



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

**June 20, 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). 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.

C). 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on Consent are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to Discussion.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 \$718,783.39. Pre-Approve Bills and Claims not to exceed \$350,000.
2. **[Minutes – Special Meeting April 12, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of April 12, 2018.
3. **[Minutes – Regular Meeting April 18, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Regular Meeting of April 18, 2018.
4. **[Minutes – Special Meeting May 23, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of May 23, 2018.
5. **[Minutes – Regular Meeting May 23, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Regular Meeting of May 23, 2018.
6. **[Bad Debt Write Off Request \(Henthorne\)](#)**
Recommendation: Authorize the General Manager to write-off as bad debt a total of \$36,997 in accounts receivable: \$20,069 from Oyster Point Marina and \$16,928 from Pillar Point Harbor.
7. **[Monthly Capital Projects Update \(Moren\)](#)**
Receive and file.
8. **[Extend Contract with Robert Half for Temporary Staffing Services, Not to Exceed \\$350,000 \(Pyle\)](#)**
Recommendation: Authorize the General Manager to execute an extension of service agreement with Robert Half for an additional \$75,000, with a total not to exceed amount of \$350,000.

D). Discussion

9. **[Options with Regard to the San Mateo County Harbor District's Election System to Elect Harbor Commissioners; Adopt Resolution No.18-10 \(Miller\)](#)**
Recommendation: Receive report from District Counsel; provide direction to staff on the process to be used and adopt Resolution No.18-10 signaling the District's intent to transfer from an at-large election system to a district-based system.
10. **[Memoranda of Understanding \(MOUs\) for Teamsters 856 and Operating Engineers Local 3 \(Pyle\)](#) [Teamsters 856 MOU](#) [Operating Engineers 3 MOU](#)
Recommendation: Receive report and file.**

11. Unrepresented Employees Salary Schedule and Contributions Towards 457 Deferred Compensation/Flexible Spending Accounts (McGrath)

Recommendation: Staff recommends this Commission approve the salary schedule adjustments for the four “exempt” and “unrepresented” positions, as shown above and authorize the General Manager to provide the same annual benefit of 2% towards the 457 Deferred Compensation/Flexible Spending Accounts to the “Unrepresented” employees as being provided to all “Represented” employees.

12. San Mateo County Harbor District Final Budget FY 2018/2019; Adopt Resolution No.18-11 (Pyle) Budget Presentation

Recommendation: Approve Final Budget for FY 2018/19 as recommended by Staff, and as revised at this meeting and adopt Resolution No.18-11.

13. San Mateo County Harbor District’s Responsibilities Related to the 2018 Statewide General Election (Pyle)

Recommendation: Direction to staff in relation to the length of candidate statements and whether the candidates should pay for their own statements.

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

F). Future Agenda Items

**G). May Activity Reports: General Manager; Administration; Operations
Information only.**

H). Adjournment

The next Regular Meeting will be held on July 18, 2018 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, CA 94080 at 6:30 PM.

Agenda posted as required:
June 15, 2018 at 4:00 PM


Debbie Gehret
Deputy Secretary