

**17. CY2020 Ad Hoc and Standing Committee Review and Assignments (Pruett)**

Recommendation: The President of the Commission for CY2020 review each Standing and Ad Hoc Committee and re-appoint or make new appointments as necessary.

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

**H) Future Agenda Items**

**I) December Activity Reports General Manager, Operations, Administration**

Information only.

**J) Adjourn**

The next Regular meeting will be held on February 19, 2020 at the San Mateo County Harbor District Office, 504 Avenue Alhambra, Ste. 200, El Granada, CA 94018 at 6:30 PM.

Agenda posted as required:  
January 10, 2020 at 5:00 PM

  
Debbie Gehret  
Deputy Secretary