

San Mateo County Harbor District Board of Harbor Commissioners Meeting Agenda

May 6, 2015
6:30 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 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

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

Staff

Scott A. Grindy, Acting General Manager & Treasurer
Debra Galarza, Director of Finance
Vacant, Human Resources Manager
Jim Merlo, Acting Harbor Master - OPM
John Draper, Acting Harbor Master - PPH
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, 400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080 or online at www.smharbor.com.

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.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 March 18, 2015**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 2 TITLE: **Minutes of *Special* Meeting March 30, 2015**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 3 TITLE: **Minutes of Meeting April 1, 2015**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 4 TITLE: **Minutes of *Special* Meeting April 15, 2015 – 1:00pm**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 5 TITLE: **Minutes of *Special* Meeting April 15, 2015 – 4:00pm**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

E.) New Business

- 6 TITLE: **Cancellation of Board of Harbor Commissioners Meetings for May 20, 2015 and June 3, 2015; and Reinstate the July 1, 2015 Meeting**
 REPORT: Grindy, Memo
 PROPOSED ACTION: Cancel the May 20, 2015 and June 3, 2015 meetings and reinstate the July 1, 2015 meeting

- 7 TITLE: **Bills and Claims in the Amount of \$215,431.38**
 REPORT: Bills and Claims Detailed Summary
 PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$215,431.38 to cover payment of Bills and Claims

- 8 **TITLE:** **Authorization to Pay Bills and Claims Occurring Between May 7, 2015 and June 16, 2015 in an Amount Not to Exceed \$550,000**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Authorize payment of Bills and Claims occurring between May 7, 2015 and June 16, 2015 in an amount not to exceed \$550,000
- 9 **TITLE:** **Quarterly Investment Balances Report**
REPORT: Galarza, Report
PROPOSED ACTION: Accept quarterly investment balances report
- 10 **TITLE:** **Authorize Award of Contract to Regional Government Services for Interim Management Services**
REPORT: David, Resolution
PROPOSED ACTION: Adopt Resolution 09-15 awarding contract to Regional Government Services
- 11 **TITLE:** **Acting General Manager Compensation**
REPORT: Miller, Galarza, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 10-15 to clarify compensation for Scott Grindy, Acting General Manager, in the amount of \$150,575.88 per year, effective January 1, 2015
- 12 **TITLE:** **Adopting and Affirming Factual Findings made During the Harbor District March 4, 2015 Public Meeting Regarding Three Captains Sea Products' Request to Maintain a Second Hoist on Johnson Pier**
REPORT: Miller, Resolution
PROPOSED ACTION: Adopt Resolution 11-15
- 13 **TITLE:** **Agreement with Search Firm, BHI Consulting**
REPORT: Grindy, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 12-15 to authorize amending agreement with BHI Consulting to increase the not-to-exceed amount by \$10,500
- 14 **TITLE:** **Special Use Permit for the Coastside Fishing Club**
REPORT: Merlo, Memo
PROPOSED ACTION: Approve the Special Use Permit for the Coastside Fishing Club and waive the fees associated with the event
- 15 **TITLE:** **Discussion and possible Approval of Draft Letter to BCDC Expressing Concern About Increased Sand Mining in San Francisco Bay**
REPORT: David, Memo
PROPOSED ACTION: To be determined

- 16 TITLE: **Outreach Event with the College of San Mateo (CSM) to Promote Sustainable Seafood Saturday**
REPORT: David, Memo
PROPOSED ACTION: Approve participation in Sustainable Seafood Saturday program, and authorize the Acting General Manager to spend up to \$1,000 in support of such participation
- 17 TITLE: **Draft Preliminary Operating and Capital Budget for Fiscal Year 2015/16**
REPORT: Grindy, Draft preliminary Operating and Capital Budget for Fiscal Year 2015/16, Resolution
PROPOSED ACTION: Adopt Resolution 14-15 to approve Preliminary Operating and Capital Budget for Fiscal Year 2015/16 and authorize issuance of a public notice for public budget review and comment and specify a date, time and place for fixing (adopting) the final budget
- 18 TITLE: **Mural for Electrical Panel in Front of Pillar Point Harbor Masters Office**
REPORT: Draper, Memo
PROPOSED ACTION: Authorize Acting General Manager to enter into Contract with Sabrina Muscot for creation of Mural in the not to exceed amount of \$1,700.

F.) Staff Reports: a) Administration and Finance

- 19 **Acting General Manager – Grindy**
- 20 **Director of Finance & Human Resources – Galarza**

b) Operations

- 21 **Oyster Point Marina/Park – Merlo**
- 22 **Pillar Point Harbor – Draper**

G.) Board of Harbor Commissioners

23 A. Committee Reports

Communications and Marketing Committee – Brennan (03/26/15)

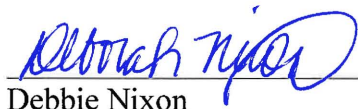
B. Commissioner Statements and Requests

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

H.) Adjournment

The next scheduled meeting will be held on May 20, 2015 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, CA at 6:30 p.m.

Agenda Posted As Required:
May 1st at 10:30 a.m.



Debbie Nixon
Deputy Secretary