

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

**October 21, 2015
6:30 p.m.**

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

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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
Vacant, Vice President
Robert Bernardo, Secretary
Pietro Parravano, Treasurer
Sabrina Brennan, Commissioner

Staff

Glenn Lazof, Interim General Manager
Vacant, Director of Finance
Marcia Schnapp, Interim Administrative Services Manager
Scott A. Grindy, Harbor Master
Melanie Hadden, Interim 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.

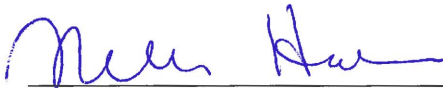
I.) Closed Session

- 12 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 November 4, 2015 at Sea Crest School, Think Tank, Room #19, 901 Arnold Way, Half Moon Bay, CA 94019 at 6:30 p.m.

Agenda Posted As Required:
October 16, 2015 at 12:00 PM



Melanie Hadden
Interim Deputy Secretary

Staff Report

Approve Fourth Amendment Extending Interagency Agreement with Regional Government Services (RGS) for Interim General Manager, Public Information Officer, Human Resources Advisor, Finance Project Management, and Administrative Services for through December 31, 2015, Increase Not to Exceed Amount \$70,000.

Glenn Lazof: Interim General Manager (IGM);

Background: This agreement has provided, in addition to the Interim General Manager, the part time services of a Public Information Transparency Officer, Human Resources (Director Level Support) and Finance Project Manager, on an as needed basis. The existing agreement has a six month limit, meaning that all services from RGS would cease on November 5, 2015 without action by the Commission.

The Interim General Manger has discussed this issue with the incoming General Manager. Mr. McGrath would like to have the flexibility to continue a like level of services through the end of the year, to assist with transition and ongoing administrative needs. The General Manager may also determine to reduce the use of RGS services and not expend the entire contract amount.

Mr. McGrath has had the opportunity to review and comment on this report.

Analysis: The recommended level would permit a continuation of as needed services at the current level through December 31, 2015.

Recommendation: Approve resolution 49-15 authorizing the Interim General Manager to increase the interagency agreement with Regional Government Services to \$270,000.

Fiscal Impact: Salary savings from vacant positions will cover this increase. Appropriation revisions from the Salary Series to Contract services will be recommended at first quarter budget review.

**Resolution 49-15
of the
San Mateo County Harbor District
to**

**Approve the Fourth Amendment to the Interagency Agreement with
Regional Government Services (RGS) to Extend its term until
December 31, 2015 and Increase the Not to Exceed Amount
by \$70,000 for an Agreement Total of \$270,000**

Whereas, on May 7, 2015, the San Mateo County Harbor District, (District) entered into a contract with RGS to provide the services of the Interim General Manager; and

Whereas, the Board of Harbor Commissioners has approved three amendments to the agreement with RGS to modify its term, increase the not-to-exceed contract amount, and authorize additional services including Public Information Officer, Human Resources Advisor, Finance Project Management, and additional Administrative Services; and

Whereas, the contract currently expires on November 5, 2015, and the District is in need of continued services to fill ongoing administrative needs as well as to assist with the transition to a new General Manager.

Now, Therefore, Be It Resolved, that the Board of Harbor Commissioners approves the fourth amendment to the contract with RGS to increase the not to exceed amount by an additional \$70,000 for a total contract amount of \$270,000 and to extend the contract term until December 31, 2015.

Approved this 21st day of October, 2015 at the regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For:
Against:
Abstain:
Absent:

Attested

BOARD OF HARBOR COMMISSIONERS

Melanie Hadden
Interim Deputy Secretary

Tom Mattusch
President

Staff Report

Amendments to Interim Capital Improvement Plan

Glenn Lazof: Interim General Manager (IGM);

Background: The Commission adopted an Interim Capital Improvement Plan at the August 18, 2015 regular meeting. The interim plan can provide guidance for decision making as part of the budget process, decisions regarding public financing, and grant applications.

Analysis: The recommended additions reflect discussions at the Fish Buyers workshop and the Finance Committee.

The Finance Committee asked staff to validate that dredging of the harbors is included. Our review indicated that dredging at Pillar Point was already included, but not Oyster Point.

These Fish Buyers Building suggestions are already included in the plan: New Roof for Fish Buyer Building, Replace electrical service at the end of the Johnson Pier, and Replace Fender Piles at work dock.

Recommendation: Amend the Interim Capital Improvement Plan to reflect adding these proposed improvements:

- 1) New deck to Johnson pier
- 2) New wood deck under refrigeration units
- 3) Dredging at Oyster Point
- 4) Replace Fund Balance Financial System
- 5) Replace The Marina Program

Cost estimates for these items are to be completed prior to approval of budget and funding proposals.

Fiscal Impact: None at this point, unfunded items will be carried forward to future lists or deleted from the Plan as directed. Budgetary approval for all future years requires Commission Approval, including approval of financing mechanisms.

						SSF requested hold on land side issues
Budget Status	Project Name and Phase	2015-16	2016-17	2017-18	2018-2020	
	Totals	\$ 1,120,000	\$ 2,370,000	\$ 4,060,000	\$ 875,000	\$ 8,425,000
	EMS-Clean Marina Program (PPH & OPM)					
	Capital Projects and or Equipment					
Not Reflected	Exterior Waste Stations w/compactor high use locations (solar powered)		\$ 35,000			Labor Savings
Not Reflected	Culvert catch basin filters for heavy metals and oils		\$ 40,000			
Not Reflected	Fish Cleaning Stations Upgrades at PPH and OPM		\$ 18,000			Grant Potential
Not Reflected	EMS Spill Trailer used at PPH and OPM		\$ 18,000			
	Totals	\$ -	\$ 111,000	\$ -	\$ -	111,000
	Public Access Projects for PPH and OPM					
	Capital Projects and or Equipment					
Not Reflected	Kayak Dingy Rack PPH		\$ 10,000			
Not Reflected	New BBQ's and Picnic Tables PPH and OPM		\$ 25,000			
Not Reflected	Bike Racks PPH		\$ 20,000			
	Totals	\$ -	\$ 55,000	\$ -	\$ -	55,000
	Project Name and Phase					
	Oyster Point Marina / Park Capital Projects					
Not Reflected	Electric Dump Cart/Golf Cart type vehicle		\$ 15,000			
Not Reflected	Floating Restroom at Guest Dock		\$ 150,000			Grant Potential
Design only	Tidal Design for Harbor Office Guest Dock Area	\$ 25,000	?			
Not Reflected	Slurry Seal Launch Ramp		\$ 75,000			
Not Reflected	Tidal Construction for Harbor Office Guest Dock Area		\$ 100,000			
Not Reflected	New Replacement Truck OPM		\$ 30,000			
Dock 12 Design only	Replacement of docks 12, 13, 14 (design 13-14 yr)	\$ 12,000	\$ 1,280,000	\$ 1,560,000	\$ 1,120,000	Order dock 12, then 13, then others
Not Reflected	Remove old breakwater		\$ 75,000			
Not Reflected	Picnic Shelters (3)		\$ 60,000			
Not Reflected	West Restrooms Remodels		\$ 300,000			
Not Reflected	Facility Condition Survey-5 year forecast				\$ 15,000	
Not Reflected	Correct Flooding Issues	\$ 25,000				
	Restroom 4 & 5 Improvements		\$ 30,000			
Not Reflected	Trash Compactor	\$ 40,000				
	Totals	\$ 102,000	\$ 2,115,000	\$ 1,560,000	\$ 1,135,000	4,912,000
	Operation and Maintenance Major Items					

SSF requested hold on land side issues

Budget Status	Project Name and Phase	2015-16	2016-17	2017-18	2018-2020	
	Pillar Point Harbor O & M					
Not Reflected	Slurry Seal Boat Ramp		\$ 100,000			
Not Reflected	Parking Lot Services (asphalt, sealcoat etc)		\$ 150,000			
Reflected	Romeo Pier Clear Off Buildings on Top	\$ 50,000	\$ 600,000			
Not Reflected	Light Pole Retrofits to LED Energy Savings		\$ 154,000			
Not Reflected	Exterior Building Painting			\$ 150,000		
Not Reflected	Re-Key work to non card key systems at PPH		\$ 25,000			
Not Reflected	Fire Lines to docks replace			\$ 25,000	\$ 50,000	
Not Reflected	Fire Line Feeder (flex lines) replace			\$ 10,000	\$ 20,000	
Not Reflected	Replace water (domestic) to floats from pier, including flex lines		\$ 60,000	\$ 20,000	\$ 40,000	
Not Reflected	Stairs by Hwy 1 and Capistrano time to rebuild in metal		\$ 15,000			
Not Reflected	Fender Replacement Johnson Pier Work Dock		\$ 125,000			
Not Reflected	New Harbor Water Side Entry Signs				\$ 5,000	
Not Reflected (Operating Expense)	Conversion of Construction Doc's and Blueprints to Electronic		\$ 50,000			
Not Reflected (Operating Expense)	Signage Replacements and Improvements	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
Not Reflected	Totals	\$ 55,000	\$ 1,284,000	\$ 210,000	\$ 120,000	1,669,000
	Operation and Maintenance Major Items					
	Oyster Point Marina Park O & M Items					
Not Reflected	Parking Lot Services (asphalt, sealcoat etc)	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	
Not Reflected	Asphalt Marina Gravel Parking lot with ATB asphalt		\$ 300,000			
Not Reflected	Bay Trail Asphalt Coating		\$ 80,000			
Not Reflected	Tree Replacement Program w SSF		\$ 135,000			
Not Reflected	Concrete Pumping/Jacking to Maintenance Building (settling issue)		\$ 55,000			
Not Reflected	Totals	\$ 100,000	\$ 670,000	\$ 100,000	\$ 100,000	\$ 970,000

Memorandum

TO: Harbor Commissioners

FROM: Kin Yip Chan & Marcia Schnapp

RE: Bills & Claims for Period Ending 10/21/15

Total Disbursements being submitted for your review: \$ 209,291.63

These include:

Handchecks in the amount of: \$ 149,532.55

Payables in the amount of: \$ 59,759.08

<u>Dept. Code</u>	<u>Description</u>		<u>Page Reference</u>
101	Harbor Commission	\$ 1,381.37	2
103	Administration	\$ 59,124.56	2
201	Pillar Point Harbor	\$ 57,868.59	2
301	Oyster Point Marina	\$ 22,522.29	2
	Payroll Related	\$ 68,394.82	2
	Total for Review	\$ 209,291.63	2

Notes:

Handchecks Written for:

Contractual Services -TEMPORARY \$ 38,357.25

Invoices with Due Dates on or Before Board Meeting \$ 111,175.30

Total Handchecks Written \$ 149,532.55

BILLS CLAIMS FOR 10/21/15 BOARD MEETING

VENDOR	DESCRIPTION	AMOUNT	PAYROLL RELATED	HARBOR COM 101	ADMIN 103	PILLAR POINT 201	OYSTER POINT 301
ACQUITEMPS	CONTRACTUAL SERVICES -TEMPORARY	3,720.00			3,720.00		
ADP, LLC	PAYROLL PROCESSING	471.03		73.48	88.08	176.64	132.83
AIRGAS USA, LLC	REPAIRS & MAINTANCE	120.14				120.14	
ALTERNATIVE SAFETY & TESTING	ADMINISTRATIVE EXPENSES	50.00				50.00	
ANDREINI BROS. INC	REPAIRS & MAINTENANCE	8,600.00				8,600.00	
ARAMARK	UNIFORM SERVICES	279.60					279.60
BLUE RIBBON SUPPLY COMPANY	OPERATING EXPENSES	292.60				292.60	
CALIFORNIA WATER SERVICE	UTILITIES	64.96					64.96
CALPERS	PAYROLL DEDUCTION PAYABLE	12,422.48	12,422.48				
CALPERS SUPPLEMENTAL INCOME 457 PLAN	PAYROLL DEDUCTION PAYABLE	4,343.00	4,343.00				
COMCAST	TELEPHONE/COMMUNICATIONS	678.13				251.22	426.91
FEDEX	CONTRACTUAL SERVICES	41.51			41.51		
GHD, INC.	WEST TRAIL CULVERT REPAIRS	5,510.00				5,510.00	
GRINDY, SCOTT	REIMBURSE TRAVEL EXPENSES	884.17				442.08	442.09
MRC	REPAIRS & MAINTENANCE-EQUIPMENT	23.94					23.94
MISSION UNIFORM	UNIFORM SERVICES	188.21				188.21	
PACIFICA COMMUNITY TELEVISION, INC.	CONFERNCES & MEETINGS	500.00		500.00			
PITNEY BOWES, INC	OFFICE SUPPLIES	331.64			331.64		
REVOCABLE TRUST MARK THORSON	REFUND DEPOSIT	199.32				199.32	
SOUTH SAN FRANCISCO SCAVENGER COMPANY	GARBAGE SERVICES	2,291.60					2,291.60
STAPLES ADVANTAGE	OFFICE SUPPLIES	26.14			26.14		
TEAMSTERS LOCAL 856-HEALTH & WELFARE FUND	HEALTH INSURANCE PREMIUMS	10,433.34	10,433.34				
UNITED SITE SERVICES, INC	CONTRACTUAL SERVICES	1,287.27				1,287.27	
WORKING DIRT MANAGEMENT, INC.	OFFICE RENT	7,000.00			7,000.00		
SUB-TOTAL OF PAYMENTS TO BE PROCESSED 10/21/15		59,759.08	27,198.82	573.48	11,207.37	17,117.48	3,661.93
ACQUITEMPS	CONTRACTUAL SERVICES - TEMPORARY	3,720.00			3,720.00		
ADP, LLC	PAYROLL PROCESSING	896.06		139.89	167.78	336.03	252.36
AT&T LONG DISTANCE	TELEPHONE/COMMUNICATIONS	350.31				266.45	83.86
AT&T	TELEPHONE/COMMUNICATIONS	2,330.47			194.54	1,384.70	751.23
BAYGREEN MARINE SANITATION	CONTRACTUAL SERVICES	1,600.00				800.00	800.00
CASPIAN IT GROUP	CONTRACTUAL SERVICE- IT	3,200.00		448.00	736.00	1,248.00	768.00
CALIFORNIA WATER SERVICE	UTILITIES	3,370.24					3,370.24
CLAXTON, KEITH	REFUND DEPOSIT	132.02					132.02
COASTSIDE COUNTY WATER DISTRICT	UTILITIES	9,055.44				9,055.44	
COASTSIDE.NET	TELEPHONE/COMMUNICATIONS	399.00				399.00	
DEPARTMENT OF JUSTICE	ADMINISTRATIVE EXPENSES	32.00			32.00		
DEBORAH GLASSER LABOR RELATIONS, LLC	LABOR NEGOTIATOR	3,893.00			3,893.00		
DOODYCALLS, LLC	OPERATING SUPPLIES	499.65				499.65	
FEDEX	CONTRACTUAL SERVICES	20.30			20.30		
GREENLEAF COMPACTION, INC.	GARBAGE SERVICES	1,010.69				1,010.69	
HALF MOON BAY REVIEW	ADVERTISING EXPENSES	738.00		220.00	99.33	319.33	99.34
KONICA MINOLTA	EQUIPMENT LEASES	1,171.68			378.00	793.68	
MC COY'S PATROL SERVICES	CONTRACTUAL SERVICES	7,118.64					7,118.64
MISSION UNIFORM	UNIFORM SERVICES	183.06				183.06	
OPERATING ENGINEERS TRUST	HEALTH INSURANCE PREMIUMS	31,172.00	31,172.00				
OPERATING ENGINEERS LOCAL 3	UNION DUES	1,080.00	1,080.00				
PENINSULA PUMP & EQUIPMENT	REPAIRS & MAINTANCE-PROPERTY	1,281.47				1,281.47	
PG&E	UTILITIES	1,194.02					1,194.02
REGIONAL GOVERNMENT SERVICES	CONTRACTUAL SERVICES-TEMPORARY-GM	34,637.25			34,637.25		
RECOLOGY OF THE COAST	GARBAGE SERVICES	17,059.78				17,059.78	
SCHWAAB, INC	OFFICE SUPPLIES	81.64			81.64		
STAPLES ADVANTAGE	OFFICE SUPPLIES	1,399.47			627.97	390.01	381.49
TEAMSTERS 856-HEALTH & WELFARE FUND	HEALTH INSURANCE PREMIUMS	8,944.00	8,944.00				
U.S.BANK CAL-CARD	CAL-CARD EMPLOYEE PURCHASES	12,962.36			3,329.38	5,723.82	3,909.16
TOTAL HANDCHECKS		149,532.55	41,196.00	807.89	47,917.19	40,751.11	18,860.36
TOTAL BILLS & CLAIMS		209,291.63	68,394.82	1,381.37	59,124.56	57,868.59	22,522.29
			PAYROLL	COMM	ADMIN	PPH	OPM

Staff Report

Vacancy on Harbor District Board of Commissioners

Glenn Lazof: Interim General Manager (IGM)

Background: The seat held by former Commissioner David has been vacant, effective October 8, 2015. Staff has notified the county clerk of the vacancy as required by law. (Letter is in packet).

Options:

- A) Fill the vacancy by appointment** – Appointment must be made by December 5, 2015. The invitation for applications must be posted at the District's Administrative Office, Oyster Point Marina, Pillar Point Harbor, the El Granada Post Office, in local newspapers, and any other site as directed by the Commission. It must be posted at least 15 days before the meeting at which the appointment is made and should include a description of materials to be included with the application, the application deadline, and the location for submitting completed applications.

Per Resolution 28-12 the commission must make the decision to fill by appointment at this meeting, the first regular meeting following the vacancy. Alternatively, you may amend resolution 28-12.

The invitation should include the date the term to be filled will end (The appointee will hold the office from the time of appointment until the person elected at the November 8, 2016 election is qualified). The application deadline must be at least 8 days after the date of the invitation. We attach a template of what the invitation should look like, although some blanks will need to be filled in as more information is learned.

The District must notify the county of the appointment within 15 days.

- B) Filling a Vacancy by Election** - The Commission may decide to fill the seat by election. It must also make this decision by December 5, 2015. The election date specified by statute is likely to be April 12, 2016. Commissioner David's position will remain vacant until that date. The newly elected commissioner will only serve until the remainder of the term as above.

Special Elections are expensive. (See note under fiscal impact). If the District is interested in pursuing this option, further research would be necessary to determine if the District can wait to hold the election for this vacancy at the District's next general election on November 8, 2016.

If the District calls for a special election in April, 2016, the winner of that election will hold the position for the remainder of the term, i.e. until after the 2018 election.

- C) Filling a Vacancy by Action of the San Mateo Board of Supervisors** - If the Commission does not act to fill the vacancy by appointment or if an election is not called by December 5, 2015, the San Mateo County Board of Supervisors may fill the vacancy by appointment by January 4, 2016 or the Board of Supervisors may order the Harbor District to call an election to fill the vacancy.

Analysis: Requesting Option C would not be an unusual step for an Independent Special Districts. An interesting aspect in our case is that County leaders are aware of the Local Agency Formation Committee staff reports which questioned district governance. A request that they make the appointment could be formulated as an overture that County Supervisors partner in addressing the governance issue. However, the County would have the option to not make an appointment and instead order that the District hold an expensive special election.

Recommendation: Policy:

Below are the recommended steps for each option.

Option A) To fill vacancy by appointment:

- 1) Authorize the General Manager to issue an invitation for applications.
- 2) The Commission should specify which application materials it will request from applicants.
- 3) Set a special meeting at which applicants will be interviewed and a vote to appoint someone to the position will be held. (A special meeting held the week of November 15 would provide three weeks to notice the appointment, and request submission of application materials prior to November 12, for distribution to commissioners).

Option B) To fill the vacancy by election:

- 1) Consider directing the General Manager to request that Counsel research if the election may be postponed until the November 2016 general election to benefit from potential cost savings.
- 2) Direct Staff to prepare a resolution to call a Special Election to fill the seat, and prepare the necessary revisions to the 2014-15 Budget.

Option C) To fill the vacancy by Action of the San Mateo Board of Supervisors:

- 1) Take no action and this will become the action by default after December 5, 2015.

Or

- 2) Direct staff to request that the County make the appointment and urging that they do this in lieu of calling an expensive special election. The Commission may also consider directing staff to include in the communication why the district is asking for county participation in the appointment.

Fiscal Impact: The cost of Option A is staff time, and public noticing. Funds are available within the budget.

Option B is by far the most expensive option. The District was charged \$ 513,378 by the county for the last General Election.¹ Three seats were up, but there were also with many other public entities sharing in that cost. A special election will most likely be shared by fewer ballot issues and fewer entities, resulting in higher charges to the district. Staff is attempting to obtain a price range for a Countywide April Special Election and may have more information to provide at the meeting. There are no funds in the 2014-15 Budget for election costs.

Option C (See above regarding the cost of special election should the County Board of Supervisors choose not to make an appointment).

¹ Per LAFCO MSR



San Mateo County Harbor District

**Board of Harbor
Commissioners**

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

Glenn Lazof, Interim General Manager

October 13, 2015

Mr. Mark Church
Elections Officer
40 Tower Road
San Mateo, CA 94402

Dear Mark:

The San Mateo County Harbor District is hereby notifying you that there is a vacancy on the Board of Commissioners due to the recent resignation of Commissioner Nicole David.

Please contact me if you have any questions or need more information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Glenn Lazof".

Glenn Lazof
Interim General Manager
San Mateo County Harbor District

cc: David Tom, Keith Miller

Board of Harbor Commissioners and Staff
San Mateo County Harbor District
504 Avenue Alhambra, 2nd Floor
PO Box 1449
El Granada, CA 94018

October 7, 2015

Dear San Mateo County Harbor District and San Mateo County Citizens,

It has been my great honor to serve on behalf of the people of San Mateo County. I have worked hard over the last 10 months to live up to the expectations that voters had when they elected me as Harbor Commissioner. That is why it is with great difficulty that I announce my resignation, effective October 8, 2015.

I am proud of our Harbors' mission and spirit, and I am sorry to be leaving before my term is over. However, because of health issues, I no longer have the capacity to perform my duties with the focus and dedication they deserve. Thank you for your confidence in me; I am grateful for the opportunity to serve.

Sincerely,



Nicole David

RESOLUTION NO. 28-12

RESOLUTION OF THE SAN MATEO COUNTY HARBOR DISTRICT OUTLINING THE PROCEDURE FOR FILLING PERMANENT VACANCIES ON THE HARBOR COMMISSION

WHEREAS, from time to time a vacancy occurs on the San Mateo County Harbor District Commission; and,

WHEREAS, the California Government Code provides that when a vacancy occurs on the Commission, the vacancy may be addressed by the San Mateo County Harbor Commission or the County Board of Supervisors; and,

WHEREAS, whether the Commission wishes to allow the San Mateo County Board of Supervisors to make the appointment, call for an election to fill the vacancy, or make its own appointment, the Commission recognizes that the public may be unfamiliar with the statutory process authorized by the California Government Code to be utilized when filling vacancies because they occur infrequently; and,

WHEREAS, the Commission wishes to clearly articulate for the public how vacancies can be filled.

NOW, THEREFORE, BE IT RESOLVED that the Board of Harbor Commissioners of the San Mateo County Harbor District shall consider the following options to fill vacancies on the Commission provided for in California Government Code Section 1780:

SAN MATEO COUNTY BOARD OF SUPERVISORS' ACTION TO FILL VACANCY

If the Commission determines that the San Mateo County Board of Supervisors should make the appointment, no Commission action is necessary. The Board of Supervisors is authorized to appoint a Commissioner when more than sixty (60) days have elapsed since the District was notified of the vacancy or the effective date of the vacancy. If the San Mateo County Board of Supervisors fails to fill the vacancy within ninety (90) days of the date the District is notified of the vacancy or the effective date of the vacancy, the District must call an election for the next established election date that is one hundred thirty (130) days or more after the date the Commission calls the election.

COMMISSION ACTION TO FILL VACANCY BY ELECTION

If the Commission wishes instead to act, it may, as noted above, call for an election or fill the vacancy by appointment per Government Code Section 1780. The call for an election must be made within sixty (60) days of the date the District is notified of the vacancy or the effective date of the vacancy. The election shall be held at the

next established election date that is one hundred thirty (130) or more days after the date the Commission calls the election.

COMMISSION ACTION TO FILL VACANCY BY APPOINTMENT

1. If the Commission wishes to fill the vacancy by appointment, Government Code Section 1780 requires the District to:
 - a. Give notice of the vacancy to the San Mateo County elections official no later than fifteen (15) days after the Commission is notified of the vacancy or the effective date of the vacancy, whichever is later;
 - b. Post an invitation for applications from persons interested in filling the vacancy at least fifteen (15) days prior to the Commission making an appointment in three (3) or more places within the District; and
 - c. Fill the vacancy within sixty (60) days of the date on which the Commission is notified of the vacancy or the effective date of the vacancy, whichever is later.
2. In order to meet this statutorily prescribed timeline, the Commission shall set an application deadline which allows the Commission to receive applications, conduct interviews and vote to appoint a Commissioner to fill the vacancy within sixty (60) days of the date the District received notice of the vacancy or from the effective date of the vacancy, whichever is later.
3. In order to accomplish this, at the first regular or special meeting of the Commission after the vacancy occurs, the Commission shall authorize the General Manager to issue an invitation for applications from persons interested in appointment to fill the vacancy. This invitation will include information regarding the end-date of the term to be filled, the requested application materials (e.g. proof of voter registration as required by Harbors and Navigation Code Section 6053, letters of interest and résumé), the place to submit applications and the deadline for applications to be submitted.
4. The General Manager shall post the invitation for applications at the District's Administrative Office, Oyster Point Marina, Pillar Point Harbor, the El Granada Post Office, in local newspapers, and any other venue or site as directed by the Commission at least fifteen (15) days prior to the date the Commission will make the appointment.
5. A special public meeting of the Commission shall be scheduled within one (1) week of the deadline for applications to be submitted for the purpose of interviewing applicants. The Commission will interview all applicants who have submitted completed applications by the deadline.

6. Interviews shall be conducted in open session. The form and length of interviews will be at the discretion of the Commission but shall be uniformly applied to all applicants. Commissioners may ask applicants questions relevant to the position of Commissioner, including whether or not applicants are registered voters (to confirm eligibility), their opinions on ongoing or proposed District programs or projects, and whether they possess any relevant experience for the position. Any questions that would be prohibited in a normal job interview (i.e. questions regarding age, race/ethnicity, gender, religion, marital status, etc.) shall not be asked.
7. At the conclusion of the interviews, the Commission shall vote to appoint an applicant to serve the remainder of the term for which the vacancy exists. All nominations shall be oral and do not require a second. Once all nominations are received, the Commission shall vote. Votes shall be either by oral roll call or by written ballot. If the votes are taken by written ballot, the written ballots shall be signed and the votes announced orally. The written ballots shall be retained by the District for two (2) years. If no candidate receives a majority vote or if one or more candidates receive the same number of votes, the Commission may continue voting to determine whether or not a majority vote for any applicant can be achieved. If no applicant receives a majority vote, the Commission may call for an election or allow the Board of Supervisors to act.

TERM OF OFFICE

1. If the vacancy occurs in the first half of the term of office, and the date that the Commission is notified of the vacancy is more than one hundred thirty (130) days before the "next general District election," then the person appointed holds office only until after the next general District election and until the person who is elected to fill the vacancy has been qualified. The person elected then holds the office for the remainder of the term of office.
2. If the vacancy occurs in the second half of the term of office, or in the first half but less than one hundred thirty (130) days before the next general District election, the person appointed by the Commission serves for the remainder of the term of office.

QUORUM

1. If multiple vacancies occur so that the number of Commissioners comprise less than a quorum, then the San Mateo County Board of Supervisors must, promptly and by appointment, fill only enough vacancies to provide the Commission with a quorum.

* * * * *

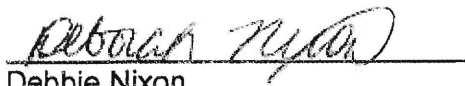
Board of Harbor Commissioners of the San Mateo County Harbor District at a regular meeting thereof held on December 5, 2012 by the following vote:

AYES, HARBOR COMMISSIONERS: Padreddi, Parravano, Tucker

NOES, HARBOR COMMISSIONERS: Bernardo

ABSTAIN, HARBOR COMMISSIONERS: Holsinger

ABSENT, HARBOR COMMISSIONERS: None



Debbie Nixon
Deputy Secretary



James Tucker
President

Staff Report

Review of Prioritization of Commissioner Requests

Glenn Lazof: Interim General Manager (IGM)

Background: Individual commissioners routinely request information or actions they feel is needed to provide proper oversight. We can all agree that your efforts to fulfil your role as Commissioners is entitled to staff support. For example, all commissioners are entitled to at least one agenda item, by policy. Some information requests require more than a little staff action and/or research to provide accurate information. Occasionally, and perhaps inadvertently, some requests inherently direct staff into whole new areas of activity.

Staff has repeatedly informed the commission that many core business and high priority tasks, including directives issued by majority vote of the commission, are not implemented due to a lack of resources. The result is that staff must prioritize individual requests in an effort to strike a balance (in terms of impact on staff time) between these requests and the multitude of required and routine operational requirements, many of which are backlogged. Additionally, the unique position we are in regarding administrative staff (soon to be complicated the Harbormaster's resignation) has greatly impacted our already limited ability to be responsive.

Numbers refer to number of requests for staff action since Monday Oct 3- Wed October 14. We do have unfinished requests from prior periods. Obviously, some requests involve more staff time than others, and those that involve less tend to be those completed. Items providing information to staff, and which are not requesting actions or information from us are not included in these counts.

Information/Action requests from individual commissioners – 24

Most requests from an individual commissioner – 20

Total completed 19, most for an individual commissioner 15.

Requests not complete (from this period) – These are all from the Commissioner with the most requests, e-mail from requests that are not complete, or close to completion are attached in the packet.

- 1) Methane Sensors at OPM buildings have sensors however when last purchased, installed, calibrated and tested (Assume that intention of request was that staff verify this?).
- 2) Review of 3 one page reports regarding disposal site inspections.

- 3) Confirm if the District and the City are in compliance with Title 27 methane requirements.
- 4) Does the JPA require that the Harbor District purchase the methane sensors, install the sensors and test for methane gas in the OPM buildings? Or is it the responsibility of the landfill owner?
- 5) Request to reprioritize providing methane information as commissioner stated there was a potential threat to public safety.

Recommended Options:

- 1) Take no action, or table this item. This will continue to allow the General Manager flexibility to prioritize competing administrative demands.
- 2) The Commission may direct staff to come back with recommendations to provide additional resources to assure faster response to all individual commissioner requests.
- 3) Direct staff by motion regarding incomplete tasks including these commissioner requests.

Not Recommended:

Consider limits to staff time that can be spent on individual requests, (exempting the commissioner's one agenda item per meeting). For example, a maximum of hours per week for each commissioner. This option could result in more PRA's, which might still be an improvement for workflow. However it deprives staff the ability to be more responsive when possible.

Fiscal Impact: None from prioritizing tasks.

Glenn Lazof

From: Sabrina Brennan <sabrina@dfm.com>
Sent: Thursday, October 01, 2015 2:59 PM
To: Glenn Lazof
Cc: Sabrina Brennan; Tom & Lisa Mattusch
Subject: Re: OCT. 7, 2015 - REQUEST FOR AGENDA ITEM - Study Session Oyster Point Marina JPA - City of South San Francisco-Do not reply all

Hello Glenn,

In the Oct 7 board packet if possible please include the most recent report on methane gas sensor testing at OPM. It's my understanding that retired Assistant Harbormaster Charles White was previously doing the work to meet Title 27 methane requirements. It's also my understanding that all the OPM buildings have sensors however I'm not sure when they were last purchased, installed, calibrated and tested. ①

When you have time please confirm if the District and the City are in compliance with Title 27. Also, does the JPA require that the Harbor District purchase the methane sensors, install the sensors and test for methane gas in the OPM buildings? Or is it the responsibility of the landfill owner? ③ ④

Would it be possible to include links to the following two documents in the Oct. 7 board packet with the Oyster Point Marina JPA item?

RWQCB LANDFILL *Available web site + Commission 10/17*
REPORT: [http://www.smharbor.com/oysterpoint/2013 Annual Report OysterPoint landfill.pdf](http://www.smharbor.com/oysterpoint/2013%20Annual%20Report%20OysterPoint%20landfill.pdf)

HAZARDOUS MATERIALS, OYSTER POINT SPECIFIC PLAN AND PHASE I PROJECT: <http://ca-southsanfrancisco.civicplus.com/DocumentCenter/Home/View/1711>

Thank you,
Sabrina

On Oct 1, 2015, at 8:30 AM, Glenn Lazof <glazof@smharbor.com> wrote:

Good Morning Sabrina,



This version will be in the Agenda Packet

Thank you

Glenn

From: Sabrina Brennan [<mailto:sabrina@dfm.com>]
Sent: Wednesday, September 30, 2015 11:12 PM
To: Glenn Lazof
Cc: Sabrina Brennan; Tom Mattusch
Subject: Re: OCT. 7, 2015 - REQUEST FOR AGENDA ITEM - Study Session Oyster Point Marina JPA - City of South San Francisco-Do not reply all

Glenn Lazof

From: Sabrina Brennan <sabrina@dfm.com>
Sent: Thursday, October 08, 2015 4:16 PM
To: Glenn Lazof
Cc: Greg Schirle; Tom Mattusch; robert.hahn@ssf.net; aaron@cssenvironmental.com; Vic.Pal@waterboards.ca.gov; Sabrina Brennan
Subject: Re: Oyster Pt inspection reports
Attachments: 08-11-2015 EE0003160 8204.DAOE1KQUV.PDF; 03-05-2015 EE0003160 8204 DASENOQXR (001).PDF  

Hello Glenn,

Please let me know if you received my email below regarding methane monitoring and calibration reports for the buildings at Oyster Point Marina?

Are all the buildings at Oyster Point Marina in compliance? Does the Oyster Point Marina JPA require that the Harbor District purchase the methane sensors, install the sensors and test for methane gas in the OPM buildings? Or is it the responsibility of the City/landfill owner?

Thanks,
Sabrina

> On Oct 2, 2015, at 10:10 AM, Sabrina Brennan <sabrina@dfm.com> wrote:

>

> Hello Glenn,

>

> Please email Greg Schirle with the County Division of Environmental Health and let him know who to contact at the Harbor District regarding monitoring and calibration reports for the buildings at Oyster Point Marina.

>

> Please see the two attached methane gas monitoring inspection reports. The reports list Don Guluzzy as the "operator." Don Guluzzy is a retired general manager and he has not worked for the Harbor District in over 18 years. It appears this info is outdated by over a decade.

>

> Does the Oyster Point Marina JPA require that the Harbor District purchase the methane sensors, install the sensors and test for methane gas in the OPM buildings? Or is it the responsibility of the City/landfill owner?

>

> The reports include the following comments.

>

> Comments:

> This agency has not received the last monitoring and calibration reports for the monitoring sensors within the building on the oyster point landfill. Provide the last report by the next Quarter inspection

>

> Comments:

> this agency has requested data and monitoring records of the buildings and sensor maintenance. The City is the owner of record.

> provide the information or contact of the responsible party.

>

> Comments:

> the agency is not receiving requested reports. see structure monitoring

>

> Thank you,

> Sabrina

>

>

>> On Oct 1, 2015, at 5:26 PM, Greg Schirle <gschirle@smcgov.org> wrote:

>>

Glenn Lazof

From: Sabrina Brennan <sabrina@dfm.com>
Sent: Monday, October 12, 2015 2:13 PM
To: Glenn Lazof
Cc: Sabrina Brennan; Greg Schirle; Tom Mattusch; robert.hahn@ssf.net; aaron@cssenvironmental.com; Vic.Pal@waterboards.ca.gov; Steven Miller
Subject: Re: Oyster Pt inspection reports

Hello Glenn,

Thanks for your response below. Methane leaks can be a public safety concern.



A member of the public emailed the following article regarding methane leak problems at the Oyster Point Landfill in 2007.

Possible gas leak worries South City officials: http://www.insidebayarea.com/sanmateocountytimes/localnews/ci_5167031

I would like to be sure all appropriate safety precautions are being taken and that all buildings at Oyster Point Marina are in compliance with state regulations.

Thank you,
Sabrina

On Oct 12, 2015, at 11:09 AM, Glenn Lazof <glazof@smharbor.com> wrote:

Yes, received. I have not had time to follow up.

From: Sabrina Brennan [<mailto:sabrina@dfm.com>]
Sent: Thursday, October 08, 2015 4:16 PM
To: Glenn Lazof
Cc: Greg Schirle; Tom Mattusch; robert.hahn@ssf.net; aaron@cssenvironmental.com; Vic.Pal@waterboards.ca.gov; Sabrina Brennan
Subject: Re: Oyster Pt inspection reports

Hello Glenn,

Please let me know if you received my email below regarding methane monitoring and calibration reports for the buildings at Oyster Point Marina?

Are all the buildings at Oyster Point Marina in compliance? Does the Oyster Point Marina JPA require that the Harbor District purchase the methane sensors, install the sensors and test for methane gas in the OPM buildings? Or is it the responsibility of the City/landfill owner?

Thanks,
Sabrina

To Scott Grindy
Fr: Harry How
Re; PPH Public Hoist/ Extension Request
Dated 10/13/15

Hello Scott,

Please be advised that this is our written request for an extension for the final completion and field installation of the hoist repair project. I have provided for you a time line of events showing you the delay allowances requested on the project for your review, which were beyond our control.

Crane Removal: On September 11th, we engaged Spyder crane for rental of their mini crane for field removal of the hoist. Spyder Crane is a very specialized compact crane that allowed us access to the site safely and with little impact to the site. We scheduled the rental in advance of the contract award, for September 14th, Monday. Spyder crane notified us at the last minute that they needed to postpone their availability until September 15th, Tuesday, because of a scheduling conflict on their end. The crane was delivered Tuesday morning and the hoist was removed on September 15th, Tuesday, the following day.

Structural: We engaged our structural engineer, Inertia Design, on 9/11/15 to provide us with structural drawings for the project. We disassembled the hoist in our shop and provided the engineer the information needed to facilitate their structural evaluation. While the hoist was under structural review we performed all the necessary repairs to the hoist until the engineering was done.

We received the stamped drawings on September 30th, 2015, approximately (1) week longer than we anticipated. It turns out that the structural engineering evaluation required the fabrication of an entirely new boom to accommodate the loads of the additional 4' boom added to the contract, something we did not anticipate. Upon receipt of the engineered drawings we immediately started fabrication of the new 4' extended boom. Fabrication of the boom was completed and the entire hoist assembly was delivered to the galvanizers the afternoon of October 7th.

Galvanizing: The galvanizer has indicated to us that they would need approximately 5 to 7 working days to complete their work, due to their increased work load which is approximately (2) days longer than originally quoted during the time of the bid opening. I indicated on a prior progress update to you, galvanizer's are on a first come first serve basis and there are no reservations for work projects. Once galvanizing is completed we can perform the paint application and have the hoist installed by the end on next week the 23rd.

Holiday: We were closed on October 12th, in observance of Presidents day

Despite our best efforts to keep to the project schedule, the above listed items were simply circumstances we could not control or anticipate. We are currently working with the galvanizer to expedite his work and are hopeful the hoist will be available for pick up by the end of this week and have already have AC3 on notice for certification of the crane.

Summary of Delays:

- Crane Removal: (1) Day: Postponed rental of crane.
- Structural/Fabrication: (9) Days: Added engineering (5 Days) and additional fabrication time of new boom (4 days).
- Galvanizing: (2) days: Longer lead time
- Holiday: (1) Day

Total Delay Allowances: 17 Days

Despite our best efforts to keep to the project schedule, the above listed items were simply circumstances we could not control or anticipate. We are currently working with the galvanizer to expedite his work and are hopeful the hoist will be available for pick up by the end of this week and have already have AC3 on notice for certification of the crane. We anticipate no more delays and are asking the completion date be extended to October 30th, 2015.

We truly appreciate your understanding for these delay allowances: We will continue to update you as to our progress going forward. Should you have any questions please do not hesitate to call me.

Truly,

Harry How III



STAFF REPORT

TO: San Mateo County Harbor District Commissioners

VIA: Glenn Lazof, Interim General Manager

FROM: Marcia Schnapp, Interim Administrative Resources Manager

DATE: October 21, 2015

SUBJECT: PAST IT SERVER AND FIREWALL REQUISITIONS, PURCHASES AND REFUNDS

HOUSEKEEPING Note from the Interim General Manager. – Commissioner Brennan's report was submitted as a PDF in accordance with Agenda item materials deadlines. Staff was asked by the commissioner to validate the refund totals in the report. We did so the next day, and have attached the subsequent e-mail with those calculations. Following this correction, Commissioner Brennan submitted a revised report, containing the corrected numbers. Strictly adhering to the newly approved Agenda submission deadlines for commissioner submitted items; that corrected report will be available at the meeting as a handout.

The foregoing is to note Commissioner Brennan's efforts to provide accurate figures in her report for the refunds. The Commissioner's report is unedited. Therefore it does not necessarily reflect analysis by the District's professional staff, nor does it reflect the views of District, unless the Commission as a body wishes to adopt this report as such.

PAST IT SERVER AND FIREWALL REQUISITIONS, PURCHASES AND REFUNDS

Staff has once again been asked to detail the history of District IT Server and Firewall Requisitions, Purchases and Refunds related to the \$34 thousand dollar refund and \$19 thousand dollar refund received from the District's previous IT vendor.

The detail is as follows:

- March 2012 – IT Vendor issues a quote for IT server upgrade project, estimated to cost \$42 thousand.
- May 2012 – General Manager files a request with the Board of Harbor Commissioners requesting a budget not to exceed \$45 thousand for the IT server upgrade project. It is approved (see attachments from previous September 2, 2015 Board Item 14).
- May 2012 – The District issues a check for \$36 thousand, of which \$34,689.31 is a deposit for the purchase of hardware and software related to the IT server upgrade project.

For whatever reason, the IT server upgrade project is suspended indefinitely. There is no evidence in the files as to why. The deposit is held by the vendor awaiting re-instatement of the project.

- Jan 2015 – IT Vendor recommends upgrades to the District's firewalls as well for \$21 thousand.
- Jan 2015 – District issues two checks as deposits against the hardware and software:
 - \$9,700 for firewall hardware
 - \$9,375 for firewall software

Mar 2015 – Board makes a decision to rescind firewall purchase. Staff returns firewall hardware.

Apr 2015 – IT vendor resigns

May 2015 – IT vendor delivers a refund check to District for 100% of the firewall hardware and software deposit less a restocking and shipping charge.

Aug 2015 – IT vendor refunds 100% of \$34,689.31 for the IT server project.

The District has no new servers, firewalls or software related to this item due to the returns of product and a refund of 100% of the deposits from the IT vendor for both the IT server upgrade project and firewalls, less restocking and shipping charges.

If the Commission will permit, Staff will be prepared to once again address these concerns at the meeting by going over the document record in this packet, validating that the District received a full refund for both the IT server project and the IT firewalls.

Note From Interim Administrative Services Director: I was employed by the District as Director of Finance from 2005 to 2010 and was not Finance Director, nor employed by the District at the time of the IT Server and Firewall projects and purchases in question above. These activities occurred several years subsequent to my employment at the District. I am, however, very willing to discuss how I handled IT purchases during my service with the District, and what I did differently during my tenure, if the Board thinks it might be informative or useful.

IT EQUIPMENT – FIREWALL REFUND RECAP

Item 8

DATE	DESCRIPTION	
1) 1/15/15	VENDOR QUOTE – PANW SOFTWARE SUBSCRIPTION	\$ 9,375.00
2) 1/15/15	VENDOR QUOTE – 3 PANW PA-500 FIREWALLS	9,700.00

INVOICES

DATE	INV/CHECK #	AMOUNT
3) 5/1/15	INV #957 – TECH SUPPORT ACTIVITIES	\$ 2,587.50
4) 5/1/15	INV #958 – TECH SUPPORT ACTIVITIES - MARCH	825.00
5) 5/1/15	INV #959 – TECH SUPPORT ACTIVITIES – FEB/MAR	450.00
6) 5/1/15	INV #960 – TECH SUPPORT ACTIVITIES – MARCH	469.80
7) 5/1/15	INV #961 – TECH SUPPORT ACTIVITIES – MARCH	833.15
8) 4/30/15	INV #976 – DETAILING PURCHASE OF FIRE WALLS ETC	21,872.20
SUB TOTAL		\$27,037.65

RETURN OF FIREWALLS – CREDIT/RESTOCKING CHARGES

9) 5/1/15	INV 962 W/CREDIT FOR INV 976	(21,872.20)
10) 5/1/15	INV 962 SHIPPING CHARGE	75.00
11) 4/30/15	INV #977 – RESTOCKING CHARGE FOR FIREWALLS ETC	1,531.05
SUB TOTAL		(\$20,266.15)

NET BALANCE DUE VENDOR \$ 6,771.50

PAYMENTS, CREDITS, REFUNDS

DATE	INV/CHECK #	AMOUNT
12) 1/27/15	SMCHD CK #044574 – DEPOSIT ON SOFTWARE	(\$ 9,375.00)
13) 1/27/15	SMCHD CK #044575 – DEPOSIT ON FIREWALLS	(9,700.00)
SUB TOTAL		(\$19,075.00)

NET DUE VENDOR (DISTRICT) (\$12,303.50)

14) 5/1/15 CHECK #2003 RECEIVED FROM VENDOR \$12,303.50

15) BALANCE DUE DISTRICT \$ 0.00



New Endpoint Quotation
Equipment from Palo Alto Networks
Quote by The Well Connected Office
January 15, 2015

1

79585

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price
PAN-PA-500-TP	Palo Alto Networks Threat prevention subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-URL4	Palo Alto Networks PANDB URL Filtering subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-WF	WildFire subscription year 1	3	825.00	2,475.00	3.0%	2,400.00
PAN-SVC-PREM-300	Premium support year 1 for PA-500	3	750.00	2,250.00	3.3%	2,175.00
				Totals:		
					\$9,675.00	3.1%
						\$9,375.00

\$ 3,125.-
PPH 740.000
ADM 740.000
ADM - 801.004



New Endpoint Quotation
Equipment from Palo Alto Networks
Quote by The Well Connected Office
January 15, 2015

2

79584

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price	
PAN-PA-500-2G	Palo Alto Networks PA-500 with 2GB Memory	3	4,015.00	12,045.00	19.5%	9,700.00	
				Totals:	\$12,045.00	19.5%	\$9,700.00

\$ 3,233

PPT
OPM
ADM

~~201.00~~ 760.00

760.00

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



3 p1
MAY 11 11:51:01
Invoice

Date	Invoice #
5/1/2015	957

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Terms	Project / PO
Net 30	

Date	Item / Tech	Description	Rate	Qty	Total
3/2/2015	Peter M	OPM e-mail from copier setup for Michelle Reloba. Testing configuring and flashing wireless APs. Changed 8x8 setting for Michelle's phone. Grabbed Belen's old PC imaged installed and setup applications for warehouse PC(win7)	75.00	4	300.00
3/5/2015	Steve A	Meet with Marietta, Debra, and Debbie and plan the transition.	75.00	3	225.00
3/9/2015	Steve A	Add 2 new users to the system and to e-mail.	75.00	0.5	37.50
3/12/2015	Steve A	Get Debbie and Debra access to Marietta's old e-mail, and also get them access to Marietta's old hard drive. Show Debbie how to open the old e-mail and get into it. Move the files that she needs to access around into the right places and fix the permissions on the folder.	75.00	4	300.00
3/18/2015	Steve A	Work on several computer issues including setting up a new computer at the Warehouse at OPM and moving all the files from that machine for new assistant Harbormaster since Rocky is retiring effective today!	75.00	5	375.00
3/23/2015	Steve A	Look over a new site in El Granada that is a potential location for the new Admin office. Test the wires and the air conditioning and make sure that the office is suitable for the computer equipment that will be housed there.	75.00	2	150.00
3/23/2015	Peter M	El Granada walk through. Setup of SWalker e-mail in outlook.	75.00	3.5	262.50
4/1/2015	Steve A	Board meeting.	75.00	2.5	187.50
4/2/2015	Peter M	Expedited after hours pickup and delivery of Server to PPH per Scott's request.	75.00	2	150.00
4/2/2015	Gerson S	Expedited after hours delivery of Server to PPH per Scott's request	75.00	2	150.00
4/15/2015	Steve A	Preparation of document for district detailing access information and password information	75.00	3	225.00
4/20/2015	Steve A	Phone call with Scott re: password changes and entry into the premise router	75.00	1	75.00

			Subtotal
			Sales Tax
			Total
			Payments/Credits
			Balance Due
Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page	
(650) 766-1981	steve@thewellconnectedoffice.com		



Invoice

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Date	Invoice #
5/1/2015	957

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Terms	Project / PO
Net 30	

Date	Item / Tech	Description	Rate	Qty	Total
5/5/2015	Steve A	Phone consultations with Marcia Schnapp re: passwords and entry into the system. Re-send e-mail to Marcia with passwords in an encrypted format	75.00	2	150.00

<small>A discount may be given to bills paid within 10 days of the date of invoice. Check the terms section above for more information. This discount is not valid for credit cards, only for cash and checks. Unless noted, all items carry manufacturer's warranties only, and are not additionally warranted by The Well Connected Office. The Well Connected Office is not responsible for any loss of business, loss of profits, business interruption, or other problem resulting from the uses of any products sold. The Well Connected Office does not support the use of any device for any other purpose outside the manufacturer's specifications. No returns will be accepted without prior authorization. All computer equipment requires adequate cooling-make sure that your PC or networking equipment is cooled properly!</small>			Subtotal	\$2,587.50
			Sales Tax	\$0.00
			Total	\$2,587.50
			Payments/Credits	\$0.00
			Balance Due	\$2,587.50
Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page		
(650) 766-1981	steve@thewellconnectedoffice.com			

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



④
Invoice

Date	Invoice #
5/1/2015	958

Bill To

**San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080**

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

MAY 11 '15 12:09

Terms	Project / PO
Net 30	Oyster Point Marina

Date	Item / Tech	Description	Rate	Qty	Total
3/19/2015	Peter M	Setup PC at OPM warehouse. Setup e-mail for harbor patrol. Setup workstation for Jim Merlo at Rocky's desk.	75.00	4	300.00
3/24/2015	Peter M	Retrieve files from Jim Merlo's old PC. Retrieve archive PST files. Setup and configure harbor patrol e-e-mail at OPM warehouse. Setup and configure New hire David Durr at OPM warehouse.	75.00	3	225.00
3/26/2015	Peter M	Jim Merlo PC Reimaged and restore	75.00	4	300.00

<small>A discount may be given to bills paid within 10 days of the date of invoice. Check the terms section above for more information. This discount is not valid for credit cards, only for cash and checks. Unless noted, all items carry manufacturer's warranties only, and are not additionally warranted by The Well Connected Office. The Well Connected Office is not responsible for any loss of business, loss of profits, business interruption, or other problem resulting from the uses of any products sold. The Well Connected Office does not support the use of any device for any other purpose outside the manufacturer's specifications. No returns will be accepted without prior authorization. All computer equipment requires adequate cooling-make sure that your PC or networking equipment is cooled properly!</small>			Subtotal	\$825.00
			Sales Tax	\$0.00
			Total	\$825.00
Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page	Payments/Credits	\$0.00
(650) 766-1981	steve@thewellconnectedoffice.com		Balance Due	\$825.00

5

Invoice

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Date	Invoice #
5/1/2015	959

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

MAY 11 15 12:09

Terms	Project / PO
Net 30	Pillar Point Harbor

Date	Item / Tech	Description	Rate	Qty	Total
2/25/2015	Peter M	Harbor patrol AppRiver e-mail PW. Resets and configuration.	75.00	2	150.00
3/2/2015	Steve A	Set up new e-mail through outlook on the one computer that all the harbor workers seem to use at the front desk of the Pillar Point Harbor office. Got quite a few of them people set up, but I have to go out to every user and set them up individually so it takes a while. E-mailed a list of who I got and who's pending to John Draper.	75.00	4	300.00
4/2/2015	Gerson S	drop off server	0.00	2	0.00

		Subtotal	\$450.00
		Sales Tax	\$0.00
		Total	\$450.00
		Payments/Credits	\$0.00
		Balance Due	\$450.00
Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page	
(650) 766-1981	steve@thewellconnectedoffice.com		

A discount may be given to bills paid within 10 days of the date of invoice. Check the terms section above for more information. This discount is not valid for credit cards, only for cash and checks. Unless noted, all items carry manufacturer's warranties only, and are not additionally warranted by The Well Connected Office. The Well Connected Office is not responsible for any loss of business, loss of profits, business interruption, or other problem resulting from the uses of any products sold. The Well Connected Office does not support the use of any device for any other purpose outside the manufacturer's specifications. No returns will be accepted without prior authorization. All computer equipment requires adequate cooling-make sure that your PC or networking equipment is cooled properly!



The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Invoice

Date	Invoice #
5/1/2015	960

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

MAY 11 '15 12:05

Terms	Project / PO
Net 30	E-mail

Date	Item / Tech	Description	Rate	Qty	Total
3/30/2015	AppRiverFMB	Appriver Large Mailbox Including: * Award winning SecureTide mailbox filtering * Unlimited Size Mailbox * Web-based e-mail access available * Secure outlook delivery to multiple outlook clients (IE: home and office) with full synchronization * E-mail archiving capabilities built in * Optimized performance both in-house and out of house with Akami IP acceleration technology * Mobile Device Support for iPhone, Android, Blackberry phones and iPad and Android tablets * 99.999% uptime guaranteed	12.95	34	440.30
3/30/2015	AppRiverLMB	AppRiver Lite Mailbox featuring: * 2GB mailbox size * Public Folder Included * Unlimited Web access, or POP and IMAP to clients like outlook and thunderbird. * Inbound SecureTide e-mail filtering * Can convert to full mailbox at a later time if desired	2.95	10	29.50

Subtotal \$469.80

Sales Tax \$0.00

Total \$469.80

Payments/Credits \$0.00

Balance Due \$469.80

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Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page
(650) 766-1981	steve@thewellconnectedoffice.com	

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Invoice

Date	Invoice #
5/1/2015	961

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

MAY 11 '15 12:09

Terms	Project / PO
Net 30	Backups

Date	Item / Tech	Description	Rate	Qty	Total
3/30/2015	eFolderSelect	eFolder Select Backup Service including offsite redundant storage of data, encryption of data, daily backups from the computers in the office, available courier-based restore, 365 days of file versions	8.00	1	8.00
3/30/2015	eFolderSL1	eFolder Backup off site storage / GB, 1-50GB	1.40	50	70.00
3/30/2015	eFolderSL2	eFolder Backup off site storage / GB, 51-100	1.35	50	67.50
3/30/2015	eFolderSL3	eFolder Backup off site storage / GB, 101-150	1.30	50	65.00
3/30/2015	eFolderSL4	eFolder Backup off site storage / GB, 151-200	1.25	50	62.50
3/30/2015	eFolderSL5	eFolder Backup off site storage / GB, 201-300	1.20	100	120.00
3/30/2015	eFolderSL6	eFolder Backup off site storage / GB, 301-400	1.15	100	115.00
3/30/2015	eFolderSL7	eFolder Backup off site storage / GB, 401-500GB	1.10	100	110.00
3/30/2015	eFolderSL8	eFolder Backup off site storage / GB 501-600GB	1.05	100	105.00
3/30/2015	eFolderSL9	eFolder Backup off site storage / GB 601-700GB	1.00	77	77.00
3/30/2015	eFolderBL1	eFolder Basic Backup Level 1 Your backup account is now closed. TWCO will retain the data in your backup account for you for 90 days as a courtesy. If you require a restore before that date, your account can be reinstated long enough to do the restore and your data can be accessed. Additional charges will apply. TWCO emphasizes the need for a good backup solution. Please make sure that you data is secure now that you don't have our first class backup service to protect you!	0.65	51	33.15

			Subtotal	\$833.15
			Sales Tax	\$0.00
			Total	\$833.15
			Payments/Credits	\$0.00
			Balance Due	\$833.15
Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page		
(650) 766-1981	steve@thewellconnectedoffice.com			

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The Well Connected Office
 3410 Glendora Drive
 San Mateo, CA 94403



Invoice

Date	Invoice #
4/30/2015	976

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
 400 Oyster Point Blvd
 Suite 300
 South San Francisco, CA 94080

Terms	Project / PO
Net 30	Firewall Option 1

Date	Item / Tech	Description	Rate	Qty	Total
	PAN-PA-500...	Palo Alto Networks PA-500 advanced Router and Firewall with 2GB Memory	3,235.00	3	9,705.00T
	PAN-PA-500...	Palo Alto Networks Threat Prevention Subscription year 1 for PA-500 advanced Router / Firewall	800.00	3	2,400.00T
	PAN-PA-500...	Palo Alto Networks PANDB URL filtering subscription year 1, PA-500 advanced router / Firewall	800.00	3	2,400.00T
	PAN-PA-500...	Palo Alto Networks Wildfire subscription for PA-500 advanced Router / Firewall - year 1	800.00	3	2,400.00T
	PAN-SYC-P...	Palo Alto Networks Premium support year 1, PA-500 advanced Router / Firewall	725.00	3	2,175.00T
	SHIPPING	Shipping	25.00	3	75.00
	Installation	Installation and configuration for 3 office locations	1,000.00	1	1,000.00
<p>This is an additional consideration for the office Firewall replacement. It is not a stand-alone quote and only one of the 3 options will need be chosen. The other two options are the Quotes Number 111 and 113. Note that the specification of this job is limited in scope by the statement above and items that come up in addition to what is stated above may be charged additionally. If a representative of The Well Connected Office is asked to perform duties outside the scope of this project, they will so inform the representative of the San Mateo County Harbor District and allow them to approve or decline the additional work and charges.</p>					

Thanks for thinking of me when you need things done!			Subtotal	\$20,155.00
<small>A discount may be given to bills paid within 10 days of the date of invoice. Check the terms section above for more information. This discount is not valid for credit cards, only for cash and checks. Unless noted, all items carry manufacturer's warranties only, and are not additionally warranted by The Well Connected Office. The Well Connected Office is not responsible for any loss of business, loss of profits, business interruption, or other problem resulting from the uses of any products sold. The Well Connected Office does not support the use of any device for any other purpose outside the manufacturer's specifications. No returns will be accepted without prior authorization. All computer equipment requires adequate cooling-make sure that your PC or networking equipment is cooled properly!</small>			Sales Tax	\$1,717.20
			Total	\$21,872.20
Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page	Payments/Credits	\$0.00
(650) 766-1981	steve@thewellconnectedoffice.com		Balance Due	\$21,872.20

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403

Credit Memo

Date	Credit No.
5/1/2015	962

Customer
San Mateo County Harbor District Attn: Accounts Payable 400 Oyster Point Blvd Suite 300 South San Francisco, CA 94080

Refused

MAY 11 15 12:10

P.O. No.	Project

Description	Qty	Rate	Amount
Router Estimate (TWCO Estimate #112) <i>Five routers</i>	1	21,872.20	21,872.20
Item Restocking Charge		7.00%	1,531.05
Payment made to TWCO, check number 044574		9,375.00	-9,375.00
Payment made to TWCO, check number 044575		9,700.00	-9,700.00
Return of Routers to TWCO	-1	21,872.20	-21,872.20
Invoice Number 957		-2,587.50	2,587.50
Invoice Number 958		-825.00	825.00
Invoice Number 959		-450.00	450.00
Invoice Number 960		-469.80	469.80
Invoice Number 961		-833.15	833.15
Shipping costs incurred to ship routers to Harbor District		-75.00	75.00
Refund (TWCO check #2003)		-12,303.50	12,303.50

Subtotal	\$0.00
Sales Tax	\$0.00
Total	\$0.00
Invoices	\$0.00
Balance Credit	\$0.00

11

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Invoice

Date	Invoice #
4/30/2015	977

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Terms	Project / PO
Net 30	

Date	Item / Tech	Description	Rate	Qty	Total
4/30/2015	Restocking Fee	Item Restocking Charge	1,531.05		1,531.05

Subtotal \$1,531.05

Sales Tax \$0.00

Total \$1,531.05

Payments/Credits \$0.00

Balance Due \$1,531.05

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Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page
(650) 766-1981	steve@thewellconnectedoffice.com	

12

Ver. for: 0259 THE WELL CONNECTED OFFICE ALMESTEVE/

044574

Invoice #	Invoice Date	Description	Amount
1/15/15	01/15/2015	SOFTWARE SUBSCRIPTION	9,375.00
Check Amt Total			9,375.00

FA

109 001 000 3.120
 201 001 000 3.120
 301 001 000 3.120

PRINTING SYSTEMS • Taylor, MI • 1-800-35-12345

STALPANA PAPER

Date: 01/27/2015

SAN MATEO COUNTY HARBOR DISTRICT

Check#: 44574

13

San Mateo County Harbor District
 400 Oyster Point Blvd Suite 300, South San Francisco, CA 94080
 Phone 650-583-4400 Fax 650-583-4611

REQUISITION

Requisition #

Date of Order 01/27/2015	Date Required: 01/27/2015	Enter Project Account Code, If Applicable:
Name of Recommended Vendor: The Well Connected Office		
Address of Recommended Vendor :		
City:	State:	Zip:
Phone Number:	Fax Number:	Point of Contact:

This requisition is for the following items:

Quantity	Description	Unit Measure	Unit Price	Extension
1	Software Subscription - OPM			\$3,125.00
1	Software Subscription - PPH			\$3,125.00
1	Software Subscription - ADMIN			\$3,125.00
Subtotal				
Taxes				
Shipping and Handling				
Total				\$9,375.00

I do solemnly declare and certify that funds are available in my budget for payment of goods and services ordered herein. The General Ledger account to be charged is **301.740.000, 201.740.000, 103.801.004** and the available budget is \$. These purchases are to be considered as CONSUMABLE-SUPPLIES. Method of Payment is VISA UNDER \$500. If open Purchase Order, please enter PO number:

Signature of General Manager <i>David Weis</i>	Date Signed 2-3-15	Department
--	------------------------------	-------------------

PLEASE SUBMIT DIRECTLY TO THE DIRECTOR OF FINANCE IF UNDER \$250.00, OTHERWISE COMPLETE FOLLOWING SECTION THEN SUBMIT TO GENERAL MANAGER.

Name of Additional Vendor:	Bid quote:
Phone Number: () -	Fax Number: () -
Name of Additional Vendor:	Point of Contact:
Name of Additional Vendor:	Bid quote:



New Endpoint Quotation
 Equipment from Palo Alto Networks
 Quote by The Well Connected Office
 January 15, 2015

79585

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price
PAN-PA-500-TP	Palo Alto Networks Threat prevention subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-URL4	Palo Alto Networks PANDB URL Filtering subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-WF	WildFire subscription year 1	3	825.00	2,475.00	3.0%	2,400.00
PAN-SVC-PREM-300	Premium support year 1 for PA-500	3	750.00	2,250.00	3.3%	2,175.00
Totals:				\$9,675.00	3.1%	\$9,375.00

\$ 3,125.-
 PPH 740.000
 PM 740.000
 ADM - 801.004

13

Vendor: 0259 THE WELL CONNECTED OFFICE ALMESTEVEZ

Invoice # 1/16/2015 Invoice Date 01/15/2015 Description FIREWALL Amount 9,700.00

Check Amt Total 9,700.00

044575

FA

103-801-004 3233.33
 201-801-004 3239.21
 301-801-004 3239.33

PRINTING SYSTEMS • Taylor, MI • 1-800-95-12345

Date: 01/27/2015 SAN MATEO COUNTY HARBOR DISTRICT Check#: 44575

San Mateo County Harbor District
 400 Oyster Point Blvd Suite 300, South San Francisco, CA 94080
 Phone 650-583-4400 Fax 650-583-4611

REQUISITION

Requisition #

Date of Order 01/27/2015	Date Required: 01/27/2015	Enter Project Account Code, If Applicable:
Name of Recommended Vendor: The Well Connected Office		
Address of Recommended Vendor :		
City:	State:	Zip:
Phone Number:	Fax Number:	Point of Contact:

This requisition is for the following items:

Quantity	Description	Unit Measure	Unit Price	Extension
1	Smoke - OPM <i>Firewall</i>			\$3,233.00
1	Smoke - PPH <i>Firewall</i>			\$3,233.00
1	Smoke - ADMIN <i>Firewall</i>			\$3,233.00
Subtotal				
Taxes				
Shipping and Handling				
Total				\$9,700.00

I do solemnly declare and certify that funds are available in my budget for payment of goods and services ordered herein. The General Ledger account to be charged is **301.760.020, 201.760.020, 103.760.020** and the available budget is \$. These purchases are to be considered as CONSUMABLE-SUPPLIES. Method of Payment is VISA UNDER \$500. If open Purchase Order, please enter PO number:

Signature of General Manager <i>Mark Huff</i>	Date Signed <i>2-3-15</i>	Department
---	-------------------------------------	-------------------

PLEASE SUBMIT DIRECTLY TO THE DIRECTOR OF FINANCE IF UNDER \$250.00, OTHERWISE COMPLETE FOLLOWING SECTION THEN SUBMIT TO GENERAL MANAGER.

Name of Additional Vendor:	Bid quote:
Phone Number: () -	Fax Number: () -
Name of Additional Vendor:	Bid quote:



New Endpoint Quotation
Equipment from Palo Alto Networks
Quote by The Well Connected Office
January 15, 2015

79584

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price	
PAN-PA-500-2G	Palo Alto Networks PA-500 with 2GB Memory	3	4,015.00	12,045.00	19.5%	9,700.00	
				Totals:	\$12,045.00	19.5%	\$9,700.00

\$ 3,233

PPH
OPM
ADM

~~201.00~~ 760.00

760.00



paloalto
NETWORKS

4401 GREAT AMERICA PARKWAY, SANTA CLARA, CA 95054 US

The Walden office

Ship To:
SAN MATEO HARBOR DISTRICT C/OTHE WE
3410 GLENDORA DRIVE
SAN MATEO, CA 94403 US

P/S Number: LD0119421
PA Order Number: 10041718

*Attache
check # 44575*

Attn: Steve Almes
Phone: 888 507 9995

Ship Date: 2/6/2015
Ship Via: FedEx Ground
Tracking Number: 622134806610
Customer PO: 103301119377

Line Item	Qty	Part Number	Description	Serial No.	Country of Origin
10	3	PAN-PA-500-2GB 910-000094	PA500 Firewall with 2GB Mem	009401013680 009401013677 009401013672	US

CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING



The Well Connected Office
3440 GLENDORA DR
SAN MATEO, CA 94403-3905

BANK OF AMERICA, NA

2003

5/1/2015

PAY TO THE ORDER OF San Mateo County Harbor District

\$ **12,303.50

Twelve Thousand Three Hundred Three and 50/100***** DOLLARS

PROTECTED AGAINST FRAUD



San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080



MEMO

Refund of Deposit for routers less outstanding invoice

Antonio Cruz

⑈00 2003⑈

The Well Connected Office

2003

San Mateo County Harbor District

5/1/2015

Refund for Deposit for routers less outstanding invoi

12,303.50

MAY 11 '15 12:10

BofA LLC Checking

Refund of Deposit for routers less outstanding in

12,303.50

(14)

SAN MATEO COUNTY HARBOR DISTRICT
 OPERATING ACCOUNT
 400 OYSTER POINT BLVD STE 300
 S SAN FRAN CA 94080-1919

Business Statement
 Account Number: [REDACTED]

Statement Period:
 May 1, 2015
 through
 May 31, 2015

CORPORATE CHECKING

(CONTINUED)

U.S. Bank National Association

Account Number [REDACTED]

Customer Deposits (continued)

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount	
	May 18	8059474915	7,248.86		May 26	8450370692	4,338.42	
	May 18	8059474798	17,882.04		May 26	8450370732	9,965.57	
	May 22	9255598539	61.00		May 29	9256164123	66.00	
	May 22	9255598490	2,090.00		May 29	9256163963	167.51	
	May 22	9255598668	2,377.50		May 29	9256164127	220.00	
	May 22	9255598673	3,427.56		May 29	9256164035	325.00	
	May 22	9255598671	12,303.50		May 29	9256164172	409.96	
	May 26	8450370687	428.40		May 29	9256164153	666.25	
	May 26	8450370714	1,081.12		May 29	9256164155	810.00	
	May 26	8450370705	1,439.42		May 29	9256165370	885.82	
	May 26	8450370722	2,160.53		May 29	9256164148	1,400.48	
Total Customer Deposits							\$	234,196.00

Other Deposits

Date	Description of Transaction	Ref Number	Amount
May 1	CV NCA 00000131433962	Cash Vault Deposit 0131433962	\$ 178.25
May 1	MERCH 8003794842	S SAN FR DEPOSIT	320.00
May 1	CV NCA 00000131433492	Cash Vault Deposit 0131433492	500.00
	Location/Ser#0000009999		
May 1	CV NCA 00000131433476	Cash Vault Deposit 0131433476	2,662.05
	Location/Ser#0000009999		
May 1	MERCH 8003794842	S SAN FR DEPOSIT	3,326.64
May 4	Electronic Deposit From PAYMENTECH	REF=15124010368231 N 1020401225DEPOSIT 5551250	26.00
May 4	MERCH 8003794842	S SAN FR DEPOSIT	28.50
May 4	MERCH 8003794792	S SAN FR DEPOSIT	49.20
May 4	CV NCA 00000131569826	Cash Vault Deposit 0131569826	120.00
	Location/Ser#0000009999		
May 4	MERCH 8003794842	S SAN FR DEPOSIT	481.55
May 4	MERCH 8003794792	S SAN FR DEPOSIT	560.00
May 4	MERCH 8003794842	S SAN FR DEPOSIT	1,571.65
May 4	CV NCA 00000131569840	Cash Vault Deposit 0131569840	1,755.00
	Location/Ser#0000009999		
May 4	MERCH 8003794792	S SAN FR DEPOSIT	2,341.83
May 4	MERCH 8003794842	S SAN FR DEPOSIT	2,810.70
May 5	Electronic Deposit From PAYMENTECH	REF=15124011321771 N 1020401225DEPOSIT 5551250	78.00
May 5	Electronic Deposit From TURBO DATA EFT	REF=15124020259255 N 2330105525CC PMTS SMC HARBOR DIST	216.00
May 5	Electronic Deposit From PAYMENTECH	REF=15124013522956 N 1020401225DEPOSIT 5551250	234.00
May 5	Electronic Deposit From PAYMENTECH	REF=15125002241869 N 1020401225DEPOSIT 5551250	273.00
May 5	MERCH 8003794842	S SAN FR DEPOSIT	321.12
May 5	MERCH 8003794792	S SAN FR DEPOSIT	1,890.04
May 5	MERCH 8003794842	S SAN FR DEPOSIT	4,666.97
May 6	Electronic Deposit From PAYMENTECH	REF=15126010012342 N 1020401225DEPOSIT 5551250	26.00
May 6	MERCH 8003794842	S SAN FR DEPOSIT	866.38
May 6	MERCH 8003794842	S SAN FR DEPOSIT	1,511.36
May 6	MERCH 8003794792	S SAN FR DEPOSIT	2,067.08
May 7	MERCH 8003794842	S SAN FR DEPOSIT	488.76
May 7	MERCH 8003794792	S SAN FR DEPOSIT	1,333.49
May 7	MERCH 8003794842	S SAN FR DEPOSIT	3,818.06
May 8	MERCH 8003794842	S SAN FR DEPOSIT	36.75

San Mateo County Harbor District
 400 Oyster Point Blvd Suite 300, South San Francisco, CA 94080
 Phone 650-583-4400 Fax 650-583-4611

REQUISITION

Requisition #

Date of Order 01/27/2015	Date Required: 01/27/2015	Enter Project Account Code, If Applicable:
Name of Recommended Vendor: The Well Connected Office		
Address of Recommended Vendor :		
City:	State:	Zip:
Phone Number:	Fax Number:	Point of Contact:

This requisition is for the following items:

Quantity	Description	Unit Measure	Unit Price	Extension
1	Software Subscription - OPM			\$3,125.00
1	Software Subscription - PPH			\$3,125.00
1	Software Subscription - ADMIN			\$3,125.00
Subtotal				
Taxes				
Shipping and Handling				
Total				\$9,375.00

I do solemnly declare and certify that funds are available in my budget for payment of goods and services ordered herein. The General Ledger account to be charged is **301.740.000, 201.740.000, 103.801.004** and the available budget is \$. These purchases are to be considered as CONSUMABLE-SUPPLIES. Method of Payment is VISA UNDER \$500. If open Purchase Order, please enter PO number:

Signature of General Manager 	Date Signed 2-3-15	Department
--	------------------------------	-------------------

PLEASE SUBMIT DIRECTLY TO THE DIRECTOR OF FINANCE IF UNDER \$250.00, OTHERWISE COMPLETE FOLLOWING SECTION THEN SUBMIT TO GENERAL MANAGER.

Name of Additional Vendor:	Bid quote:
Phone Number: () -	Point of Contact:
Fax Number: () -	
Name of Additional Vendor:	Bid quote:



New Endpoint Quotation
 Equipment from Palo Alto Networks
 Quote by The Well Connected Office
 January 15, 2015

79585

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price
PAN-PA-500-TP	Palo Alto Networks Threat prevention subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-URL4	Palo Alto Networks PANDB URL Filtering subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-WF	WildFire subscription year 1	3	825.00	2,475.00	3.0%	2,400.00
PAN-SVC-PREM-300	Premium support year 1 for PA-500	3	750.00	2,250.00	3.3%	2,175.00
Totals:				\$9,675.00	3.1%	\$9,375.00

\$ 3,125.-
 RPH 740.000
 CM 740.000
 ADM - 800.004

San Mateo County Harbor District
 400 Oyster Point Blvd Suite 300, South San Francisco, CA 94080
 Phone 650-583-4400 Fax 650-583-4611

REQUISITION

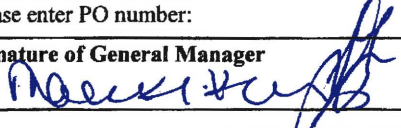
Requisition #

Date of Order 01/27/2015	Date Required: 01/27/2015	Enter Project Account Code, If Applicable:
Name of Recommended Vendor: The Well Connected Office		
Address of Recommended Vendor :		
City:	State:	Zip:
Phone Number:	Fax Number:	Point of Contact:

This requisition is for the following items:

Quantity	Description	Unit Measure	Unit Price	Extension
1	Server - OPM <i>Firewall</i>			\$3,233.00
1	Server - PPH <i>Firewall</i>			\$3,233.00
1	Server - ADMIN <i>Firewall</i>			\$3,233.00
Subtotal				
Taxes				
Shipping and Handling				
Total				\$9,700.00

I do solemnly declare and certify that funds are available in my budget for payment of goods and services ordered herein. The General Ledger account to be charged is **301.760.020, 201.760.020, 103.760.020** and the available budget is \$. These purchases are to be considered as CONSUMABLE-SUPPLIES. Method of Payment is VISA UNDER \$500. If open Purchase Order, please enter PO number:

Signature of General Manager 	Date Signed <i>2-3-15</i>	Department
---	------------------------------	------------

PLEASE SUBMIT DIRECTLY TO THE DIRECTOR OF FINANCE IF UNDER \$250.00, OTHERWISE COMPLETE FOLLOWING SECTION THEN SUBMIT TO GENERAL MANAGER.

Name of Additional Vendor:	Bid quote:
Phone Number: () -	Point of Contact:
Fax Number: () -	
Name of Additional Vendor:	Bid quote:



New Endpoint Quotation
Equipment from Palo Alto Networks
Quote by The Well Connected Office
January 15, 2015

79586

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price
PAN-PA-500-2G	Palo Alto Networks PA-500 with 2GB Memory	3	4,015.00	12,045.00	19.5%	9,700.00
Totals:				\$12,045.00	19.5%	\$9,700.00

83,233

PPT
OPM
ADM

201. ~~00~~ 760.00

760.00

End of Staff Report

**The following is Commissioner Brennan's report
and submitted attachments**

Commissioner Report

Tuesday, October 13, 2015
by Commissioner Brennan

IT equipment refund for 3 firewalls and 12 corresponding one-year support subscriptions

FIREWALL PURCHASE SPLIT IN HALF

Less than one month after being sworn-in commissioner Mattusch inquired about two handwritten checks listed in the Feb. 4, 2015 meeting packet. Harbor District IT and human resources manager Marietta Harris explained that the checks totaling \$19,075 were for new “routers” (firewalls).

Commissioner Brennan requested follow up information because the board had not approved the purchase. Ms. Harris emailed two requisition forms on Feb. 10, 2015. Palo Alto Networks firewalls, software, and support subscriptions were split on the requisition forms. Acting general manager Scott Grindy and Ms. Harris’s signatures were on both.

The forms listed three servers however the words "server" were scribbled out and replaced with the handwritten word “firewall.” Commissioner Brennan asked why servers had originally been typed on the forms. Ms. Harris said it was a typo and that the District had previously purchased servers from the same vendor.

Commissioner Brennan requested the firewall invoice and Ms. Harris responded via emailed, “We paid from the quote because we were all in the office discussing what we needed and in order to get the discount we wanted to act fast.”

Based on reports from interim general manager Glenn Lazof the IT vendor said he was instructed by district management staff to split the project on two quotes. It appears that this may have been an effort to avoid the required board authorization on purchases above \$15,000.

Two weeks after commissioner Mattusch's question about the \$19,075 payment Ms. Harris announced her resignation at the Feb. 18, 2015 meeting.

CAUSE FOR CONCERN

On March 30, 2015, Commissioner Brennan phoned Mr. Grindy and expressed concern about a meeting held while he was away. Ms. Brennan had observed finance director Debra Galarza sharing a draft staff report with a vendor. Ms. Brennan was concerned because the vendor had not yet submitted an estimate to the district and the draft included a \$47,000 purchase request.

Ms. Brennan asked Mr. Gindy if he thought tempting a service provider with an inflated budget number in advance of receiving an estimate was prudent. Mr. Gindy said, "It's not unusual."

On May 11, 2015, commissioner Brennan followed up with an email to district counsel, interim General Manager Glenn Lazof and commissioner Mattusch. The email said:

On Monday, March 23, 2015, Debra Galarza emailed me and requested a meeting at the 504 Avenue Alhambra building in El Granada. She needed access to the new office space so she could meet with the Well Connected Office (IT vendor) while they performed a site visit in advance of providing the District with an estimate. At the time Debra was acting as General Manager while Scott was away at the Port Captains Conference.

I emailed Randy Kinghorn (the District's realtor) and asked him to open the building. Randy, Steve Almes, Steve's employee, Debra and I met at the District's new headquarters. Steve and his employee checked phone jacks and server rooms, Randy and I looked at the public meeting room related to a new wall that would be installed by the building owner as part of the lease agreement.

Randy left and I waited in the conference room for Steve and Debra to finish. I was writing email on my cell phone when they joined me. Steve and his employee discussed some of the IT possibilities, overall Steve said the building would not require much work because it was set up well from an IT perspective.

Debra handed Steve a draft staff report for the upcoming April 1st meeting and asked Steve if everything looked okay. I asked if I could take a look at the draft. I noticed that \$47,000 was recommended for IT services related to moving the District's headquarters from South San Francisco to El Granada.

MISSING SERVERS

At the April 1, 2015, board-meeting commissioner Brennan opposed a motion by commissioner David to hire the Well Connected Office for IT related moving costs. A few days later Ms. Brennan learned that the district was not in possession of servers purchased in 2012 from the Well Connected Office. Ms. Brennan alerted counsel about the missing servers.

On April 5, 2015, Steve Almes owner of the Well Connected Office informed Mr. Grindy that he no longer wished to work for the District.

By reading past agendas and board packets Ms. Brennan was able to confirm that the Board approved spending up to \$40,000 on IT equipment on May, 16, 2012. John Ullom confirmed via PRA request that the district paid the IT contractor \$34,689.31 for servers (check #040875) on May 31, 2012.

On May 18, 2015, deputy secretary Debbie Nixon provided a formal response letter to a PRA requests Ms. Brennan made in March and April. The letter said, "Yes, the equipment was delivered to the District. We assume the equipment was installed." The letter was incorrect. Ms. Brennan later learned the custom servers were never actually built or delivered.

The next day on May 19th, Mr. Lazof sent a memo to district staff that said, "Effective immediately I am directing all staff and contractors to cease any professional contact with Commissioner Brennan, other than at Public Meetings, or as explicitly approved by me or an authorized designee." On the same day Mr. Lazof also sent a memo to the board accusing Ms. Brennan of harassing him during a phone conversation. Ms. Brennan said that Mr. Lazof's untrue allegations were intended to tarnish her credibility.

SHOOTS THE MESSENGER

On May 26, 2015, commissioner Bernardo appeared incensed by the suggestion that management staff might have paid for equipment that was never delivered. He was the board treasurer in 2012 and it was his job to review and approve bills in advance of payment.

Commissioner Bernardo said that commissioner Brennan should be removed as board president because she had made past "false allegations" against the district's IT consultant. Mr. Bernardo also said, "There is no fraud, there is no theft, no criminality whatsoever." And he went one step further to suggest that Ms. Brennan's concerns could have resulted in a lawsuit against the District.

TWO REFUNDS

On August 8, 2015, the Harbor District received a long overdue \$34,689.31 refund for servers that were paid for in 2012 but never delivered.

At the Sept. 2, 2015 Harbor District meeting Marcia Schnapp, a past finance director and the current interim administrative manager confirmed that the district had received a refund for the firewalls (\$19,075) less a 7% restocking fee. During

the meeting Ms. Brennan requested a copy of the refund check to verify the amount.

To-date the total refund for the firewalls and servers is \$52,429.06.

The Sept. 2, 2015 staff report disclosed that IT vendor Steve Almes said that Marietta Harris told him to issue invoices for equipment he had not delivered. During the meeting Glenn Lazof said that staff had not been following the District's purchasing policies and he detailed a number of accounting errors that were still being resolved. He said that multiple estimates should be requested for equipment and that consultants should be prohibited from purchasing equipment on behalf of the district except in an emergency.

CONCLUSION

Harbor District general manager Peter Grenell announced his retirement at the Sept. 4, 2014, board meeting. Grenell's last day was Dec. 31, 2014. He managed the district for 17 and a 1/2 years.

The District's IT and human resources manager Marietta Harris announced her resignation at the Feb. 18, 2015 board meeting.

The District hired a new IT vendor.

The District's finance director Debra Galarza resigned on Sept. 4, 2015. A contractor is currently filling in as finance director.

The District's deputy secretary Debbie Nixon resigned on Sept. 25, 2015. A temporary employee was trained to cover the position and is filling in.

Commission Nicole David resigned on Oct. 7, 2015. She specified "health concerns" as the reason for resigning nine months into a four-year term.

The board approved an employment agreement for general manager Steven McGrath at the Oct. 7, 2015 board meeting.

San Mateo County Harbor District
 400 Oyster Point Blvd Suite 300, South San Francisco, CA 94080
 Phone 650-583-4400 Fax 650-583-4611

REQUISITION

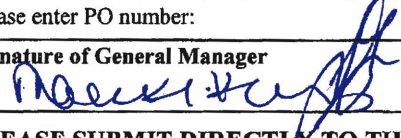
Requisition #

Date of Order 01/27/2015	Date Required: 01/27/2015	Enter Project Account Code, If Applicable:
Name of Recommended Vendor: The Well Connected Office		
Address of Recommended Vendor :		
City:	State:	Zip:
Phone Number:	Fax Number:	Point of Contact:

This requisition is for the following items:

Quantity	Description	Unit Measure	Unit Price	Extension
1	Server - OPM Firewall			\$3,233.00
1	Server - PPH Firewall			\$3,233.00
1	Server - ADMIN Firewall			\$3,233.00
Subtotal				
Taxes				
Shipping and Handling				
Total				\$9,700.00

I do solemnly declare and certify that funds are available in my budget for payment of goods and services ordered herein. The General Ledger account to be charged is **301.760.020, 201.760.020, 103.760.020** and the available budget is \$. These purchases are to be considered as CONSUMABLE-SUPPLIES. Method of Payment is VISA UNDER \$500. If open Purchase Order, please enter PO number:

Signature of General Manager 	Date Signed 2-3-15	Department
--	------------------------------	-------------------

PLEASE SUBMIT DIRECTLY TO THE DIRECTOR OF FINANCE IF UNDER \$250.00, OTHERWISE COMPLETE FOLLOWING SECTION THEN SUBMIT TO GENERAL MANAGER.

Name of Additional Vendor:	Bid quote:
Phone Number: () -	Fax Number: () -
Name of Additional Vendor:	Bid quote:



New Endpoint Quotation
Equipment from Palo Alto Networks
Quote by The Well Connected Office
January 15, 2015

79584

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price	
PAN-PA-500-2G	Palo Alto Networks PA-500 with 2GB Memory	3	4,015.00	12,045.00	19.5%	9,700.00	
				Totals:	\$12,045.00	19.5%	\$9,700.00

\$ 3,233

PPH
OPM
ADM

~~201.00~~ 760.00

760.00

San Mateo County Harbor District
 400 Oyster Point Blvd Suite 300, South San Francisco, CA 94080
 Phone 650-583-4400 Fax 650-583-4611

REQUISITION

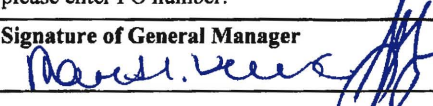
Requisition #

Date of Order 01/27/2015	Date Required: 01/27/2015	Enter Project Account Code, If Applicable:
Name of Recommended Vendor: The Well Connected Office		
Address of Recommended Vendor :		
City:	State:	Zip:
Phone Number:	Fax Number:	Point of Contact:

This requisition is for the following items:

Quantity	Description	Unit Measure	Unit Price	Extension
1	Software Subscription - OPM			\$3,125.00
1	Software Subscription - PPH			\$3,125.00
1	Software Subscription - ADMIN			\$3,125.00
Subtotal				
Taxes				
Shipping and Handling				
Total				\$9,375.00

I do solemnly declare and certify that funds are available in my budget for payment of goods and services ordered herein. The General Ledger account to be charged is **301.740.000, 201.740.000, 103.801.004** and the available budget is \$. These purchases are to be considered as CONSUMABLE-SUPPLIES. Method of Payment is VISA UNDER \$500. If open Purchase Order, please enter PO number:

Signature of General Manager 	Date Signed 2-3-15	Department
---	-----------------------	------------

PLEASE SUBMIT DIRECTLY TO THE DIRECTOR OF FINANCE IF UNDER \$250.00, OTHERWISE COMPLETE FOLLOWING SECTION THEN SUBMIT TO GENERAL MANAGER.

Name of Additional Vendor:	Bid quote:
Phone Number: () -	Point of Contact:
Fax Number: () -	
Name of Additional Vendor:	Bid quote:



New Endpoint Quotation
 Equipment from Palo Alto Networks
 Quote by The Well Connected Office
 January 15, 2015

79585

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price
PAN-PA-500-TP	Palo Alto Networks Threat prevention subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-URL4	Palo Alto Networks PANDB URL Filtering subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-WF	WildFire subscription year 1	3	825.00	2,475.00	3.0%	2,400.00
PAN-SVC-PREM-300	Premium support year 1 for PA-500	3	750.00	2,250.00	3.3%	2,175.00
Totals:				\$9,675.00	3.1%	\$9,375.00

~~\$~~ 3,125.-
 PPH 740.000
 ADM 740.000
 ADM - 801.004

IT EQUIPMENT – FIREWALL REFUND RECAP

Item 8

DATE	DESCRIPTION	AMOUNT
1) 1/15/15	VENDOR QUOTE – PANW SOFTWARE SUBSCRIPTION	\$ 9,375.00
2) 1/15/15	VENDOR QUOTE – 3 PANW PA-500 FIREWALLS	9,700.00

INVOICES

DATE	INV/CHECK #	AMOUNT
3) 5/1/15	INV #957 – TECH SUPPORT ACTIVITIES	\$ 2,587.50
4) 5/1/15	INV #958 – TECH SUPPORT ACTIVITIES - MARCH	825.00
5) 5/1/15	INV #959 – TECH SUPPORT ACTIVITIES – FEB/MAR	450.00
6) 5/1/15	INV #960 – TECH SUPPORT ACTIVITIES – MARCH	469.80
7) 5/1/15	INV #961 – TECH SUPPORT ACTIVITIES – MARCH	833.15
8) 4/30/15	INV #976 – DETAILING PURCHASE OF FIREWALLS ETC	21,872.20
SUB TOTAL		\$27,037.65

RETURN OF FIREWALLS – CREDIT/RESTOCKING CHARGES

9) 5/1/15	INV 962 W/CREDIT FOR INV 976	(21,872.20)
10) 5/1/15	INV 962 SHIPPING CHARGE	75.00
11) 4/30/15	INV #977 – RESTOCKING CHARGE FOR FIREWALLS ETC	1,531.05
SUB TOTAL		(\$20,266.15)

NET BALANCE DUE VENDOR \$ 6,771.50

PAYMENTS, CREDITS, REFUNDS

DATE	INV/CHECK #	AMOUNT
12) 1/27/15	SMCHD CK #044574 – DEPOSIT ON SOFTWARE	(\$ 9,375.00)
13) 1/27/15	SMCHD CK #044575 – DEPOSIT ON FIREWALLS	(9,700.00)
SUB TOTAL		(\$19,075.00)

NET DUE VENDOR (DISTRICT) (\$12,303.50)

14) 5/1/15 CHECK #2003 RECEIVED FROM VENDOR \$12,303.50

15) BALANCE DUE DISTRICT \$ 0.00



①

New Endpoint Quotation
 Equipment from Palo Alto Networks
 Quote by The Well Connected Office
 January 15, 2015

79585

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price
PAN-PA-500-TP	Palo Alto Networks Threat prevention subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-URL4	Palo Alto Networks PANDB URL Filtering subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-WF	WildFire subscription year 1	3	825.00	2,475.00	3.0%	2,400.00
PAN-SVC-PREM-300	Premium support year 1 for PA-500	3	750.00	2,250.00	3.3%	2,175.00
Totals:				\$9,675.00	3.1%	\$9,375.00

\$ 3,125.-
 PPH 740.000
 ADM 740.000
 ADM - 801.004



New Endpoint Quotation
Equipment from Palo Alto Networks
Quote by The Well Connected Office
January 15, 2015

2

79584

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price
PAN-PA-500-2G	Palo Alto Networks PA-500 with 2GB Memory	3	4,015.00	12,045.00	19.5%	9,700.00
Totals:				\$12,045.00	19.5%	\$9,700.00

\$ 3,233
PPT
OPM
ADM

~~201.00~~ 760.00

760.00

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



3/1
MAY 11 '15 12:01
Invoice

Date	Invoice #
5/1/2015	957

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Terms	Project / PO
Net 30	

Date	Item / Tech	Description	Rate	Qty	Total
3/2/2015	Peter M	OPM e-mail from copier setup for Michelle Reloba. Testing configuring and flashing wireless APs. Changed 8x8 setting for Michelle's phone. Grabbed Belen's old PC imaged installed and setup applications for warehouse PC(win7)	75.00	4	300.00
3/5/2015	Steve A	Meet with Marietta, Debra, and Debbie and plan the transition.	75.00	3	225.00
3/9/2015	Steve A	Add 2 new users to the system and to e-mail.	75.00	0.5	37.50
3/12/2015	Steve A	Get Debbie and Debra access to Marietta's old e-mail, and also get them access to Marietta's old hard drive. Show Debbie how to open the old e-mail and get into it. Move the files that she needs to access around into the right places and fix the permissions on the folder.	75.00	4	300.00
3/18/2015	Steve A	Work on several computer issues including setting up a new computer at the Warehouse at OPM and moving all the files from that machine for new assistant Harbormaster since Rocky is retiring effective today!	75.00	5	375.00
3/23/2015	Steve A	Look over a new site in El Granada that is a potential location for the new Admin office. Test the wires and the air conditioning and make sure that the office is suitable for the computer equipment that will be housed there.	75.00	2	150.00
3/23/2015	Peter M	El Granada walk through. Setup of SWalker e-mail in outlook.	75.00	3.5	262.50
4/1/2015	Steve A	Board meeting.	75.00	2.5	187.50
4/2/2015	Peter M	Expedited after hours pickup and delivery of Server to PPH per Scott's request.	75.00	2	150.00
4/2/2015	Gerson S	Expedited after hours delivery of Server to PPH per Scott's request	75.00	2	150.00
4/15/2015	Steve A	Preparation of document for district detailing access information and password information	75.00	3	225.00
4/20/2015	Steve A	Phone call with Scott re: password changes and entry into the premise router	75.00	1	75.00

			Subtotal		
			Sales Tax		
			Total		
			Payments/Credits		
			Balance Due		
Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page			
(650) 766-1981	steve@thewellconnectedoffice.com				

392

Invoice

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Date	Invoice #
5/1/2015	957

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Terms	Project / PO
Net 30	

Date	Item / Tech	Description	Rate	Qty	Total
5/5/2015	Steve A	Phone consultations with Marcia Schnapp re: passwords and entry into the system. Re-send e-mail to Marcia with passwords in an encrypted format	75.00	2	150.00

			Subtotal	\$2,587.50
			Sales Tax	\$0.00
			Total	\$2,587.50
			Payments/Credits	\$0.00
			Balance Due	\$2,587.50
Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page		
(650) 766-1981	steve@thewellconnectedoffice.com			

A discount may be given to bills paid within 10 days of the date of invoice. Check the terms section above for more information. This discount is not valid for credit cards, only for cash and checks. Unless noted, all items carry manufacturer's warranties only, and are not additionally warranted by The Well Connected Office. The Well Connected Office is not responsible for any loss of business, loss of profits, business interruption, or other problem resulting from the uses of any products sold. The Well Connected Office does not support the use of any device for any other purpose outside the manufacturer's specifications. No returns will be accepted without prior authorization. All computer equipment requires adequate cooling-make sure that your PC or networking equipment is cooled properly!



Invoice

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Date	Invoice #
5/1/2015	958

Bill To

MAY 11 '15 12:09

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
 400 Oyster Point Blvd
 Suite 300
 South San Francisco, CA 94080

Terms	Project / PO
Net 30	Oyster Point Marina

Date	Item / Tech	Description	Rate	Qty	Total
3/19/2015	Peter M	Setup PC at OPM warehouse. Setup e-mail for harbor patrol. Setup workstation for Jim Merlo at Rocky's desk.	75.00	4	300.00
3/24/2015	Peter M	Retrieve files from Jim Merlo's old PC. Retrieve archive PST files. Setup and configure harbor patrol e-e-mail at OPM warehouse. Setup and configure New hire David Durr at OPM warehouse.	75.00	3	225.00
3/26/2015	Peter M	Jim Merlo PC Reimaged and restore	75.00	4	300.00

			Subtotal	\$825.00
			Sales Tax	\$0.00
			Total	\$825.00
			Payments/Credits	\$0.00
			Balance Due	\$825.00
Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page		
(650) 766-1981	steve@thewellconnectedoffice.com			

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5

Invoice

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Date	Invoice #
5/1/2015	959

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

MAY 11 15 12:09

Terms	Project / PO
Net 30	Pillar Point Harbor

Date	Item / Tech	Description	Rate	Qty	Total
2/25/2015	Peter M	Harbor patrol AppRiver e-mail PW. Resets and configuration.	75.00	2	150.00
3/2/2015	Steve A	Set up new e-mail through outlook on the one computer that all the harbor workers seem to use at the front desk of the Pillar Point Harbor office. Got quite a few of them people set up, but I have to go out to every user and set them up individually so it takes a while. E-mailed a list of who I got and who's pending to John Draper.	75.00	4	300.00
4/2/2015	Gerson S	drop off server	0.00	2	0.00

			Subtotal	\$450.00
			Sales Tax	\$0.00
			Total	\$450.00
			Payments/Credits	\$0.00
			Balance Due	\$450.00
Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page		
(650) 766-1981	steve@thewellconnectedoffice.com			

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The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Invoice

Date	Invoice #
5/1/2015	960

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

MAY 11 '15 12:09

Terms	Project / PO
Net 30	E-mail

Date	Item / Tech	Description	Rate	Qty	Total
3/30/2015	AppRiverFMB	Appriver Large Mailbox Including: * Award winning SecureTide mailbox filtering * Unlimited Size Mailbox * Web-based e-mail access available * Secure outlook delivery to multiple outlook clients (IE: home and office) with full synchronization * E-mail archiving capabilities built in * Optimized performance both in-house and out of house with Akami IP acceleration technology * Mobile Device Support for iPhone, Android, Blackberry phones and iPad and Android tablets * 99.999% uptime guaranteed	12.95	34	440.30
3/30/2015	AppRiverLMB	AppRiver Lite Mailbox featuring: * 2GB mailbox size * Public Folder Included * Unlimited Web access, or POP and IMAP to clients like outlook and thunderbird. * Inbound SecureTide e-mail filtering * Can convert to full mailbox at a later time if desired	2.95	10	29.50

Subtotal \$469.80

Sales Tax \$0.00

Total \$469.80

Payments/Credits \$0.00

Balance Due \$469.80

A discount may be given to bills paid within 10 days of the date of invoice. Check the terms section above for more information. This discount is not valid for credit cards, only for cash and checks. Unless noted, all items carry manufacturer's warranties only, and are not additionally warranted by The Well Connected Office. The Well Connected Office is not responsible for any loss of business, loss of profits, business interruption, or other problem resulting from the use of any products sold. The Well Connected Office does not support the use of any device for any other purpose outside the manufacturer's specifications. No returns will be accepted without prior authorization. All computer equipment requires adequate cooling-make sure that your PC or networking equipment is cooled properly!

Phone #

E-mail

If there is no total on this page then this invoice may continue on the back or on the next page

(650) 766-1981

steve@thewellconnectedoffice.com

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Invoice

Date	Invoice #
5/1/2015	961

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

MAY 11 '15 12:09

Terms	Project / PO
Net 30	Backups

Date	Item / Tech	Description	Rate	Qty	Total
3/30/2015	eFolderSelect	eFolder Select Backup Service including offsite redundant storage of data, encryption of data, daily backups from the computers in the office, available courier-based restore, 365 days of file versions	8.00	1	8.00
3/30/2015	eFolderSL1	eFolder Backup off site storage / GB, 1-50GB	1.40	50	70.00
3/30/2015	eFolderSL2	eFolder Backup off site storage / GB, 51-100	1.35	50	67.50
3/30/2015	eFolderSL3	eFolder Backup off site storage / GB, 101-150	1.30	50	65.00
3/30/2015	eFolderSL4	eFolder Backup off site storage / GB, 151-200	1.25	50	62.50
3/30/2015	eFolderSL5	eFolder Backup off site storage / GB, 201-300	1.20	100	120.00
3/30/2015	eFolderSL6	eFolder Backup off site storage / GB, 301-400	1.15	100	115.00
3/30/2015	eFolderSL7	eFolder Backup off site storage / GB, 401-500GB	1.10	100	110.00
3/30/2015	eFolderSL8	eFolder Backup off site storage / GB 501-600GB	1.05	100	105.00
3/30/2015	eFolderSL9	eFolder Backup off site storage / GB 601-700GB	1.00	77	77.00
3/30/2015	eFolderBL1	eFolder Basic Backup Level 1	0.65	51	33.15

Your backup account is now closed. TWCO will retain the data in your backup account for you for 90 days as a courtesy. If you require a restore before that date, your account can be reinstated long enough to do the restore and your data can be accessed. Additional charges will apply. TWCO emphasizes the need for a good backup solution. Please make sure that you data is secure now that you don't have our first class backup service to protect you!

Subtotal \$833.15

Sales Tax \$0.00

Total \$833.15

Payments/Credits \$0.00

Balance Due \$833.15

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Phone #

(650) 766-1981

E-mail

steve@thewellconnectedoffice.com

If there is no total on this page then this invoice may continue on the back or on the next page



The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Invoice

Date	Invoice #
4/30/2015	976

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Terms	Project / PO
Net 30	Firewall Option 1

Date	Item / Tech	Description	Rate	Qty	Total
	PAN-PA-500...	Palo Alto Networks PA-500 advanced Router and Firewall with 2GB Memory	3,235.00	3	9,705.00T
	PAN-PA-500...	Palo Alto Networks Threat Prevention Subscription year 1 for PA-500 advanced Router / Firewall	800.00	3	2,400.00T
	PAN-PA-500...	Palo Alto Networks PANDB URL filtering subscription year 1, PA-500 advanced router / Firewall	800.00	3	2,400.00T
	PAN-PA-500...	Palo Alto Networks Wildfire subscription for PA-500 advanced Router / Firewall - year 1	800.00	3	2,400.00T
	PAN-SVC-P...	Palo Alto Networks Premium support year 1, PA-500 advanced Router / Firewall	725.00	3	2,175.00T
	SHIPPING	Shipping	25.00	3	75.00
	Installation	Installation and configuration for 3 office locations This is an additional consideration for the office Firewall replacement. It is not a stand-alone quote and only one of the 3 options will need be chosen. The other two options are the Quotes Number 111 and 113. Note that the specification of this job is limited in scope by the statement above and items that come up in addition to what is stated above may be charged additionally. If a representative of The Well Connected Office is asked to perform duties outside the scope of this project, they will so inform the representative of the San Mateo County Harbor District and allow them to approve or decline the additional work and charges.	1,000.00	1	1,000.00

Thanks for thinking of me when you need things done!

Subtotal \$20,155.00

Sales Tax \$1,717.20

Total \$21,872.20

Payments/Credits \$0.00

Balance Due \$21,872.20

A discount may be given to bills paid within 10 days of the date of invoice. Check the terms section above for more information. This discount is not valid for credit cards, only for cash and checks. Unless noted, all items carry manufacturer's warranties only, and are not additionally warranted by The Well Connected Office. The Well Connected Office is not responsible for any loss of business, loss of profits, business interruption, or other problem resulting from the uses of any products sold. The Well Connected Office does not support the use of any device for any other purpose outside the manufacturer's specifications. No returns will be accepted without prior authorization. All computer equipment requires adequate cooling-make sure that your PC or networking equipment is cooled properly!

Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page
(650) 766-1981	steve@thewellconnectedoffice.com	

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403

Credit Memo

Date	Credit No.
5/1/2015	962

Customer
San Mateo County Harbor District Attn: Accounts Payable 400 Oyster Point Blvd Suite 300 South San Francisco, CA 94080

Refused?

MAY 11 15 12:10

Description	Qty	Rate	Amount	P.O. No.	Project
Router Estimate (TWCO Estimate #112) <i>Five routers</i>	1	21,872.20	21,872.20		
Item Restocking Charge		7.00%	1,531.05		
Payment made to TWCO, check number 044574		9,375.00	-9,375.00		
Payment made to TWCO, check number 044575		9,700.00	-9,700.00		
Return of Routers to TWCO	-1	21,872.20	-21,872.20		
Invoice Number 957		-2,587.50	2,587.50		
Invoice Number 958		-825.00	825.00		
Invoice Number 959		-450.00	450.00		
Invoice Number 960		-469.80	469.80		
Invoice Number 961		-833.15	833.15		
Shipping costs incurred to ship routers to Harbor District		-75.00	75.00		
Refund (TWCO check #2003)		-12,303.50	12,303.50		
				Subtotal	\$0.00
				Sales Tax	\$0.00
				Total	\$0.00
				Invoices	\$0.00
				Balance Credit	\$0.00

11

The Well Connected Office

3410 Glendora Drive
San Mateo, CA 94403



Invoice

Date	Invoice #
4/30/2015	977

Bill To

San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Ship To

San Mateo County Harbor District
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080

Terms	Project / PO
Net 30	

Date	Item / Tech	Description	Rate	Qty	Total
4/30/2015	Restocking Fee	Item Restocking Charge	1,531.05		1,531.05

<small>A discount may be given to bills paid within 10 days of the date of invoice. Check the terms section above for more information. This discount is not valid for credit cards, only for cash and checks. Unless noted, all items carry manufacturer's warranties only, and are not additionally warranted by The Well Connected Office. The Well Connected Office is not responsible for any loss of business, loss of profits, business interruption, or other problem resulting from the uses of any products sold. The Well Connected Office does not support the use of any device for any other purpose outside the manufacturer's specifications. No returns will be accepted without prior authorization. All computer equipment requires adequate cooling-make sure that your PC or networking equipment is cooled properly!</small>			Subtotal	\$1,531.05
			Sales Tax	\$0.00
			Total	\$1,531.05
			Payments/Credits	\$0.00
Phone #	E-mail	If there is no total on this page then this invoice may continue on the back or on the next page	Balance Due	\$1,531.05
(650) 766-1981	steve@thewellconnectedoffice.com			

12

Invoice #	Invoice Date	Description	Amount
1115/15	01/15/2015	SOFTWARE SUBSCRIPTION	9,875.00
Check Amt Total			9,875.00

044574

FA

100 001 004 3125
 001 001 004 3125
 001 001 004 3125

PKINING SYSTEMS • Taylor, MI • 1-800-85-12345

STANDARD FORM NO. 64

Date: 01/27/2015

SAN MATEO COUNTY HARBOR DISTRICT

Check#: 44574

13

San Mateo County Harbor District
 400 Oyster Point Blvd Suite 300, South San Francisco, CA 94080
 Phone 650-583-4400 Fax 650-583-4611

REQUISITION

Requisition #

Date of Order 01/27/2015	Date Required: 01/27/2015	Enter Project Account Code, If Applicable:
Name of Recommended Vendor: The Well Connected Office		
Address of Recommended Vendor :		
City:	State:	Zip:
Phone Number:	Fax Number:	Point of Contact:

This requisition is for the following items:

Quantity	Description	Unit Measure	Unit Price	Extension
1	Software Subscription - OPM			\$3,125.00
1	Software Subscription - PPH			\$3,125.00
1	Software Subscription - ADMIN			\$3,125.00
Subtotal				
Taxes				
Shipping and Handling				
Total				\$9,375.00

I do solemnly declare and certify that funds are available in my budget for payment of goods and services ordered herein. The General Ledger account to be charged is **301.740.000, 201.740.000, 103.801.004** and the available budget is \$. These purchases are to be considered as CONSUMABLE-SUPPLIES. Method of Payment is VISA UNDER \$500. If open Purchase Order, please enter PO number:

Signature of General Manager <i>David Weis</i>	Date Signed 2-3-15	Department
--	------------------------------	-------------------

PLEASE SUBMIT DIRECTLY TO THE DIRECTOR OF FINANCE IF UNDER \$250.00, OTHERWISE COMPLETE FOLLOWING SECTION THEN SUBMIT TO GENERAL MANAGER.

Name of Additional Vendor:	Bid quote:
Phone Number: () -	Point of Contact:
Fax Number: () -	
Name of Additional Vendor:	Bid quote:



New Endpoint Quotation
 Equipment from Palo Alto Networks
 Quote by The Well Connected Office
 January 15, 2015

79585

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price
PAN-PA-500-TP	Palo Alto Networks Threat prevention subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-URL4	Palo Alto Networks PANDB URL Filtering subscription year 1 for PA-500	3	825.00	2,475.00	3.0%	2,400.00
PAN-PA-500-WF	WildFire subscription year 1	3	825.00	2,475.00	3.0%	2,400.00
PAN-SVC-PREM-300	Premium support year 1 for PA-500	3	750.00	2,250.00	3.3%	2,175.00
Totals:				\$9,675.00	3.1%	\$9,375.00

\$ 3,125.-
 PPH 740.000
 PM 740.000
 ADM - 801.004

13

Vendor	Q259	THE WELL CONNECTED OFFICE	ALMES/STEVEZ	044575
Invoice #		Invoice Date	Description	Amount
1716/2015		01/15/2015	FIREWALL	0,700.00
Check Amt Total				0,700.00

FA

103-801-004 3233.93
 201-801-004 3239.21
 301-801-004 3233.93

PRINTING SYSTEMS • Taylor, MI • 1-800-95-12345

Date: 01/27/2015

SAN MATEO COUNTY HARBOR DISTRICT

Check#: 44575

San Mateo County Harbor District
 400 Oyster Point Blvd Suite 300, South San Francisco, CA 94080
 Phone 650-583-4400 Fax 650-583-4611

REQUISITION

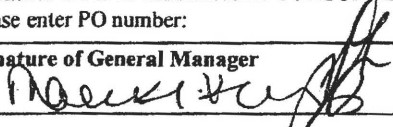
Requisition #

Date of Order 01/27/2015	Date Required: 01/27/2015	Enter Project Account Code, If Applicable:
Name of Recommended Vendor: The Well Connected Office		
Address of Recommended Vendor :		
City:	State:	Zip:
Phone Number:	Fax Number:	Point of Contact:

This requisition is for the following items:

Quantity	Description	Unit Measure	Unit Price	Extension
1	Server - OPM Firewall			\$3,233.00
1	Server - PPH Firewall			\$3,233.00
1	Server - ADMIN Firewall			\$3,233.00
Subtotal				
Taxes				
Shipping and Handling				
Total				\$9,700.00

I do solemnly declare and certify that funds are available in my budget for payment of goods and services ordered herein. The General Ledger account to be charged is **301.760.020, 201.760.020, 103.760.020** and the available budget is \$. These purchases are to be considered as CONSUMABLE-SUPPLIES. Method of Payment is VISA UNDER \$500. If open Purchase Order, please enter PO number:

Signature of General Manager 	Date Signed 2-3-15	Department
--	------------------------------	-------------------

PLEASE SUBMIT DIRECTLY TO THE DIRECTOR OF FINANCE IF UNDER \$250.00, OTHERWISE COMPLETE FOLLOWING SECTION THEN SUBMIT TO GENERAL MANAGER.

Name of Additional Vendor:	Bid quote:
Phone Number: () -	Fax Number: () -
Name of Additional Vendor:	Bid quote:



New Endpoint Quotation
 Equipment from Palo Alto Networks
 Quote by The Well Connected Office
 January 15, 2015

79584

Item #	Description	Qty	Unit Price	Extended Price	Discount if purchased by 1/31/2015	Promotional Price
PAN-PA-500-2G	Palo Alto Networks PA-500 with 2GB Memory	3	4,015.00	12,045.00	19.5%	9,700.00
Totals:				\$12,045.00	19.5%	\$9,700.00

83,233
 PPH
 OPM
 ADM

201.00 760.00

760.00



paloalto
NETWORKS

4401 GREAT AMERICA PARKWAY, SANTA CLARA, CA 95054 US

The Wolfson et al. Office

Ship To:

SAN MATEO HARBOR DISTRICT C/OTHE WE
3410 GLENDORA DRIVE
SAN MATEO, CA 94403 US

P/S Number:

LD0119421

PA Order Number:

10041718

*Attache
check # 44575*

Attn: Steve Almes

Phone: 888 507 9995

Ship Date:

2/6/2015

Ship Via:

FedEx Ground

Tracking Number:

622134806610

Customer PO:

103301119377

Line Item	Qty	Part Number	Description	Serial No.	Country of Origin
10	3	PAN-PA-500-2GB 910-000094	PA500 Firewall with 2GB Mem	009401013680 009401013677 009401013672	US

CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING



The Well Connected Office
3410 GLENDORA DR
SAN MATEO, CA 94403-3905

BANK OF AMERICA, NA

2003

5/1/2015

PAY TO THE ORDER OF San Mateo County Harbor District

\$ 12,303.50

Twelve Thousand Three Hundred Three and 50/100 ***** DOLLARS

PROTECTED AGAINST FRAUD



San Mateo County Harbor District
Attn: Accounts Payable
400 Oyster Point Blvd
Suite 300
South San Francisco, CA 94080



Antonio Cruz

MEMO

Refund of Deposit for routers less outstanding invoic

⑈002003⑈

The Well Connected Office

2003

San Mateo County Harbor District

5/1/2015

Refund for Deposit for routers less outstanding invoic

12,303.50

MAY 11 '15 12:10

BofA LLC Checking

Refund of Deposit for routers less outstanding in

12,303.50

(14)

SAN MATEO COUNTY HARBOR DISTRICT
 OPERATING ACCOUNT
 400 OYSTER POINT BLVD STE 300
 S SAN FRAN CA 94080-1919

Business Statement

Account Number: [REDACTED]

Statement Period:
 May 1, 2015
 through
 May 31, 2015

Page 2 of 6



CORPORATE CHECKING

(CONTINUED)

U.S. Bank National Association

Account Number [REDACTED]

Customer Deposits (continued)

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount	
	May 18	8059474915	7,248.86		May 26	8450370692	4,338.42	
	May 18	8059474798	17,882.04		May 26	8450370732	9,965.57	
	May 22	9255598539	61.00		May 29	9256164123	66.00	
	May 22	9255598490	2,090.00		May 29	9256163963	167.51	
	May 22	9255598668	2,377.50		May 29	9256164127	220.00	
	May 22	9255598673	3,427.56		May 29	9256164035	325.00	
	May 22	9255598671	12,303.50		May 29	9256164172	409.96	
	May 26	8450370687	428.40		May 29	9256164153	666.25	
	May 26	8450370714	1,081.12		May 29	9256164155	810.00	
	May 26	8450370705	1,439.42		May 29	9256165370	885.82	
	May 26	8450370722	2,160.53		May 29	9256164148	1,400.48	
Total Customer Deposits							\$	234,196.00

Other Deposits

Date	Description of Transaction	Ref Number	Amount
May 1	CV NCA 00000131433962 Cash Vault Deposit	0131433962	\$ 178.25
May 1	MERCH 8003794842 S SAN FR DEPOSIT		320.00
May 1	CV NCA 00000131433492 Cash Vault Deposit	0131433492	500.00
	Location/Ser#0000009999		
May 1	CV NCA 00000131433476 Cash Vault Deposit	0131433476	2,662.05
	Location/Ser#0000009999		
May 1	MERCH 8003794842 S SAN FR DEPOSIT		3,326.64
May 4	Electronic Deposit From PAYMENTECH		26.00
	REF=15124010368231 N 1020401225DEPOSIT 5551250		
May 4	MERCH 8003794842 S SAN FR DEPOSIT		28.50
May 4	MERCH 8003794792 S SAN FR DEPOSIT		49.20
May 4	CV NCA 00000131569826 Cash Vault Deposit	0131569826	120.00
	Location/Ser#0000009999		
May 4	MERCH 8003794842 S SAN FR DEPOSIT		481.55
May 4	MERCH 8003794792 S SAN FR DEPOSIT		560.00
May 4	MERCH 8003794842 S SAN FR DEPOSIT		1,571.65
May 4	CV NCA 00000131569840 Cash Vault Deposit	0131569840	1,755.00
	Location/Ser#0000009999		
May 4	MERCH 8003794792 S SAN FR DEPOSIT		2,341.83
May 4	MERCH 8003794842 S SAN FR DEPOSIT		2,810.70
May 5	Electronic Deposit From PAYMENTECH		78.00
	REF=15124011321771 N 1020401225DEPOSIT 5551250		
May 5	Electronic Deposit From TURBO DATA EFT		216.00
	REF=15124020259255 N 2330105525CC PMTS SMC HARBOR DIST		
May 5	Electronic Deposit From PAYMENTECH		234.00
	REF=15124013522956 N 1020401225DEPOSIT 5551250		
May 5	Electronic Deposit From PAYMENTECH		273.00
	REF=15125002241869 N 1020401225DEPOSIT 5551250		
May 5	MERCH 8003794842 S SAN FR DEPOSIT		321.12
May 5	MERCH 8003794792 S SAN FR DEPOSIT		1,890.04
May 5	MERCH 8003794842 S SAN FR DEPOSIT		4,666.97
May 6	Electronic Deposit From PAYMENTECH		26.00
	REF=15126010012342 N 1020401225DEPOSIT 5551250		
May 6	MERCH 8003794842 S SAN FR DEPOSIT		866.38
May 6	MERCH 8003794842 S SAN FR DEPOSIT		1,511.36
May 6	MERCH 8003794792 S SAN FR DEPOSIT		2,067.08
May 7	MERCH 8003794842 S SAN FR DEPOSIT		488.76
May 7	MERCH 8003794792 S SAN FR DEPOSIT		1,333.49
May 7	MERCH 8003794842 S SAN FR DEPOSIT		3,818.06
May 8	MERCH 8003794842 S SAN FR DEPOSIT		36.75

ITEM 6

Updated Commissioner Report

Melanie Hadden

From: Sabrina Brennan <sabrina@dfm.com>
Sent: Monday, October 19, 2015 10:02 AM
To: Glenn Lazof
Cc: Sabrina Brennan; Melanie Hadden
Subject: Re: Oct. 21 2015 Request for Agenda Item & three Board Packet PDF files
Attachments: Firewall Refund & Missing Servers v4.pdf

Hello Glenn,

I found a misspelling typo. Please use the attached PDF file "v4".

Thanks,
Sabrina

On Oct 19, 2015, at 9:54 AM, Glenn Lazof <glazof@smharbor.com> wrote:

The first version is in the packet.

Melanie will have Version 3 with the packet on the website shortly.

From: Sabrina [<mailto:sabrina@dfm.com>]
Sent: Thursday, October 15, 2015 3:41 PM
To: Glenn Lazof
Cc: Melanie Hadden; Sabrina Brennan
Subject: Re: Oct. 21 2015 Request for Agenda Item & three Board Packet PDF files

Hello Glenn,

Please be sure to publish version 3 of my Commissioner Report with the board packet on the District website so the public can find it and read it. I want to be as public friendly and transparent as possible.

Please also confirm that the first version will be included in the packet as originally submitted.

Thank you,
Sabrina

On Oct 15, 2015, at 3:30 PM, Glenn Lazof <glazof@smharbor.com> wrote:

In strict adherence to the policy on materials submitted for the packet, the revised report will be a handout at the meeting. We are including Marcia's e-mail with the corrected figures in the packet so they will be available. The staff report will also note your efforts to see that an accurate figure for the refund was reflected in your

report, including your submission of a corrected report which will be available as a handout at the meeting.

From: Sabrina Brennan [<mailto:sabrina@dfm.com>]
Sent: Thursday, October 15, 2015 9:59 AM
To: Glenn Lazof
Cc: Melanie Hadden; Sabrina Brennan
Subject: Fwd: Oct. 21 2015 Request for Agenda Item & three Board Packet PDF files

Hello Glenn,

Please see the attached 3rd and FINAL version of my Commissioner Report. My wife noticed a couple typos in the last version and I added one additional bullet point to the Conclusion regarding your letter to John Ullom. I think this provides a more complete picture.

Please publish this revised version of my Commissioner Report that includes the connect refund amount and one additional bullet point in the conclusion.

Please note that I incorporated Marcia's net refund number (\$52,158.26) in the attached revised report.

Please see attached PDF file "Firewall Refund & Missing Servers v3".

I will provide a letter to the board at the Oct. 21 meeting with recommendations on positive steps the board can take to move forward with the new GM. I'm hopeful that the District can put our procurement problems behind us.

Thank you,
Sabrina

Begin forwarded message:

From: Sabrina Brennan <sabrina@dfm.com>
Subject: Re: Oct. 21 2015 Request for Agenda Item & three Board Packet PDF files
Date: October 14, 2015 at 3:17:04 PM PDT
To: Glenn Lazof <glazof@smharbor.com>
Cc: Sabrina Brennan <sbrennan@smharbor.com>, Melanie Hadden <mhadden@smharbor.com>
Reply-To: Sabrina Brennan <SBrennan@smharbor.com>

Hello Glenn,

I incorporated Marcia's net refund number (\$52,158.26) in the attached revised report. Please publish the revised version of my commissioner report that includes the connect refund amount.

Please see attached PDF file "Firewall Refund & Missing Servers v2".

Thank you,
Sabrina

On Oct 14, 2015, at 11:57 AM, Glenn Lazof
<glazof@smharbor.com> wrote:

Calculations of software and firewall refunds.

From: Marcia Schnapp
Sent: Wednesday, October 14, 2015 11:55 AM
To: Glenn Lazof
Subject: RE: Oct. 21 2015 Request for Agenda Item & three Board Packet PDF files

Just to clarify:

The District issued payment for:
\$34,689.31 Servers
\$ 9,375.00 Firewall Hardware
\$ 9,700.00 Firewall Software
\$53,764.31 Total

The District was refunded:
\$34,689.31
\$ 9,375.00
\$ 9,700.00
\$-1,531.05 Restocking Fee
\$- 75.00 Shipping Charge
\$52,158.26 Net Refund

The Difference is:
\$- 1,606.05 which equals

\$- 1,531.05 Restocking Fee
\$- 75.00 Shipping Charge

I hope that helps.

-Marcia

From: Glenn Lazof
Sent: Tuesday, October 13, 2015 12:58 PM
To: Marcia Schnapp
Subject: FW: Oct. 21 2015 Request for Agenda Item & three Board

Packet PDF files
Importance: High

Please do your best to confirm the number Wednesday.

From: Sabrina Brennan [<mailto:sabrina@dfm.com>]
Sent: Tuesday, October 13, 2015 11:51 AM
To: Glenn Lazof
Cc: Melanie Hadden; Marcia Schnapp; Sabrina Brennan
Subject: Re: Oct. 21 2015 Request for Agenda Item & three Board Packet PDF files

Hello Glenn,

I'm glad to hear that a Staff Report will be included. Please also include the attached Commissioner Report (PDF file) in the Oct. 21 2015 board packet.

And please confirm that the total combined refund for the firewalls and servers is \$52,429.06. If the number is not correct I'd like an opportunity to correct the number in my Commissioner Report before it's published.

Thank you,
Sabrina

On Oct 13, 2015, at 7:07 AM, Glenn Lazof
<glazof@smharbor.com> wrote:

Staff will be able to provide a report.

From: Sabrina Brennan [<mailto:sabrina@dfm.com>]
Sent: Monday, October 12, 2015 10:24 PM
To: Glenn Lazof
Cc: Melanie Hadden; Sabrina Brennan
Subject: Oct. 21 2015 Request for Agenda Item & three Board Packet PDF files

Hello Glenn,

My request for an agenda item is as follows:

Discussion and possible action regarding IT equipment refund for three firewalls and twelve corresponding one year support subscriptions.

Please include the attached **three PDF files** in the Oct. 21 2015 board packet.

Let me know if you need a Commissioner Report for this agenda item or if staff would prefer to provide a Staff Report for the board packet.

Please let me know if you have any questions.

Thank you,
Sabrina

Commissioner Report

Tuesday, October 13, 2015
by Commissioner Brennan

IT equipment refund for 3 firewalls and 12 corresponding one-year support subscriptions

FIREWALL PURCHASE SPLIT IN HALF

Less than one month after being sworn-in, Commissioner Mattusch inquired about two handwritten checks listed in the Feb. 4, 2015 meeting packet. Harbor District IT and Human Resources Manager Marietta Harris explained that the checks totaling \$19,075 were for new “routers” (firewalls).

President Brennan requested follow-up information because the Board had not approved the purchase. On February 10, 2015, Ms. Harris emailed two requisition forms. Palo Alto Networks firewalls, software, and support subscriptions were split on those requisition forms. Acting General Manager Scott Grindy's and Marietta Harris's signatures were on both.

The forms listed three servers, however, the words "server" were scribbled out and replaced with the handwritten word “firewall.” President Brennan asked why “servers” had originally been typed on the forms. Ms. Harris said it was a typo and that the District had previously purchased servers from the same vendor.

President Brennan requested the firewall invoice and Ms. Harris responded via email, “We paid from the quote because we were all in the office discussing what we needed and in order to get the discount we wanted to act fast.”

A Sept. 2, 2015 report from Interim General Manager Glenn Lazof, indicated that the IT vendor may have been instructed by district management staff to split the project onto two quotes. By splitting the purchase onto two requisition forms management staff avoided the board authorization requirement on purchases above \$15,000.

Two weeks after Commissioner Mattusch's question about the \$19,075 payment, at the Feb. 18, 2015 meeting Ms. Harris announced her resignation.

CAUSE FOR CONCERN

On March 30, 2015, President Brennan phoned Acting General Manager Grindy and expressed concern about a meeting held while he was away. Ms. Brennan had observed finance director Debra Galarza sharing a draft staff report with a

vendor. Ms. Brennan was concerned because the vendor had not yet submitted an estimate to the district and the draft included a \$47,000 purchase request.

Ms. Brennan asked Mr. Grindy if he thought tempting a service provider with an inflated budget number in advance of receiving an estimate was prudent. Mr. Gindy said, "It's not unusual."

On May 11, 2015, President Brennan followed up with an email to District Counsel Steven Miller, Interim General Manager Glenn Lazof, and Commissioner Tom Mattusch. The email stated:

On Monday, March 23, 2015, Debra Galarza emailed me and requested a meeting at the 504 Avenue Alhambra building in El Granada. She needed access to the new office space so she could meet with The Well Connected Office (IT vendor) while they performed a site visit in advance of providing the District with an estimate. At the time Debra was acting as General Manager while Scott was away at the Port Captains Conference.

I emailed Randy Kinghorn (the District's realtor) and asked him to open the building. Randy, Steve Almes, Steve's employee, Debra and I met at the District's new headquarters. Steve and his employee checked phone jacks and server rooms, Randy and I looked at the public meeting room related to a new wall that would be installed by the building owner as part of the lease agreement.

Randy left and I waited in the conference room for Steve and Debra to finish. I was writing email on my cell phone when they joined me. Steve and his employee discussed some of the IT possibilities, overall Steve said the building would not require much work because it was set up well from an IT perspective.

Debra handed Steve a draft staff report for the upcoming April 1st meeting and asked Steve if everything looked okay. I asked if I could take a look at the draft. I noticed that \$47,000 was recommended for IT services related to moving the District's headquarters from South San Francisco to El Granada.

THE TAIL OF THE MISSING HARBOR SERVERS

At the April 1, 2015, Board meeting, President Brennan opposed a motion by commissioner David to hire the Well Connected Office for IT-related moving costs. A few days later Ms. Brennan learned that the District was not in possession of servers purchased in 2012 from The Well Connected Office. Ms. Brennan alerted Counsel about the missing servers.

On April 5, 2015, Steve Almes, owner of The Well Connected Office, informed Mr. Grindy that he no longer wished to work for the District.

By reviewing past agendas and board packets, Ms. Brennan was able to confirm that on May 16, 2012, the Board approved spending up to \$40,000 on IT equipment. A member of the public, John Ullom, confirmed via PRA request that on May 31, 2012 the District paid the IT contractor \$34,689.31 for servers (check #040875).

On May 18, 2015, Deputy Secretary Debbie Nixon provided a formal response letter to PRA requests President Brennan made in March and April 2015. The letter stated, "Yes, the equipment was delivered to the District. We assume the equipment was installed." The letter was incorrect. The custom servers were never actually built or delivered.

The next day, May 19th, Interim General Manager Lazof sent a memo to District staff stating, "Effective immediately I am directing all staff and contractors to cease any professional contact with Commissioner Brennan, other than at Public Meetings, or as explicitly approved by me or an authorized designee." On the same day Mr. Lazof also sent a memo to the board accusing President Brennan of harassing him during a phone conversation. Ms. Brennan stated that Mr. Lazof's untrue and retaliatory allegations were intended to tarnish her credibility.

SHOOT THE MESSENGER

On May 26, 2015, Commissioner Bernardo appeared incensed by the suggestion that management staff might have paid for equipment that was never delivered. He was the Board Treasurer in 2012 and it was his job to review and approve bills in advance of payment.

Commissioner Bernardo said that Ms. Brennan should be removed as Board President because she had made past "false allegations" against the District's IT consultant. Commissioner Bernardo also said, "There is no fraud, there is no theft, no criminality whatsoever." And he went one step further to suggest that President Brennan's concerns could have resulted in a lawsuit against the District.

TWO REFUNDS

On August 8, 2015, the Harbor District received a long overdue \$34,689.31 refund for servers that were paid for in 2012 but never delivered.

At the Sept. 2, 2015 Harbor District meeting, Marcia Schnapp, a past finance director and the current Interim Administrative Manager confirmed that the

District had received a refund for the firewalls (\$19,075) less a 7% restocking fee. During the meeting Commissioner Brennan requested a copy of the refund check to verify the amount.

To-date the total refund for the firewalls and servers is \$52,158.26.

The Sept. 2, 2015 staff report disclosed that IT vendor Steve Almes said that Marietta Harris told him to issue invoices for equipment he had not delivered. During the meeting Interim General Manager Lazof said that staff had not been following the District's purchasing policies and he detailed a number of accounting errors that were still being resolved. He said that multiple estimates should be requested for equipment and that consultants should be prohibited from purchasing equipment on behalf of the district except in an emergency.

CONCLUSION

- At the September 4, 2014 Board meeting, the District's General Manager Peter Grenell announced his retirement. Grenell's last day was Dec. 31, 2014. He managed the district for 17 and a 1/2 years.
- At the February 18, 2015 Board meeting, the District's IT and Human Resources Manager Marietta Harris announced her resignation.
- On July 1, 2015, the District adopted Resolution 27-12 to approve an agreement with a new IT vendor.
- On August 19, 2015, the District's Interim General Manager Glenn Lazof sent a formal letter to a member of the public, John Ullom, acknowledging his role in recovering a refund for IT equipment that was never delivered to the District.
- On September 4, 2015, the District's Finance Director Debra Galarza resigned. A contractor is currently filling in as finance director.
- On September 25, 2015, the District's Deputy Secretary Debbie Nixon resigned. A temporary employee was trained to cover the position and is filling in.
- On October 7, 2015, Commission Nicole David resigned, citing "health concerns" as the reason for resigning nine months into a four-year term.
- At the October 7, 2015 Board meeting, the Board approved an employment agreement to hire new General Manager Steven McGrath.
- On October 9, 2015, Harbormaster Scott Grindy submitted a letter of resignation. His last day will be Oct. 23, 2015.

Memo

To: Board of Harbor Commissioners
From: Glenn Lazof, Interim General Manager
Date: October 1, 2015; covering the period October 1, 2015- October 15, 2015
Re: October 15, 2015 Activity Report

Administration

- Prioritization continues as we are functioning with 100% interim and temporary employees in administration and finance.

Meetings: Doing our best to be prepared for meetings of Commissioners and assist with meeting legal requirements has to take precedence over much of our work. Below is a list of planned public meetings where preparation, support, and/or attendance occurred during this period (Note also that we have new staff tasked with meeting notices and packets since September 25):

Board of Harbor Commissioners:

- Regular Meeting of October 7, 2015
- Regular Meeting of October 21, 2015

Finance Committee

- The next scheduled regular meeting will be Thursday, October 22, 2015.

Oyster Point Liaison Group Standing Committee

- The City is fine with waiting until mid-November so that Mr. McGrath can take part. The commission should direct staff otherwise if they have another preference as the city is flexible.
- Creation of document that simulates a restated JPA agreement, showing items that have been altered by amendments 1-3.

Other Board Mandated- Time Sensitive Activities

Legal Mandates/Issues:

- Completing required non-discretionary filings related to recent vacancy on the Board of Harbor Commissioners.
- Public Records Act – 5 requests pending, 3 involved searches of a broad sweep of e-mail.

Transition: As an Interim General Manager one of my most important goals is to make as much progress as possible towards creating a work environment that will support the recruitment and retention of a successor of the highest quality and professionalism.

- Preparing IT resources, e-mail, and other information for Mr. McGrath to review prior to start date, as requested.
- Working with McGrath on staffing and other issues where we can give him a head start
 - Phone Calls and in person meetings.
 - Melanie Hadden and administrative staff providing materials and information to Mr. McGrath as requested
 - VPN Access as of this report our IT vendor has not been able to provide.

- o IT and e-mail set up
- o Access to paper documents and files.

These are tasks that can be described as completed:

- Oyster Point Bait Shop Lease RFP was sent to the Department of Boating and Waterways for their approval.
 - o DBW delayed a few days due to an SMCHD erroneous in submitting the wrong attachment. This was rectified.
 - o DBW reports that our proposed Request for Bids will be reviewed by their attorney, and this may take up to 4 weeks.
- Public Hoist at Pillar Point – The contractor was sent correspondence reminding them of the liquidated damages clause should the work be completed after October 8. At the time of this report, completion was six days overdue. The contractor has requested an extension, until October 30. (attached). Staff has notified the contractor, that based on his extension request, we are prepared to allow a three day extension, which would be subject to Commission review. Liquidated damages are \$500 per day. Note: Recreational Crab Season opener is November 7, Commercial November 15.
- Five Year Capital Improvement Plan (CIP) consolidation of the interim list as adopted August 19.

These are tasks where adequate progress was made during this period.

- 2016-2021 Mavericks Permit
- Clarified identification of permit area as mutually and desired by District and Permittees and reflecting historical practice.
- Staff and Counsel are working co-operatively with Permittee to synchronize the CEQA compliance for the five year permit Coastal Commission / County requirements
- 2015 Mavericks Surf Contest Conditions and Permits
- Interagency Event Planning meetings are underway.
- Proceeding with preparing for annual renewal of Commercial Activity Permits
- Reviews of routine financial and personnel documentation, prior to authorization
- Labor Negotiations
 - o Providing required information as requested/ required by District and Union Negotiators and to prepare for Closed Session.

These are items in which some progress was made, but not as much as we would like.

- Review of Pillar Point restaurant lease regarding requirements to conduct business in leased area.

These are items in which some progress was made, but far less than is required to limit exposures and forestall future issues:

- Cost Accounting Enterprise and Public Purpose Activities
 - o We continue to collect the raw data needed for cost allocation and plan to be able to produce our first cost allocation representing the first half of the fiscal year by the second regular meeting of March.
- Preparing for transition to regular GM including handoff of projects, commission directives, and personnel, and legal matters as best I can.
- Providing payment documents requested by Commissioner Brennan:
 - o All Jan. and Feb. 2015 bills/invoices and all June 2012 bills/invoices as presented to the District Treasurer.
 - Just under 300 documents with attachments, checks, 20% complete.

These are tasks in which no progress was made during this period.

- Developing Public Financing RFP's for Financial Advisor
- Working with Open Gov. to set up web site - Staffing issue in Finance will delay; operational issues are primary at this time.
- Letter to City of South San Francisco requesting reasonable period to prepare a thorough response to their concerns (although preference is that Liaison Group meets first) will proceed following September 30 meeting of Liaison Group.
- Mavericks Store Lease - end date is June 30.
- Updating District's Reserve Policies.
- Health Insurance 1- We are looking for alternative coverages for 12 individuals from the regular plan and put on a COBRA like plan. Must be resolved by January 30, 2017
- Social Media Policy – Honestly I thought I would have it ready at this meeting. The IGM made an error in reviewing the document and had to start over. This one is my bad, look for it November 4.
- Phondini agreement for development of social media plan will proceed after Board Approval of Social Media Policy.
- Late Annual Review of Fees and Charges for increased revenue coverage of District costs including consideration of proposing:
 - Fees/ permits for Large Truck Impact on Johnson Pier
 - Greater clarity between market rates fees and those limited by law to cost of service
 - Consistency between fees for similar services
 - Environmental Fee
- Moving to a "Paperless" environment
 - Investigating issuance of IPADs for Board Meeting Use
- Reviews and updates of all Policies and Procedures
 - Including New Policies and Procedures for District Treasurer

These are tasks which have been paused, either due to other priorities, and other reasons as described herein:

- Oyster Pointy Study Session this item was tabled by the Commission.
- Fish Buyer Unloading Fees, Retail Fees. The Commission tabled this item.
- Previously Reported:
 - Four responses received to the RFP legal services, prior to my appointment. Additional reasons for pause: complex pending and potential legal matters need to proceed with labor negotiations. It seems appropriate to wait to take this up after the successful recruitment of a new GM, permitting his or her participation in these important selections. The RFP may need to be redone if too much time has elapsed since these were submitted.
 - Completion of Office Move - This decision will be left for the new General Manager.
 - Developing Public Financing RFP's for Bond Counsel, and Underwriter/Placement Agent – Selection of Financial Advisor first may provide focus and efficiencies for these selections.

Personnel

- Harbormaster Scott Grindy has voluntarily resigned. His last work date on site will be October 23rd.
- Setting up interviews for Deputy Harbormaster and Harbor Worker.
- Assigning working with and training for temporary positions is a priority.
- Our Interim Administrative Services Manager was out of the office for several days during this period due to family illness. We wish a speedy recovery for the family. It may be necessary to table some finance items on the October 18 agenda.

Transparencies

- The district is running a half page ad in the Chamber of Commerce's Visitor Guide this year as was done last year.
- Commissioner Brennan requested the most recent report on Methane from the Oyster Point Landfill be placed in the October 7 packet, however staff did not locate in time. It is attached to this report.

To Scott Grindy
Fr: Harry How
Re; PPH Public Hoist/ Extension Request
Dated 10/13/15

Hello Scott,

Please be advised that this is our written request for an extension for the final completion and field installation of the hoist repair project. I have provided for you a time line of events showing you the delay allowances requested on the project for your review, which were beyond our control.

Crane Removal: On September 11th, we engaged Spyder crane for rental of their mini crane for field removal of the hoist. Spyder Crane is a very specialized compact crane that allowed us access to the site safely and with little impact to the site. We scheduled the rental in advance of the contract award, for September 14th, Monday. Spyder crane notified us at the last minute that they needed to postpone their availability until September 15th, Tuesday, because of a scheduling conflict on their end. The crane was delivered Tuesday morning and the hoist was removed on September 15th, Tuesday, the following day.

Structural: We engaged our structural engineer, Inertia Design, on 9/11/15 to provide us with structural drawings for the project. We disassembled the hoist in our shop and provided the engineer the information needed to facilitate their structural evaluation. While the hoist was under structural review we performed all the necessary repairs to the hoist until the engineering was done.

We received the stamped drawings on September 30th, 2015, approximately (1) week longer than we anticipated. It turns out that the structural engineering evaluation required the fabrication of an entirely new boom to accommodate the loads of the additional 4' boom added to the contract, something we did not anticipate. Upon receipt of the engineered drawings we immediately started fabrication of the new 4' extended boom. Fabrication of the boom was completed and the entire hoist assembly was delivered to the galvanizers the afternoon of October 7th.

Galvanizing: The galvanizer has indicated to us that they would need approximately 5 to 7 working days to complete their work, due to their increased work load which is approximately (2) days longer than originally quoted during the time of the bid opening. I indicated on a prior progress update to you, galvanizer's are on a first come first serve basis and there are no reservations for work projects. Once galvanizing is completed we can perform the paint application and have the hoist installed by the end on next week the 23rd.

Holiday: We were closed on October 12th, in observance of Presidents day

Despite our best efforts to keep to the project schedule, the above listed items were simply circumstances we could not control or anticipate. We are currently working with the galvanizer to expedite his work and are hopeful the hoist will be available for pick up by the end of this week and have already have AC3 on notice for certification of the crane.

Summary of Delays:

- Crane Removal: (1) Day: Postponed rental of crane.
- Structural/Fabrication: (9) Days: Added engineering (5 Days) and additional fabrication time of new boom (4 days).
- Galvanizing: (2) days: Longer lead time
- Holiday: (1) Day

Total Delay Allowances: 17 Days

Despite our best efforts to keep to the project schedule, the above listed items were simply circumstances we could not control or anticipate. We are currently working with the galvanizer to expedite his work and are hopeful the hoist will be available for pick up by the end of this week and have already have AC3 on notice for certification of the crane. We anticipate no more delays and are asking the completion date be extended to October 30th, 2015.

We truly appreciate your understanding for these delay allowances: We will continue to update you as to our progress going forward. Should you have any questions please do not hesitate to call me.

Truly,

Harry How III

2.0 LANDFILL ACTIVITIES SINCE LAST REPORTING PERIOD

The 2014 Annual Report (CSS Environmental Services Inc, January 31, 2015) summarized activities completed between January and December 2014. This current report includes activities completed at the former landfill from January through June 2015.

2.1 Leachate and Groundwater Quality Monitoring

There are 18 monitoring wells included in the post-closure monitoring program. The monitoring program is described in detail in Section 3. The program includes both groundwater and elevation monitoring and water quality sampling.

Groundwater and leachate elevations are monitored quarterly. Elevations were measured on March 17, and June 22, 2015. The analytical program is as specified in the November 2000 WQMP as amended in August 2001, and amended by the MACL's report. This program varies from the prescriptive list of analytics included in the Order.

Groundwater and leachate samples were collected from select wells on June 22-23, 2015. The samples were analyzed by TestAmerica, in Pleasanton, California. Laboratory analytical data sheets for the first semi-annual groundwater monitoring event are included in Appendix A.

2.2 Landfill Gas Perimeter Monitoring

There are a total of 10 landfill gas monitoring wells installed along Oyster Point Boulevard and Gull Drive (LFG-1 through 10) and three remedial venting systems (PVT-1, PVT-2, and PVW-1), as shown on Figure 3. During the current reporting period, quarterly landfill gas monitoring was performed at the monitoring wells on March 11 and June 23, 2015. Historical landfill gas monitoring results are presented in Tables 5 and 6.

In 2007 passive venting trench PVT-1 was installed near LFG-9, and passive venting trench PVT-2 and venting well PVW-1 were installed near LFG-3 to remediate elevated methane concentrations in their vicinity. Between September 2007 and October 2008 intensive monitoring was performed on LFG-3 to evaluate the performance of the venting system and methane concentrations declined to less than 5% for the last 6 months of monthly monitoring, leading the City to revert to quarterly sampling of LFG-3 as described in correspondence to the SMCHSA, the CIWMB and the RWQCB from the City of South San Francisco on September 30, 2008. During 2010 landfill gas concentrations in excess of 5% were found twice: during the first quarter a concentration of 7.7% was found in LFG-9 near passive venting trench PVT-1 and during the second quarter a concentration of 6.0% was found in LFG-3. Methane concentrations subsequently declined to below the regulatory limit of 5% methane in all perimeter monitoring wells. During the second quarter of 2011, methane again was found at an elevated concentration of 5.5% in LFG-9. Of the remaining perimeter wells that could be sampled all were below 5% methane. During the third quarter of 2011, the City installed passive wind turbines at the exhaust of both of the PVT-1 and PVT-2 venting trenches to encourage landfill gas venting. Methane concentrations again declined to below the regulatory limit of 5% methane in all perimeter

monitoring wells during the third and fourth quarters of 2011, all of 2012, as well as the first quarter of 2013. During the second quarter of 2013 the methane concentration at LFG-3 was again above 5% but has since declined to non-detect.

At the request of the SMCHSA, an off-site groundwater monitoring well, MW-5, was added to the landfill gas monitoring program during the fourth quarter of 2011 and consistently has above 5% methane. A maximum reading of 20.8% methane was found in MW-5 during the second quarter of 2013. This well, shown on Figure 3 as Alexandria Well MW-5, well belongs to an undeveloped property (560 Eccles Ave) owned by Alexandria Real Estate and/or Gull Avenue LLC adjoining the former Oyster Point Landfill. The well is located within the City of South San Francisco's Gull Drive easement, about 5-feet west of the curb of Gull Drive. It was installed along with four other groundwater monitoring wells by Environ for Alexandria in 2008 to monitor conditions at a former burn dump (not the former Oyster Point Landfill) and therefore the City considers that any landfill gases therein are likely to be associated with that former land use. During the first quarter of 2014, well MW-5 was found to have a methane concentration of 14.2% and subsequently CSS installed a passive wind turbine here which successfully abated the methane concentration at the well to below 5%.

The SMCHSA recently requested information regarding structure sensors in the buildings. In February 2015, CSS personnel canvassed buildings at Oyster Point and found that all of the buildings inspected were equipped with methane sensors. Those under the control of the San Mateo County Harbor District; the Harbormaster's office, maintenance building and the free-standing restrooms, have operating sensors that are inspected and maintained monthly by Harbor District personnel. During the first half of 2015 the Harbor District reported that no sensor alarms were triggered in these buildings. Other buildings have sensors that do not appear to be maintained. As of the date of this report, CSS and the City of South San Francisco are in the process of restoring building sensors to operating conditions in the remaining buildings.

2.3 Site Inspections and Storm Water Sampling Completed

Landfill inspections, per the Storm Water Pollution Prevention Plan, were conducted throughout the year, as required beginning in January 2007. The results from the first half of 2015 are included in the Storm Water 2014-2015 Annual Report, submitted in June 2015 to the RWQCB; a copy is attached in Appendix C without the accompanying laboratory reports found in the original submittal.

2.4 Landfill Maintenance

The Harbor District and/or the City implemented the following maintenance projects in the first half of 2015:

- Maintained vegetation to control potential erosion in a previously un-vegetated area: several hundred square feet alongside the paved walking path of the southeastern shoreline.

Parameters	MACL	Source
Benzene	71 ug/l	USEPA California Toxics Rule Criteria (May 2000), Order 99-045
Ethyl benzene	86 ug/l	Order 99-045
Chlorobenzene	129 ug/l	USEPA Recommended Ambient Water Quality Criteria
Naphthalene	470 ug/l	Order 99-045
Total Xylenes	2,200 ug/l	Order 99-045

Review of the laboratory reports indicates that all groundwater samples were analyzed within respective hold times and that laboratory quality assurance/quality control analyses (surrogate recoveries, matrix spike recoveries and spike duplicates) were within acceptable ranges. Quality assurance trip and equipment blank samples were analyzed and target analytes were not detected.

4.2 Storm Water Monitoring Program

Storm water samples collected and inspection reports for the 2014-2015 rainy season are reported in the 2014-2015 Annual Storm Water Report, dated June 2015. A copy, without the attached analytical laboratory reports included in the original submittal, may be found in Appendix C. Storm water inspection and sample results for the 2015-2016 rainy season will be summarized in the 2015-2016 Annual Storm Water Report, due in June 2016.

4.3 Landfill Gas Perimeter Monitoring Program

There are a total of 10 landfill gas monitoring wells installed along Oyster Point Boulevard and Gull Drive (LFG-1 through 10) and three remedial passive venting systems (PVT-1, PVT-2, and PVW-1), as shown on Figure 3. Quarterly landfill gas monitoring was performed at the monitoring wells on March 11 and June 23, 2015 and these results as well as quarterly monitoring conducted to date are included in Table 5.

In 2007 passive venting trench PVT-1 was installed near LFG-9, and passive venting trench PVT-2 and venting well PVW-1 were installed near LFG-3 to remediate elevated methane concentrations in their vicinity. Between September 2007 and October 2008 intensive monitoring was performed to evaluate the performance of the PVT-2 venting system. The passive venting trench was successful at abating methane to below 5% in LFG-3 as summarized in Table 6. The City reverted to quarterly sampling of LFG-3 as described in correspondence to the SMCHSA, the CIWMB and the RWQCB from the City of South San Francisco on September 30, 2008. Sporadic detections of elevated methane concentrations have been found in recent years at perimeter wells LFG-3 and LFG-9 especially during periods of high water table. During 2010 landfill gas concentrations in excess of 5% were found twice: during the first quarter a concentration of 7.7% was found in LFG-9 near passive venting trench PVT-1 and during the second quarter a concentration of 6.0% was found in LFG-3. Methane concentrations subsequently declined to below the regulatory limit of 5% methane (see Table 5). During the first and second quarters of 2011, methane again was found at elevated concentrations of 7.4% and 5.2% in LFG-9. During the first and second quarters of 2011, methane again was found at elevated concentrations of 7.4% and 5.2% in LFG-9. In response, passive wind turbines were

installed during the third quarter 2011 at the exhaust of both venting trenches PVT-1 and PVT-2 to encourage landfill gas abatement. Methane concentrations again declined to below the regulatory limit of 5% methane in all perimeter monitoring wells through the first quarter 2013 monitoring. During the second quarter of 2013 the methane concentration at LFG-3 was again above 5% but has since declined to and there were no elevated methane concentrations in perimeter monitoring wells during the first half of 2015.

At the request of the SMCHSA, an off-site groundwater monitoring well, MW-5, was added to the landfill gas monitoring program during the fourth quarter of 2011 and consistently had above 5% methane. A maximum reading of 20.8% methane was found in MW-5 during the second quarter of 2013. This well, shown on Figure 3 as Alexandria Well MW-5, well belongs to an undeveloped property (560 Eccles Ave) owned by Alexandria Real Estate and/or Gull Avenue LLC adjoining the former Oyster Point Landfill. The well is located within the City of South San Francisco's Gull Drive easement, about 5-feet west of the curb of Gull Drive. It was installed along with four other groundwater monitoring wells by Environ for Alexandria in 2008 to monitor conditions at a former burn dump (not the former Oyster Point Landfill) and therefore the City considers that any landfill gases therein are likely to be associated with that former land use. During the first quarter of 2014, well MW-5 was found to have a methane concentration of 14.2% and subsequently CSS installed a passive wind turbine here which successfully abated the methane concentration at the well to below 5%.

4.4 Proposed Modifications to the Monitoring Programs

At the request of the SMCHSA, an off-site groundwater monitoring well, MW-5, was added to the landfill gas monitoring program during the fourth quarter of 2011 and was found to contain 12% methane. MW-5 continued to show elevated methane concentrations up to 20.8% during subsequent monitoring events. This well, shown on Figure 3 as Alexandria Well MW-5, belongs to an undeveloped property (560 Eccles Ave) owned by Alexandria Real Estate and/or Gull Avenue LLC adjoining the former Oyster Point Landfill. The well is located within the City of South San Francisco's Gull Drive easement, about 5-feet west of the curb of Gull Drive. It was installed along with four other groundwater monitoring wells by Environ for Alexandria in 2008 to monitor conditions at a former burn dump (not the former Oyster Point Landfill) and therefore the City considers that any landfill gases therein are likely to be associated with that former land use. During the first quarter of 2014 CSS installed a passive wind turbine at MW-5 which has successfully abated the methane concentration at the well to below 5%.

Table 6

Results of Detailed Monitoring of Remediation at LFG-3
Oyster Point Landfill
South San Francisco, CA

Monitoring Date	Percent Methane		
	LFG-3	PVT-2	PVW-1
9/13/2007	69	88	nm
9/14/2007	68	66	nm
9/21/2007	69	66	nm
9/25/2007	67	66	nm
9/28/2007	58	55	nm
10/3/2007	42	54	nm
10/12/2007	35	46	nm
10/19/2007	27	66	nm
10/29/2007	18	64	nm
11/2/2007	17	67	10
11/11/2007	15	54	11
11/21/2007	12	53	11
11/30/2007	7	69	7
12/13/2007	7	80	1
12/27/2007	4.0	66	1.0
1/7/2008 ⁽¹⁾	3.0	0.0	0.0
1/22/2008	2.0	55	0.0
2/14/2008	0.5	63	0.0
4/17/2008	7.2	64	0.0
5/12/2008	2.6	55	0.0
6/11/2008	0.8	50	0.0
7/15/2008	0.2	52	0.1
7/17/2008	0.0	41	0.0
8/13/2008	0.0	51	0.1
9/8/2008	0.0	54	0.0
10/29/2008	0.0	67	0.0
1/9/2009	0.0	78	0.0
4/21/2009	0.3	63	0.0
7/23/2009	0.4	45	0.0
10/22/2009	0.0	70	0.0
2/3/2010	0.0	76	0.0
5/21/2010	6.0	29	0.2
7/21/2010	2.2	62	0.0
10/1/2010	2.2	57	0.0
1/21/2011	0.0	71	0.0
4/21/2011	0.0	0.9	0.0
7/8/2011	0.1	76.7	0.0
10/26/2011	0.0	50.9	0.0
1/13/2012	0.0	58.2	0.0
4/18/2012	0.0	58.7	0.0
7/13/2012	0.0	43.2	0.0
10/29/2012	0.0	52.5	0.0
2/1/2013	0.0	70.7	0.0
6/4/2013	14.7	63.7	0.0
9/9/2013	1.7	69.9	0.1
11/25/2013	0.0	65.8	0.0
2/4/2014	0.0	68.7	0.0
5/19/2014	0.0	69.5	0.0
9/30/2014	0.1	52	0.0
12/23/2014	0.1	62.3	0.0
3/11/2015	0.0	61	0.0
6/23/2015	0.0	62.7	0.0

Notes: nm Not Measured

MAINTENANCE REPORT (METHANE SENSOR)

DATE: 10-14-15

LOCATION	PROBLEM	TEST	REPLACE	INITIALS
Pier RR womens/mens + chase	Ø	OK		JL
Bait shop 1-2	closed	—		
Dock 13 RR womens/mens + chase	Ø	OK		JL
Dock 10 RR womens/mens + chase	Ø	OK		JL
Dock 5 RR womens/mens + chase	Ø	OK		JL
Dock 12 RR womens/mens + chase	Ø	OK		JL
HMD 1 conference	Ø	OK		JL
HMD 2 Loft	Ø	OK		JL
Warehouse 1	Ø	OK		JL
Warehouse 2	Ø	OK		JL

September

2015

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	✓ 2 ^{SS} Fire box	3	4	5
6	7	8	✓ 9 ^{SS} Run gen.	10	11	12
13	14	15	✓ 16 ^{SS} Safety equip.	17	18	19
20	21	22	✓ 23 ^{SS} methane	24	25	26
27	28	29	30			

August

2015

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						1
2	3	4	5 ✓ Fire box SS	6	7	8
9	10	11	12 ✓ methane Y2 Fluor Prepped	13	14	15
16	17	18	19 / Lube locks SS	20	21	22
23	24	25	26 ✓ Vac station SS	27	28	29
30	31					

July

2015

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1 Fire box ✓	2 cut trees BIB	3	4
5	6	7	8 Street lights ✓	9	10	11
12	13	14	15 methane Beach cleaned edging, mowing, line trimming	16 service 6/6 restroom toilet	17 Buzz Lawrence vessel inspection	18
19	20	21	22 r.r. maint. ✓ baseboards	23	24 BIB	25
26	27	28	29 Elec. cabinets ✓	30	31	

ITEM 9

Interim Administrative Services Manager – Schnapp Staff Report

Documents to Follow

Memo

To: Board of Harbor Commissioners
From: Scott Grindy, Harbor Master
CC: Glenn Lazof, Interim General Manager
Date: October 21, 2015

Harbor Master Report

As this is my last report I wish to note the amount of wonderful support and friendship from the two teams of Oyster Point Marina/Park and Pillar Point Harbor and what their efforts mean in so many positive ways to the district and the county/public at large. Not only their life saving efforts but the daily efforts to maintain order, cleanliness, operations and general stewardship of the district properties is so important and they need to be applauded much more than is done. It is my hope that the district board will recognize this and move forward with positive steps and actions in the near future to further enhance these efforts and activities.

With this report you will also find attached numerous documents relating to recent updates with the State of California as it implies towards district concerns, also many other harbor related documents from the recently attended CHM&PC (California Harbor Masters and Port Captains meeting).

I wish to thank President Tom Mattusch and Vice President Nicole David on their selection and process efforts for the New General Manager.

I have had the pleasure to have worked with Mr. Steve McGrath on the board at California Harbor Masters and Port Captains. Steve has always been a demonstrated professional and a knowledgeable figure for the group. I expect he will be a strong ally to the district board and staff to accomplish many activities that have been held up for the past year.

In closing, I wish the staff and the overall district "guest users-visitors-tenants and businesses of the district" the very best in their future outlook and ventures.

Scott Grindy-Harbor Master

Oyster Point Marina/Park

Construction Update & General Status Updates

- HM and AHM working on bid for slurry seal of the bay trail and other specific related asphalt work needed at OPM.
- HM preparing bid for annual electrical inspection to be performed in winter for best load factor review.

OPM Miscellaneous

- Interviews of Deputy Harbor Masters and Harbor Workers applicants occurred on October 15th as a joint PPH/OPM activity.
- Staff working on vessel inspections to meet tenant requirements of which include updated insurance information.
- Working with staff & tenants on vessels that are pending lien actions.

Pillar Point Harbor

Construction Update & General Status Updates

- HM working with Moffat/Nichols and has submitted documents for permits and related actions for the activity of Romeo Pier.
- E.R. Bacon; was provided on September 9, it's "Notice to Proceed" for the repair of the Public Hoist. The completion date per contract is October 8th, 2015. Project was not completed per time schedule and is in Liquidated Damages stage with the required notifications to contractor. Completion as of this writing has not occurred and efforts are underway to resolve the concern.
- HM prepared bid for Fish Buyers building roof this is now in need of repairs. Bid with Administration for action.
- HM preparing bid for annual electrical inspection to be performed in winter for best load factor review.

PPH Miscellaneous

- The Almar Search and Rescue boat was taken out of service for a jet drive water leak, and is expected to be back in service by approximately the end of October.
- Boat Ramp Pay Station is out of order and a new machine has been ordered.
- Staff investigating a miss-use of the PPH holding tank pumpout for bilge oil versus standard black water. Oil bilge pump was operational at same dock. The pumpout system has an oil separator and both the nozzle and separator were cleaned and returned to duty.

Occupancy Overview (September)

PPH

- Total occupancy (inner harbor)–95% (this includes slips, end ties and walk way)
- Berth occupancy (inner Harbor)- 96% (353 slips out of 369 are occupied)
- Moorings (Outer Harbor) –18% (7out of 38 moorings occupied)

OPM

- Total occupancy: 301 slips out of 428, 70%
- Berth Occupancy: 293 slips out of 414, 71%
- # of Live-Aboards: 42
- # of Long Term transients: 13

Calendar Reminder Items of District Events and Activities

- **October 29-November 9**, Lady Washington Returns to PPH
- **December 5th** for OPM Decorated Boat & Holiday Tree Lighting.
- **December 12th** PPH “Holiday Boat Lighting” Event
- **January 30-February 6** “Crab Week” at PPH Areas
- **March 19, 2016** “OPM Easter Egg Hunt”
- **May 7, 2016** “OPM Annual Kite Festival”
- **(Spring Date TBD)** Blessing of the Fishing Fleet 2016

EMS-Clean Marina Activities-District Wide

- PPH/OPM-Vessel Annual Inspections and new vessel inspections on going. Tenants contacted regarding proof of insurance and sea worthiness activities.
- Pump-Out Services: Mooring and long term transients are being contacted for the monthly service with Bay Green Marine Sanitation Services to further improve our harbor and marina water quality conditions. The additional pump outs will not exceed the current contract amount on an annual basis. This modest expense can be funded from the existing operating budget to support this modest increase in expense. This is a perfect example of taking the initiative to fulfill our mission. “To assure that the public is provided with clean, safe, well-managed, financially sound and environmentally pleasant marinas”.

Miscellaneous

- Developing transition and departing lists for new General Manager from Harbor Master project list.
- Providing site tours for the new General Manager.

C*S*M*W

Coastal Sediment Management Workgroup



A collaborative effort by federal and state agencies chaired by the U.S. Army Corps of Engineers South Pacific Division and the California Natural Resources Agency

Welcome to CSMW's website! Our collaborative [taskforce](#) of state, federal and local/regional entities, concerned about adverse impacts of coastal erosion on our coastal habitats, is working to implement [Regional Sediment Management \(RSM\)](#) to augment or restore natural processes. Our urbanizing society has significantly changed natural sediment supply and transport patterns, and some coastal areas (e.g., beaches) are narrowing due to reduced sediment supply, while others (e.g., wetlands, ports & harbors) are being deluged with excess sediment. Facilitating beneficial reuse of excess clean sediment from inundated locations at areas experiencing severe erosion is the substance of RSM.

Sediment is an integral component of the coastal ecosystem, representing a public good that must be managed to provide for quality of life, natural resource protection, and economic sustainability. Sediment imbalances resulting from alteration of the natural environment therefore threaten the viability of the public good and require management to restore the natural balance. Coordinated beneficial reuse of sediment resources within a regional context helps to restore natural processes and simultaneously address sediment imbalances.

CSMW is developing a coastal "[Sediment Master Plan](#)" (SMP) to help guide political, regulatory, environmental, educational and process-related efforts anticipated when implementing RSM. Coastal sediment imbalance problems and CSMW's "road to solutions" are discussed in our brochure "[Why a SMP is needed](#)". The [SMP Baseline Report 2006](#) describes the initial SMP development process and CSMW priorities. The [SMP Status Report 2009](#) and [SMP Status Report 2012](#) provide cumulative progress reporting of CSMW and SMP activities to date. The SMP consists of three types of products produced during Plan development- informational reports, computer-based tools, and RSM strategies/Plans. Outreach and agency coordination provide the fourth and overarching Plan focus.

Currently, CSMW's main thrust for SMP development is regionally-based RSM strategy plans. We are working with regional entities towards implementation of RSM within their jurisdictional area through [Coastal RSM Plans](#). These Plans identify how governance, outreach and technical approaches can support beneficial reuse of sediment resources within that region without causing environmental degradation or public nuisance. CSMW historically focused on developing informational documents and computer-based tools to assist coastal managers in sound decision-making. Links to these tools and documents lie within the column to your right and/or on our [Library](#) page.

Information on the various coastal sediment-related [programs](#) of CSMW [member agencies](#) is available, as are CSMW [meeting minutes](#) since 2003. Our outreach program has included [workshops](#), development of and mailings to our [Public Outreach Contact List](#), and is part of each Coastal RSM Plan development. Comments received to date from our [public outreach](#) activities can be viewed by workshop/region location.

We encourage you to contact us. Please direct technical issues to the CSMW Project Manager. Policy or procedure related questions can be directed to the CSMW co-chairs. A [questionnaire](#) may assist in identifying your concerns. If you would like to be added to our mailing list, please fill out the [New Contact](#) form.

Last modified: 03/02/2015

Visit the Flex Alert Website



Energy efficiency and conservation information.

Save a child with AMBER ALERT



AMBER ALERT empowers law enforcement, the media and the public to combat abduction by sending out immediate information.

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San Mateo County Sea Level Rise Vulnerability Assessment

Policy Advisory Committee Meeting

October 7
9:00am- 12:00pm

Foster City, City Hall Council Chambers
610 Foster City Blvd.
Foster City, CA 94404

You are invited to participate in the Policy Advisory Committee (PAC) meeting for the countywide Sea Level Rise Vulnerability Assessment. The County of San Mateo has received grant funds from the California State Coastal Conservancy to conduct a countywide Sea Level Rise Vulnerability Assessment. The Sea Level Rise Vulnerability Assessment will evaluate the economic, environmental, and social impacts of sea level rise, with a focus on vulnerable assets. For more information on the project, visit <http://seachangesmc.com/>.

Meeting topics:

- Project methodology
- Draft sea level rise scenarios
- Asset categorization and inventory of assets
- Using and updating *Our Coast Our Future*

What is the PAC? The PAC consists of representatives from each of the 20 cities in San Mateo County, plus high level staff from businesses, state and federal agencies, environmental groups, community organizations, and other entities.

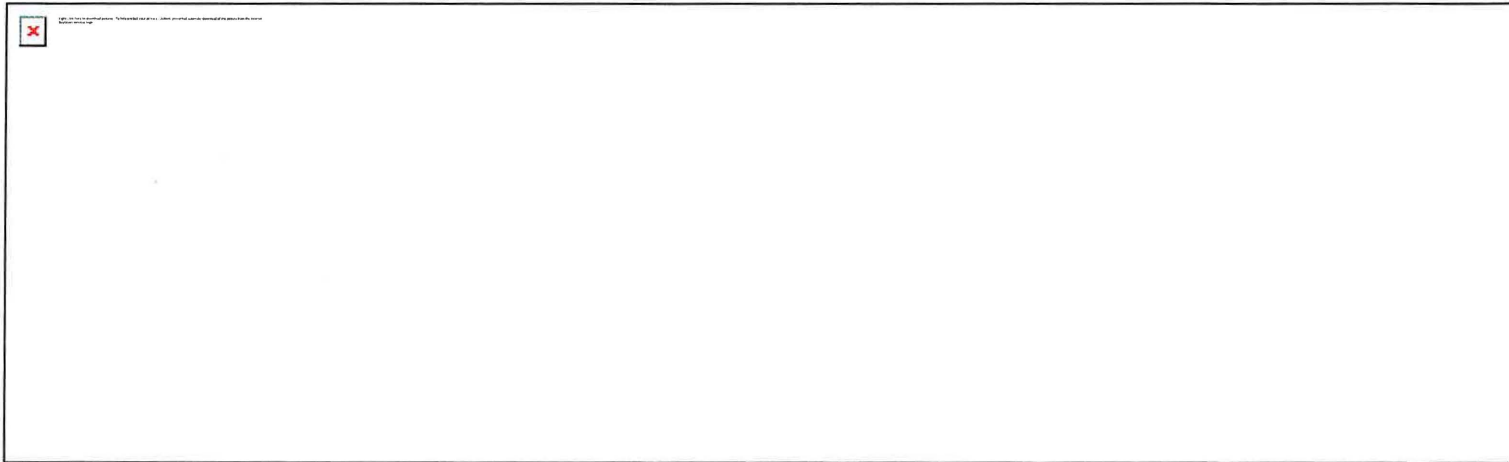
What is the role of the PAC? The PAC will meet twice, once in October 2015 and once in March 2016. The Committee will provide high level guidance on the vulnerability assessment, and will ensure the project meets the needs of the cities and other stakeholders, and supports existing regional efforts.

Who should attend?

- A designated higher level city representative to serve on the Policy Advisory

Melanie Hadden

From: no-reply@baygreen.net
Sent: Monday, October 12, 2015 6:00 AM
To: accounting@baygreen.com; Scott Grindy; Michelle Reloba; Katherine Fogarty
Subject: BayGreen Registered Liveboards: SMCHD Oyster Point Marina (Weekly Check)



BayGreen Registered Liveboards: SMCHD Oyster Point Marina (Weekly Check)

	Customer name	Vessel Names	Dock And Slips	Customer type name
1	ANDREWS Eric and Bettina	PASSION	11#022	Bi-Weekly
2	BONGIORNO Gian	VIDA MIA	14#033	Bi-Weekly
3	BYNUM Alan	OAXACA MISS TIFFANY	13#024 13#022	Bi-Weekly
4	CASSERLY James	KOOKABURRA	11#036	Bi-Weekly
5	FINTA Donel	SUZANNE	5#032	Monthly
6	FREZZA Joe	SEASCAPE	14#037	Bi-Weekly
7	GRINDY Scott	HMS BEAGLE 2	11#end	Bi-Weekly
8	LACHENMYER Mike (PREPAY)	SEA CLOUD	12#013	ON HOLD
9	LANCASTER Cory	KIZMUIT	12#026	On Call
10	LOPEZ Ruben	CRESENDO!	3#010	Monthly

11	MAXCY Dickson	REDOUBT	12#042	On Call
12	McKENNA Vul	LEE WAY	6#009	Monthly
13	NICHOLS Mason	MTNEST	11#010	Bi-Weekly
14	SIVER Kevin	CENTURION	13#038	Monthly
15	STRONG William	BITCH	3#026	Monthly

Fair Winds!
The BayGreen Team
415-621-1393

CALIFORNIA MARINE AFFAIRS AND NAVIGATION CONFERENCE

Legislative Policy Statement Concerning Marine Sanctuaries

MARINE SANCTUARIES

1. C-MANC supports the preservation of the Nation's oceans through Congressionally established Marine Sanctuaries.
2. Sanctuary status should not reduce the ability to transport dredged material to designated disposition sites. Sanctuaries should not add additional requirements or obstacles to the existing rigorous State and Federal regulatory review process for dredged material disposition.
3. Sanctuary status should not restrict vessel traffic nor require alterations to shipping lanes that are not supported by that industry.
4. Sanctuaries should not be involved in the regulation of fisheries, either directly or indirectly or through reserves or no-take zones, on behalf of the Sanctuary Program. This should be left to existing regulatory authorities.
5. Sanctuaries should not restrict the ability of Ports and Harbors to perform general maintenance, or construct improvements required for operations. To that end, C-MANC recommends boundary buffer zones around Ports and Harbors.
6. Sanctuary Advisory Councils should be strengthened to create a well represented local voice in partnership with Sanctuaries and their managers in decision-making for issues that affect local interests. The Program needs to be accountable to the communities that it neighbors.
7. C-MANC recommends suspending the expansion of existing Sanctuaries or designating new Sanctuaries until the problems identified above are resolved.

The mission of C-MANC is to optimize maritime benefits by providing advocacy for the sustainable maintenance and improvements of California harbors, ports, coastal and navigation projects.

DRAFT Monterey Bay National Marine Sanctuary Scoping Comments

- 1) Continues to support the goals and Congressional intent of the National Marine Sanctuaries Act, to balance the protection of sanctuary resources when necessary, with providing for multiple use opportunities to use and enjoy these resources. The MBNMS Management Plan should reflect this Congressional intent.
- 2) The CAHMPC supports the public education efforts of the MBNMS and its programs to offer the public ocean stewardship projects, and opportunities for "citizen science" in gathering data for resource management issues. Harbors have worked well with MBNMS staff on these programs, and on such specific items as its water quality protection program, marine debris removal, dredged material disposal, and recently, the MBNMS' effort to work collaboratively with the region's bottom trawl fishermen.
- 3) RE: MBNMS' staff-generated goals and objectives, the Preliminary list of Priority topics, and the Sanctuary's interest in hearing from the public on certain management plan topics. The CAHMPC advises that care be given so that an impression is not created that plan revisions will be steered in a direction that MBNMS management or the Office of National Marine Sanctuaries desires as opposed to coming out of the community's interests.
- 4) The success of one or more regional desalination projects is of critical importance to the economy and the well-being of our citizens. Whatever guidelines, regulations, or permit conditions created by MBNMS should balance ocean environmental concerns with the needs of the humans who live and work along its shores.
- 5) MBNMS should not create or advocate for fishing regulations, including the creation of special zones that are not supported by the leaders of the recreational and commercial fishing industries. This recommendation conforms to the understanding that was put into place when MBNMS was being proposed, and by which fishermen supported the creation of the Sanctuary.
- 6) MBNMS management actions should be informed by the best available, peer reviewed science. Should apparent conflicts arise between scientific opinion, and for its own science products, MBNMS should utilize the peer review or consensus conference process to reconcile such differences and assure quality. MBNMS should make every effort to obtain quality, scientific advice and avoid a public perception that it is using science selectively.
- 7) Amend the Designation Document language to allow MBNMS to permit beach nourishment projects, specifically allowing for surf-line disposal, utilizing material deemed suitable for this purpose by the EPA. MBNMS staff has been as helpful as they can be under the constraint of the existing language that creates an absolute prohibition against new dredge material disposal sites.
- 8) Consider separation between MBNMS management and the operations of the Sanctuary Advisory Council (SAC). Explore establishing the SAC under a local joint-powers authority, with the abilities to select representatives, determine agendas and communication, all vested locally and not under MBNMS management.

- 9) Amend MBNMS' regulation regarding the use of Motorized Personal WaterCraft (MPWC), and other vessels, providing a clearer science rationale for limiting their use; consider expanding MPWC use to large surf "advisory" conditions for Mavericks, and allowing for MPWC use at other selected big wave areas under large surf "warning" conditions.
- 10) Allow for research to be conducted on identifying a location for an artificial reef within Monterey Bay; consider permitting such a reef as an enhanced multiple-use opportunity.
- 11) Develop programs utilizing "citizen science" and other stewardship activities. These types of work efforts are among the most appreciated in the community.
- 12) Clarify the application of MBNMS' regulations on "abandoned" vessels.
- 13) Study the range of acoustic impacts on MBNMS resources.
- 14) Within MBNMS' goal: "Understand the effects of natural and human-caused changes on Sanctuary resources", study the effects of the larger than normal population of California Sea lions on the ecosystem and other sanctuary resources.
- 15) Any proposed boundary changes should be agreed to by other affected agencies and property owners.
- 16) Sanctuaries ought not to be expanded nor new ones created until the Congressional requirement on reporting on the accomplishment of the NMS Program goals found in the NMS Act is satisfied.

Scott Grindy

From: James Haussener <jim@cmanc.com>
Sent: Thursday, October 08, 2015 10:27 AM
To: James Haussener
Subject: Senate - Energy & Water

The Senate voted to deny cloture on the Appropriations Bill for Energy & Water this morning.

This was expected. The Majority Leader appears to have adopted a strategy of bringing individual appropriations bills, and possibly mini-omnibus bills, to the floor. The Democrats in turn are filibustering the bills as they want the sequestration caps lifted.

It takes 60 votes in a cloture vote to override a filibuster. The vote for cloture was 49-47.

This Bill did pass the Senate Appropriations Committee back in May when 10 of the 14 democratic members voted to support it.

Jim

James M. Haussener, Executive Director
California Marine Affairs & Navigation Conference (CMANC)
Ph: (925) 828-6215 Fax: (925) 396-6005
20885 Redwood Rd., # 345, Castro Valley, CA 94546
www.cmanc.com jim@cmanc.com



Scott Grindy

From: MITCHELL, GLEN L SPN <Glen.L.Mitchell@usace.army.mil>
Sent: Thursday, October 08, 2015 7:35 AM
To: Scott Grindy
Cc: Dinger, John R HQ02; Lee, Irene SPN
Subject: North Halfmoon Bay CAP Study Work In Kind. (UNCLASSIFIED)

Classification: UNCLASSIFIED
Caveats: NONE

Good morning Scott;

I wanted to let you know that our Detailed Project Report is still on track to be completed this October. Right now, I am going through the final information to make sure everything is in balance like I think it is. Just to make sure, I wasn't to confirm that the Harbor District doesn't have any longer Work In Kind to document. Like I said, I am reasonably sure the answer is no, there isn't any more Work In Kind to document, the funds provided this year took everything into balance, but I wanted to check with you to make sure.

Just let me know, please.

Glen L. Mitchell, PMP
Project Manager
USACE-SPN
(415) 303-6731

Classification: UNCLASSIFIED
Caveats: NONE

Scott Grindy

From: Hilary Papendick <hpapendick@smcgov.org> on behalf of Hilary Papendick <hpapendick@smcgov.org>
Sent: Wednesday, October 07, 2015 9:01 PM
To: Scott Grindy
Subject: Thank you for attending the SMC Sea Level Rise Policy Advisory Committee

Policy Advisory Committee Meeting - October 7, 2015

[View this email in your browser](#)



SEA CHANGE
SAN MATEO COUNTY



San Mateo County Sea Level Rise Vulnerability Assessment

Policy Advisory Committee Meeting

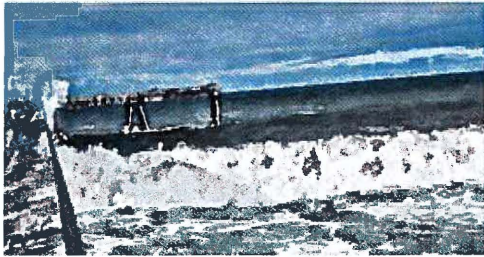
Thank you to those of you who attended the San Mateo County Sea Level Rise Advisory Committee Meeting today. We had 67 people attend from cities, businesses, federal and state agencies, non-profits, and special districts. We appreciate the feedback you provided on your community or organization's concerns and needs with regards to preparing for sea level rise. If you have additional comments you would like to share, please contact Hilary Papendick at hpapendick@smcgov.org or 650-363-4194.

We value your feedback! Please fill out the following survey about the meeting: <https://www.surveymonkey.com/r/PSQTN6V>. It should take no longer than 5 minutes.

The materials from the meeting will be posted by the end of the week on <http://seachangesmc.com/>. The video is available [here](#) and in the link below.

Thank you again for your engagement in the Countywide vulnerability study and we look forward to continue to work with you all to complete the study.


Warm regards,
San Mateo County Sea Level Rise Team



Save the Date!

Our next Policy Advisory Committee Meeting will be March 8th.

Upcoming Technical Working Group Meetings: December 10 & February 9th



Missed the meeting? Watch the video here!

Scott Grindy

From: BayGreen Team <admin@baygreen.com>
Sent: Thursday, October 08, 2015 8:26 PM
To: Scott Grindy; Katherine Fogarty; Michelle Reloba
Cc: Dan Augustine
Subject: BayGreen Monthly Report: SMCHD Summary Services

Pillar Point Marina:

- 15 LAB berth free services
 - Please see 10/1/15 email *BayGreen Monthly Report: Pillar Point Marina (LAB Free)* for full list and amounts.
- 28 overall services
 - Please see 10/1/15 email *BayGreen Monthly Report: Pillar Point (All Reporting Services)* for full list and amounts.
 - Please note this is for all LAB on the free monthly plan and only BayGreen clients who have opted to have their pumpout log records sent to the Harbormaster, other BayGreen services may have occurred outside of this report.
- Pumpout station
 - Volume moved: 15 seconds for 5 gallons
 - Vacuum test: Excellent
 - Suggested maintenance: Leak/tear in the hose near the coupler by the ramp going down to the fuel dock. (This was brought to tech's attention by the fuel dock attendant).
- Tenant vessel issues (non-working systems, systems out of compliance, exploding tanks).
 - "JUNO" Derek JONES, client has past due balance, service put on hold until account is settled (client advised via email and phone)

Oyster Point Marina:

- 14 LAB berth free services
 - Please see 10/1/15 email *BayGreen Monthly Report: Oyster Point Marina (LAB Free)* for full list and amounts.
- 28 overall services
 - Please see 10/1/15 email *BayGreen Monthly Report: Oyster Point (All Reporting Services)* for full list and amounts.
 - Please note this is for all LAB on the free monthly plan and only BayGreen clients who have opted to have their pumpout log records sent to the Harbormaster, other BayGreen services may have occurred outside of this report.
- Pumpout station
 - City maintained
- Tenant vessel issues (non-working systems, systems out of compliance, exploding tanks).

MOBILE PUMP-OUT SERVICES AVAILABLE

San Mateo County Harbor District is sponsoring *One Free Service* per month for Oyster Point and Half Moon Bay Liveboards, Long-Term Transients and Moorings.*

Register for service at www.baygreen.net/register.php and put "I qualify for 1 free monthly service" in the "additional notes" section.



Sponsored by
SMEHD
**FREE MONTHLY
PUMPOUT**
for Liveboards,
Long-Term Transients
and Moorings*

*Please note that the one free service per month option requires approval from the Harbormasters' office for accounts in good standing.

www.baygreen.net service@baygreen.net 415-621-1393

From: Van Alstyne, Lisa [mailto:lisa_van_alstyne@fws.gov]

Sent: Monday, September 14, 2015 9:46 AM

To: FWHQ WSFR Chiefs Call; Kathy Hollar; Marie Strassburger; Heather Hollis; Nancy Hegel; Paul VanRyzin; Christina Milloy; John Stremple; Brian Bohnsack; Edward Curren; Karla Drewsen; Susan MacMullin; Julie Morin; Scott White; Eddie Bennett; Mary Price; Bart Prose; Paul Hayduk; Buddy Fazio; Abbey Kucera; Marilyn Lawal; Jen Stone; Amanda Horvath; Becky Miller; Ramon Martin; Ann Schneider; Lawrence Riley; Bernice McArdle; Belleque, Janine; Alberto Ortiz; Adams, James (DGIF); Sprague, John; Wendy Larimer; Burgess, William; joelle.gore@noaa.gov; Weiler, Katherine; Laabs, Chris; Benson, Robert; Brad Gunn

Cc: Ryck Lydecker

Subject: Clean Vessel Act ANPR Published!

Good day all!

The U.S. Fish & Wildlife Service, Wildlife & Sport Fish Restoration Program today published in the Federal Register an Advance Notice of Proposed Rulemaking (ANPR) for the Clean Vessel Act Grant Program (CVA). This ANPR has a different purpose than a Proposed Rule where we ask for comments on our proposed regulation. The ANPR asks you to share knowledge, opinions, experiences, research, and legal/policy implications on a variety of topics of interest related to CVA. We will then use this information to help develop a proposed rule.

We are seeking responses from a **wide range** of interest groups, such as boaters, vendors, engineers, harbor masters, parks departments, marina and boater associations, the general public, as well as Federal, State, and local governments. We ask not only your responses to the topics in this notice, but also your help in distributing the information to help us to reach a wide range of expertise and interest.

The topics we specifically seek to know more about include: information on current and future **technology** that could improve how we deliver grant benefits, **legal** restrictions or considerations that prevent States from being able to take advantage of all eligible program benefits, and better **defining** how and to whom we deliver program benefits.

The ANPR is published at: <http://www.gpo.gov/fdsys/pkg/FR-2015-09-14/pdf/2015-22723.pdf>

You may also view the document on the WSFR Wiki at:

<http://fawiki.fws.gov/display/CR5C8/Clean+Vessel+Act+Advance+Notice+of+Proposed+Rulemaking>

We hope you will join us as we explore and gather information that will inform rulemaking in this popular grant program that offers benefits to boaters and the environment.

For more information or for questions, please contact: Lisa_Van_Alstyne@fws.gov

(A copy of the published document is attached)

—

Lisa E. Van Alstyne
U.S. FISH & WILDLIFE SERVICE HEADQUARTERS
MS: WSFR
5275 LEESBURG PIKE
FALLS CHURCH, VA 22041-3803
Desk Phone: 703.358.1942
Lisa_Van_Alstyne@fws.gov

DRAFT Monterey Bay National Marine Sanctuary Scoping Comments

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- 2) The CAHMPC supports the public education efforts of the MBNMS and its programs to offer the public ocean stewardship projects, and opportunities for "citizen science" in gathering data for resource management issues. Harbors have worked well with MBNMS staff on these programs, and on such specific items as its water quality protection program, marine debris removal, dredged material disposal, and recently, the MBNMS' effort to work collaboratively with the region's bottom trawl fishermen.
- 3) RE: MBNMS' staff-generated goals and objectives, the Preliminary list of Priority topics, and the Sanctuary's interest in hearing from the public on certain management plan topics. The CAHMPC advises that care be given so that an impression is not created that plan revisions will be steered in a direction that MBNMS management or the Office of National Marine Sanctuaries desires as opposed to coming out of the community's interests.
- 4) The success of one or more regional desalination projects is of critical importance to the economy and the well-being of our citizens. Whatever guidelines, regulations, or permit conditions created by MBNMS should balance ocean environmental concerns with the needs of the humans who live and work along its shores.
- 5) MBNMS should not create or advocate for fishing regulations, including the creation of special zones that are not supported by the leaders of the recreational and commercial fishing industries. This recommendation conforms to the understanding that was put into place when MBNMS was being proposed, and by which fishermen supported the creation of the Sanctuary.
- 6) MBNMS management actions should be informed by the best available, peer reviewed science. Should apparent conflicts arise between scientific opinion, and for its own science products, MBNMS should utilize the peer review or consensus conference process to reconcile such differences and assure quality. MBNMS should make every effort to obtain quality, scientific advice and avoid a public perception that it is using science selectively.
- 7) Amend the Designation Document language to allow MBNMS to permit beach nourishment projects, specifically allowing for surf-line disposal, utilizing material deemed suitable for this purpose by the EPA. MBNMS staff has been as helpful as they can be under the constraint of the existing language that creates an absolute prohibition against new dredge material disposal sites.
- 8) Consider separation between MBNMS management and the operations of the Sanctuary Advisory Council (SAC). Explore establishing the SAC under a local joint-powers authority, with the abilities to select representatives, determine agendas and communication, all vested locally and not under MBNMS management.

- 9) Amend MBNMS' regulation regarding the use of Motorized Personal WaterCraft (MPWC), and other vessels, providing a clearer science rationale for limiting their use; consider expanding MPWC use to large surf "advisory" conditions for Mavericks, and allowing for MPWC use at other selected big wave areas under large surf "warning" conditions.
- 10) Allow for research to be conducted on identifying a location for an artificial reef within Monterey Bay; consider permitting such a reef as an enhanced multiple-use opportunity.
- 11) Develop programs utilizing "citizen science" and other stewardship activities. These types of work efforts are among the most appreciated in the community.
- 12) Clarify the application of MBNMS' regulations on "abandoned" vessels.
- 13) Study the range of acoustic impacts on MBNMS resources.
- 14) Within MBNMS' goal: "Understand the effects of natural and human-caused changes on Sanctuary resources", study the effects of the larger than normal population of California Sea lions on the ecosystem and other sanctuary resources.
- 15) Any proposed boundary changes should be agreed to by other affected agencies and property owners.
- 16) Sanctuaries ought not to be expanded nor new ones created until the Congressional requirement on reporting on the accomplishment of the NMS Program goals found in the NMS Act is satisfied.

DEPARTMENT OF THE INTERIOR**Fish and Wildlife Service****50 CFR Part 85**

[Docket No: FWS-HQ-WSR-2015-0006;
FVWF9410090000-XXX-FF09W11000]

RIN 1018-AW66

Clean Vessel Act Grant Program

AGENCY: Fish and Wildlife Service, Interior.

ACTION: Advance notice of proposed rulemaking; notice of intent.

SUMMARY: The U.S. Fish and Wildlife Service (Service) is seeking comments to assist us in developing a proposed rule for the Clean Vessel Act Grant Program (CVA). The proposed rule will use plain language to clarify topics that have led to varying interpretations and will incorporate changes in legislation and technology. We seek public input to advise us on topics of interest to the boating community in regard to projects funded through CVA. We ask for response from anyone having an interest in CVA and associated topics, but particularly from members of the public having experience, expertise, or both in administering CVA; entities receiving services from CVA-funded facilities; entities manufacturing, selling, or installing CVA-funded facilities and equipment; or persons possessing other professional or practical knowledge of the subjects we present in this document. We present topics of interest, but encourage comments on any topic relevant to CVA and the proposed rulemaking. The terms *you* or *your* in this document refer to those members of the public from whom we seek response. The terms *we*, *us*, and *our* refer to the U.S. Fish and Wildlife Service.

DATES: Submit comments on or before November 13, 2015.

ADDRESSES: You may submit comments, identified by docket number FWS-R9-WSR-2015-0006, by any of the following methods:

- Federal eRulemaking Portal: <http://www.regulations.gov>. Follow the instructions for submitting comments.
- U.S. mail: Public Comments Processing, Attn: Docket No. FWS-R9-WSR-2015-0006; U.S. Fish and Wildlife Service, Division of Policy, Performance, and Management Programs; MS: BPHC; 5275 Leesburg Pike, Falls Church, VA 22041-4501.
- Hand Delivery/Courier: U.S. Fish and Wildlife Service; Division of Policy, Performance, and Management

Programs; 5275 Leesburg Pike, Falls Church, VA 22041-4501.

We will not accept email or faxes. All submissions received must include the agency name and docket number for this rulemaking. We will post all comments received without change to <http://www.regulations.gov>, including any personal information provided. For detailed instructions on submitting comments and other information on the rulemaking process, see the "Public Participation" heading in **SUPPLEMENTARY INFORMATION**.

Docket: For access to the docket to read background documents or comments received, go to <http://www.regulations.gov> and search for FWS-R9-WSR-2015-0006.

FOR FURTHER INFORMATION CONTACT: Lisa E. Van Alstyne, Wildlife and Sport Fish Restoration Program, Division of Policy and Programs, U.S. Fish and Wildlife Service, 703-358-1942.

SUPPLEMENTARY INFORMATION:**Background**

The Clean Vessel Act of 1992 (Act) (Pub. L. 102-587, title V, subtitle F) amends the Sport Fish Restoration Act (16 U.S.C. 777c) and establishes a program that provides matching grants to States for projects that address septic waste from recreational vessels. Grants may be used to conduct coastal surveys and establish plans; construct, renovate, operate, and maintain pumpout and other waste reception facilities for recreational vessels; and conduct programs to educate boaters about the environmental and health issues associated with improperly disposing of human waste. Priority consideration was established in the Act for projects that are in coastal States, include public/private partnerships, and include innovative ways to increase project availability and use. The Sportfishing and Recreational Boating Safety Act of 2005 (SAFETEA-LU) (Pub. L. 109-59, Title X, section 10131) amends the Clean Vessel Act to remove the preference for projects in coastal States.

Since inception, the Clean Vessel Act grant program (CVA) has awarded more than \$246 million. The projects funded have helped States to build an infrastructure that links services within and between States and raised awareness of the benefits of properly disposing of septic waste. As a result, States have experienced a reduction in beach and shellfish bed closures, enhanced boater awareness and satisfaction, and improved water quality in recreational areas.

In the 1990s, we published in the Federal Register three documents

related to CVA: Clean Vessel Act Pumpout Grant Program, Final rule (59 FR 11204, March 10, 1994); Clean Vessel Act: Pumpout Station and Dump Station Technical Guidelines, Notice of final guidelines (59 FR 11290, March 10, 1994); and Clean Vessel Act Pumpout Symbol, Slogan, and Program Crediting, Final rule (62 FR 45344, August 27, 1997). The CVA regulations are located in title 50 of the Code of Federal Regulations (CFR) in part 85 (50 CFR part 85).

As we move forward in the program, we propose not only to build on the success of CVA to date, but also to seek new and innovative ways to serve the boating public into the future. We hosted four open forum discussions between October 2014 and February 2015 in which we asked States and other stakeholders to share their knowledge and opinions on topics associated with implementing CVA nationally. Participants informed us on challenges to implementation and consistency that have arisen since the program began, changes in focus that have evolved as the program has matured, and successful approaches they would like to continue. These discussions prompted us to seek input on certain topics from a larger audience.

Information Requested

With this advance notice of proposed rulemaking (ANPR), the Service is seeking information, comments, and suggestions that will help us to consider how best to address updating the CVA regulations and Technical Guidelines. We ask for your help in identifying significant issues that interfere with participation in CVA, administration of CVA, services provided under CVA, or successful implementation of CVA projects. We ask for your responses on successful approaches or foundational benefits that you suggest we should preserve in future rulemaking. We intend to use your input to develop updated regulations and guidelines in one location at 50 CFR part 85. After receiving and considering your responses to our requests in this ANPR, we will publish a proposed rule in the Federal Register for public review and comment. In particular, we encourage you to give comments and suggestions on the issues described in the body of the ANPR. When commenting, please indicate which of the listed issues your comment addresses and to which question you are responding. If your comments cover issues outside of those listed, please identify them as *Other*.

There are several topics where your response may reference a State or local law, regulation, standard, or other legal

reference. When your comments include a legal reference, please specifically cite the legal document. We recommend you use citation formats in *Association of Legal Writing Directors (ALWD) Guide to Legal Citation* or *Bluebook: A Uniform System of Citation* as your guide. If possible, please give a location where we may access the document electronically.

Issue 1: Technical information

(a) The Technical Guidelines (Guidelines) issued on March 10, 1994, reflect a collaborative effort between the Service and various entities that have expertise or interest in boating, clean water, waste disposal equipment, and other associated topics. We consulted with the Environmental Protection Agency (EPA), the U.S. Coast Guard (USCG), and the National Oceanic and Atmospheric Administration (NOAA) when developing the guidelines. We also asked for advice and input from States, local municipalities, boat users, manufacturers of pumpout equipment, marina operators, conservation groups, interest organizations, and the public. The resulting document reflects the best available knowledge at that time and informs the public on basic principles that were foundational to the grant program in the beginning stages of development.

(b) We are aware that advances have been made in technology, technique, and approach since we published the Guidelines. Through this notice, we ask for those same groups and any new user and interest groups, technical experts, and practitioners to advise us on some specific and some general technology issues. When responding to a topic, please address to the extent possible the following regarding the technology, technique, or approach:

- (1) For technology, if it is currently available or would need to be developed;
- (2) Cost;
- (3) Expertise needed;
- (4) Supporting infrastructure or other technology needed;
- (5) Long-term personnel investment; and
- (6) Any known obstacles.

(c) We ask that if you have knowledge of such advancements, you discuss developments that have been made since 1994, or are anticipated in the next few years, that improve, support, or otherwise affect CVA. Discuss how you suggest we should use this information to inform new guidelines.

(d) We ask your comments on these specific topics:

- (1) States that experience seasonal cold weather likely have pumpout

facility operators that choose to close for the season, winterize their pumpout equipment, or both. However, boaters may travel to those areas seeking pumpout services. What technology, technique, or approach would address the need to provide pumpout services in cold weather areas?

(2) How important is it for States to monitor the amount of waste removed through pumpouts? Should the guidelines strongly recommend meters or other "add-on" equipment to accomplish this? Should the regulations require it? If so, when should the new requirement be effective?

(3) Floating restrooms are eligible for CVA funding. However, with the emphasis of the program on providing facilities that benefit boaters, the current regulations state they cannot be connected to land or anything else that is connected to land, restricting floating restrooms to water-only access. Therefore, floating restrooms connected to an attached dock cannot be funded through CVA. (Land-based restrooms are currently ineligible.) We have received requests to revisit this restriction and consider the possibility of allowing floating restrooms to be attached to a dock and to allow piping to run directly from the floating restroom to a land connection for waste disposal. We ask you to comment on:

- (i) Whether we should allow floating restrooms to be connected to land or docks. What are the advantages and disadvantages? Should there be limitations?
- (ii) Are you aware of legal issues that affect floating restrooms, such as State or local regulations, permit restrictions, or building standards? If so, please discuss the effect and cite the regulation, code, or standard.
- (iii) There are concerns with protecting floating restrooms from vandalism and other damage. If floating restrooms are allowed to be connected to land or docks, the potential for vandalism may increase with easier land-side access. Do you have any suggestions for how to address these concerns?

(iv) Is it important to maintain the emphasis on floating restrooms serving only the boating public? If we were to allow floating restrooms to be connected to docks, what approaches would restrict use to serve only the boating public?

(v) What approaches would ensure that floating restrooms are designed to limit land-side access and potential over-use by the non-boating public?

(vi) Should we participate in efforts to develop standards or best management practices for floating restrooms?

Issue 2: State Participation in Offering Operation and Maintenance (O&M) Funds for CVA Projects

(a) Some States offer CVA O&M, and some do not. We suggest that offering O&M greatly benefits CVA by:

(1) Increasing the number of pumpout facilities by supporting operators that otherwise might not be able to financially support ongoing service;

(2) Providing a mechanism to reimburse operators when they respond to equipment failures, increasing pumpout facility availability and functionality; and

(3) Helping to extend the useful life of the investment.

(b) The Service does not have a comprehensive list of how many and which States do not participate in offering O&M for pumpout projects, or the reasons why these States have chosen this approach. We would like to know more about those States that participate, and those that do not, in order to identify if changes in regulations or guidelines could improve this aspect of CVA. We ask States to respond telling us:

(1) Does your State offer O&M grant funding to subgrantees and operators?

(2) If your State does offer O&M funding, describe your program, including:

- (i) Any restrictions on the type of projects that may receive O&M funds;
- (ii) Any limits on O&M funds;
- (iii) How you administer O&M processing; and
- (iv) Any obstacles you currently experience that you suggest we may alleviate either through regulation or other means.

(3) If your State does not offer O&M funding, describe the reasons why your State has chosen not to offer O&M funding. If the reasons include laws or regulations, please cite as directed under Information Requested. Include in your comments changes you suggest we consider that might assist your State to begin a CVA O&M program.

Issue 3: Do any existing or proposed State or local laws affect CVA?

(a) Please cite, as directed under Information Requested, and discuss any State or local laws or regulations that either support or impede CVA projects. When available, include web links to the law or regulation.

(b) Discuss specifically how the law or regulation affects CVA projects. If it is a positive effect, tell us if you believe the Service should consider adopting similar principles. If it is a negative effect, tell us how it restricts your ability to complete successful projects. Please

suggest any changes in the CVA regulation that would increase your ability to complete successful projects within the parameters of current or proposed State and local laws and regulations.

Issue 4: User Fees

(a) The current regulations at 50 CFR 85.44 allow operators of facilities constructed, operated, or maintained with CVA grant funds to charge users a maximum \$5 fee, with no justification. If an operator chooses to charge a higher fee, it must be justified. The proceeds must be accounted for and used by the operator to defray the operation and maintenance costs of the facility as long as the facility is needed and serves its intended purpose. The Service was to evaluate the maximum fee each year for inflation and other potential considerations. The Service has not taken this action to date.

(b) During an open forum discussion at the States Organization for Boating Access Conference on October 6, 2014, we asked States to comment on the following questions:

(1) Should the maximum fee be increased? Decreased?

(2) What are the pros and cons of higher fees?

(3) What alternatives do you suggest other than a maximum fee (Ex: sliding scale)?

(4) Should fees correspond to usage (Ex: gallons pumped, holding tank size)?

(5) Should the method of service influence the fees charged (Ex: self-serve vs. pumpout assistance)?

(c) We received a range of responses that fall into five general categories:

(1) Support no change to the current regulations. The \$5 maximum fee works well, and boaters are used to it.

(2) Suggest the regulations be changed to mandate or encourage free pumpout services. Offering free pumpout services increases the number of boaters using pumpouts, decreases the amount of inappropriately disposed boater septic waste, and reduces the burden for operators in States that offer CVA O&M funding.

(3) Suggest the regulations be changed to allow a sliding scale with a \$5 maximum for boats with smaller holding tanks, increasing fees with the size of the holding tank. An issue with this option is that not all pumpout equipment is installed with monitoring capability to gauge the number of gallons pumped.

(4) Address the fee issue by maintaining a similar approach as in the current regulations, but increase the fee.

(5) Allow operators to charge a fee according to the prevailing market rate for the area they serve.

(d) We are interested in comments from States, boaters, operators, and interest organizations that address the questions and responses above. When responding, please consider:

(1) The maximum fee that boaters will accept as reasonable for the service they receive;

(2) How the fee schedule may influence boater usage;

(3) How the fee schedule may affect water quality;

(4) If we need to consider State and local laws or codes when establishing a fee schedule; and

(5) How reduced fees may affect operators that incur additional costs for:

(i) Removing septic waste via a waste hauler from an on-site holding tank where municipal sewer service is not available;

(ii) Disposing of boater waste via municipal sewer connections where the municipality charges an additional fee for boater waste (Ex: hazardous waste disposal fee); or

(iii) Other actions to process or dispose of boater waste.

Issue 5: Defining "Recreational Vessel" and Access to CVA-Funded Services

(a) We have received many comments requesting clarity on how to define "recreational vessel" in the context of CVA and whether we should consider allowing CVA-funded facilities to be available to non-recreational vessels (Ex: house boats, commercial vessels). We ask your comments on the following:

(1) How should we define "recreational vessel" for CVA? Should the term include vessels that are not for personal use, but that transport the public to recreational opportunities? (Ex: dive boats, fishing charters)

(2) What criteria might we use that would clearly separate a recreational vessel from a non-recreational vessel?

(b) We have considered that the ultimate benefit of CVA is clean recreational waters that benefit all users. We have engaged in discussions that ask us to consider allowing CVA-funded pumpouts to be available for use by other than what we define as a "recreational vessel." We ask for comments on the following:

(1) Should CVA-funded facilities be available to serve all vessels, regardless of their designation as recreational or non-recreational? What are the advantages and disadvantages?

(2) If CVA-funded facilities are used to service other than non-recreational vessels, should operators be allowed to charge a higher fee for non-recreational

use? (The rationale is that the higher fees would help pay for replacement/repairs of the equipment that will have a reduced useful life due to the additional burden on the equipment.)

(3) Are there any user groups or vessel types that should be fully excluded from consideration for expanding availability of CVA-funded pumpouts? Why or why not?

(4) If we choose to expand eligible use, what restrictions, if any, should be imposed on non-recreational vessels using CVA-funded pumpouts?

Issue 6: Definition of "Useful Life"

(a) The term "useful life" as used in the current CVA regulations was intended to relate to the functional longevity of the equipment. Using this approach, there are multiple considerations that could influence the useful life of a pumpout project, such as environmental effects (marine vs. freshwater environment, weather), biological effects (quagga mussels), amount and type of usage, adequate maintenance, boater education on proper use, and equipment components that are more vulnerable to wear or failure. In addition, it is likely that more than one of these considerations are present at one time, compounding potential impacts. Many States indicate that they have moved away from looking at the operational longevity of the equipment and instead have set a contractual requirement for the number of years the operator must maintain the equipment.

The above information has led us to reconsider our regulatory approach for how long a pumpout facility must be maintained and operational for its intended purpose. We also consider that a primary goal of CVA is to have sufficient available and functional pumpout facilities and that they contribute to a network of pumpout facilities for continued boater access and use.

(b) We typically employ useful life consideration for capital improvements. We define a "capital improvement" as:

(1) a new structure that costs at least \$25,000 to build; or (2) altering, renovating, or repairing an existing structure if it increases the structure's useful life by 10 years or if it costs at least \$25,000. The focus is on structures attached to real property.

The cost of a typical land-based pumpout facility is below the threshold for a capital improvement. Mobile or movable pumpout facilities, such as boats and floating restrooms, we consider personal property and not a capital improvement. We, therefore, must consider that using useful life to

measure obligation for a pumpout facility may not benefit the consistency and viability of the CVA program mission.

We suggest the alternative approach of applying in regulation an obligation for a minimum number of years that an operator must maintain an operational pumpout for its intended purpose. After this time, an operator may choose to continue the obligation for another period under the CVA grant program, continue operation outside the CVA grant program, or cease operation of the pumpout facility.

The majority of States responding to an inquiry suggested 10 years, but other suggestions ranged from 4 to 20 years.

(c) We ask for your comments on the following:

(1) Which approach do you suggest is the best for the continued success of CVA, and why do you prefer it?

(2) What obligation do you suggest an operator assume when participating in CVA, including how long an operator must maintain a CVA-funded pumpout facility?

(3) If a State offers O&M funding for existing facilities, should participation in O&M extend the obligation to maintain and operate the facility? For example, if we assume a fixed-year

obligation for maintaining a pumpout facility, for each year that the operator receives O&M funding should it extend the obligation an additional year?

(4) What CVA-funded actions would you suggest we identify that, if completed, will restart the fixed-year obligation period? (Ex: replacement, major renovation, etc.)

(5) We discussed in Issue 5 the possibility of expanding the type of vessels that could be serviced by CVA-funded facilities. If we choose the approach to require a fixed-year obligation for a CVA-funded facility, the CVA-funded facility would be obligated to be maintained and functional for the designated period regardless of use, so additional wear and tear would be the responsibility of the operator to address during that period. What advantages, disadvantages, or other effects should we consider regarding this combined approach?

Public Participation

We seek comments from you in response to the topics and questions above. We also seek any relevant comments on other issues related to this proposed rulemaking. We especially seek recommendations for effective and efficient approaches to CVA. After

analyzing the comments received from this ANPR, we will proceed with a proposed rulemaking.

All submissions received must include the Service docket number for this notice. Before including your address, phone number, email address, or other personal identifying information in your comment, you should be aware that your entire comment—including your personal information—may be made publicly available. While you can ask us in your comment to withhold your personal identifying information from public review, we cannot guarantee that we will be able to do so.

The Service supports a collaborative process as we develop the proposed rule. After the comment period ends for the ANPR, we will post information on other opportunities to comment prior to the proposed rule, background, and past comments received at: <http://fawiki.fws.gov/display/CR5C8/CVA+Review+50+CFR+85+Home>.

Dated: August 31, 2015.

Karen Hyun,

Acting Principal Deputy Assistant Secretary for Fish and Wildlife and Parks.

[FR Doc. 2015-22723 Filed 9-11-15; 8:45 am]

BILLING CODE 4310-55-P

SEA CHANGE

SAN MATEO COUNTY

Breakout Session Questions for Discussion

1. What is your interest or motivation for participating in this project?

formation
county
wide
SPA

facilities, users, tenants, employee safety
Agency guidance on Dev
inundation areas / clarify
new waste
transportation infrastructure

Buy trail / coastal access
includes addressing landslides
Working on Com response
Getting appropriate SLR into design
Consistency
work
(Fema + coastal commission)
Natural wildlife

2. What are your top three concerns with regard to flooding and sea level rise in your community/ organization?

Tides +
affected
roads
Hydro master
road

shoreline, utilities, sewer pumps, Breakwall
Permit - make more effective
Grants
legal liability
Market regulatory constraints
local outreach - getting directly into comm.

EIR Major events

3. What are three things you need from a Sea Level Rise Vulnerability Assessment to best help your community prepare for the impacts of sea level rise?

4. What current efforts do you have underway to prepare for flooding, saltwater intrusion, and rising tides?



Program Overview

The County of San Mateo has initiated a sea level rise vulnerability assessment as part of a long-term resilience strategy to ensure our communities, ecosystems, and economy are prepared for climate change. This joint project is being completed in partnership with the California State Coastal Conservancy.

ARCADIS will conduct a technical study to compile a list of assets that have the potential to be impacted by inundation. A more detailed evaluation of vulnerability will be completed for 30 representative assets in the County. In addition, this effort will include a focus on nature-based solutions and reducing impacts to underserved communities. The final report will include recommended next steps and conceptual design of adaptation options for key assets in San Mateo County.



View of King Tides from Pacifica Pier. Photo by Jack Sutton, Jan. 2013

Stakeholder Engagement

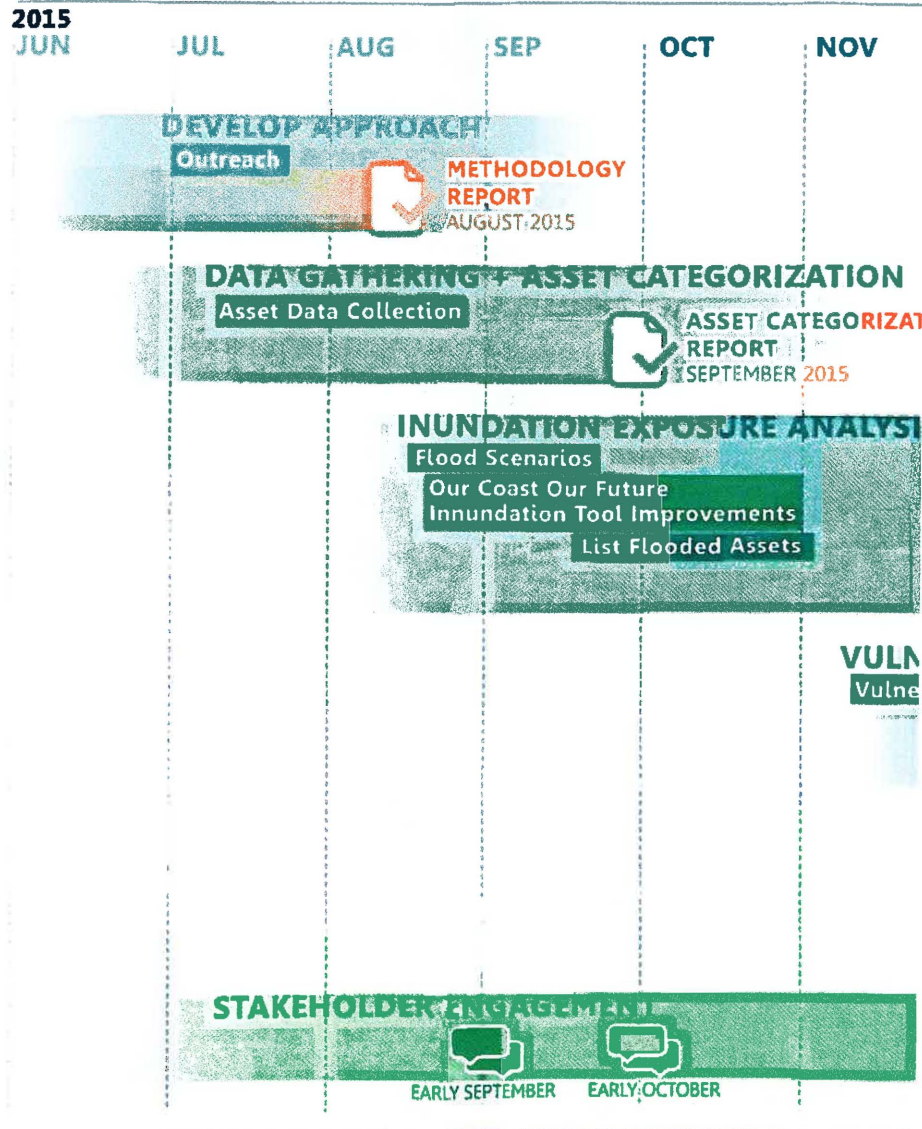
The project will be informed by a Technical Working Group, Policy Advisory Committee, Community Task Force, and by community input through public events and workshops.

The Technical Working Group (TWG) is comprised of individuals with a working knowledge and familiarity with the physical location, surrounding environment, proximity to sea level rise associated risks, and the operation of key assets in San Mateo County.

The Policy Advisory Committee (PAC) is comprised of high level city officials and individuals with knowledge of formation or implementation of regulations, policies/programs related to hazard mitigation, disaster preparedness, public health, transportation, real estate development, and natural resource management. PAC member will provide high level guidance on the project approach and work products.

The Community Task Force (CTF) consists of community group representatives who are actively involved in the community and are able to help plan and conduct outreach efforts to raise public awareness on sea level rise. The CTF will meet on a regular basis for the duration of the Assessment, October 2015 to June 2016. The Community Task Force will advise the Project Management Team on outreach efforts, such as recommending groups to connect with, events to attend, and methods that would resonate with the local community. Specifically, the Task Force will provide guidance on public engagement and the planning of 2 public workshops.

SEA CHANGE | **SAN MATEO COUNTY SEA LEVEL RISE**
 SAN MATEO COUNTY | **PROJECT SCHEDULE**



- LEGEND**
-  DELIVERABLE
 -  TECHNICAL WORKING GROUP MEETING
 -  POLICY ADVISORY COMMITTEE MEETING
 -  TECHNICAL TASK EXECUTION
 -  OUTREACH PERIOD

be conducted using existing sea level rise modeling completed by United is part of the Our Coast Our Future (OCOF) tool. ARCADIS will use a range of nt amounts of sea level rise, combined with the 1% annual chance storm, will lts of the sea level rise mapping, ARCADIS, in coordination with the Technical ch assets are at risk over the near and long term.

gan with a Kick-Off Meeting held on June 5th, 2015. This initial approach rest, identification of project goals, and creating a detailed step by step e achieved.

gorization

3 GIS data and other information on assets in the project area, including data , energy, and socially vulnerable communities. Once data has been gathered, undation will be objectively categorized.

is

ifying assets that are at exposed to the project’s inundation scenarios. With Group, ARCADIS will create a list of these assets.

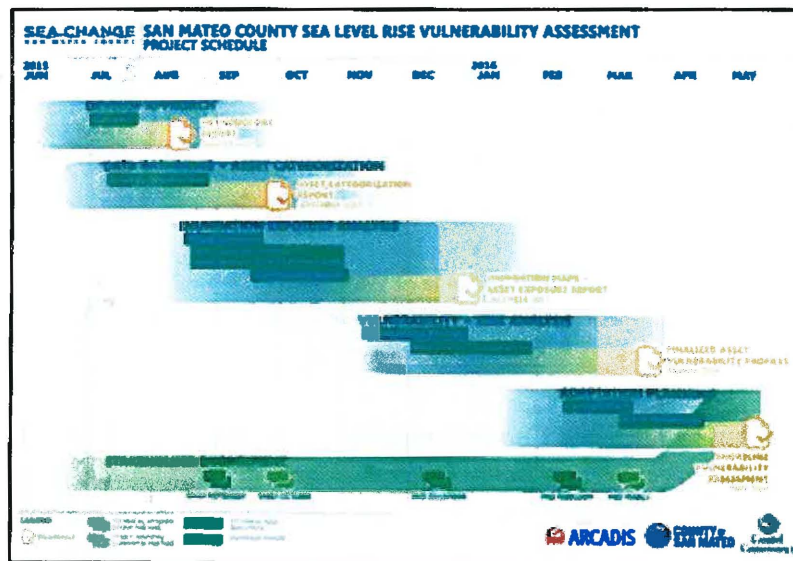
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study based s will be sset types in the 30 assets nunity astewater

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ck to San Mateo County and its assets. In addition, two or three artist





SEA CHANGE SAN MATEO COUNTY



AGENDA

SAN MATEO COUNTY SEA LEVEL RISE VULNERABILITY ASSESSMENT Policy Advisory Committee (PAC) Meeting #1

Wednesday, October 7, 2015

9:00 am – 12:00 pm

Foster City, City Hall Council Chambers
610 Foster City Blvd, Foster City, CA 94404

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- | | |
|---|----------------------|
| 1. REGISTRATION & MORNING REFRESHMENTS | 9:00 – 9:15 |
| 2. OPENING COMMENTS (Pine) | 9:15 – 9:30 |
| a. Meeting goals, agenda, outcomes, overview of activity | |
| b. Role/importance of PAC, opportunities for participation | |
| c. Introductions | |
| 3. UPDATES & ANNOUNCEMENTS (Pine) | 9:30 – 9:45 |
| a. Future meetings | |
| b. Updates and announcements from attendees | |
| c. Project website & outreach opportunities (Papendick) | |
| 4. PROJECT OVERVIEW (Slattery/Wijsman) | 9:45 – 10:05 |
| a. Project approach | |
| b. Sea level rise scenarios | |
| 5. ASSET CATEGORIZATION & INVENTORY OF ASSETS (Ludy/Papendick) | 10:05 – 10:20 |
| 6. OUR COAST OUR FUTURE OVERVIEW (O'Neill) | 10:20 – 10:35 |
| 7. BREAK | 10:35 – 10:50 |
| 8. BREAKOUT SESSION* (Facilitated Discussion) | 10:50 – 11:35 |
| *See reverse for discussion questions | |
| 9. REPORT BREAKOUT SESSION FINDINGS TO GROUP (PAC Representatives) | 11:35 – 11:55 |
| 10. CONCLUSION AND INVITATION TO NEXT MEETING (Pine) | 11:55 – 12:00 |

Share a ride, take transit, walk or bike to the meeting and you'll be entered to win a kindle or other great prizes.



Legislative Report

2015



THE APEX GROUP

ADVOCACY • GOVERNMENT RELATIONS • PROCUREMENT

The Legislature concluded its regular Legislative Session for 2015 just after midnight on September 12. However, since this is the first year of a two-year legislative session, that deadline is just a break until January when they continue with the second year of the session.

Each year is defined by a small number of high profile issues, often culminating in the final days of session with last-minute deals cut to secure critical votes. This year, it was all about climate change, regulation of marijuana, physician assisted death, mandatory vaccinations, Medicare funding, and finding a new source of funding for our aging transportation infrastructure.

The twist in this late-session dynamic that added a whole new dimension to the debate was a newly emboldened group of “moderate” Democrats in the Assembly. The Democrats hold a significant majority and leadership tends to drive the agenda when it comes to major issues. The tension between the more “progressive” leadership and the moderates has grown in recent years as there are some real philosophical difference between the progressive members and these moderates.

With the recent elections the number of “mods,” as they are called, has grown and with it a stronger sense of their own identity. There are many reasons for an increase in moderate Democrats, but the most significant is the recent change to a “top-two” primary system. In the past, the top Democrat and the top Republican faced off in the General Election. Now, a General Election can have two candidates from the same party. This dynamic tends to favor moderate candidates, mostly among Democrats.

This new dynamic was on full display with two, significant climate changes bills. The first example was when the “mods” forced the removal of mandated reductions in the use of petroleum products in motor vehicles from SB 350 (DeLeon), a bill dealing with climate change issues. This was a significant blow as it was a top priority for Governor Brown and Senator DeLeon, the leader of the Senate. The “mods” were also able to outright kill SB 32 (Pavley), a proposal to strengthen existing greenhouse gas reduction mandates.

If one is to read the tea leaves, it is a safe bet to say that there has been a gentle shift of power away from the leadership to this newly organized group of moderate Democrats and, regardless of your personal political views, strictly considering the impact to boating and the boating businesses that serve them, this is good news as these members are much more sympathetic to our concerns.

On the Boating Front...

At the end of each year, I come up with a phrase that best describes the outcomes as they relate to our particular issues of concern. For 2015, I would have to say that phrase is: “steady as she goes!” For many years, the state budget has been a major challenge as California, and the nation for that matter, have been in economic crisis. These financial challenges found their way into the state budget, which in turn put pressure on the Harbors and Watercraft Revolving

Fund (HWRF), which is the main source of funding for boating programs. Fortunately, those direct pressures have abated somewhat, but there are still fiscal challenges ahead. The State General Fund owes the HWRF about \$51 million dollars, which is expected to be paid back over the next two budget cycles. We will have to remain diligent to make sure that happens. Secondly, now that the Department of Boating and Waterways is the Division of Boating Waterways (DBW) within the Department of Parks and Recreation, we will need to continue to monitor their activity closely to ensure boating dollars do not start to “bleed” into parks programs.

While our budget picture is trending in the right direction, our workload on other issues remains about the same. We continue to engage on bills of interest and address regulatory and other activity of various governmental agencies. The following is a summary of our key issues for 2015.

Priority Legislation

There are thousands of pages of laws affecting Californians, but each year we seem to find a need to add to that list. This year, the California Legislature introduced 2297 new bills. To bring sense to this chaos, we engage in a vetting process by which we read every bill and identify those that may be of interest to our membership. Out of that process comes lists of bills we “support,” others we “oppose,” and a larger list of bills we are “watching” to see if they turn into something of concern.

Out of these lists come a much smaller group that demand our ongoing attention. For 2015 we are glad to report there were not any bills we outright opposed. To the contrary, we have been making a concerted effort in recent years to support more bills and become more of a positive influence on the process.

AB 539 (Levine): *Support: Signed by the Governor*

AB 539 allows for a mandatory blood test for vessel operators when there is suspicion the operator is under the influence of drugs or alcohol. This bill conforms boating law to vehicle operation law. This bill was sponsored by the California State Sheriffs Association (CSSA).

We supported this bill because we believe it is important to ensure that boating remains safe and this seemed like a reasonable step in that regard.

AB 638 (Frazier): *Neutral: Signed by the Governor*

AB 638 expands the existing “Personal Floatation Device” (PFD) law to vessels over 26 feet in length. Existing law requires children under 13 years of age to wear a PFD if the vessel is 26 feet or under in length and the vessel is underway. With this change, all children under 13 years of age will now have to wear a PFD on any vessel. This bill was also sponsored by the (CSSA).

We took a position of “neutral” because while it is important to promote safety, we also consider the impacts to personal freedoms. Much like any issue we tackle, we have members on both sides of issues and in this case the balancing point was for us to remain neutral.

With the introduction of this bill, we took the opportunity to engage the author and sponsors in a discussion about the PFD requirement when a vessel is “adrift.” Under existing law, when a vessel is drifting it is considered underway, triggering the need for the use of a PFD. With the bill including larger vessels, such as houseboats for example, there was concern that the new law would impede some recreational activity, such as swimming.

After much discussion it was determined that dealing with this issue at this time would be too difficult as the definition of “underway” is part of definitions beyond California law. Although a solution could not be found in this context, now that it is on the radar, we will continue to look for opportunities for a workable solution.

AB 1323 (Frazier): Support: Pending on the Governor’s Desk

AB 1323 provides for an expedited process to remove abandoned vessels from the State’s waterways. For many years, there have been laws on the books that provide a process to declare vessels abandoned so it can be removed. Also, some agencies use the lien sale process to get rid of derelict vessels. However, both processes are cumbersome, slow and expensive.

In the past, legislative solutions to streamline the process have failed due to concerns about private property rights of the vessel owner. It was not clearly understood that these vessels are more like “debris” than vessels. However, the legislative climate has changed and AB 1323 took the added step of classifying these vessels as “marine debris.” This subtle change better characterizes the problem and, as such, AB 1323 has received strong support in the Legislature.

We have enthusiastically supported this bill as we have been aware for many years of the scope of this problem and the need for such reform.

SB 143 (Stone): Support: Stalled in Committee

SB 143 is the latest in a long line of bills that attempted to allow body contact on a given reservoir that has a restriction on such contact. In this case, the author was attempting to allow body contact on Diamond Valley Reservoir. Given the political make-up of the California Legislature, these bills tend to fail. Regardless, we generally support these bills as we do not believe there is a true health concern and allowing swimming would enhance boating.

SB 345 (Berryhill): Support: Stalled in Committee

SB 345 was a bill sponsored by the “California Sport Fishing League,” which we strongly supported. This bill attempted to enhance recreational fishing by making various changes to fishing rules to make it accessible and affordable. First, the bill changed fishing licenses to a 12-month pass, rather than a pass good for the calendar year. This way a purchaser would get a full year’s use out of a permit, regardless of when it was purchased. SB 345 also created a

“Junior Sport Fishing License” that would be offered at a reduced rate. Unfortunately, this bill stalled before it reached the end of the process.

SB 399 (Hall): Support: Pending on the Governor’s Desk

This was another bill that is fairly narrow in scope, much like SB 143, but worth supporting because of its overall impact on boating. SB 399 allows the City of Los Angeles to lease its tidelands for up to 66 years. Current law only allows leases for up to 50 years. Marina operators, and other boating business, need as much economic stability as possible to survive and thrive. Extending lease terms can only help with this stability.

SCA 7 (Huff): Support: Stalled in Committee

SCA 7 was a short-lived effort that included constitutional protections for the HWRF. It is possible for the Governor and Legislature to steal from the HWRF because there is no constitutional protections, and any rip off can be achieved with a simple majority vote.

SCA 7 was a constitutional amendment that attempted to protect transportation revenue with the HWRF protections added later. There is a major effort underway to deal with our transportation funding problems and this protection was added to that debate. Unfortunately, the politics moved in a different direction and the effort died. Nevertheless, we offered our support when requested by the author.

Priority Issues

DBW Working Group:

Your association, along with members from the other boating associations we represent, have formed a “working group” for the purpose of engaging with the DBW to seek improvements to some of their programs. This group was formed out a growing concern that the communication and relationship between DBW and the boating community is not what it could be.

In 2013, DBW was merged with Parks and the transition has been more difficult than expected as they attempt to merge two organizations.

This group has already met with DBW and the process will be continued as DBW senior staff will be meeting with the Legislative Committee of all five of our boating associations later in October. We are looking at issues related to improving communication, and a plan to increase information flowing to the boating community, along with suggesting changes to their internal process that will make interactions more effective. This communication will hopefully be ongoing and will result in improvements all around. We are confident about our prospects as Parks is also very enthusiastic about engaging in this process.

DBW Online Grant Applications:

We have lobbied for years for DBW to be more transparent and interactive with their programs. We are glad to report that several of their grant programs now have an online application process, and it is our understanding these grant applications are only the beginning. DBW is also expected to put even more information about other program online over time.

Newport Bay Total Maximum Daily Load (TMDL) – Copper:

In recent years, the issue of excessive copper in the water has become a priority for the various regional water boards. This problem is caused by copper-based vessel hull paints as well as many other sources, such as brake pads. Newport Bay is just beginning the process of crafting their copper TMDL rule. A TMDL mandates actions to reduce the amount of a given pollutant in a given body of water, such as copper in this case.

Over the last couple years, we have been engaged on this same issue in Marina Del Rey. The result there was a copper TMDL that will severely impact the boating community. Marina Del Rey has a very high amount of copper due to vessel hull paints, and their new TMDL reflects this by placing significant burdens on the boaters, specifically the need to replace copper based hull paints over time.

Newport Bay has a similar problem, albeit not as acute. Here is a quote from their “project summary” document, which does a good job of summarizing the issue:

“In order to meet this draft Cu TMDL, Cu discharges from boat hulls must be reduced by 83%. The proposed Cu TMDL will be phased and will allow 15 years to reduce Cu discharges from boats. This will allow boaters to convert their boats from Cu to nontoxic paints as hull repainting is needed during normal boat maintenance. Additional options to reduce Cu from boat hulls include 1) the use of best management practices (BMPs) by all hull cleaners (such as the use of softer pads for hull cleaning), and 2) the use of slip liners, especially during hull cleaning. In addition, Cu concentrations in sediments must be reduced, and dredging is recommended.”

This issue is important and worthy of note as there are other impaired waterbodies in the State that could also see similar rules impacting the boating community. We will continue to monitor the Newport Bay issue and engage where appropriate.

***State Water Resources Control Board (SWRCB):
In-Water Vessel Hull Cleaning “Best Management Practices”***

The profile of this issue was significantly increased during the Marina Del Rey Copper TMDL process. It has been determined that in-water hull cleaning is a significant contributor to copper in the water. As a result of this increased awareness, the SWRCB has been working on “best management practices” for hull cleaning.

It is worth noting as the more we can improve hull cleaning practices, and thereby reducing the amount of copper in the water, the less pressure there is to demand action by marina operators themselves to take action to improve water quality.

I participate in the "Marina Interagency Coordinating Committee," which is a committee of both stakeholders and state, regional and local regulatory whose purpose is to look at water quality issues as it relates to boating. This issue continues to be part of the discussion and as new technologies are developed and the science is better understood, more regulation is likely.

Anti-Fouling Hull Paint Reformulation:

As the profile of copper has been raised with these various regulatory efforts, the amount of copper in hull paints became the focus of attention. In response, the Legislature passed AB 425 (Atkins, 2013). This bill required the Department of Pesticide Regulation to develop mitigation measures for copper and determine a "leach rate" for copper anti-fouling paints. (The leach rate is the speed by which copper leaches from the paint into the water) They have completed their studies and made a determination regarding leach rates.

DPR is working on regulations to implement their recommendations. It is unclear exactly what the regulations will require and, due to staff shortages, it could take some time. Because this is a very technical issue, you can visit the DPR website for more details at www.cdpr.ca.gov and search for "anti-fouling paint."

State Budget

At the beginning of this report, I made a general reference to the State Budget, but here I will go into more detail. The State Budget was finalized on time and it very much reflects a state in recovery, but one that is also dealing with the fiscal "hangover" of the recession. Specifically, the budget for 2015/2016 assumes \$115 billion in revenues, which is a 3.3 percent increase over 2014-15. Additionally, by the end of the budget year, the State will have a total reserve of about \$4.6 billion, with \$3.5 billion remaining in the "rainy day" fund and \$1.1 billion in a special fund for economic uncertainties. Because of the relative strength of the budget, the State will also be able to pay down about \$1.9 billion of the debt accumulated during the recession. These actions are predicated on an estimation that the tax revenues coming to the State will increase by about four percent. All and all, the budget is strong and responsible and that is due primarily to a Governor who is ironically very progressive on most issues, but who also has a real commitment to fiscal restraint.

Transportation Funding Special Session:

The Governor called a "special session" to consider new funding sources to help pay for much-needed repairs to our infrastructure. This is important to the boating community as the Harbors and Watercraft Revolving Fund is supported by the gas tax, which could be affected by the outcomes of this special session. The special session failed to produce a plan for finding

new resources, but they are expected to continuing looking for solutions over the interim through a newly created "conference committee." I will monitor this committee's work closely to ensure our interests are protected.

State Budget and Boating

The good news for the boating community is that our programs are fully funded, with increases in a couple critical areas, namely Water Hyacinth abatement and the abandoned vessel program.

Water Hyacinth:

Water Hyacinth, an invasive and problematic weed that is clogging up the Delta, will receive an additional \$4 million in funding to help with the fight next year. In addition to the increased funding for the DBW-funded efforts, DBW has taken a lead role in coordinating other agencies to help fight this problem. The recruitment of other agencies was a smart move by DBW leadership, as these other agencies bring additional funding and expertise to fight a problem that is much bigger than the concern of its "hazard to navigation," which is the primary concern of the boating community.

Abandoned Vessels:

Abandoned vessel abatement funding has also seen a significant increase this year. In the past, it was not uncommon for this program to only see funding in a range between \$500,000 and \$750,000. However, this year the budget has been increased to \$1.75 million. We have lobbied for increases in this area for years as the problem is severe and chronic.

Private Marina Loans:

The private marina loan program is being funded at a strong \$4.2 million. This is an increase over previous years as this program has a historical funding level around \$3.5 million.

Launch Ramp Grants:

Launch ramp grant funding continues to be strong at \$15.35 million.

It is fair to say that while there are still some expenditures from the boating fund we do not agree with, such as money for beach erosion, the programs that are critical to our members are receiving adequate funding.

Next Year

The repayment of loans from the HWRF to the State General Fund are expected to be paid back starting next year. We will work to see that this happens.

Bill Summary

The following section includes all the bills we tracked in 2015. For ease of reference, they have been broken in categories: "Chaptered" are bills signed into law. "Enrolled" are bills waiting action by the Governor. "Two-Year" are bills that failed to complete the process this year, but could be taken up next year.

CHAPTERED

<u>AB 298</u>	<u>Gonzalez D</u> Fish and wildlife: violations.
	Current Text: Chaptered: 6/30/2015 pdf html
	Would make a violation of a specified regulation relating to marine protected areas, marine managed areas, and special closures an infraction or a misdemeanor, except if (1) the person who violates the regulation holds a commercial fishing license or a commercial passenger fishing boat license or (2) the violation of the regulation occurred within 2 years of a prior violation of the regulation that resulted in a conviction.
	Position: Support
<u>AB 539</u>	<u>Levine D</u> Search warrants.
	Current Text: Chaptered: 7/16/2015 pdf html
	Would authorize the issuance of a search warrant on the grounds that (1) a sample of the blood of a person constitutes evidence that tends to show a violation of specified laws prohibiting, among other crimes, the operation of a vessel, or manipulating water skis, an aquaplane, or a similar device, while under the influence of alcohol or drugs, (2) the person from whom the sample is being sought has refused an officer's request to submit to, or has failed to complete, a blood test, as specified, and (3) the sample will be drawn from the person in a reasonable, medically approved manner. This bill contains other related provisions and other existing laws.
	Position: Support
<u>AB 638</u>	<u>Frazier D</u> Vessels: personal flotation devices.
	Current Text: Chaptered: 7/13/2015 pdf html

Current law prohibits a person from operating a motorboat, sailboat, or vessel that is 26 feet or less in length unless every person on board who is under 13 years of age or less is wearing a specified type of wearable personal flotation device while that motorboat, sailboat, or vessel is underway, as defined, except , among other circumstances, if the person under 13 years of age is in an enclosed cabin. Current law, for purposes of those provisions, defines "enclosed cabin" to mean a space on board a vessel that is surrounded by bulkheads and covered by a roof. This bill would make that prohibition applicable to a person operating a motorboat, sailboat, or vessel of any length, but would exempt from that prohibition a person operating a passenger vessel or small passenger vessel, as defined.

Position: Watch A

SB 141

McGuire D Humboldt Bay Harbor, Recreation, and Conservation District Act: land grants, acquisitions, and dispositions.

Current Text: Chaptered: 9/1/2015 [pdf](#) [html](#)

The Humboldt Bay Harbor, Recreation, and Conservation District Act requires that all grants, franchises, leases, permits, rights or privileges be made in accordance with those rules and regulations as the board of commissioners of the district prescribes by resolution, and prohibits irrevocable grants of fee title from being granted or issued. This bill would eliminate that provision prohibiting irrevocable grants of fee title, thereby authorizing these grants subject to the other provisions of the act. This bill contains other related provisions and other existing laws.

Position: Watch

SB 162

Galgiani D Treated wood waste.

Current Text: Chaptered: 9/28/2015 [pdf](#) [html](#)

Current law requires the wood preserving industry to provide certain information relating to the potential danger of treated wood to wholesalers and retailers of treated wood and wood-like products. Current law requires these wholesalers and retailers to conspicuously post the information at or near the point of display or customer selection of treated wood and wood-like products, as specified. This bill would update the information required to be posted by wholesalers and retailers of treated wood and treated wood-like products.

Position: Watch A

ENROLLED

<u>AB 353</u>	<p><u>Lackey R</u> Protected species: take: Bouquet Canyon: habitat restoration project.</p> <p>Current Text: Enrollment: 9/18/2015 pdf html</p> <p>Would permit the Department of Fish and Wildlife to authorize, under the California Endangered Species Act, the take of the unarmored threespine stickleback (<i>Gasterosteus aculeatus williamsoni</i>) resulting from impacts attributable to the habitat restoration project to restore, maintain, and improve riparian habitat on public lands in a prescribed portion of Bouquet Creek and projects to restore the flow capacity to Bouquet Creek in Bouquet Canyon on public lands, as specified, if certain conditions are satisfied. This bill contains other related provisions.</p> <p>Position: Watch</p>
<u>AB 392</u>	<p><u>Atkins D</u> San Diego River Conservancy.</p> <p>Current Text: Enrollment: 9/10/2015 pdf html</p> <p>The San Diego River Conservancy Act establishes the San Diego River Conservancy in the Natural Resources Agency, and prescribes the territory, membership, and functions and duties of the conservancy with regard to, among other things, the acquisition, protection, and management of public lands within the San Diego River area, as defined. Current law provides that the act will remain in effect until January 1, 2020. This bill would delete the January 1, 2020, repeal date, thereby extending the operation of the act indefinitely.</p> <p>Position: Watch</p>
<u>AB 549</u>	<p><u>Levine D</u> State park system.</p> <p>Current Text: Enrollment: 9/14/2015 pdf html</p> <p>Would authorize the Department of Parks and Recreation to acquire, install or permit the installation of, and operate or permit the operation of, camping cabins and parking facilities for recreational vehicles within the units of the state park system, if the installation and operation is consistent with the classification of the park system unit, and with the general plan of the unit, if one exists. The bill would authorize the department to enter into an</p>

agreement with a qualified nonprofit organization for those purposes. This bill contains other related provisions and other existing laws.

Position: Watch

AB 1178 Achadjian R Vehicles: manufacturers and distributors.

Current Text: Enrollment: 9/18/2015 [pdf](#) [html](#)

Would, until January 1, 2019, authorize the New Motor Vehicle Board to hear protests by an association challenging the legality of an export or sale-for-resale prohibition policy of a manufacturer, manufacturer branch, distributor, or distributor branch, and would establish procedures for hearing those protests, as specified. This bill contains other related provisions and other existing laws.

Position: Watch

AB 1274 Stone, Mark D Public lands: geophysical surveys.

Current Text: Enrollment: 9/3/2015 [pdf](#) [html](#)

Would authorize the State Lands Commission to issue permits for geophysical surveys on state lands under its jurisdiction, including granted and ungranted tidelands and submerged lands and the beds of navigable waterways, subject to terms and conditions as the commission shall specify to ensure public safety and protection of the environment, and would require the commission to adopt regulations to aid in the implementation of those provisions, as specified.

Position: Watch A

AB 1312 O'Donnell D Ballast water management.

Current Text: Enrollment: 9/1/2015 [pdf](#) [html](#)

Would define the term "port" for purposes of the Marine Invasive Species Act to mean any port or place in which a vessel was, is, or will be anchored or moored, or where a vessel will transfer cargo. This bill contains other related provisions and other existing laws.

Position: Watch

<u>AB 1323</u>	Frazier D Marine debris: removal and disposal.
	Current Text: Enrollment: 9/17/2015 pdf html
	<p>Would authorize a public agency to remove and dispose of after 10 days marine debris, defined as a vessel, as defined, or part of a vessel that is unseaworthy and not reasonably fit or capable of being made fit to be used as a means of transportation by water, if that marine debris is floating, sunk, partially sunk, or beached in or on a public waterway, public beach, or on state tidelands or submerged lands, and if the marine debris has no or little value, as provided, and the public agency provides notice, as specified.</p>
	Position: Support
<u>SB 63</u>	Hall D Seaport infrastructure financing districts.
	Current Text: Enrollment: 9/11/2015 pdf html
	<p>Would include port or harbor infrastructure, as defined, among the projects that may be financed by an enhanced infrastructure financing district. The bill would require a harbor agency to prepare an infrastructure financing plan for a seaport infrastructure financing district, defined as an enhanced infrastructure financing district that finances port or harbor infrastructure.</p>
	Position: Watch A
<u>SB 204</u>	Pavley D State parks.
	Current Text: Enrollment: 9/10/2015 pdf html
	<p>Current law establishes the Department of Parks and Recreation and vests the department with the control of the state park system. This bill would require the Director of Parks and Recreation to promote and regulate the use of the state park system in a manner that conserves the scenery, natural and historic resources, and wildlife in the individual units of the system for the enjoyment of future generations. This bill contains other related provisions and other current laws.</p>
	Position: Watch
<u>SB 399</u>	Hall D Tidelands and submerged lands: City of Los Angeles.
	Current Text: Enrollment: 9/11/2015 pdf html

Current law grants to the City of Los Angeles all the right, title, and interest of the State of California in and to all tidelands and submerged lands situated below the line of mean high tide of the Pacific Ocean within the boundaries of the city in trust for specified purposes, including promotion of commerce, navigation, and fishery, and for certain uses relating to those purposes. This bill would authorize the City of Los Angeles to grant franchises and permits on, or leases of, those lands for those specified purposes for limited terms, not exceeding 66 years.

Position: Support

TWO YEAR

AB 52

Gray D Public accommodations: construction-related accessibility claims.

Current Text: Introduced: 12/1/2014 [pdf](#) [html](#)

Would provide that a defendant's maximum liability for statutory damages in a construction-related accessibility claim against a place of public accommodation is \$1,000 for each offense if the defendant has corrected all construction-related violations that are the basis of the claim within 180 days of being served with the complaint and the defendant demonstrates that the structure or area of the alleged violation was determined to meet standards or was subjected to an inspection, as specified.

Position: Support

AB 299

Brown D Public health: drownings.

Current Text: Amended: 4/23/2015 [pdf](#) [html](#)

Would require the State Department of Public Health to create, by regulation, a submersion incident report form for the reporting of all statewide drownings or nonfatal drownings, as specified. The bill would require the form to be used and completed by every first responder, as defined, within 72 hours for every drowning or nonfatal drowning for which the first responder provides services or investigates and for which a person is treated or hospitalized for respiratory distress.

Position: Watch

<u>AB 367</u>	<u>Dodd D</u> Clear Lake.
	Current Text: Amended: 4/15/2015 pdf html
	Would appropriate \$2,400,000 from an unspecified fund to the County of Lake for the purposes of restoring Clear Lake wetlands, maintaining the water quality of Clear Lake, preventing the spread of invasive species to Clear Lake, and controlling and eradicating invasive species in Clear Lake. This bill contains other current laws.
	Position: Watch

<u>AB 484</u>	<u>Gipson D</u> California Infrastructure and Economic Development Bank: Insurance.
	Current Text: Amended: 4/14/2015 pdf html
	Would authorize the California Infrastructure and Economic Development Bank to include insurance, coinsurance, and other forms of surety among the types of financial products included in programs administered by the bank, as prescribed. The bill would authorize the bank to act as agent for creditworthy California growers, manufacturers, and other exporters, to sell approved and insured accounts receivable to qualified parties, and function as a clearinghouse for the collection and disbursement of funds relative to those sales. By expanding the activities of the bank that are funded by continuous appropriation from the expansion fund, this bill would make an appropriation.
	Position: Watch

<u>AB 1427</u>	<u>Lackey R</u> Fish and Game Commission: hearings.
	Current Text: Introduced: 2/27/2015 pdf html
	Current law authorizes the Fish and Game Commission, or any person appointed by the commission to conduct a hearing, to cause the deposition of witnesses, as prescribed, and to compel the attendance of witnesses and the production of documents and papers, in accordance with certain requirements. This bill would make a technical, nonsubstantive change to that provision.
	Position: Watch

<u>SB 37</u>	<u>Nielsen R</u> Water: floods.
	Current Text: Amended: 2/12/2015 pdf html
	<p>Would authorize the Department of Water Resources to provide reimbursement to funding recipients that execute a funding agreement under the Urban Flood Risk Reduction Projects program for expenditures associated with continued funding of a project initiated under the Early Implementation Project program and incurred after July 1, 2014, and before issuance of a funding commitment, or amendment or execution of the funding agreement, but no later than December 31, 2015. This bill contains other related provisions.</p>
	Position: Watch
<u>SB 233</u>	<u>Hertzberg D</u> Marine resources and preservation.
	Current Text: Amended: 7/16/2015 pdf html
	<p>The California Marine Resources Legacy Act establishes a program, administered by the Department of Fish and Wildlife, to allow partial removal of offshore oil structures. Before the first application to partially remove an offshore oil structure is filed, this bill would authorize a prospective applicant to pay a portion of the startup costs in an amount determined by the department to be necessary for staff and other costs in anticipation of receipt of the first application. The bill would require an applicant, upon conditional approval for partial removal of an offshore oil structure, to apportion and transmit a portion of the cost savings to the department, instead of to the specified entities and funds.</p>
	Position: Watch
<u>SB 234</u>	<u>Wolk D</u> Wildlife management areas: payments.
	Current Text: Introduced: 2/13/2015 pdf html
	<p>Current law requires the Department of Fish and Wildlife, when income is derived directly from real property acquired and operated by the state as a wildlife management area, as defined, to pay annually to the county in which the property is located an amount equal to the county taxes levied upon the property at the time title to the property was transferred to the state, and any assessments levied upon the property by any irrigation, drainage, or reclamation district. This bill would appropriate \$19,000,000 from the</p>

General Fund to the department to make payments to counties for unpaid amounts under these provisions.

Position: Watch

SB 345 Berryhill R The Sport Fishing Stimulus Act of 2015.

Current Text: Amended: 6/2/2015 act bill

Would authorize a charitable organization or nonprofit organization to possess fish taken under a sport fishing license in excess of a possession limit established by statute or by regulations adopted by the Fish and Game Commission at any time if the charitable organization or nonprofit organization was given the fish by a donor intermediary, as defined, or a person who holds a sport fishing license and an applicable license tag or tags, the charitable organization or nonprofit organization has documentation to that effect, as specified, and the charitable organization or nonprofit organization retains any tag required to be affixed to a fish in the manner prescribed in the Fish and Game Code or regulations adopted by the commission.

Position: Support

SB 734 De León D State lands acquisitions: public transparency.

Current Text: Amended: 6/2/2015 act bill

Current law requires the Natural Resources Agency, in fiscal years for which funding is provided, to develop and maintain a database of lands and easements that have been acquired by the departments and boards within the agency. Current law, in conjunction with the database, requires the agency to do certain things, including to establish a uniform open process to ensure that information is readily available to the general public, local, state, and federal agencies, adjacent landowners, and other interested parties regarding any state hearings to approve proposed state land acquisitions. This bill would require the agency to implement the above uniform open process to include, but not be limited to, at least 30 days for public comment, to provide public transparency.

Position: Watch

<u>SB 788</u>	<u>McGuire D</u> California Coastal Protection Act of 2015.
	Current Text: Amended: 6/2/2015 pdf html
	The California Coastal Sanctuary Act of 1994 authorizes the State Lands Commission to enter into a lease for the extraction of oil or gas from state-owned tide and submerged lands in the California Coastal Sanctuary if the commission determines that the oil or gas deposits are being drained by means of producing wells upon adjacent federal lands and the lease is in the best interest of the state. This bill would enact the California Coastal Protection Act of 2015, which would delete this authorization. The bill would make related legislative findings and declarations.
	Position: Watch A
<u>AB 678</u>	<u>O'Donnell D</u> Energy Efficiency and Greenhouse Gas Reductions Ports Program.
	Current Text: Amended: 8/18/2015 pdf html
	Would require the State Air Resources Board, in conjunction with the State Energy Resources Conservation and Development Commission, to develop and implement the Energy Efficiency and Greenhouse Gas Reductions Ports Program to fund energy efficiency upgrades and investments at public ports, as described. The bill would require a port to develop and adopt an energy plan for the port to receive funding under the program for energy-related projects.
	Position: Watch
<u>AB 1205</u>	<u>Gomez D</u> The California River Revitalization and Greenway Development Act of 2015.
	Current Text: Amended: 7/16/2015 pdf html
	Would require the Natural Resources Agency to establish a grant program for projects on or adjacent to riparian corridors that, among other things, furthers the regulatory purposes of the California Global Warming Solutions Act of 2006 and to consider the extent to which a project reduces emissions of greenhouse gases and provides the greatest level of specified cobenefits. The bill would create the CalRIVER Fund in the State Treasury, with moneys in the fund to be available upon appropriation to implement the grant program. This bill contains other related provisions and other existing laws.
	Position: Watch

<u>AB 1432</u>	<u>Bonta D</u> Harbors and ports: Monterey Bay and the Bays of San Francisco, San Pablo, and Suisun: pilotage rates.
	Current Text: Amended: 9/4/2015 pdf html
	Current law provides for the regulation and licensure of pilots for Monterey Bay and the Bays of San Francisco, San Pablo, and Suisun by the Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun within the Transportation Agency. This bill would, consistent with the board's April 2015 adoption of rate recommendations, increase the rates of those bar pilotage fees, as provided. By increasing the rates of those fees, and thereby increasing the amount of surcharges deposited in the Board of Pilot Commissioners' Special Fund, the bill would make an appropriation.
	Position: Watch
<u>AB 1442</u>	<u>O'Donnell D</u> Motor vehicle fuel: gasohol.
	Current Text: Amended: 5/11/2015 pdf html
	Current law, the Motor Vehicle Fuel Tax Law, imposes a tax upon the privilege of distributing motor fuel and defines the term "gasohol" for purposes of that law. Gasohol is defined as all blends of gasoline and alcohol containing more than 15% gasoline. This bill would redefine gasohol to instead mean all blends of gasoline and alcohol containing more than 21% or a percentage determined by regulations adopted by the State Board of Equalization, as specified. This bill contains other related provisions and other current laws.
	Position: Watch
<u>SB 16</u>	<u>Beall D</u> Transportation funding.
	Current Text: Amended: 6/1/2015 pdf html
	Would create the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway system and the local street and road system. The bill would provide for the program to be authorized every 5 years by the Legislature, and would provide that authorization for the 2015-16 through 2019-20 fiscal years. The bill would require the California Transportation Commission to identify the estimated funds to be available for

the program and adopt performance criteria to ensure efficient use of the funds.

Position: Watch A

SB 143

Stone R Diamond Valley Reservoir: recreational use.

Current Text: Introduced: 1/27/2015 [pdf](#) [html](#)

Current law, with certain exceptions, prohibits recreational use, in which there is bodily contact with water, in a reservoir in which water is stored for domestic use and establishes water standards for those exempted reservoirs. This bill would exempt from this prohibition recreational activity in which there is bodily contact with water by any participant in the Diamond Valley Reservoir if certain standards are met. This bill contains other related provisions.

Position: Support

SB 223

Galgiani D Division of Boating and Waterways: oversight committee: invasive aquatic plants.

Current Text: Amended: 4/30/2015 [pdf](#) [html](#)

The Division of Boating and Waterways within the Department of Parks and Recreation is the lead agency in the state for purposes of cooperating with other state, local, and federal agencies in identifying, detecting, controlling, and administering programs to manage invasive aquatic plants in the Sacramento-San Joaquin Delta, its tributaries, and the Suisun Marsh, and prescribes the duties of the division with regard to the management and control or eradication of those plants. This bill would require the division, no later than 90 days after the effective date of the bill, to establish, and designate and provide staff support to, an advisory and oversight committee to evaluate and monitor the activities of the division relating to the management and control or eradication of those plants.

Position: Watch A

SB 397

Fuller R Off-highway vehicles.

Current Text: Introduced: 2/25/2015 [pdf](#) [html](#)

The Off-Highway Motor Vehicle Recreation Act of 2003 provides for the acquisition, operation, and funding of state off-highway vehicular recreation

areas and trails. This bill would state the intent of the Legislature to enact legislation relating to off-highway vehicles.

Position: Watch A

SB 772

Stone R Bay Delta Conservation Plan: judicial review.

Current Text: Introduced: 2/27/2015 [pdf](#) [html](#)

Current law imposes requirements on the Department of Water Resources in connection with the preparation of a Bay Delta Conservation Plan. This bill would state the intent of the Legislature to enact legislation establishing judicial review procedures for the Bay Delta Conservation Plan.

Position: Watch A

SB 790

Allen D State Coastal Conservancy: state policy.

Current Text: Introduced: 2/27/2015 [pdf](#) [html](#)

Current law establishes the State Coastal Conservancy, which serves as a repository for coastal lands. Current law finds and declares that the agricultural lands located within the coastal zone contribute substantially to the state and national food supply and are a vital part of the state's economy. This bill would make nonsubstantive changes to this declaration.

Position: Watch

SCA 7

Huff R Motor vehicle fees and taxes: restriction on expenditures.

Current Text: Amended: 5/28/2015 [pdf](#) [html](#)

Would prohibit the Legislature from borrowing revenues from fees and taxes imposed by the state on vehicles or their use or operation, and from using those revenues other than as specifically permitted by Article XIX. The measure would also provide that none of those revenues may be pledged or used for the payment of principal and interest on bonds or other indebtedness.

Position: Support

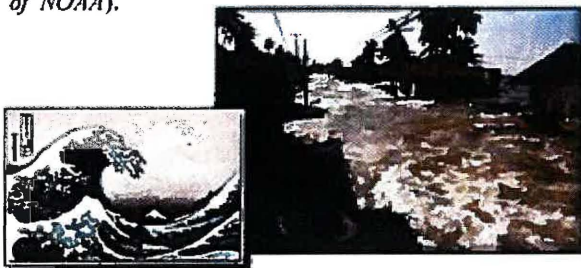


TSUNAMIS

What is a tsunami?

A tsunami is a wave, or series of waves, generated by an earthquake, landslide, volcanic eruption, or even large meteor hitting the ocean (The Japanese word *tsu* means "harbor"; *nami* means "wave"). What typically happens is a large, submarine earthquake (magnitude 8 or higher) creates a significant upward movement of the sea floor resulting in a rise or mounding of water at the ocean surface. This mound of water moves away from this center in all directions as a tsunami. A tsunami can travel across the open ocean at about 500-miles per hour, the speed of a jet airliner. As the wave approaches land and as the ocean shallows, the wave slows down to about 30 miles-per-hour and grows significantly in height (amplitude).

Although most people think a tsunami looks like a tall breaking wave, like the wave shown in the image of Japanese artwork (*below left*), it actually resembles a flood or surge, like that shown in the picture below right from the 2004 Indian Ocean Tsunami (*images courtesy of NOAA*).



Tsunamis can cause great loss of life and damage to property, as we learned in the 2004 Indian Ocean Tsunami which killed over 230,000 people in eleven different countries. The key to surviving a tsunami is to know what the warning signs are, and know what to do and where to go if you think a tsunami is about to strike.



Pictures of evacuation drill in Samoa, California, courtesy Lori Dengler (Humboldt State University) and Jim Goltz (California Emergency Management Agency).

Tsunami Warning Signs

Earthquake! If you feel an earthquake or become aware that one has occurred, do not stay in an area that is susceptible to a tsunami...move to high ground! Even a large earthquake thousands of miles away can trigger a tsunami that can cross an ocean hours later.



Watch the tides! An approaching tsunami is sometimes preceded by a rise or fall of water levels or strange bubbling in the tidal areas. If this occurs, it could be a sign that a tsunami is on its way. Head for higher ground!

Stay tuned in! Television, radio, and internet resources are good places to find out whether a tsunami is heading your way. Emergency evacuation procedures will be relayed and should be followed as soon as possible.

Tsunami Hero

The Story of 10-Year-Old Tilly Smith

When you learn about the warning signs of a tsunami, it might not only save your life...it might help save the lives of your family and others.

On December 26th, 2004, while vacationing with her family on a beach in Thailand, Tilly Smith, a 10-year old girl from Great Britain, noticed that the tide was rushing out and the ocean was strangely bubbling (*similar to the picture shown below; courtesy NOAA*). Tilly, who had studied tsunamis in a geography class two weeks earlier, quickly realized they were in danger. She warned her mother that it could be a tsunami and that they had to get off the beach immediately. Her parents alerted the others at the beach, which was quickly evacuated. The tsunami hit a few minutes later, but no one on the beach was killed or seriously injured.



Although the 2004 Indian Ocean Tsunami claimed the lives of over 200,000 people, Tilly Smith likely saved the lives of her family and over 100 other people on that beach. If you remember the warning signs, you too can become a "tsunami hero."

Tsunami Hazards in California

Have tsunamis occurred in California?

More than eighty tsunamis have been observed or recorded in California in historic times. Fortunately, almost all of these were small and did little or no damage. Though damaging tsunamis have occurred infrequently in California, they are a possibility that must be considered in coastal communities. There are two sources for California tsunamis, based on distance and warning time:

Local sources Local tsunami sources, like large offshore faults and massive submarine landslides, can put adjacent coastal communities at the greatest risk of a tsunami because the public must respond quickly with little or no official guidance. The Cascadia Subduction Zone is an example of a local tsunami source that could threaten northern California. Stretching from Cape Mendocino, California, to Vancouver Island, British Columbia, this 700-mile long submarine fault system forms the crustal plate boundary where the offshore Gorda and Juan de Fuca plates dive, or subduct, beneath the North American plate. Examples of local tsunamis that have impacted California include:

January 26, 1700 - An earthquake estimated at a magnitude 9 ruptured the entire length of the Cascadia Subduction Zone, likely causing a 50-foot tsunami in parts of northern California. Though there were no local written accounts, scientists have reconstructed the event based on geologic evidence and oral histories from the Native American people in the area, and determined the exact date and time from Japanese documents that describe the effects of a large tsunami that hit the coast of Japan later that same day.

December 21, 1812 - A tsunami struck the Santa Barbara and Ventura coastline shortly after a large earthquake was felt in the area. Though reports of the size of this tsunami have been debated, the event was large enough to inundate lowland areas and cause damage to nearby ships. One theory is that the tsunami was caused by a nearby submarine landslide triggered by the earthquake.

Distant sources A tsunami caused by a very large earthquake elsewhere on the Pacific Rim could reach the California coast many (4 to 15) hours after the earthquake. The Alaska-Aleutians Subduction Zone is an example of a distant source that has caused destructive tsunamis in California. Notable distant tsunamis that have impacted California include:

April 1, 1946 - A magnitude 8.8 earthquake in the Aleutian Islands generated a tsunami that caused damage along the coast of California, including flooding over 1000-feet inland in Half Moon Bay.

March 28, 1964 - Twelve people were killed in California when a tsunami was generated by a magnitude 9.2 earthquake off the coast of Alaska. A surge approximately 20-feet high flooded 29 city blocks of Crescent City.

March 11, 2011 - A magnitude 9.0 earthquake in the Tohoku region of Japan produced a moderate amplitude tsunami in California. Although it did not generate significant flooding in California, strong tsunami currents caused one death and over \$50-million in damages to 27 harbors statewide, with the most significant damage occurring in Crescent City and Santa Cruz. (pictured below; courtesy Santa Cruz Port District).



What is your risk?

The California Geological Survey (CGS) provides geologic and seismic expertise to the public, other State government offices, such as the California Office of Emergency Services (Cal OES), and local government agencies (cities and counties). With funding from the National Tsunami Hazard Mitigation Program, CGS worked closely with Cal OES and the Tsunami Research Center at the University of Southern California to produce statewide tsunami inundation maps for California (an example from the Santa Barbara area is shown to the right). These maps are used by coastal communities to produce emergency evacuation plans. You can check to see if you live, work, or vacation in one of these potential tsunami inundation areas. Visit the CGS tsunami website below to view these maps, and to learn more about what YOU can do to prepare you and your family for a tsunami.



California Geological Survey tsunami page - www.tsunami.ca.gov

California Office of Emergency Services - www.CalOES.ca.gov

myhazards.calema.ca.gov

Tsunami Research Center at University of Southern California - www.tsunamiresearchcenter.com/

National Tsunami Hazard Mitigation Program - nthmp.tsunami.gov/

Redwood Coast Tsunami Working Group - www2.humboldt.edu/rctwg/

National Ocean and Atmospheric Administration Tsunami page - www.tsunami.noaa.gov



www.conservation.ca.gov/cgs

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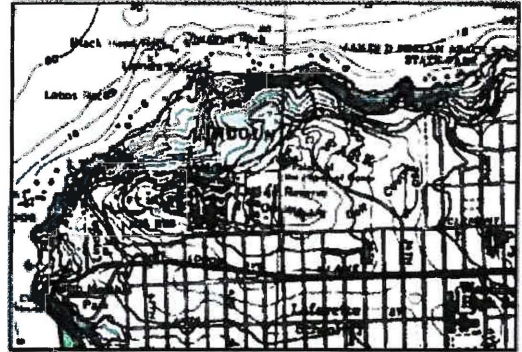
California Geological Survey (CGS) designates zones that delineate areas where ground failure is more likely to increase earthquake damage by liquefaction, landslides, or surface fault rupture (the hazard of strong earthquake shaking is addressed separately by the California Building Code). These areas are commonly referred to as “zones of required investigation.” Cities and counties are required by state law to withhold building permits within these zones until geotechnical investigations are conducted to assess seismic hazards on a site-specific basis. If liquefaction or earthquake-induced landslide hazard is identified, appropriate design and/or ground improvement measures must be applied in order to reduce potential for structural failure. More restrictive measures are applied within earthquake fault zones, where proposed structures must be set back from the trace of active faults. In all cases, real property sellers are required to check seismic zonation maps produced by CGS to determine whether property being sold falls within a seismic hazard zone. The seller is required to provide a “Natural Hazard Disclosure Statement” to the buyer.



Detail map of the seismic hazard zones for potential liquefaction in the Marina District of San Francisco.

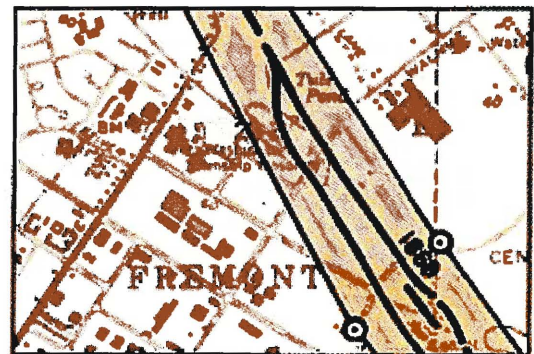
CGS geologists delineate liquefaction zones by assessing the engineering behavior of soils based on surface geology and geomorphology, measuring soil properties from subsurface borings, assessing the potential degree of soil saturation, and evaluating the potential for such soils to liquefy under estimated levels of ground shaking from future earthquakes. Earthquake-induced landslide zones are based on a similar analysis that also includes mapping locations of existing landslides, and an analysis of rock strength, geologic structure and surface topography in order to assess the stability of slopes under future earthquake shaking. As of April 2006, CGS has released 112 official maps covering about 7000 square miles.

These maps show zones of liquefaction and earthquake-induced landslides. Twenty-two of the completed maps cover parts of San Francisco, Santa Clara, San Mateo, and Alameda counties; these maps are compiled into one map inside this CGS Note. CGS will continue producing seismic zonation maps for liquefaction and earthquake-induced landslides in the Bay region.



Detail map of the seismic hazard zones for potential landslides in the Lincoln Park area of San Francisco.

Earthquake fault zones designated by CGS are delineated on a separate series of maps. CGS geologists place earthquake fault zones along traces of faults where mapping demonstrates surface fault rupture has occurred within the past 11,000 years (Holocene time). Construction within these zones cannot be permitted until a geologic investigation has been conducted to prove that a building planned for human occupancy will not be constructed across an active fault. These types of site evaluations address the precise location and recency of rupture along traces of the faults and typically are based on observations made in trenches excavated across fault traces. As of April 2006, CGS has released 547 official maps statewide.



Detail map of the earthquake fault zone for a portion of the Hayward fault in the City of Fremont, Alameda County.

EARTHQUAKE-INDUCED GROUND FAILURE HAZARDS

Liquefaction—as a geologic term, refers to the loss of strength of saturated soils during shaking. An earthquake can cause soil particles to shift and become buoyant, as pore spaces filled with water, which weakens the ability



of a soil to support structures on the surface. Liquefaction caused some of the damage to buildings in San Francisco's Marina District during the 1989 Loma Prieta earthquake (photo by U.S. Geological Survey).



Landslides—are the downhill movement of ground caused primarily by gravity acting on weakened rock or soil. Slopes are weakened by weathering, erosion, saturation, and the addition of weight in the form of artificial fill, structures, snow, or rock. Landslides that occur during earthquakes typically originate from these steep and weakened slopes. A large number of landslides occurred in the Santa Cruz Mountains and along coastal bluffs during the 1989 Loma Prieta earthquake (photo by U.S. Geological Survey).



Surface rupture—occurs when movement on a fault deep within the earth breaks through to the surface. Fault rupture almost always follows pre-existing faults, which are zones of weakness. Rupture may occur suddenly during an earthquake or slowly in the form of fault creep. Sudden ruptures are more damaging to structures because they are accompanied by shaking. There was over 20 feet of surface rupture near Olema, Marin County, during the "Great San Francisco Earthquake" of 1906 (photo by G.K. Gilbert).

Seismic Hazards Resources and Earthquake Education Information:

Regulatory Seismic Zonation Maps - www.consrv.ca.gov/cgs/geologic_hazards/regulatory_hazard_zones/index.htm
 Earthquake Education Information - www.consrv.ca.gov/cgs/information/EdResCenter.htm

Offices of the California Geological Survey:

Publications and Information Office

801 K Street, MS 14-34
 Sacramento, CA 95814-3532
 (916) 445-5716

Bay Area Regional Office

345 Middlefield Road, MS 520
 Menlo Park, CA 94025
 (650) 688-6327

Southern California Regional Office

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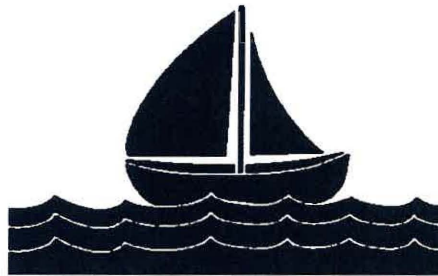
California Maritime Tsunami Response Playbook And Mitigation Guidance

Half Moon Bay/Pillar Point Harbor – San Mateo County

Maritime Tsunami Response Playbook (MTRP) No. 2015-SM-01

**DURING AN EMERGENCY, USE THE “QUICK REFERENCE” SHEET
ON THE BACK PAGE (PAGE 22).**

(For the expanded Playbook format, use directions on page 7)



California Maritime Tsunami Response Playbook No. 2015-SM-01

California Geological Survey
California Governor's Office of Emergency Services
University of Southern California
Humboldt State University
National Oceanic and Atmospheric Administration



Funded by the Federal Emergency Management Agency
and the National Tsunami Hazard Mitigation Program



FEMA



**THE NATIONAL TSUNAMI
HAZARD MITIGATION
PROGRAM (U.S.)**

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DURING AN EMERGENCY, USE THE “QUICK REFERENCE” ON PAGE 22 FOR GATHERING INFORMATION FOR RESPONSE ACTIVITIES.

PURPOSE: This Maritime Tsunami Response Playbook Guidance document will help members of the maritime community prepare, plan, and respond to strong currents and damage from future tsunamis. It has been developed with assistance from the maritime communities by the California Tsunami Program and principle funding from FEMA. It is essential that harbor staff become familiar with this Playbook guidance document before use. The information within the Playbook can also help the harbor develop and implement tsunami mitigation strategies through their Local Hazard Mitigation Plan, and receive potential mitigation funding if needed.

USE: This Playbook is primarily designed to help the maritime communities with tsunami response activities by providing detailed information about potential tsunami scenarios which can be used during an event.

Once this Playbook guidance document is received, maritime communities should review the document and develop response plans for each of the scenarios in the Playbook. The California Tsunami Program will work with the maritime communities to assist in developing these plans if requested. Maritime communities should exercise the Playbook approach on a regular basis to ensure it is understood by all emergency responders so that the plan works during an emergency.

When a tsunami is occurring, follow the steps outlined in either the Quick Reference guideline on the last page (Page 22) if the user is not as familiar with the Playbooks, or the Expanded Reference guideline on Page 7 if the user wants more detailed information. The harbormaster or emergency manager should fill out information about the source earthquake and tsunami; this information can be obtained from multiple sources, including the tsunami alert message from the National Tsunami Warning Center (NTWC) in Alaska, the city or county emergency manager, and/or the National Weather Service, Local Weather Forecast Office. Keep in mind that this information can change during the first hour or two after the earthquake occurs. Compare the tsunami forecast amplitude (wave height) to the maximum tsunami amplitude on the scenario table on Page 7 or 22. Choose the scenario (Pages 8-17) which best matches the forecast information. Follow the instructions on the page for that scenario. Each scenario Playbook may be accompanied by a digital file indicating the response and evacuation plans; this can be shared during an emergency with emergency responders in the field.

MITIGATION PLANNING

In addition to using these Playbooks for tsunami response, the California Tsunami Program, FEMA, and its partners encourage maritime communities to utilize this information to help mitigate damages and loss of life from future tsunamis. These products and plans should be used by maritime communities to pre-identify real-time response mitigation measures, determine where infrastructure enhancements should be initiated, and provide a mechanism for pre-disaster hazard mitigation funding through additions to their Local Hazard Mitigation Plans (see the list of potential mitigation measures below). Although these products, plans, and related mitigation efforts will not eliminate all casualties and damages from future tsunamis, they will provide a basis for greatly reducing future tsunami impacts on life-safety, infrastructure, and recovery in California maritime communities. Therefore, we recommend the following steps/actions:

1. Review the maps within this Playbook guidance document to identify where strong currents could potentially damage docks, structures, and/or infrastructure, especially where aging or run-down facilities exist.
2. Review the Mitigation Measures below for both real-time response actions, or “soft” mitigation, or permanent measures, or “hard” mitigation.
3. Incorporate these measures/actions into the community Local Hazard Mitigation Plan, and work with the community, the state tsunami program, and/or FEMA to develop a strategy to request funding to implement these improvements.

Mitigation Measures for Reducing Impacts in Maritime Communities

<u>Real-time response (“soft”) mitigation measures</u>	<u>Permanent (“hard”) mitigation measures</u>
Reposition ships within harbor	Increase size and stability of dock piles
Move boats and ships out of harbors	Fortify and armor breakwaters
Remove small boats/assets from water	Improve flotation portions of docks
Shut down infrastructure before tsunami arrives	Increase flexibility of interconnected docks
Evacuate public/vehicles from water-front areas	Improve movement along dock/pile connections
Restrict boats from moving during tsunami	Increase height of piles to prevent overtopping
Prevent boats from entering harbor during event	Deepen/Dredge channels near high hazard zones
Secure boat/ship moorings	Move docks/assets away from high hazard zones
Personal flotation devices/vests for harbor staff	Widen size of harbor entrance to prevent jetting
Remove hazardous materials away from water	Reduce exposure of petroleum/chemical facilities
Remove buoyant assets away from water	Strengthen boat/ship moorings
Stage emergency equipment outside affected area	Construct flood gates
Activate Mutual Aid System as necessary	Prevent uplift of wharfs by stabilizing platform
Activate of Incident Command at evacuation sites	Install debris deflection booms to protect docks
Alert key first responders at local level	Ensure harbor structures are tsunami resistant
Restrict traffic entering harbor; aid traffic evacuating	Construct breakwaters further away from harbor
Identify/Assign rescue, survey, and salvage personnel	Install Tsunami Warning Signs
Identify boat owners/live-aboards; establish phone tree, or other notification process	Identify equipment/assets (patrol/tug/fire boats, cranes, etc.) to assist response activities

There are a number of **TSUNAMI HAZARDS** that could directly affect boats/boaters:

- Sudden water-level fluctuations where docks and boats:
 - Hit bottom (grounded) as water level drops
 - Could overtop piles as water level rises
- Strong and unpredictable currents, especially where there are narrow entrances, narrow openings, and other narrow parts of harbor
- Tsunami bores and amplified waves resulting in swamping of boats and damage to docks
- Eddies/whirlpools causing boats to lose control
- Drag on deep draught boats causing damaging forces to the docks they are moored to
- Collision with other boats, docks, and debris in the water
- Dangerous tsunami conditions can last tens of hours after first wave arrival, causing problems for inexperienced and unprepared boaters who take their boats offshore

Tsunami Alert Bulletins: During tsunami alerts, the National Tsunami Warning Center provides information about the tsunami in “bulletins” to the state and local jurisdictions. There are four levels of “alert” that can be sent by the NTWC (from least to greatest significance; <http://ntwc.arh.noaa.gov/>):

Tsunami Information Statement - Issued to inform and update emergency managers and the public that an earthquake has occurred, or that a tsunami Watch, Advisory or Warning has been issued elsewhere in the ocean.

Tsunami Watch - Issued to alert emergency managers and the public of an event which may later impact the Watch area coastline. May be upgraded to an Advisory or Warning - or canceled - based on updated information and analysis.

Tsunami Advisory - Issued due to the threat of a tsunami which may produce strong currents or waves dangerous to those in or near the water; typically called when forecasted tsunami amplitudes are between 0.3m and 1m (1ft and 3ft) above existing tidal conditions are expected. Coastal communities are advised that beach and harbor areas could expect rapid, moderate tidal changes and strong currents.

Tsunami Warning - Issued when a tsunami with significant widespread inundation is imminent or expected; typically called when forecasted tsunami amplitudes are equal to or greater than 1m (3ft). Coastal communities are advised to evacuate people from low-lying areas identified as vulnerable to tsunamis.

ACTIONABLE TSUNAMI ALERT LEVELS

Tsunami **Advisories** and **Warnings** are the two actionable Alert levels for maritime communities.

Actions taken will depend on the Alert level and the forecasted tsunami wave height or amplitude for a particular harbor. For both Advisory and Warning level events, it is important that clear and consistent directions are provided to the entire boating community and waterfront or pier businesses.

If there is not sufficient time to use the Playbooks, consider the following general actions for your maritime communities for either Advisory or Warning level events:

GENERAL "WARNING" LEVEL RECOMMENDATIONS

All activities below should be completed no later than 30 minutes before forecasted tsunami arrival.

- Advise facility maintenance to shut off fuel to fuel docks, and all electrical and water services to all docks.
- Secure and strengthen all mooring lines throughout harbor, specifically areas near the entrance or narrow constrictions.
- Evacuate the public and harbor personnel from all structures and vessels in the water, as well as all land-ward areas identified in the mapped tsunami evacuation area (last page).
- Do not allow public to re-enter tsunami evacuation area until an official "all clear" message is provided by local emergency managers.
- Follow instructions for an Advisory if Warning is downgraded to Advisory level.

GENERAL "ADVISORY" LEVEL RECOMMENDATIONS

All activities below should be completed no later than 30 minutes before forecasted tsunami arrival.

- Advise facility maintenance to shut off fuel to fuel docks, and all electrical and water services to all docks.
- Secure and strengthen all mooring lines throughout harbor, specifically areas near the entrance or narrow constrictions.
- Evacuate the public from all structures and vessels in the water.
- Coordinate with local law enforcement to limit access of public along waterfront areas.
- While the tsunami is active, all personnel working on or near the water should wear personal flotation devices.
- Do not allow public to re-enter structures and vessels in the water until and official "all clear" message is provided by local emergency managers.

DIFFERENCE BETWEEN FORECAST TSUNAMI AMPLITUDE/WAVE HEIGHT AND FASTER TSUNAMI FLOOD HEIGHT

Forecast Tsunami Amplitude/Wave Height: Within the first couple hours after an earthquake and the generation of a tsunami, the National Tsunami Warning Center will provide an estimate, or forecast, of the potential amplitude/wave height of the tsunami for over 50 locations along the California coast. This amplitude is the height of the tsunami above existing ocean conditions and helps determine the official Tsunami Alert level for each region. **For the purposes of the Playbook, the forecast tsunami amplitude is used on the page 7 or 22 "Response Reference" to determine which Maritime Playbook Response Plan is appropriate to use.**

FASTER Analytical Tool: To determine the full impact of tsunami inundation, other variables such as tidal and storm conditions must be considered. An analytical method has been created which incorporates important variables that will impact the ultimate tsunami flood level. The simplified components of the calculation are shown to the right. **The FASTER calculation, which will be provided by the local jurisdiction or the regional NOAA NWS Weather Forecast Office to the harbor during a tsunami event, is used on Page 7 to determine if piles will be overtopped and inundation of dry land will occur.**

Working example: Formula for determining playbook evacuation line to use (FA-S-T-E-R):

$$\begin{aligned}
 & \text{FA: Forecasted Amplitude (Wave Height) from} \\
 & \quad \text{Warning Center} \\
 & \quad + \\
 & \text{S: Storm surge or existing ocean conditions} \\
 & \quad + \\
 & \text{T: Maximum tidal height (first 5 hours of tsunami)} \\
 & \quad + \\
 & \text{E: Forecast error potential (30%; analysis of 2010-11 events)} \\
 & \quad + \\
 & \text{R: Site amplified run-up potential (from existing modeling,} \\
 & \quad \text{unique to each location; applied if inundation expected)} \\
 & \quad \text{-----} \\
 & \text{= Maximum tsunami run-up height} \\
 & \text{= Playbook elevation line}
 \end{aligned}$$

RELATIONSHIP BETWEEN TSUNAMI CURRENT SPEED AND HARBOR DAMAGE:

Analysis of recent tsunami damage indicates a relationship between current speed and harbor damage. The Damage Index (from Lynett and others, 2013) to the right has been used to determine the following relationship (see color codes here for blue, yellow, and red areas and on current threshold maps):

CURRENTS = DAMAGE

0-3 knots = No Damage

3-6 knots = **Minor/Moderate Damage**

6-9 knots = **Moderate/Major Damage**

>9 knots = Major/Complete Damage

Damage Index:	Damage Type:
0	no damage
1	small buoys moved
2	1-2 docks/small boats damaged, large buoys moved
3	Moderate dock/boat damage, mid-sized vessels off moorings
4	Major dock/boat damage, large vessels off moorings
5	Complete destruction

Expanded Reference Information for Determining Real-Time Maritime Response Activities

NOTE: It is important to review all sections of this Playbook prior to using it during a tsunami emergency. When a tsunami alert is issued by the National Tsunami Warning Center, fill out the Expanded Reference page below under Step 1. The State/NOAA will recommend a MINIMUM Playbook Response Plan for each maritime communities, and a FASTER number to determine the potential for piles to be overtopped during the tsunami.

Step 1: Obtain information about earthquake and tsunami from National Tsunami Warning Center in Alaska, regional NOAA-Weather Forecast Office, and/or county and state emergency managers. (e.g. www.tsunami.gov)

Earthquake location _____

Earthquake magnitude _____

Tsunami Alert level (circle one) WATCH ADVISORY WARNING

Forecasted tsunami amplitude/wave height _____ (this will be compared with Peak Amplitude in Step 2)

Forecasted tsunami arrival time _____

Calculate/obtain FASTER tsunami run-up value in first 5 hours: _____

Calculate/obtain FASTER tsunami run-up value at highest tide _____

Height of shortest pilings above Mean Sea Level: _____

Elevation of lowest land above Mean Sea Level: _____

Compare FASTER value to pile heights and lowest land to determine if they will be overtopped.

Step 2: Compare and match forecasted tsunami amplitude/wave height in Step 1 to "Peak Amplitude" in the table below (red box). Refer to associated Playbook page to determine actions for securing vessels and/or repositioning ships away from areas of expected damage to safe areas within the bay or offshore (Pg. 20).

Reference Pages for Details in Maritime Playbook	Scenario Playbook Plan Letter	Historical Events and Modeled Scenarios	Earthquake Magnitude and Source Location	Peak Amplitude near harbor [in meters, above existing conditions near harbor entrance]	Likely Tsunami Alert level	Tidal condition [during first 5hrs]	Peak Velocity at mouth of harbor from modeling [in knots]	Damage Summary
	(No action)	2009	8.0 Samoa	< 0.2	Advisory	High		No damage or activity
Page 8-9	A	2010	8.8 Chile	0.6	Advisory	Low	6	No damage reported
Page 10-11	B	Modeled Scenario	9.0 Cascadia	1.0	Warning	High	9	
Page 12-13	C	Modeled Scenario	9.4 North Chile	1.2	Warning	High	10	
Page 14-15	D	2011	9.0 Japan	1.5	Warning	Low	12	Minor damage; floats moved; abalone raft detached
Page 16-17	E	Modeled Scenario	9.2 Aleutians	5+	Warning	High	16+	

Playbook Plan A

(based on 2010 M8.8 Chile Event)

Background Information:

Alert level = Advisory

Peak Amplitude = 0.6 meters

Peak Velocity = 6 knots

Projected duration of strong currents (see location map below):

3-6 knots = 20 hrs; 6-9 knots = 5 hrs; >9 knots = 0 hrs

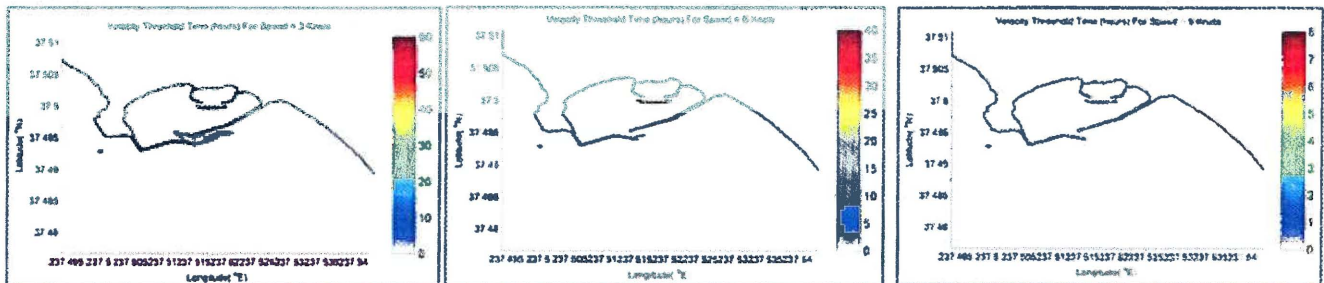
Specific Instructions:

- Follow general guidance for Advisory-level tsunamis (Page 5)
- Strong currents and potential scour are expected in areas identified in blue or yellow on the map to the right. Consider relocating vessels located within 100 meters (300 feet) of these areas.
- Specific areas where vessels should be relocated and docks secured:
 - Vessels can be moved to non-blue areas of the harbor.
 - (completed with maritime community input)

Safe areas for repositioning vessels within Pillar Point Harbor:

..... (completed with maritime community input)

Time thresholds for currents >3 knots.....>6 knots.....>9 knots
 (Colors below represent HOURS of potential activity for blue, yellow, and red zones on opposite page)







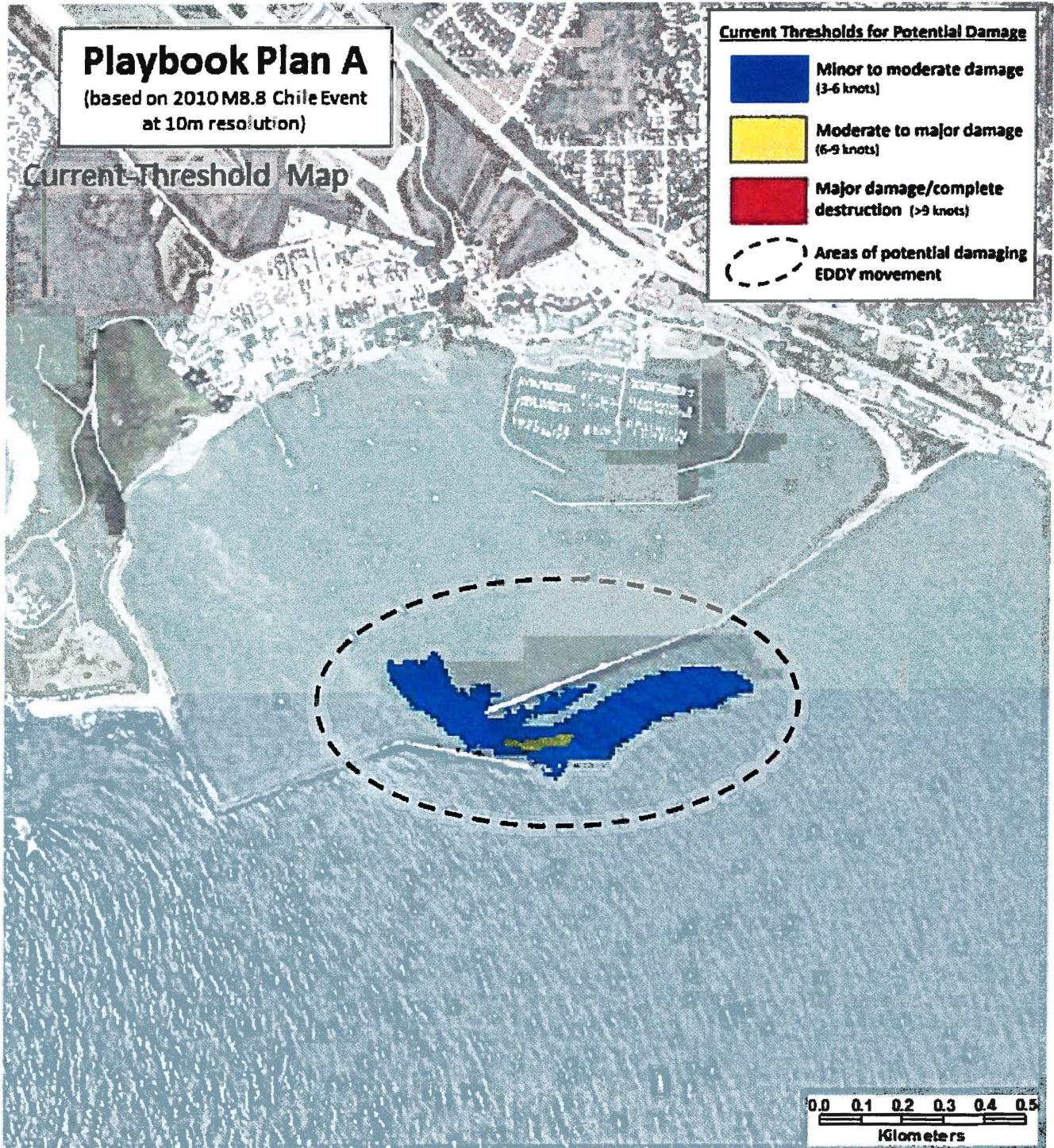
Playbook Plan A

(based on 2010 M8.8 Chile Event
at 10m resolution)

Current-Threshold Map

Current Thresholds for Potential Damage

-  Minor to moderate damage (3-6 knots)
-  Moderate to major damage (6-9 knots)
-  Major damage/complete destruction (>9 knots)
-  Areas of potential damaging EDDY movement



Playbook Plan B

(based on M9 Cascadia Scenario)

Background Information:

Alert level = Warning

Peak Amplitude = 1.0 meters

Peak Velocity = 9 knots

Projected duration of strong currents (see location map below):

3-6 knots = 40 hrs; 6-9 knots = 20 hrs; >9 knots = 2 hrs

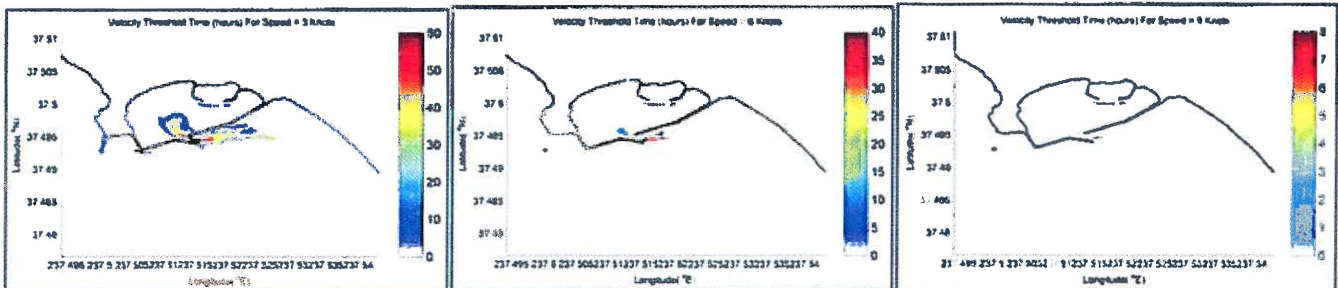
Specific Instructions:

- Follow general guidance for Warning-level tsunamis (Page 5)
- **Inundation of dry land may occur in this scenario**
- Strong currents and potential scour are expected in areas identified in blue-yellow-red on the map to the right. Consider relocating vessels located within 100 meters (300 feet) of these areas.
- Specific areas where vessels should be relocated and docks secured:
 - Vessels can be moved to non-blue areas of the harbor.
 - (completed with maritime community input)

Safe areas for repositioning vessels within Pillar Point Harbor :

..... (completed with maritime community input)

Time thresholds for currents >3 knots.....>6 knots.....>9 knots
 (Colors below represent HOURS of potential activity for blue, yellow, and red zones on opposite page)




Playbook Plan B

(based on M9 Cascadia scenario at 10m resolution)

Current-Threshold Map

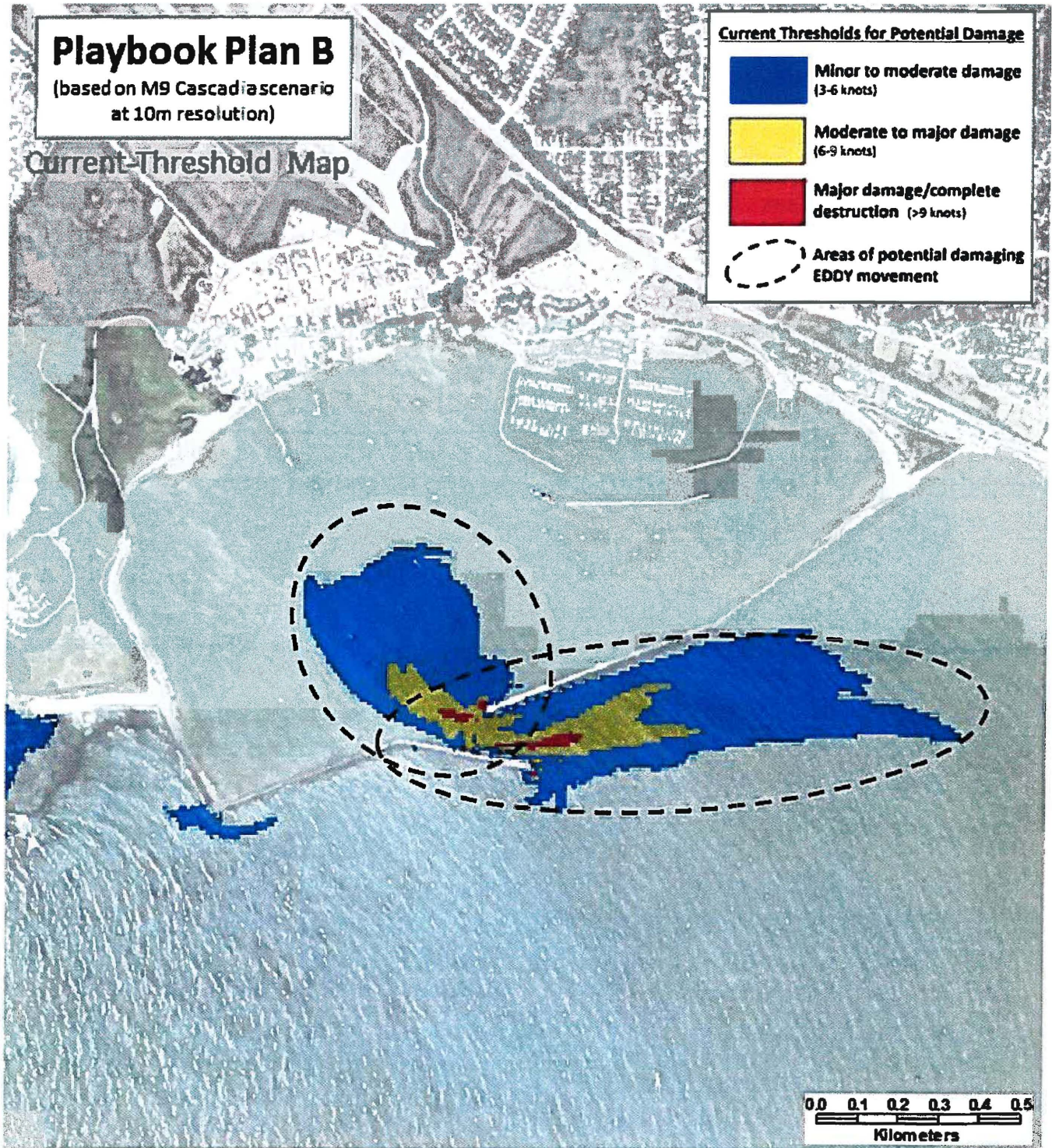
Current Thresholds for Potential Damage

 Minor to moderate damage (3-6 knots)

 Moderate to major damage (6-9 knots)

 Major damage/complete destruction (>9 knots)

 Areas of potential damaging EDDY movement



Playbook Plan C

(based on M9.4 Northern Chile Scenario)

Background Information:

Alert level = Warning

Peak Amplitude = 1.2 meters

Peak Velocity = 10 knots

Projected duration of strong currents (see location map below):

3-6 knots = 45 hrs; 6-9 knots = 25 hrs; >9 knots = 5 hrs

Specific Instructions:

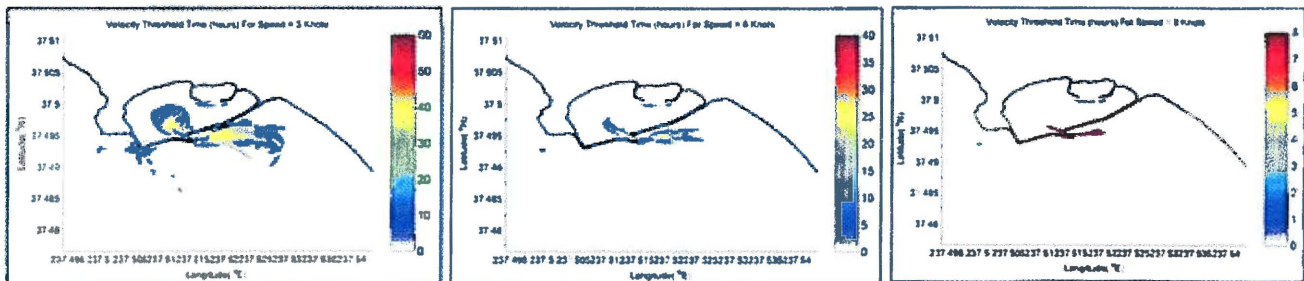
- Follow general guidance for Warning-level tsunamis (Page 5)
- **Inundation of dry land may occur in this scenario**
- Strong currents and potential scour are expected in areas identified in blue-yellow-red on the map to the right. Consider relocating vessels located within 100 meters (300 feet) of these areas.
- Specific areas where vessels should be relocated from and docks secured:
 - Vessels can be moved to non-blue areas of the harbor.
 - (completed with maritime community input)

Safe areas for repositioning vessels within Pillar Point Harbor :

.....(completed with maritime community input)

Time thresholds for currents >3 knots.....>6 knots.....>9 knots

(Colors below represent HOURS of potential activity for blue, yellow, and red zones on opposite page)



Playbook Plan C

(based on M9.4 Northern Chile scenario at 10m resolution)


Current-Threshold Map

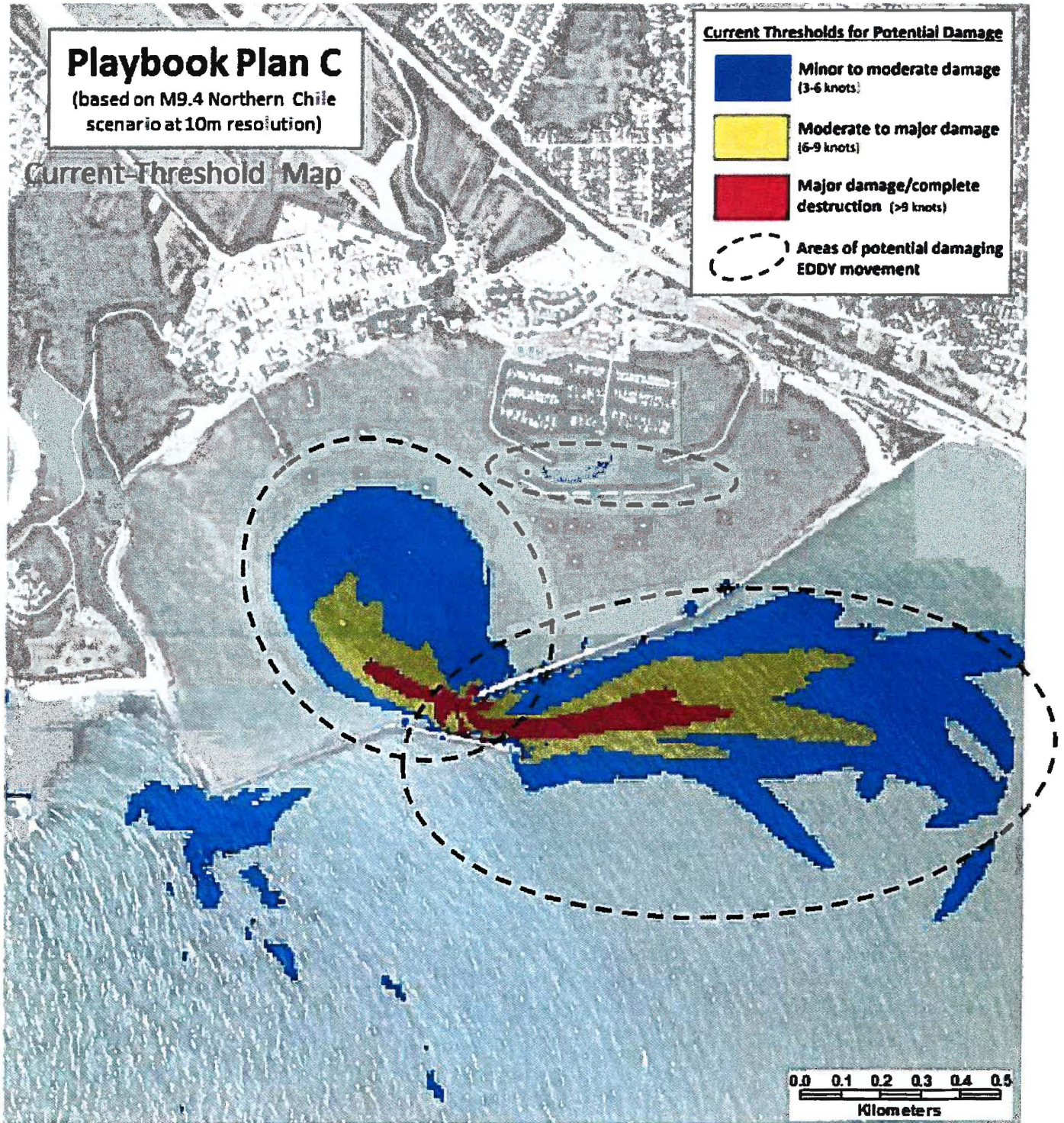
Current Thresholds for Potential Damage

 Minor to moderate damage (3-6 knots)

 Moderate to major damage (6-9 knots)

 Major damage/complete destruction (>9 knots)

 Areas of potential damaging EDDY movement



Playbook Plan D

(based on 2011 M9 Japan Event)

Background Information:

Alert level = Warning

Peak Amplitude = 1.5 meters

Peak Velocity = 12 knots

Projected duration of strong currents (see location maps below):

3-6 knots = 50 hrs; 6-9 knots = 30 hrs; >9 knots = 8 hrs

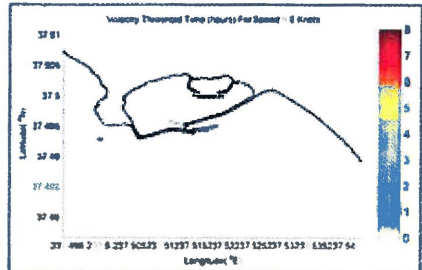
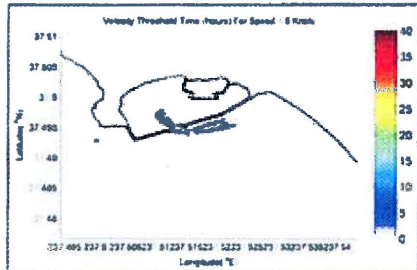
Specific Instructions:

- Follow general guidance for Warning-level tsunamis (Page 5)
- **Inundation of dry land may occur in this scenario**
- Strong currents and potential scour are expected in areas identified in blue – yellow-red on the map to the right. Consider relocating vessels located within 100 meters (300 feet) of these areas.
- Specific areas where vessels should be relocated from and docks secured:
(completed with maritime community input)

Safe areas for repositioning vessels within Pillar Point Harbor:

(completed with maritime community input)

Time thresholds for currents >3 knots.....>6 knots.....>9 knots
 (Colors below represent HOURS of potential activity for blue, yellow, and red zones on opposite page)




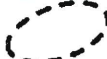


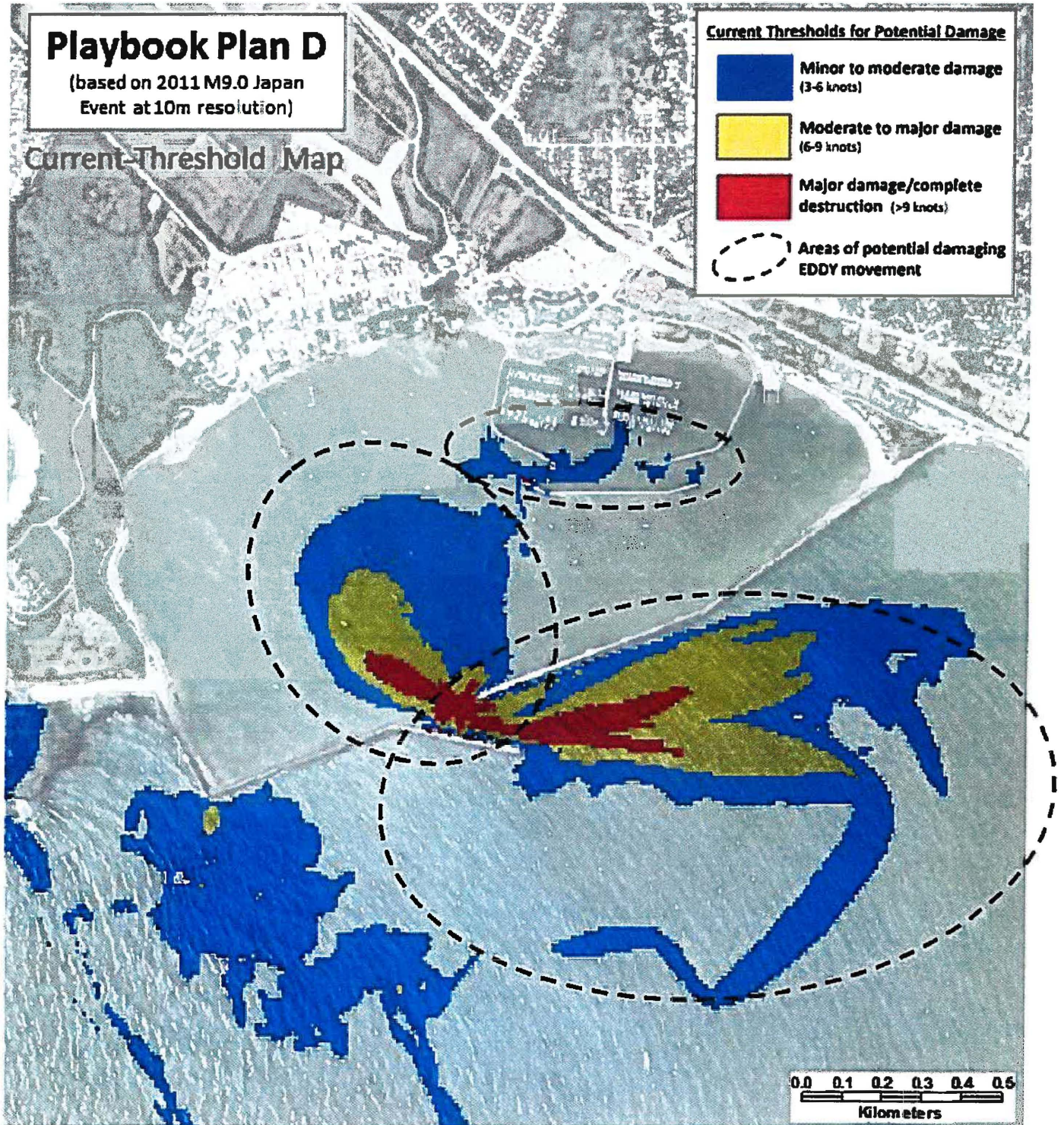
Playbook Plan D

(based on 2011 M9.0 Japan
Event at 10m resolution)

Current-Threshold Map

Current Thresholds for Potential Damage

-  Minor to moderate damage (3-6 knots)
-  Moderate to major damage (6-9 knots)
-  Major damage/complete destruction (>9 knots)
-  Areas of potential damaging EDDY movement



Playbook Plan E

(based on M9.2 Eastern Aleutian-Alaska Scenario)

Background Information:

Alert level = Warning

Peak Amplitude = 5+ meters

Peak Velocity = 16+ knots

Projected duration of strong currents (see location maps below):

3-6 knots = 60+ hrs; 6-9 knots = 40+ hrs; >9 knots = 10 hrs

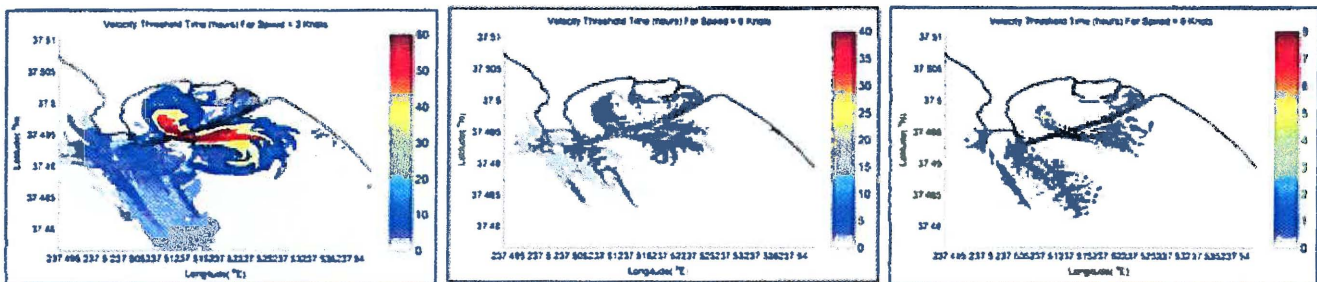
Specific Instructions:

- Follow general guidance for Warning-level tsunamis (Page 5)
- **Inundation of dry land will likely occur in this scenario**
- Strong currents and potential scour are expected in areas identified in blue – yellow-red on the map to the right. Consider relocating vessels located within 100 meters (300 feet) of these areas.
- Specific areas where vessels should be relocated from and docks secured:
None (completed with maritime community input)

Safe areas for repositioning vessels within Pillar Point Harbor: None (wide-spread inundation likely to occur)

(completed with maritime community input)

Time thresholds for currents >3 knots.....>6 knots.....>9 knots
(Colors below represent HOURS of potential activity for blue, yellow, and red zones on opposite page)







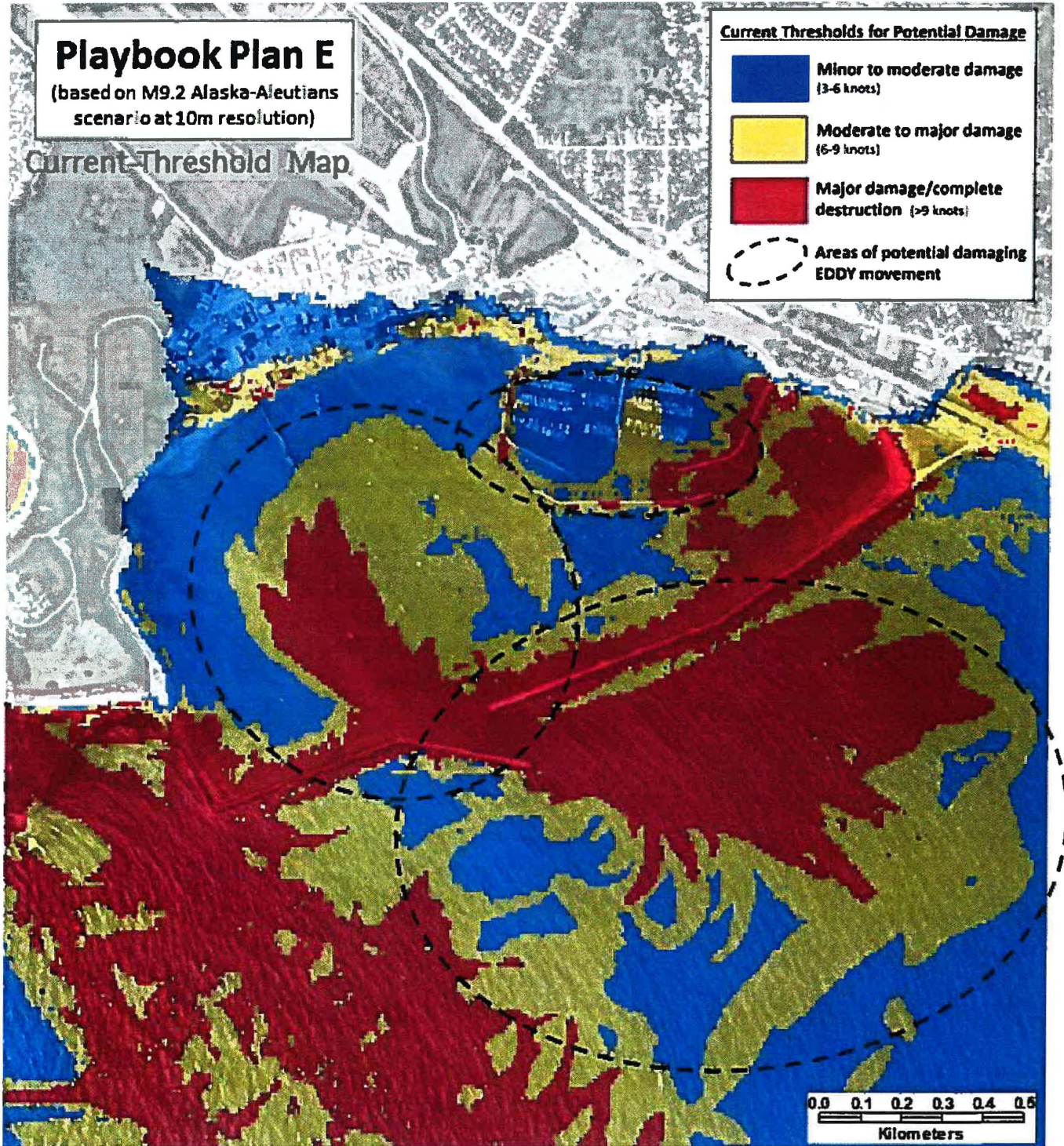
Playbook Plan E

(based on M9.2 Alaska-Aleutians scenario at 10m resolution)

Current-Threshold Map

Current Thresholds for Potential Damage

-  Minor to moderate damage (3-6 knots)
-  Moderate to major damage (6-9 knots)
-  Major damage/complete destruction (>9 knots)
-  Areas of potential damaging EDDY movement



Notable Historical Tsunamis: The following table provides very basic information about historical tsunami events; not all tsunamis are represented, especially minor or small tsunamis. Note that the largest, most damaging tsunamis in San Mateo County history have come from large earthquakes in the Alaska-Aleutian Islands region as distant tsunami sources and a local offshore fault as a local source. Although the potential for local tsunamis exists, they are much less frequent than distant source tsunamis.

Notable Historical Tsunamis in the San Mateo County

Run-up amplitude, in feet, above normal tide conditions

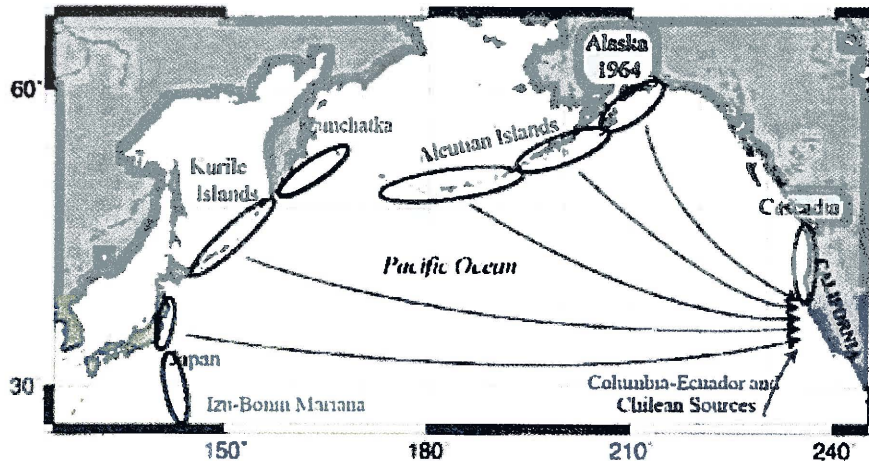
OBS = observed tsunami activity
NR = No damage or severe conditions reported

- Distant Source -
Tsunamis without felt earthquakes

- Local Source -
Earthquake and tsunami together

NOTE: Tsunami data for San Francisco is also provided to show a more complete picture of historical impacts.

Date	Magnitude-Source area	Tsunami location	Run-Up/Amp	Remarks
10/21/1906	M6.8 - Hayward Fault (possible submergence/underwater landslide)	SF-City House	OBS	"...decked commotion in the ocean...wave sent inland..."
4/1/1946	M8.8 - Aleutian Islands	SF-Presidio	1 ft	NR
		Pacifica	OBS	Local inundation reported
		Half Moon Bay	10 ft	Inundation 1000 ft inland; damage to homes/docks
5/22/1960	M9.5 - Chile	San Francisco	2 ft	San Francisco ferry service disrupted by a current "running like the Mississippi River"
		Pacifica	4 ft	NR
		Half Moon Bay	10 ft	Damage to boats and minor inundation
3/28/1964	M9.2 - Alaska	San Francisco	4 ft	NR
		Pacifica	5 ft	Minor inundation on beach
		Half Moon Bay	5 ft	Damage to boats; one boat sunk
		Martins Beach	10 ft	NR
2/27/2010	M8.8 - Chile	San Francisco	1 ft	NR
		Half Moon Bay	2 ft	NR
3/11/2011	M9.0 - Japan	San Francisco	2 ft	Two piles broken; boats heeled over
		Pacifica	3 ft	NR
		Half Moon Bay	2 ft	Minor damage to docks
		Redwood City	1 ft	NR

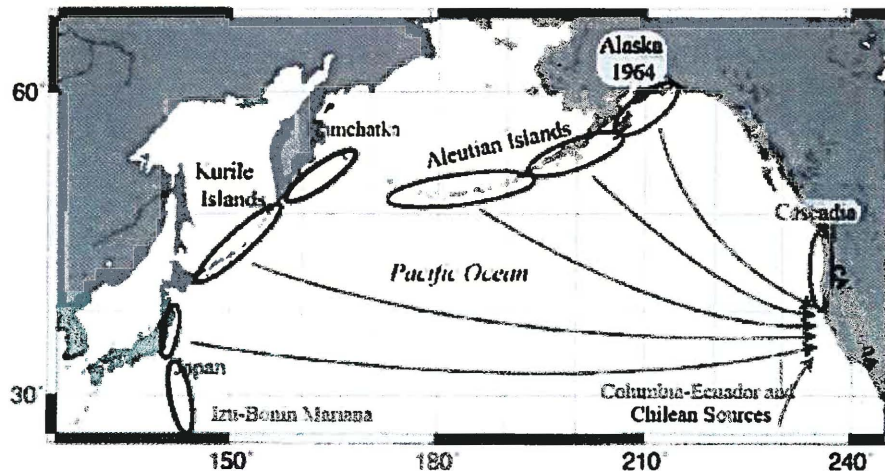


Modeled Tsunami Scenarios: Because very large tsunamis are infrequent and the likelihood that the largest potential tsunamis have not yet occurred in San Mateo County, the state tsunami program developed a suite of maximum credible tsunami scenarios as part of their tsunami inundation mapping project for local evacuation planning. The general tsunami wave height for key locations from these scenarios are provided below. As identified in the historical tsunami table, the largest tsunamis could occur from large earthquakes in the Alaska-Aleutian Islands region, or from a local fault offshore.

Tsunami Source Scenario Model Results for San Mateo County

Near shore tsunami heights (flow depths) for both local and distant source scenarios, in FEET above Mean Sea Level. NOTE: The projections do not include any adjustments for ambient conditions, such as storm surge and tidal fluctuations, and model error (it is very important to note this difference, as those numbers can increase the projected water height during an event).

	TSUNAMI SOURCES	Approximate Travel Time	Daly City	Pacifica	Alhambra	Half Moon Bay	Martinez Beach	San Gregorio	Pescadero	Aro Nuevo	Brisbane	San Francisco South	Millbrae	Burlingame	San Mateo	Foster City	Redwood City	Mendocino Park
Local Sources	M7.3 Point Reyes Thrust Fault	10-15min	5	8	7	7					3	3	3	3	3	3	2	2
	M6.6 Rodgers Creek-Hayward Fault	10-40min	2	2								2	2					
	M7.1 San Gregorio Fault	10-15min	5	4								3	3					
Distant Sources	M9 Cascadia-full rupture	1hr	4	4							3	2						
	M9.2 Alaska 1964 EQ	5hr	12	13			12	10	9	9	4	4						
	M8.9 Central Aleutians I	5hr	9	9	8	11	11	10	9	10	3	4	4	4	4	3	3	3
	M8.9 Central Aleutians E	5hr	5	5							3	3						
	M8.2 Central Aleutians II	5hr	22	18	16	28	24	22	19	16	5	5	5	5	5	4	4	3
	M8.8 Kuril Islands I	9hr	3	3							2	2						
	M8.8 Kuril Islands II	9hr	4	4							3	2						
	M8.8 Kuril Islands III	9hr	4	4							3	2						
	M8.8 Kuril Islands IV	9hr	4	4							3	2						
	M8.8 Japan II	10hr	4	5							3	2						
	M8.6 Marianas Trench	11hr	3	3	3	4	3	3	3	3	2	2	2	2	2	2	2	2
	M9.5 Chile 1960 EQ	13hr	5	6							3	2						
M9.4 Chile North	13hr	6	5							3	3							
Maximum Runup - Local Source			7	9	8	9					3	3	3	3	3	3	2	2
Maximum Runup - Distant Source			23	21	20	32	25	26	22	21	6	6	5	5	5	4	4	3

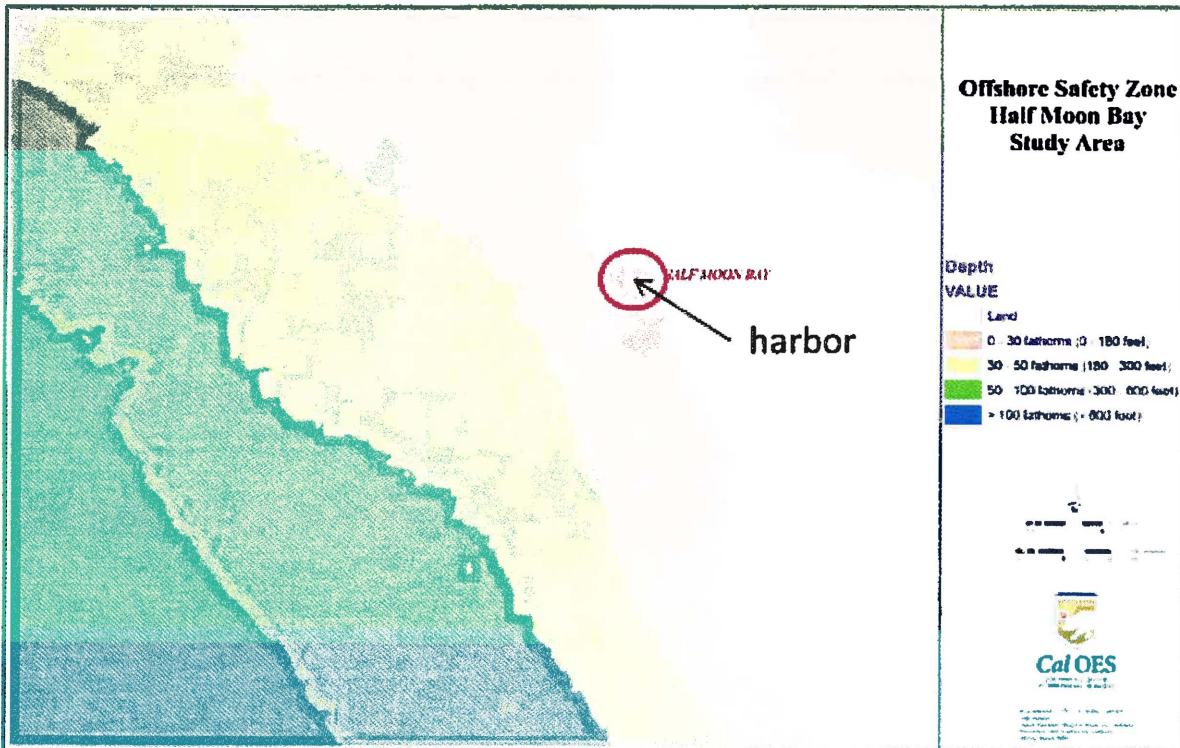


PLAN FOR OFFSHORE EVACUATION OF BOATS

NOTE: The safety of the boating public should outweigh the benefit of saving boats and harbor property during a tsunami.

- For most harbors in California, it is safer to keep boats docked during a tsunami because most tsunamis are relatively small.
- On the rare occasion when a large, damaging tsunami and associated strong currents are expected and there are no safe areas within the harbor, the boat owner may be considering taking their boat offshore.
- There are a number of factors that should be considered prior to recommending boats evacuate offshore prior to the arrival of the tsunamis, including:
 - (1) the **SIZE** of the tsunami;
 - (2) is there sufficient **TIME** to get to the **30 fathom depth (180 feet)**, which has been evaluated as safe depth for boats during distant source tsunamis (map below);
 - (3) the **PREPAREDNESS** of the boat and its captain to stay at sea over 24 hours;
 - (4) the **WEATHER** at sea could be as dangerous as the tsunami itself; and,
 - (5) if significant damage occurs within the harbor, boaters should have enough fuel and supplies to travel to a non-damaged harbor.

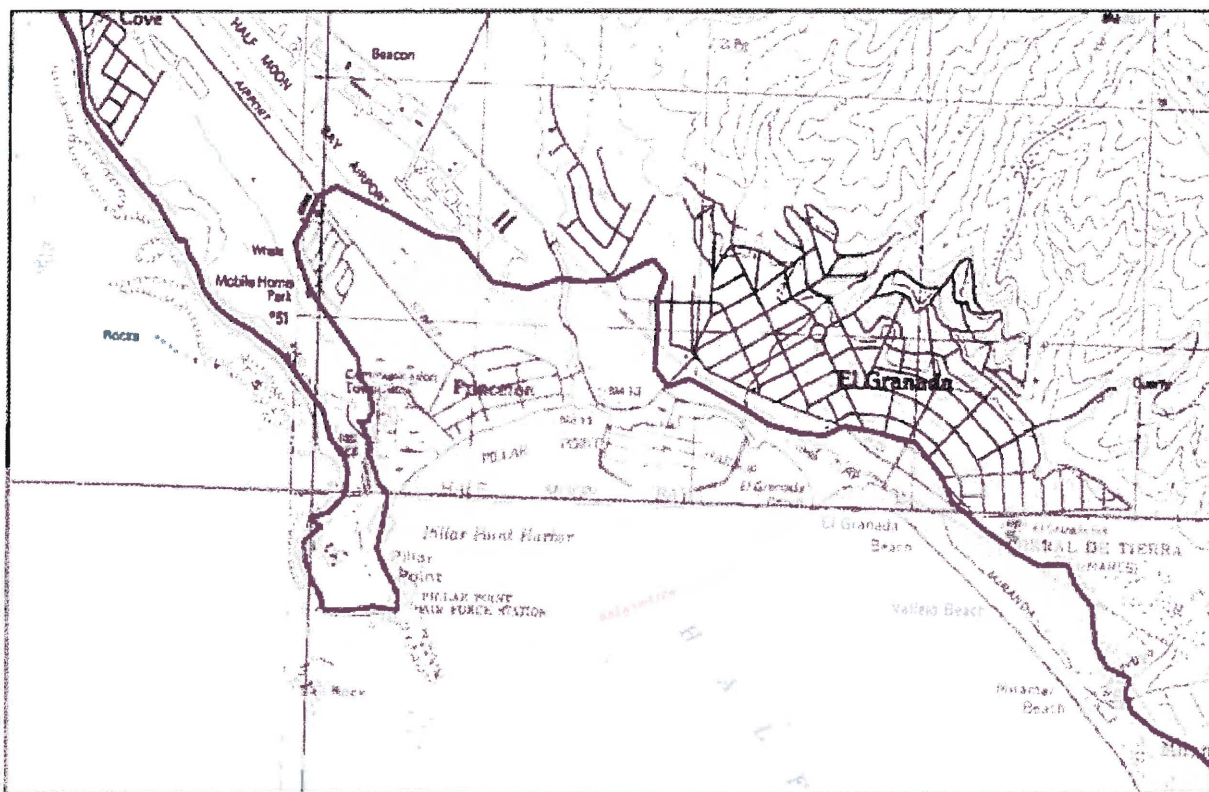
Note for trailer boat owners: Expect congested boat ramps and remember that you have to get your boat to the trailer, out of the water, and out of the tsunami zone before the tsunami arrives.



TSUNAMI INUNDATION MAP FOR THE HALF MOON BAY AREA

This tsunami inundation map was prepared to assist cities and counties in identifying their tsunami hazard. It is intended for local jurisdictional, coastal evacuation planning uses. The red area represents the maximum considered tsunami inundation from a number of extreme, yet realistic, tsunami sources. In other words, people within the red-colored zones could get wet; people uphill or inland from these areas should be safe during any tsunami. **This map, or the local tsunami evacuation map/plan, should be used for evacuation from a Warning-level tsunami event unless otherwise directed by local emergency management officials.**

For digital copies of tsunami inundation maps for other portions of California, visit <http://www.tsunami.ca.gov>



APPENDIX
**Quick Reference Page for Determining Real-Time Maritime
Tsunami Response Activities**

Step 1: Obtain basic information about the earthquake and tsunami from National Tsunami Warning Center in Alaska, regional National Weather Service office, and/or county emergency manager. **NOTE: Tsunami Alert Level may change in first couple hours after the earthquake; WATCH may be upgraded to ADVISORY or WARNING.**

Earthquake location _____

Earthquake magnitude _____

Tsunami Alert level (circle one) WATCH ADVISORY WARNING

Closest forecasted tsunami amplitude/wave height _____

Forecasted tsunami arrival time _____

Step 2: Tsunami evacuation and response will depend on the amount of time before the tsunami arrival. Four (4) hours is considered the threshold time needed for evacuation. As a quick reference, we offer the following guidance:

- 1) If less than four hours before tsunami arrival, we recommend the following:**
- ADVISORY – evacuate beaches, harbor docks, and piers
 - WARNING – evacuate entire maximum on-land evacuation zone, or follow guidance provided by local emergency manager

2) If greater than four hours before tsunami arrival, and your harbor has fully developed its tsunami response Playbook plans, the harbor can utilize the FORECAST AMPLITUDE from Step 1 on the table on the right to identify the appropriate response plan to use.

Reference Pages for Details in Maritime Playbook	Scenario Playbook Plan Letter	Peak Amplitude near harbor (in meters, above existing conditions near harbor entrance)
	(No action)	< 0.2
Page 8-9	A	0.6
Page 10-11	B	1.0
Page 12-13	C	1.2
Page 14-15	D	1.5
Page 16-17	E	5+

Mitigation of Tsunami Hazards

Harbor Improvement Reports And Funding Opportunities

OVERVIEW

To compliment the Maritime Tsunami Response Playbook Guidance documents, the California Tsunami Program and its partners are available to produce tsunami hazard mitigation maps and harbor improvement and reinforcement reports for all maritime entities. Products will be based on deterministic and probabilistic methods, and reports will provide specific harbor improvements and engineering recommendations as well as a cost-benefit analysis for each harbor based on new tsunami damage potential analyses and evaluation of other potential hazards to harbors from storms, high tides, and sea-level rise. The partners will also help harbors obtain FEMA and CalOES pre-disaster hazard mitigation funds and/or California Division of Boating and Waterway grants and loans to help make harbor improvements.

HARBOR IMPROVEMENT REPORTS

The State of California has completed Maritime Tsunami Response Playbook Guidance documents for all at risk ports, harbors, and marinas. These documents will help with real-time response activities for tsunamis which are from a distant source in the Pacific Ocean. In addition to using these Playbooks for tsunami response, the California Tsunami Program, FEMA, and its partners encourage maritime communities to utilize this information to help mitigate damages and loss of life from future tsunamis. The tsunami program will also help ports, harbors, and marinas by developing site-specific Harbor Improvement Reports to determine where infrastructure enhancements could be initiated, and provide a mechanism for pre-disaster hazard mitigation funding through additions to their Local Hazard Mitigation Plans and other grant/loan sources. The following types of analyses can be completed for individual harbors and summarized in the report:

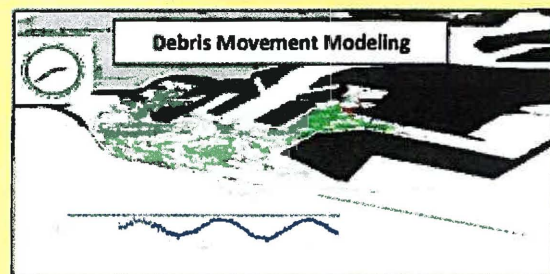
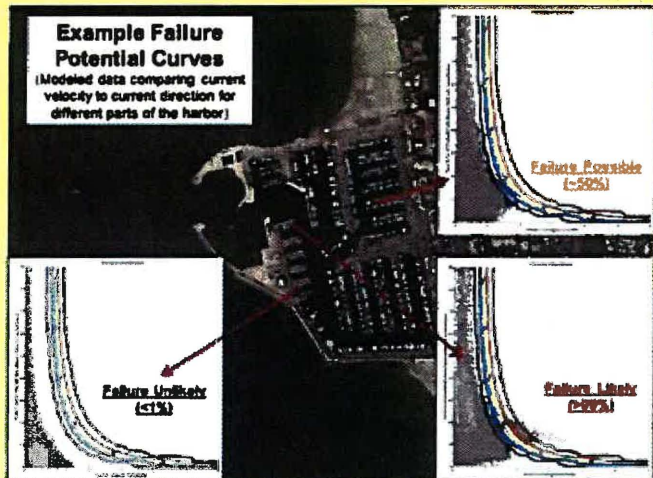
Failure Potential Curves will help identify areas of potential failure of cleats, pile guides, single point moorings, and other harbor structures during large tsunamis.

Pile Height and Vessel Grounding Analysis will help determine if docks could overtop piles or keels of large ships could be grounded because of large water-level fluctuations during significant tsunami activity.

Sediment and Debris Movement Analysis visualizes where sediment accumulation and scour will occur, where debris will be generated and travel, and if dredging can help reduce these hazards.

Multi-Hazard Evaluation considers if and where other coastal hazards, such as El Nino storm flooding or long-term sea-level rise, could also impact harbor structures and infrastructures.

Cost-Benefit Assessments will demonstrate how pre-disaster harbor improvements can greatly reduce post-tsunami damage and recovery costs and time.



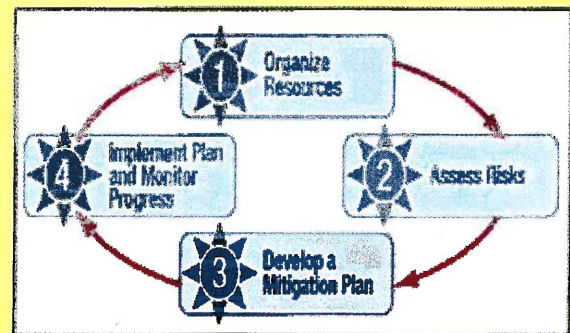
For more information, visit:
<http://www.tsunami.ca.gov>

Harbor Improvement Funding Opportunities

Harbor Improvement Reports can be created for ports, harbors, and marinas statewide. This information can be added to Local Hazard Mitigation Plans making harbors eligible for pre- and post-disaster funding from FEMA and CalOES, and make it easier for harbors to qualify for other grant or loans to replace older piles and docks and increase the efficiency and timing of dredging.

MITIGATION PLANNING PROCESS: Modified from website:
<http://www.fema.gov/multi-hazard-mitigation-planning>

Hazard mitigation is sustained action taken to reduce or eliminate long-term risk to people and their property from hazards. Hazard mitigation planning is the process State, Tribal, and local governments use to identify risks and vulnerabilities associated with natural disasters, and to develop long-term strategies for protecting people and property from future hazard events. The planning process promoted by FEMA is as important as the resulting plan because it creates a framework for governments to reduce the negative impacts from future disasters on lives, property, and the economy. Mitigation planning includes the following elements:



Risk Assessment – Mitigation plans identify natural hazards and risks based on history, estimate the potential frequency and magnitude of disasters, and assess the potential losses of life and property. The assessment considers the built environment, including the type and numbers of existing and future structures, infrastructure, and critical facilities located in or near identified hazard areas.

Mitigation Strategy – Based on the risk assessment, communities develop mitigation goals and objectives, as part of a strategy for mitigating disaster losses. The strategy is a community's approach for implementing mitigation activities that are cost-effective, technically feasible, and environmentally sound as well as allowing strategic investment of limited resources.

Hazard Mitigation Assistance (HMA) - FEMA's and CalOES' HMA programs fund eligible mitigation activities that reduce future disaster losses and protect life and property. Funding is available for mitigation plan development and updates as well as mitigation projects. For more information on HMA programs, visit:

<http://www.fema.gov/hazard-mitigation-assistance>

<http://www.caloes.ca.gov/for-governments-tribal/plan-prepare/hazard-mitigation-planning>

Other Sources for Grants and Loans - The Division of Boating and Waterways (CalBoating) offers many different grants and loans that ports and harbors can apply for. For more information about CalBoating grants and loans, visit: <http://www.dbw.ca.gov/Funding/>

ASK FOR CALIFORNIA TSUNAMI PROGRAM ASSISTANCE!

The California Tsunami Program will help harbor officials:

- Produce Harbor Improvement Reports which address harbor-specific tsunami and other hazards.
- Work with local cities and counties to integrate the Harbor Improvement Report information into their Local Hazard Mitigation Plans.
- Find and apply for funding opportunities to make Improvements to harbor structures and infrastructure.

Contact Rick Wilson, California Geological Survey – Rick.Wilson@conservation.ca.gov 916-327-0981
Kevin Miller, CalOES – Kevin.Miller@caloes.ca.gov 510-326-1141

Tsunami Response and Mitigation Planning "Playbooks" for Harbors and Ports



For more information, visit:
<http://www.tsunami.ca.gov>

Communities/Harbors	Recommended MINIMUM Tsunami Response Playbook Plan, based on tsunami forecast amplitude (wave height)	Tsunami forecast amplitude (wave height), in METERS above existing conditions, from National Tsunami Warning Center
Port of Oakland	Response Plan B	0.5
Alameda Marinas	Response Plan A	0.5
East San Francisco	Response Plan B	0.4
North San Francisco	Response Plan B	0.7
Golden Gate Harbor	Response Plan B	0.8
Santa Cruz Harbor	Response Plan B	0.8
Wood Landing Marinas	Response Plan B	0.6
Monterey Harbor	Response Plan A	0.5
Morro Bay Marinas	Response Plan B	0.7
Santa Barbara Harbor	Response Plan A	0.5
Venture Harbor	Response Plan A	0.5

OVERVIEW

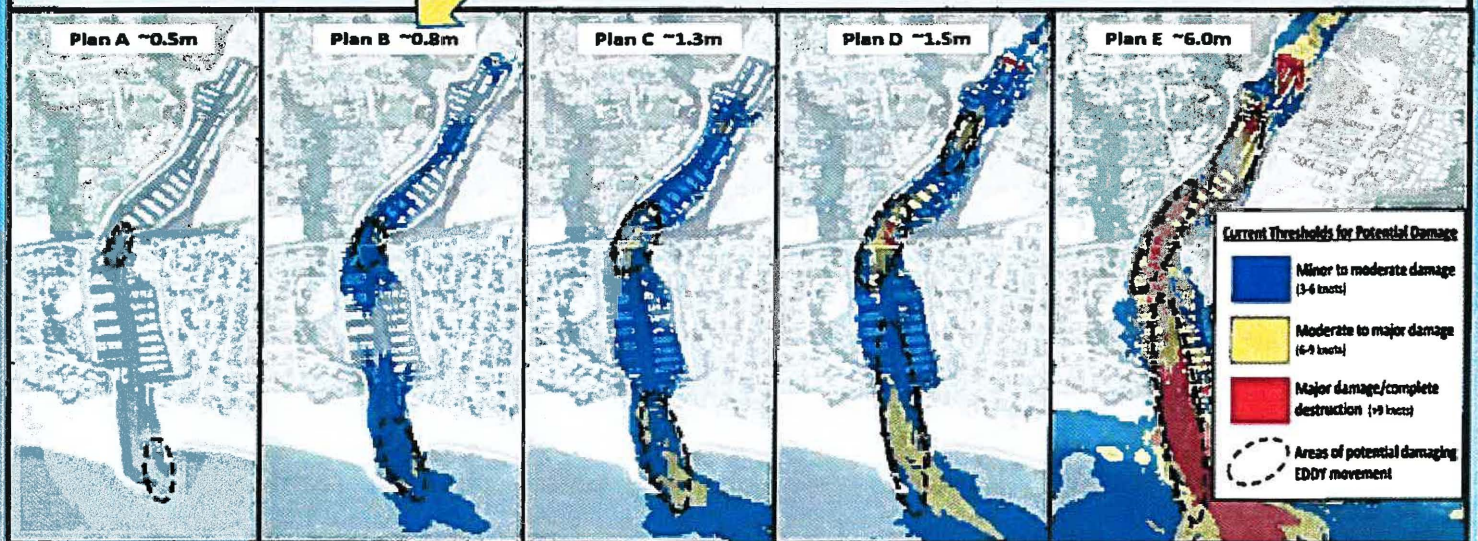
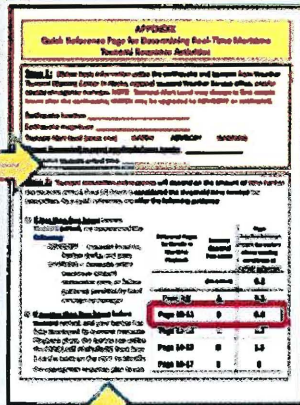
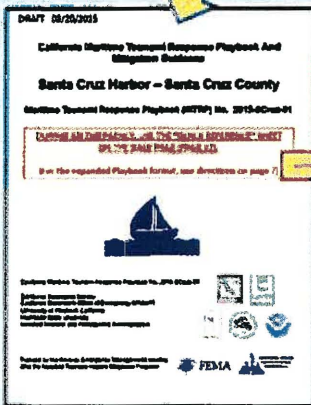
Maritime Tsunami Response Playbook Guidance documents have been created for all at risk ports, harbors, and marinas in California. These documents will help harbor and port officials prepare, plan, and respond to strong currents and damage from future tsunamis. The information within the Playbook can also help the harbor develop and implement tsunami mitigation strategies through their Local Hazard Mitigation Plan, and receive potential mitigation funding where warranted.

RESPONSE PLANNING

"Playbooks" provide harbor officials with tsunami-specific maps and guidance about in-harbor hazards (strong currents, eddies, damage potential, potential for docks overtopping piles) and offshore safe areas for boats (beyond a depth of 30 fathoms/180 feet for distant source tsunamis). Using a sports analogy, the Playbook approach provides the best coastal defensive "play" (or plan) against a tsunami of a particular size and source origin location.

The California Tsunami Program works with each of the harbors and ports to formalize their response activities for each scenario. Guidance is provided for both local and distant source tsunamis. For local or regional tsunamis where the arrival time is less than four hours, specific instructions are provided for safe and rapid response, especially where evacuation of waterfront areas is needed.

For distant source events, where the arrival time exceeds 4 hours, the State and NOAA will use the wave-height forecast from the Warning Center to recommend that each harbors use a specific MINIMUM Tsunami Playbook Plan of response actions, such as the example provided for Santa Cruz Harbor (top left). Harbors officials can refer to their Playbook document (middle left) to find the applicable response map and associated set of instructions for the recommended Playbook Plan (bottom). Ultimately, each maritime community is responsible for determining and implementing tsunami evacuations and response actions.



HARBOR IMPROVEMENTS AND MITIGATION PLANNING

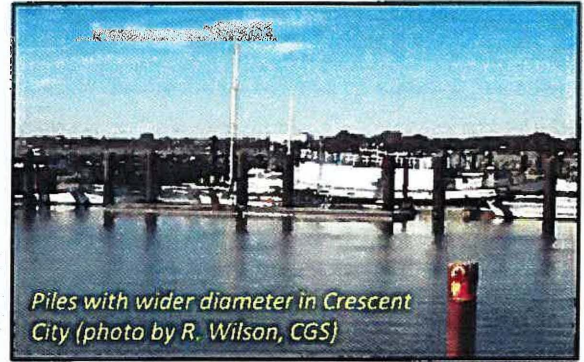
In addition to using these Playbooks for tsunami response, the California Tsunami Program, FEMA, and the other partners encourage maritime communities to use this and other information to help minimize damage and loss of life from future tsunamis. Damage potential assessments are being completed for various harbor structure types, including pile guides and single-point moorings. These products and plans are being used by harbor and port officials to pre-identify real-time response mitigation measures and determine where infrastructure enhancements should be initiated (see the list of potential mitigation measures below). This information is then used to update Local Hazard Mitigation Plans so there is a mechanism to obtain pre-disaster hazard mitigation funding from CalOES and FEMA.

Research has been initiated to understand/predict the damage due to tsunami currents for pleasure craft moored to floating docks along California's shores. Due to recent tsunami damage (Chile 2010, Japan 2011), the financial losses in California have exceeded \$100M. The purpose of this project is to recommend inspection protocols and methods to mitigate future damage.

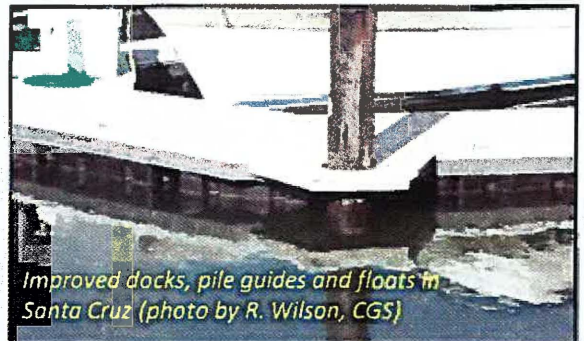
The project started with the damage results in Santa Cruz, California, resulting from the 2011 Japanese event. The tsunami currents and forces were analyzed to determine the effects of such currents on vessels and floating docks. The angle of attack and current magnitude (demand) was used to determine survivability, using the vessel beam, draft and length. The results indicated failures where failures did occur.

These probabilistic results were compared with a Japanese paper (Suppasri et al, Journal of Waterways, Port, Coastal and Ocean Engineering, ASCE, 2014.140). In this study, actual tsunami damage to small craft marinas was tabulated in port areas subjected to high currents only. The data included over 20,000 vessels. The results of these empirical results match those described above.

The goal of this project has been to mitigate future damage to small craft marinas, through a comprehensive inspection program, structural improvements, and operational pre-arrival action plans. These products and planning tools have helped form a foundation for other U.S. states and territories to provide similar products through guidance developed by the U.S. National Tsunami Hazard Mitigation Program.



Piles with wider diameter in Crescent City (photo by R. Wilson, CGS)



Improved docks, pile guides and floats in Santa Cruz (photo by R. Wilson, CGS)

Mitigation Measures for Reducing Impacts in Maritime Communities

Real-time response ("soft") mitigation measures

- Reposition ships within harbor
- Move boats and ships out of harbors
- Remove small boats/assets from water
- Shut down infrastructure before tsunami arrives
- Evacuate public/vehicles from water-front areas
- Restrict boats from moving during tsunami
- Prevent boats from entering harbor during event
- Secure boat/ship moorings
- Personal flotation devices/vests for harbor staff
- Remove hazardous materials away from water
- Remove buoyant assets away from water
- Stage emergency equipment outside affected area
- Activate Mutual Aid System as necessary
- Activate of Incident Command at evacuation sites
- Alert key first responders at local level
- Restrict traffic entering harbor; aid traffic evacuating
- Identify/Assign rescue, survey, and salvage personnel
- Identify boat owners/live-aboards; establish phone tree, or other notification process

Permanent ("hard") mitigation measures

- Increase size and stability of dock piles
- Fortify and armor breakwaters
- Improve flotation portions of docks
- Increase flexibility of interconnected docks
- Improve movement along dock/pile connections
- Increase height of piles to prevent overtopping
- Deepen/Dredge channels near high hazard zones
- Move docks/assets away from high hazard zones
- Widen size of harbor entrance to prevent jetting
- Reduce exposure of petroleum/chemical facilities
- Strengthen boat/ship moorings
- Construct flood gates
- Prevent uplift of wharfs by stabilizing platform
- Install debris deflection booms to protect docks
- Ensure harbor structures are tsunami resistant
- Construct breakwaters further away from harbor
- Install Tsunami Warning Signs
- Identify equipment/assets (patrol/tug/fire boats, cranes, etc.) to assist response activities

California Maritime Tsunami Response and Mitigation Playbooks

Frequently Asked Questions

For the Public/Media and Practitioners

General Public/Media FAQs:

Who is the audience of this FAQ?

- Members of the public and/or media who would like clarification about the Playbook approach. This is also good to use as background information for practitioners: Emergency managers, port & harbor authorities, harbormasters, and anyone responsible for making decisions about the safety of their citizens.

What has been available for tsunami evacuations and response in the past?

- The National Tsunami Warning Center (NTWC) provides tsunami alerts (Warning, Advisory, Watch, Information Statements) and forecast information (wave heights and tsunami start times) to coastal communities in California.
- Tsunami Advisories and Warnings are situations where coastal emergency managers and harbor masters are recommended to take action, from limiting access to beaches or waterfront areas to full evacuation of the formal maximum evacuation zone identified in their emergency response plans.
- There has been no information for ports/harbors about current strength or damage potential with harbors, nor where boats can be repositioned or how far boats need to go offshore to be safe from tsunamis, until now.

Why is detailed information about tsunami currents, damage, and offshore safety needed?

- When relatively small-amplitude tsunami Advisories or Warnings are issued, harbor officials struggle with knowing if, when, and where boats should be moved, or how far offshore boats need to go to be safe.
- Harbor and port officials also struggle with public messaging and recommended actions before, during, and after a tsunami.
- An example of this occurred during the March 11, 2011 tsunami when forecasted amplitudes from 0.5m to 2.5m (1.5ft to 8ft) were expected along the California coast. Twenty-seven harbors sustained damage (approximately \$100M total) and people within boats or on docks were at risk to injury during tsunami activity.
- Improving the information about where potential tsunami damage or dangerous conditions may exist will allow harbor officials to make more accurate and informed decisions about response and evacuation activities.

What are Maritime Tsunami Response and Mitigation Playbooks?

- Maritime Tsunami Response and Mitigation Playbooks plans provide harbor officials with tsunami-specific maps and guidance about in-harbor hazards (strong currents,

eddies, damage potential, potential for docks overtopping piles) and offshore safe areas for boats.

- This harbor-specific information helps harbors officials develop detailed response plans with the help of the California Geological Survey (CGS), the California Governor's Office of Emergency Services (CalOES), and the four NOAA National Weather Service (NWS) Warning Forecast Offices (WFOs).
- Each playbook provides at least five scenarios harbor officials can reference in real-time during future tsunamis.
- Using a sports analogy, the Playbook approach provides the best coastal defense for a tsunami of a particular size and source location. The correct "Play" (or "Plan") is used to combat or defend against the tsunami which is on the offensive.
- **TIMING:** Use of Maritime Tsunami Response Playbooks are recommended for scenarios where the travel time for the tsunami to reach California's shoreline is greater than 4-5 hours, and there is plenty of time for the Warning Center to process data and make accurate wave-height and arrival-time forecasts.
- This forecast information can allow maritime communities to initiate emergency response plans which might include strengthening harbor infrastructure and boat moorings, or relocating boats within or outside the harbor.
- The Maritime Playbooks can also be used to assist harbors and port in making structural improvements to their harbor facilities. The State is working with FEMA to help maritime communities integrate Playbook hazard information into Local Hazard Mitigation Plans, and develop a strategy for acquiring funding needed to make improvements to structures.
- To determine if tsunami flood levels will cause docks to overtop pilings or inundation in and around the harbor to occur, the flood elevation will be provided to harbor officials in real time. This flood elevation will incorporate all factors influencing coastal flooding, including forecasted tsunami amplitudes, storm surge, and tidal information (see FASTER Approach).

What is the FASTER Approach?

- FASTER is an acronym that includes the variables for calculating the most conservative, yet accurate, localized run-up and flood elevation that the tsunami could reach at a particular part of our coastline.
- FASTER is a simple analytical tool that incorporates real-time tsunami **F**orecast **A**mplitudes (wave heights), **S**torm and **T**idal conditions, potential tsunami forecast **E**rrors, and site-specific tsunami **R**un-up potential on land to determine a more exact tsunami flood height along the coast.

What's the difference between what the National Tsunami Warning Center (NTWC) provides and what FASTER provides?

- We will still be using the tsunami alert messages and forecast amplitude (wave height) numbers from NTWC as the official public information about the tsunami.

- Tsunami Advisories and Warnings from NTWC cover oceans and continental shorelines in scope. They don't include local details like tides, run-up, and storm influences. Rather they model the tsunami amplitude which is just offshore (before coming on land).
- FASTER provides more locally detailed information about the true flood potential on which to base local decisions for tsunami evacuation and response.

Should boats be relocated offshore, and if they go what is the safe depth to travel beyond?

- The State and NOAA does NOT recommend that boats be taken offshore while a tsunami is active along the coast. It is more important for people who are already safe on land to stay on land and not risk their life offshore.
- However, if boats are taken offshore, we have performed a scientific analysis of the appropriate offshore depth which boats must travel beyond to be safe from tsunamis.
- During a distant-source event, boats must go beyond 30 fathoms (180-foot) depth to be safe from all tsunamis.
- We strongly recommend that boats NOT be taken offshore during a tsunami from a local source as personal injury and boat damage are highly likely. However, boats which are already offshore must go beyond 100 fathoms (600-foot) depth to be safe from these local tsunamis.

Practitioner FAQs:

Who is the audience of this FAQ?

- Emergency managers, port & harbor authorities, harbormasters, and anyone responsible for making decisions about the safety of their citizens.

How are the different parts of the FASTER Approach calculated?

- FASTER is an acronym that includes the following variables for calculating the most conservative, yet accurate run-up and flood elevation that the tsunami could reach at a particular location:
 - **FA = Forecasted Amplitude** (wave heights) calculated and provided by the National Tsunami Warning Center during the first hours after a tsunami is generated;
 - **S = Storm** surge or existing ocean conditions, predicted by the regional NOAA Weather Forecast Offices using NOAA storm forecast data;
 - **T = Maximum Tidal** height first 5 hours of tsunami, obtained by the NOAA Weather Forecast Offices from NOAA tidal forecast data;
 - **E = Forecast modeling Error** potential, which has been pre-calculated to be 30% of the forecast amplitude based on comparisons of forecast to measured wave heights during past events (Wilson et al., 2012); and,
 - **R = Site-specific amplified Run-up** potential, pre-calculated from existing state tsunami modeling for each coastal community in California.

What is the process for recommending a Response Playbook Plan to use?

- It is anticipated that once the National Tsunami Warning Center provides a forecast of the wave height (amplitude), which may take 1-3 hours after the tsunami is first generated, it should take only 15 minutes to determine the appropriate MINIMUM Playbook Plan for use by each maritime community because the process is completely automated.
- Each Response Playbook Plan is associated with a specific tsunami amplitude/wave height and, therefore, will also be determined automatically.
- The State and NWS will verify the accuracy of the Plan recommendation prior to this information being shared with harbor officials.
- Recommendations will only be shared directly with the harbor officials, not the public, because all tsunami response activities are ultimately decided by the local harbor officials and emergency managers.

How will Playbook Plan recommendation be made?

- The State and NWS will recommend and communicate a MINIMUM Tsunami Response Playbook Plan for each individual maritime community.
- The Playbook Plan recommendations will be directly shared with maritime officials via (redundant) communication methods: emails, password-protected websites, etc.
- The State and NWS will provide further real-time support through appropriate conference calls, individual phone calls and other avenues to make sure the maritime officials understand what this recommendation means.

- **Ultimately, each maritime community is responsible for determining and implementing tsunami evacuations and response. Each community will determine if and how to share the appropriate response plan and activities with their public.**

Glenn Lazof

From: Scott Grindy
Sent: Wednesday, October 14, 2015 3:12 PM
To: John Draper; Jim Merlo; Glenn Lazof
Subject: FW: Sneaky Secrets

FYI

From: Chris Anderson [<mailto:canderson@grandmarina.com>]

Sent: Wednesday, October 14, 2015 3:08 PM

To: john@latitude38.com

Cc: BrianBray@cityofavalon.com; charlie@ccharbor.com; bgross@ocdph.com; diane@emerycove.com; michael@emerycove.com; krista@emerycove.com; canderson@grandmarina.com; jgiles@bh.lacounty.gov; gjones@bh.lacounty.gov; cmiyamoto@bh.lacounty.gov; Rmullany@portla.org; SOrosz@mbyachtharbor.com; Scheibla@ci.monterey.ca.us; eendersby@morro-bay.ca.us; mcintyre@mosslandingharbor.dst.ca.us; razecca@mosslandingharbor.dst.ca.us; Vdpiero@ci.pittsburg.ca.us; joseph.reilly@sfport.com; stevem@portsanluis.com; lochd@portsanluis.com; Bprice@marincounty.org; kunderwood@cityofsacramento.org; kgrey@cityofsacramento.org; dsnodgrass@sanleandro.org; Scott Grindy; jhiggins@venturaharbor.com; Ken@danaharbor.com; sales@alxtechnology.com; jmalone@anchorqua.com; mikez@latitude38.com; rmason@anchorqea.com; david@davidskadeland.com; sbodensteiner@haleyaldrich.com; cecilyff@gmail.com; info@shoreline-engineering.net; delano@workboats.net; jjensen@americantex.com; scanaday@bellingham-marine.com; Rick.Wilson@conservation.ca.gov; rikki@californiamsf.org; rbeck@herdersonmarine.com; darryl@edsonintl.com; lvergara@empind.net; fmazloom@kiecon.com; mbabcock@lockton.com; gchamness@marina-accessories.com; sales@marinetraavelift.com; bporter@moffattnichol.com; ryan@scottcomarine.com; sales@posscribble.com; miguel@thunderboltwt.com; gpmailho@transystems.com; mdavis@watrydesign.com; caharbormasters@gmail.com; lekers@santacruzharbor.org

Subject: Sneaky Secrets

John,

As a long time inside front page advertiser I am worried about our relationship with Latitude 38. Latitude should not have allowed Max Ebb's Sneaky Secrets to publish.

Grand Marina already faces a significant challenge regarding sneak-aboards prior to the article. The legal live-aboards pay a premium for the status and the extra amenities while a rising number of their neighbors are sneaking aboard now with Max's secrets. This negligent encouragement is not only disrespectful to all marina's but more importantly to the legal live-aboard tenants. We are experiencing more concerns by the legal live-aboard community that their neighbors are allowed to live-aboard and use the exclusive facilities without paying.

This has been an ongoing problem for the Grand Marina. To catch a sneak-aboard requires additional resources to collect data and build a case for eviction. Also, as the legal's see more and more illegals they tend to leave affecting marina occupancy. Additionally, as Max Ebb points out, marina's in the BCDC jurisdiction are only allowed 10% of gross berthing to live-aboard, this type of unprincipled article by an influential publication is disconcerting. I am troubled that Latitude would subject marinas to possible BCDC audits, added man hour costs, and possible fines. This will only drive up slip fees. THANKS MAX!!!

Grand Marina took the October issue off of our shelves and will not display subsequent issues until both Max Ebb and Latitude formally apologize to all marina's AND the legal live-aboard community.

Chris Anderson
Grand Marina

Finance Committee Responsibilities

Recommended by Finance Committee on Sept. 28, 2015

Committee Members: Sabrina Brennan, Tom Mattusch and Bud Ratts

Budgeting and Financial Planning

- Develop long-range financial goal recommendations along with funding strategies to achieve them
- Develop multi-year operating budget recommendations that integrate strategic plan objectives and initiatives.

Reporting

- Develop useful and readable report formats.
- Develop a list of desired reports noting the level of detail, frequency, deadlines, and recipients of these reports.
- Consider the implications of the reports.

Internal Controls and Accountability Policies

- Review approved financial policies and procedures.
- Work with auditor to review and advise internal controls.
- Create, approve, and update (as necessary) policies that help ensure the assets of the organization are protected.
- Work with auditor to ensure policies and procedures for financial transactions are documented in a manual, and the manual is reviewed annually, and updated as necessary.
- Increase access to information about District finances
- Increase access to new technologies for openness and accountability

Audit

- Recruit and recommend auditor
- Review the draft audit
- Review the management recommendation letter from the auditor and ensure follow up on any issues mentioned

Investments

- Review investment policy at least annually and update if necessary.
- Ensure provisions of the policy are followed.
- Evaluate investment portfolio, guidelines on the asset allocation of the portfolio based on a predetermined level of risk tolerance, authorizations for executing transactions, disposition of earned income, etc.