



## Board of Harbor Commissioners

Sabrina Brennan, President  
Edmundo Larenas, Vice President  
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 MINUTES

February 20, 2019

6:30 PM

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

**A) Roll Call** 6:38 PM Commissioners Brennan, Chang Kiraly, Larenas and Reyring present. Commissioner Mattusch absent.

**B) 1.Public Comments/Questions** - None

### 2. Commissioner Comments

- **Commissioner Reyring** - comments regarding the recent San Mateo County CSDA Chapter meeting she attended and found it beneficial; reported that Ric Lohman was elected as the LAFCo representative from this CSDA Chapter.
- **Commissioner Chang Kiraly** - congratulated Coastside resident Ric Lohman on being elected as the CSDA LAFCo representative.
- **Commissioner Larenas** - reported on his attendance at the recent SMC Climate Change Committee meeting; spoke at the recent County King Tide event.
- **Commissioner Brennan** - reported on the Board Retreat; productive meeting; looking forward to feedback from staff regarding goals and objectives. Thanked HMB Yacht Club.

## C) 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 \$417,324.31. Pre-Approve \$500,000 in Bills and Claims until next meeting.
2. **Minutes – Special Meeting January 10, 2019 (Gehret)**  
Recommendation: Approve Minutes of the Special Meeting of January 10, 2019.
3. **Minutes – Special Meeting January 16, 2019 (Gehret)**  
Recommendation: Approve Minutes of the Special Meeting of January 16, 2019.
4. **Minutes – Regular Meeting January 16, 2019 (Gehret)**  
Recommendation: Approve Minutes of the Regular Meeting of January 16, 2019.
5. **Minutes – Special Meeting February 8, 2019 (Gehret)**  
Recommendation: Approve Minutes of the Special Meeting of February 8, 2019.
6. **Authorized List of Signatures with San Mateo County Treasurer’s Office; Adopt Resolution No.19-02 (Pyle)**  
Recommendation: Approve list of Harbor District authorized signers for the San Mateo County Treasurer’s Office and adopt Resolution No.19-02.
7. **Second Quarter – Fiscal Year 2019 (Q2-19) Investment Report (van Hoff)**  
Information only.
8. **Second Quarter – Fiscal Year 2019 (Q2-19) Financial Report and Spending Authority (van Hoff)**  
Information only.
9. **Monthly Capital Projects Update (Moren)**  
Receive and file.

**Motion** (Chang Kiraly/Larenas) Approve Consent Items 1-9.

**Ayes:** Brennan, Chang Kiraly, Larenas, Reyerling

**Nays:** None

**Absent:** Mattusch

**Motion passed**

## D) Discussion

### **10. Computers, Electronic Communications, and Social Media Policy;**

#### **Approve Policy 6.2.4; Adopt Resolution No.19-04 (van Hoff)**

**Motion:** (Reyering/Brennan) Approve Policy 6.2.4 'Computers, Electronic Communications, and Social Media', adopt Resolution No.19-04; with the additional change to Section 4e. removing the word "personnel" to "General Manager or his/her designee."

**Ayes:** Brennan, Chang Kiraly, Larenas, Reyering

**Nays:** None

**Absent:** Mattusch

**Motion passed**

### **11. Approve and Adopt the "Updated" Salary Schedules from 2012 to Present per CalPERS Requirement; Resolution No.19-03 (Pyle)**

**Motion:** (Chang Kiraly/Reyering) Approve and adopt the "updated" Salary Schedules from 2012 to present to meet the requirements of CalPERS and the California Code of Regulations Section 570.5 and Resolution No.19-03.

**Ayes:** Brennan, Chang Kiraly, Larenas, Reyering

**Nays:** None

**Absent:** Mattusch

**Motion passed**

### **12. Mid-Year Budget Review (van Hoff)**

Information only

### **13. Oyster Point Yacht Club Lease Amendment Execution (Moren)**

**Motion:** (Chang Kiraly/Reyering) Authorize the Interim General Manager to execute a negotiated lease amendment with Oyster Point Yacht Club (OPYC) which has been reviewed by District Counsel.

**Ayes:** Brennan, Chang Kiraly, Larenas, Reyering

**Nays:** None

**Absent:** Mattusch

**Motion passed**

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

## F) Future Agenda Items

## G) January Activity Reports: Interim General Manager/Operations, Administration

Information only.

## H) Standing Committee Meeting Summary:

- Social Media/Public Outreach Committee

**I) Adjournment** 8:30 PM **Motion:** (Chang Kiraly/Reyering) Adjourn meeting.

**Ayes:** Brennan, Chang Kiraly, Larenas, Reyering

**Nays:** None

**Absent:** Mattusch

**Motion passed**

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Debbie Gehret  
Deputy Secretary

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Sabrina Brennan  
President

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