

San Mateo County Harbor District Board of Harbor Commissioners Meeting Agenda

March 18, 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.

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 Resource Manager
Charles White, Acting Harbor Master - OPM
John Draper, Acting Harbor Master - PPH
Debbie Nixon, Deputy Secretary
Steve Miller, District Counsel

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.

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Staff Recognition-

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

- 2 **TITLE:** **Certified Employment List for Accounting Specialist**
 REPORT: Certified Employment List
 PROPOSED ACTION: Adopt Certified Employment List

New Business, Continued

- 3 **TITLE:** **Proclamation for Charles White**
 REPORT: Bernardo, Proclamation
 PROPOSED ACTION: Approve proclamation

- 4 **TITLE:** **Draft Preliminary Operating and Capital Budget for Fiscal Year 2015/16**
 REPORT: Draft Preliminary Budget
 PROPOSED ACTION: Information only

- 5 **TITLE:** **Authorize Award of Contract to JJACPA in the amount of \$3,600 for Auditing Services**
 REPORT: Galarza, JJACPA, Memo
 PROPOSED ACTION: Award contract to JJACPA for auditing services

- 6 **TITLE:** **Commercial Activity Permit for Ronnie's Yard Art**
 REPORT: Draper, Memo
 PROPOSED ACTION: Deny request for Commercial Activity Permit

- 7 **TITLE:** **Discussion and Possible Action: Communications and Marketing Committee Public Member Appointment**
 REPORT: Brennan, Memo
 PROPOSED ACTION: To be determined

- 8 **TITLE:** **Discussion and Possible Action: Lisa Wise Consulting Contract and Invoices**
 REPORT: Mattusch, Bernardo
 PROPOSED ACTION: To be determined
- 9 **TITLE:** **California Special District Association Call for Nominations Seat A**
 REPORT: Attachment
 PROPOSED ACTION: To be determined
- 10 **TITLE:** **Acting General Manager Compensation**
 REPORT: Miller, Memo
 PROPOSED ACTION: Adjust compensation for Acting General Manager
- 11 **TITLE:** **Bills and Claims in the Amount of \$112,822.90**
 REPORT: Bills and Claims Detailed Summary
 PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$112,822.90 to cover payment of Bills and Claims

Staff Reports: a) Administration and Finance

- 12 **Acting General Manager – Grindy**
- 13 **Director of Finance – Galarza**
- 14 **Human Resources Manager –**

b) Operations

- 15 **Oyster Point Marina/Park – White**
- 16 **Pillar Point Harbor – Draper**

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

Closed Session

18 **TITLE:** **Conference with Real Property Negotiators. California Government Code Section 54956.8.**

PROPERTIES:

- **504 Avenue Alhambra, El Granada, CA 94018**
- **225 S. Cabrillo Highway, Half Moon Bay, CA 94019**
- **400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080**
- **270 Capistrano Road, Half Moon Bay, CA 94019**

DISTRICT NEGOTIATORS: **Scott Grindy and Randy Kinghorn**

NEGOTIATING PARTIES:

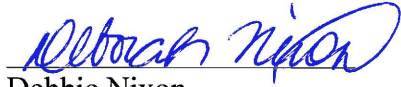
- **Working Dirt LLC, Billy Daniels**
- **Castro Partners LLC, Marcus Wood**
- **Cushman and Wakefield, Scott Ennis**
- **Point Pillar Properties Developers LLC, Keet Nerhan**

UNDER NEGOTIATION: **Price and terms of payment**

Adjournment

The next scheduled meeting will be held on April 1, 2015 at Sea Crest School, Think Tank, Room #19, 901 Arnold Way, Half Moon Bay at 6:30 p.m.

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



Debbie Nixon
Deputy Secretary