

**San Mateo County Harbor District
Board of Harbor Commissioners
*1st Amended Special Meeting Agenda***

**January 7, 2015
6:00 p.m.**

**Sea Crest School, Think Tank, Room #19
901 Arnold Way
Half Moon Bay, Ca. 94019**

All Harbor District Commission meetings are recorded and televised on PCT and replayed the following Friday at 6:00 a.m. and the following Saturday at 7:00 a.m. Copies 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.

Roll Call

Commissioners

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

Staff

Scott A. Grindy, Acting General Manager
Debra Galarza, Director of Finance
Marietta Harris, Human Resource Manager
Charles White, Acting Harbor Master - OPM
John Draper, Acting Harbor Master - PPH
Steven Miller, District Counsel
Debbie Nixon, Deputy Secretary

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 that is on the Agenda for this Special Meeting. 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, 400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080 or online at www.smharbor.com.

New Business

- 1 **TITLE:** **Reorganization of Harbor Commission: Selection of Officers**
 REPORT: Parravano, Memo, Attachments
 PROPOSED ACTION: To be determined

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

- 2 **TITLE:** **Updated List of Signatures for the San Mateo County Harbor District's Accounts at the San Mateo County Treasurer's Office**
 REPORT: Memo, List of signatures, Resolution 02-15
 PROPOSED ACTION: Adopt Resolution 02-15 to authorize the updated list of signatures for the San Mateo County Harbor District's signatures for the San Mateo County Harbor District's accounts at the San Mateo County Treasurer's office

New Business, Continued

- 3 **TITLE:** **Terminate Membership in the California Maritime Infrastructure Authority**
 REPORT: Brennan, Resolution, Attachment
 PROPOSED ACTION: Terminate the District's membership in the Joint Powers Authority called the California Maritime Infrastructure Authority (CMIA) and authorize the General Manager to provide notice to the members of the CMIA and take any other action necessary to effect the withdrawal
- 4 **TITLE:** **Authorize The Expenditure of up to \$21,500 for Removal of a Sunken Boat at Oyster Point Marina/Park**
 REPORT: Grindy, Memo
 PROPOSED ACTION: Approve the purchase of services and action to remove a sunken boat at Oyster Point Marina/Park in the amount of \$21,500
- 5 **TITLE:** **Schedule Date for Board Dynamics Workshop with Brent Ives**
 REPORT: Grindy, Memo
 PROPOSED ACTION: Select date to hold Board Dynamics Workshop

- 6 TITLE: **Discussion and Possible Action: Forming Committees: *Ad-Hoc* and Standing Committees**
REPORT: Brennan, Memo
PROPOSED ACTION: To be determined
- 7 TITLE: **Discussion and Possible Action: Consideration, Approval and/or Direction to Staff on the Process of Hiring an Executive Search Firm/Consultant to Conduct a Formal Search for General Manger**
REPORT: Brennan, HR Memo, Attachments
PROPOSED ACTION: Board discussion and possible action to 1) approve search firm proposal, or 2) direct staff to negotiate a contract with a search firm/consultant, or 3) assemble set of search firms for Board consideration at future meeting
- 8 TITLE: **Discussion and Possible Action: Strategic Business Plan Goals, Status and Viability of Contract with Lisa Wise Consulting**
REPORT: Brennan, Memo, Attachments
PROPOSED ACTION: To be determined
- 9 TITLE: **Discussion and Possible Action: District Administrative Offices Lease Agreement and Possible Future Location of District Administrative Offices**
REPORT: Grindy, Memo, Attachments
PROPOSED ACTION: To be determined
- 10 TITLE: **Discussion and Possible Action: Adopt Policies for Staff's Handling of Requests from Commissioners and *from* the Public For Documents and Information**
REPORT: Brennan, Attachments
PROPOSED ACTION: To be determined
- 11 TITLE: **Discussion and Possible Action: Consider Revising General Manager's Spending Limit**
REPORT: Brennan, Attachments
PROPOSED ACTION: To be determined
- 12 TITLE: **Discussion and Possible Action: Consideration of Revising Policy and Contract Regarding Use of District's Legal Counsel**
REPORT: Grindy, Memo, Attachments
PROPOSED ACTION: To be determined

- 13 TITLE: **Request for Proposals: District Counsel Legal Services**
REPORT: Grindy, Memo, Attachments
PROPOSED ACTION: Direct General Manager to issue Request for Proposals (RFP)
- 14 TITLE: **Discussion and Possible Action: Consider Acquiring Equipment Required to Facilitate Power Point and Video Presentations by Staff, Consultants, and Public**
REPORT: Harris, Memo
PROPOSED ACTION: To be determined
- 15 TITLE: **Discussion and Possible Action: Regular Meeting Start Time and End Time of Harbor District Meetings**
REPORT: Brennan, Resolution, Attachment
PROPOSED ACTION: Adopt Resolution 03-15 to amend regular start time and end time of regular Harbor District Board meetings
- 16 TITLE: **Discussion and Possible Action: Policy Regarding Content of Meeting Minutes**
REPORT: Grindy, Memo
PROPOSED ACTION: To be determined

Board of Harbor Commissioners

17 A. Committee Reports

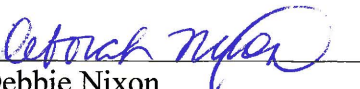
B. Commissioner Statements and Requests

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 make a motion to place such an item on a future agenda

Adjournment

The next scheduled meeting will be held on January 21, 2015 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 6:00 p.m.

1st Amended Special Agenda Posted As Required:
January 6th at 8:45 a.m.


Debbie Nixon
Deputy Secretary