



Board of Harbor Commissioners

Sabrina Brennan, President
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Nancy Reyring, 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 AGENDA

**June 19, 2019
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on Consent are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to Discussion.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 \(van Hoff\)](#)**
Recommendation: Review Pre-Approved Bills and Claims in the amount of \$531,841.69. Pre-Approve \$500,000 in Bills and Claims until next meeting.
2. **[Minutes – Special Meeting May 20, 2019 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of May 20, 2019.
3. **[Minutes – Special Meeting June 6, 2019 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of June 6, 2019.
4. **[Monthly Capital Projects Update \(Moren\)](#)**
Receive and file.

D) Discussion

5. **[Fiscal Year 2017/2018 Audited Basic Financial Statements; Presentation \(van Hoff\)](#)**
Recommendation: Receive 2017/18 San Mateo County Harbor District Audited Basic Financial Statements.
6. **[Approve Final 2019/20 Operating Budget and Capital Improvement Program; Adopt Resolution No.19-09 \(van Hoff\)](#)**
Recommendation: Approve Final 2019/20 Operating Budget and Capital Improvement Program (CIP) and adopt Resolution No.19-09.
7. **[Pillar Point Harbor Launch Ramp Dredge Project Invitation for Bid Approval \(Moren\)](#)**
Recommendation: Authorize the Interim General Manager, pursuant to an Invitation for Bid (IFB) response evaluation from qualified firm(s) and/or individual(s) to assist the San Mateo County Harbor District (District) with dredging of the Pillar Point Harbor launch ramp, to execute an Agreement with the sole bidder, Dixon Marine Services Inc.(Dixon), for the negotiated amount of \$344,480.98, and, subject to continued due diligence and verification of insurance and other obligations outlined in the IFB, award the contract to Dixon Marine Services Inc.

8. **Public Outreach Services (Moren)**
Recommendation: Authorize the Interim General Manager to execute a Professional Services Agreement (PSA) for Public Outreach Services with Phondini Partners LLC for an amount not to exceed \$39,900.
9. **Pillar Point RV Lot: Coastal Development Permit, First Look at Public Restroom, Green Space and Increased ADA Parking Preferred Alternative and Authorize Interim General Manager to Take All Actions Reasonably Necessary to Apply for Grant Funding, Including the Filing of an Application and Contract with Architectural and Engineering Firms (Moren)**
Recommendation: i) receive public input on the proposed new Pillar Point Harbor (PPH) RV Park public restroom, green space and increased ADA parking (Project) preferred alternative; ii) authorize a Priority Conservation Area Grant application to cover 1/3 of project costs; iii) authorize the Interim General Manager to contract with architectural and engineering firms for plans and cost estimates necessary for the grant application.
10. **Portola Ave Lot Purchase Update and Designation of New District Administration Office Design Ad Hoc Committee (Moren)**
Recommendation: i) receive update on the Portola Ave vacant lot purchase; ii) form a District Administration Office Design Ad Hoc Committee and assign two Board members.
11. **2019 Special District Risk Management Authority (SDRMA) Board of Directors Election (van Hoff)**
Recommendation: This Commission may consider voting for up to three (3) candidates for the 2019 Special District Risk Management Authority Board of Directors Election or may take no action.

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

F) Future Agenda Items

G) May Activity Reports: Interim General Manager/Operations; Administration

Information only

H) Adjourn

The next regular meeting will be held on July 17, 2019 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:
June 14, 2019 at 4:00 PM


Debbie Gehret
Deputy Secretary