



# 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**

**February 21, 2018  
6:30 PM**

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

**All Harbor District Commission 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). Staff Recognition –**

- Manuel Zepeda, Harbor Worker B (OPM)
- Erik Aronson, Harbor Worker B (OPM)
- Conor Cakebread – Deputy Harbor Master (OPM) - Promotion

### **C). 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 is completed and given it 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.

## D). Consent Calendar

All items on the Consent Calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the Regular Agenda. Any item on the Regular Agenda may be transferred to the Consent Calendar.

### ITEMS PULLED FROM THE CONSENT CALENDAR WILL BE HEARD AFTER DISCUSSION ITEMS.

1. **Bills and Claims (Chan)**  
Recommendation: Review Pre-Approved Bills and Claims in the amount of \$483,994.26. Pre-Approve Bills and Claims not to exceed \$350,000.
2. **Minutes – Regular Meeting December 20, 2017 (Gehret)**  
Recommendation: Approve Minutes of the Regular Meeting of December 20, 2017.
3. **Minutes – Special Meeting January 17, 2018 (Gehret)**  
Recommendation: Approve Minutes of the Special Meeting of January 17, 2018.
4. **Minutes – Regular Meeting January 17, 2018 (Gehret)**  
Recommendation: Approve Minutes of the Regular Meeting of January 17, 2018.
5. **Minutes – Special Meeting February 5, 2018 (Gehret)**  
Recommendation: Approve Minutes of the Special Meeting of February 5, 2018.
6. **Second Quarter – Fiscal Year 2018 (Q218) Investment Report (Pyle)**  
Information only.
7. **Second Quarter – Fiscal Year 2018 (Q218) Rent Report (Pyle)**  
Information only.
8. **Second Quarter – Fiscal Year 2018 (Q218) Financial Report and Spending Authority (Pyle)**  
Information only.
9. **Regular Board Meeting Date Change from November 21 to November 14, 2018 (McGrath)**  
Recommendation: Approve the change in meeting date from November 21, 2018 to November 14, 2018 due to Thanksgiving holiday on November 22, 2018.
10. **Authorized List of Signatures with San Mateo County Treasurer’s Office; Adopt Resolution No. 18-03 (Pyle)**  
Recommendation: Approve list of Harbor District authorized signers for the San Mateo County Treasurer’s Office and adopt Resolution No.18-03.
11. **Purchase of Two New Konica Copy Machines (Pyle)**  
Recommendation: Authorize the purchase of two new Konica copy machines for the offices at Pillar Point Harbor and the Harbor Administration Building, in the amount of \$26,051.

12. **CORRECTION: Three Captains Seafood Hoist – Location; Adopt Corrected Resolution No.18-02 (McGrath)**

Recommendation: Adopt Corrected Resolution 18-02 to reflect the proper locations of both the existing and past locations of Three Captains hoists.

**E). Discussion**

13. **San Mateo Resource Conservation District Partnership; Update (Moren)**

Receive presentation.

14. **Mid-Year Budget Review (Pyle)**

Information only.

15. **2018 Goals (McGrath)**

Recommendation: Approve General Manager's recommendation of eleven Goals for 2018.

16. **Committee Review and Assignments (McGrath)**

Recommendation: Review Standing and Ad-Hoc Committees and the President appoint two Commissioners to each Committee as necessary.

**F). Commissioner Items**

17. **Sexual Harassment, Gender Discrimination, and Retaliation Prevention and Response (Brennan)**

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

**H). January Activity Reports: General Manager; Administration; Operations**

Information only.

**I). Adjournment**

The next Regular Meeting will be held on March 21, 2018 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, CA 94080 at 6:30 PM.

Agenda posted as required:  
February 16, 2018 at 4:00 PM

  
Debbie Gehret  
Deputy Secretary