

San Mateo County Harbor District Board of Harbor Commissioners Meeting Agenda

August 19, 2015
6:30 p.m.

Municipal Services Building
33 Arroyo Drive
South San Francisco, CA 94080

All Harbor District Commission meetings are recorded and posted at www.PacificCoast.tv within 24-48 hours of the meeting. Pacifica residents can tune into Comcast Chanel 26 and residents from Montara through Pescadero can tune into Comcast Chanel 27. Copies of the meetings can also be purchased from PCT and mailed for \$18.

Persons requiring special accommodation with respect to physical disability are directed to make such requests per the Americans With Disabilities Act to the Deputy Secretary to the Board at 650-583-4400.

A.) Roll Call

Commissioners

Tom Mattusch, President
Nicole David, Vice President
Robert Bernardo, Secretary
Pietro Parravano, Treasurer
Sabrina Brennan, Commissioner

Staff

Glenn Lazof, Interim General Manager
Debra Galarza, Director of Finance
Marcia Schnapp, Interim Administrative
Services Manager
Scott A. Grindy, Harbor Master
Debbie Nixon, Deputy Secretary
Steven Miller, District Counsel

B.) Public Comments/Questions –

The Public may directly address the Board of Harbor Commissioners for a limit of three 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, Board of Harbor Commissioners that is not on the regular Agenda. If a member of the public wishes to address the Board on an Agenda Item, that person must complete a Public Speaker Form and wait until that Item comes up for discussion. Agenda material may be reviewed at the administration offices of the District, 504 Avenue Alhambra, 2nd Floor, El Granada, CA 94018 or online at www.smharbor.com.

C.) Staff Recognition-

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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.

- 1 TITLE: **Minutes of Meeting June 8, 2015 – Special Meeting**
REPORT: Draft Minutes
PROPOSED ACTION: Approval

- 2 TITLE: **Minutes of Meeting June 11, 2015 – Special Meeting**
REPORT: Draft Minutes
PROPOSED ACTION: Approval

- 3 TITLE: **Minutes of Meeting June 17, 2015**
REPORT: Draft Minutes
PROPOSED ACTION: Approval

- 4 TITLE: **Minutes of Meeting June 23, 2015 – Special Meeting**
REPORT: Draft Minutes
PROPOSED ACTION: Approval

- 5 TITLE: **Minutes of Meeting July 1, 2015**
REPORT: Draft Minutes
PROPOSED ACTION: Approval

- 6 TITLE: **Minutes of Meeting July 15, 2015**
REPORT: Draft Minutes
PROPOSED ACTION: Approval

- 7 TITLE: **Reaffirm Investment Policy for FY2015/16**
REPORT: Galarza, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 36-15 to renew District Investment Policy

- 8 TITLE: **Direct Staff to Apply for Grants for Acquisition of
Search and Rescue Vessel**
REPORT: Grindy, Memo, Resolution
PROPOSED ACTION: Authorize staff to seek funding or donations for replacement
vessel.

- 9 **TITLE:** **Special Use Permit for Grays Harbor Historical Seaport Authority to Visit Pillar Point Harbor October 29- November 9, 2015**
REPORT: Memo, Grindy
PROPOSED ACTION: Approve Special Use Permit for Grays Harbor Historical Seaport Authority and waive all fees in exchange for inclusive marketing activities

E.) New Business

- 10 **TITLE:** **Proclamation for Emily Cooper**
REPORT: Proclamation
PROPOSED ACTION: Following her faithful and dedicated service on behalf of the community and staff of the San Mateo County Harbor District
- 11 **TITLE:** **Bills and Claims in the Amount of \$294,847.46**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$294,847.46 to cover payment of Bills and Claims
- 12 **TITLE:** **Oyster Point Marina Joint Powers Authority with the City of South San Francisco (Commissioner Brennan)**
REPORT: Lazof , Memo,
PROPOSED ACTION: The district will receive information regarding the Joint Powers Agreement with the City of South San Francisco. The District may discuss and/or take action on the three point recommendation in the staff report:
1) Prior to the first meeting of the Liaison Committee General Manager will request Counsel should prepare a matrix based on the JPA agreements that clearly identifies the Responsibilities and Obligations of each party to the agreement.
2) That the Liaison committees continue to schedule a meeting with the City of South San Francisco to discuss the concerns of all parties.
3) That the District request a reasonable time to prepare a thorough response based on this letter and clarifications as understood by future Liaison committee discussions, either following the Liaison Committee meeting or if the City does not agree to meet, as described in the staff report.

- 13 TITLE: **Letter to Monterey Bay National Marine Sanctuary Regarding Management Plan Update and Sand Placement (Commissioner David)**
 REPORT: Lazof, Memo Materials Provided by Commissioner David, Resolution
 PROPOSED ACTION: The Commission may consider approval of correspondence to the Monterey Bay National Marine Sanctuary, the Commission may also offer further direction to staff or the Beach Replenishment Committee
- 14 TITLE: **Crab Festival-Harbor District Participation January 30-31, 2016**
 REPORT: Memo, Grindy
 PROPOSED ACTION: The Commission may consider sponsorship of this event at a cost of up to (Sponsorship cost + Marketing Materials)
- 15 TITLE: **Adoption of Interim Harbor District Capital Improvement Plan**
 REPORT: Memo, Lazof
 PROPOSED ACTION: The Commission may establish a process to review and may also modify planned capital improvements including unfunded improvements and/or may modify planned Capital Improvements. An interim Capital Improvement Plan may also be adopted, so that funding proposals, including grants and debt financing, may be guided prior to the development of a final plan.

F.) Staff Reports: a) Administration and Finance

- 16 **Interim General Manager – Lazof**
- 17 **Director of Finance – Galarza**
- 18 **Interim Administrative Services Manager – Schnapp**

b) Operations

- 19 **Oyster Point Marina/Park and Pillar Point Harbor – Grindy**

G.) Board of Harbor Commissioners

20 A. Committee Reports

B. Commissioner Statements and Requests

1. The Board of Harbor Commissioners may make public statements limited to five (5) minutes.
2. Any Commissioner wishing to place an item on a future agenda may do so. For additional items, any Commissioner may make a motion to place the item on the Agenda and must have a majority vote to pass.

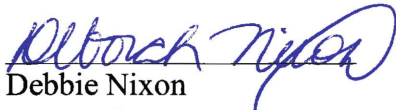
H.) Closed Session

21 TITLE: **Conference with Labor Negotiator Pursuant to Government Code Section 54957.6**
DISTRICT: Scott Grindy, Deborah Glasser, Glenn Lazof
REPRESENTATIVES:
EMPLOYEE: Operating Engineers Local Union No. 3 and Teamsters Local
ORGANIZATIONS: Union No. 856

I.) Adjournment

The next scheduled meeting will be held on September 2, 2015 at the Sea Crest School, Think Tank, Room #19, 901 Arnold Way., Half Moon Bay, CA 94019 at 6:30 PM.

Agenda Posted As Required:
August 14th at 12:00 p.m.


Debbie Nixon
Deputy Secretary