

# San Mateo County Harbor District Board of Harbor Commissioners Meeting Agenda

August 5, 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](http://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, 2<sup>nd</sup> Floor, El Granada CA 94018 or online at [www.smharbor.com](http://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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 May 26, 2015**  
    REPORT:                 Draft Minutes  
    PROPOSED ACTION:     Approve
  
- 2    TITLE:                    **Review and Renew Investment Policy for FY2015/16**  
    REPORT:                 Galarza, Memo, Resolution  
    PROPOSED ACTION:     Adopt Resolution 36-15 to renew District Investment Policy
  
- 3    TITLE:                    **Increase Agreement With Cox, Wootton, Lerner, Griffin, Hansen & Poulos LLP In The Matter Of The “Spirit Of Sacramento” Vessel Arrest To Increase The Not To Exceed Contract Amount By \$25,000, And Approve Budget Amendment In The Same Amount**  
    REPORT:                 Grindy, Memo, Resolution  
    PROPOSED ACTION:     Adopt Resolution 34-15 and approve \$25,000 increase to agreement for legal services related to “Spirit of Sacramento” and necessary budget revisions
  
- 4    TITLE:                    **CARTEL Application for 5 Year Extension Permit for Big Wave Contest Event through March 2021**  
    REPORT:                 Lazof, Memo  
    PROPOSED ACTION:     Staff is recommending that topic of granting multi-year permits to promoter be postponed until April 6, 2016 meeting of the Board of Commissioners
  
- 5    TITLE:                    **Extension of Current Services from McCoy’s Patrol Service at Oyster Point Marina/Park through November 2015**  
    REPORT:                 Schnapp, Memo  
    PROPOSED ACTION:     Approve extension of current services from McCoy’s Patrol Service at Oyster Point Marina/Park through November 2015
  
- 6    TITLE:                    **Fiscal Year 2014-15 Salary Schedule Correction**  
    REPORT:                 Corrected Salary Schedule  
    PROPOSED ACTION:     Approve correction to FY2014-15 salary schedule

- 7 TITLE: **Proclamation for Michelle Reloba**  
REPORT: Proclamation  
PROPOSED ACTION: Approve Proclamation commending employee for demonstrating emergency response skills to save a life of a member of the public

## **E.) Old Business**

- 8 TITLE: **Refinance of Division of Boating and Waterways (DBW) Loan**  
REPORT: Lazof , Memo,  
PROPOSED ACTION: Informational item only. Presentations on public financing options will be made by Holman Capital and Cameron Wiest of Wiest Law.

## **F.) New Business**

- 9 TITLE: **Amend Interagency Agreement With Regional Government Services And Approve Budget Amendment Re Same**  
REPORT: Lazof, Memo  
PROPOSED ACTION: Amend Agreement with RGS to (a) increase not to exceed contract amount by \$30,000 and (b) authorize General Manager to use additional project manager administrative services in a variety of finance-related areas and approve necessary budget revision
- 10 TITLE: **Romeo Pier Update** (Requested by Commissioner David)  
REPORT: Memo, Grindy  
PROPOSED ACTION: Staff will provide an informational report concerning status of actions regarding Romeo Pier, including report on bids, permits, funding options, and proposed timeline. The Commission may provide direction to staff.
- 11 TITLE: **Commissioner Attendance at CSDA September Conference**  
REPORT: Memo, Lazof  
PROPOSED ACTION: The Commission may elect to send up to five members to the September CSDA Conference and consider approving the necessary budget revision

- 12    TITLE:                                    **Half Moon Bay Art And Pumpkin Festival-Harbor District Participation October 17-18**  
REPORT:                                        Memo, Grindy  
PROPOSED ACTION:                        The Commission may consider sponsorship of this event at a cost of up to \$5,000
- 13    TITLE:                                    **Discussion and Possible Action on Fees for Fish Off-Loading, Fees for Wholesale Purchase and Fees for Retail Sales (Requested by Commissioner Brennan)**  
REPORT:                                        Memo, Lazof/Grindy  
PROPOSED ACTION:                        Discussion of Fish Buyer Fees and direction to Staff for future action
- 14    TITLE:                                    **Bills and Claims in the Amount of \$635,301.70**  
REPORT:                                        Bills and Claims Detailed Summary  
PROPOSED ACTION:                        Approval of Bills and Claims for payment and a transfer in the amount of \$635,301.70 to cover payment of Bills and Claims

## **G.) Staff Reports: a) Administration and Finance**

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

## **b) Operations**

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

## H.) Board of Harbor Commissioners

### 19 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 one 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.

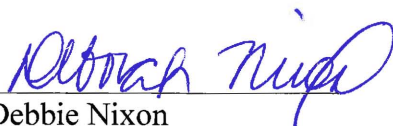
## I.) Closed Session

- 20 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 3 and Teamsters Local  
ORGANIZATIONS: Union 856

## J.) Adjournment

The next scheduled meeting will be held on August 19, 2015 at the Municipal Services Building, 333 Arroyo Drive, South San Francisco at 6:30 p.m.

Agenda Posted As Required:  
July 31st at 9:00 a.m.

  
Debbie Nixon  
Deputy Secretary