



Board of Harbor  
Commissioners

Tom Mattusch, President  
Virginia Chang Kiraly, Vice President  
Robert Bernardo, Secretary  
Pietro Parravano, Treasurer  
Sabrina Brennan, Commissioner

Steve McGrath, General Manager  
Steven D. Miller, District Counsel

## San Mateo County Harbor District Board of Harbor Commissioners

“To assure the public is served with clean, well managed, financially sound and environmentally pleasant marinas.”

### MEETING AGENDA

March 16, 2016  
6:30 PM

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

**All Harbor District Commission meetings are recorded and posted at [www.PacificCoast.tv](http://www.PacificCoast.tv) within 24-48 hours of the meeting. Pacifica residents can tune into Comcast Channel 26 and residents from Montara through Pescadero can tune into Comcast Channel 27. Copies of the meetings can also be purchased from PCT and mailed for \$18.**

Persons requiring special accommodation with respect to physical disability are directed to make such requests per the Americans With Disabilities Act to the Deputy Secretary to the Board at 650-583-4400.

**A.) Roll Call**

**B.) Public Comments/Questions**

The Public may directly address the Board of Harbor Commissioners for a limit of three minutes, unless a request is granted for more time, on any item of public interest within the subject matter jurisdiction of the San Mateo County Harbor District, Board of Harbor Commissioners that is not on the regular Agenda. If a member of the public wishes to address the Board on an Agenda Item, that person must complete a Public Speaker Form and wait until that Item comes up for discussion. Agenda material may be reviewed at the administration offices of the

District, 504 Avenue Alhambra, 2<sup>nd</sup> Floor, El Granada, CA 94018 or online at [www.smharbor.com](http://www.smharbor.com).

### **C.) Consent Calendar**

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

- 1 TITLE: [Bills and Claims in the Amount of \\$155,917.06](#)  
Recommend approval
- 2 TITLE: [Minutes of Meeting 6:30 PM January 20, 2016](#)  
PROPOSED ACTION: Recommend approval
- 3 TITLE: [Minutes of Meeting 6:30 PM February 3, 2016](#)  
PROPOSED ACTION: Recommend approval
- 4 TITLE: [Minutes of Meeting 6:30 PM February 17, 2016](#)  
PROPOSED ACTION: Recommend approval
- 5 TITLE: [Fiscal Year 2015 – 2016 Write-Off Request](#)  
PROPOSED ACTION: Adopt Resolution 06-16 to authorize the General Manager to remove a total of \$24,905.48 in accounts receivable: \$4,291.31 from Oyster Point Marina/Park and \$20,614.17 from Pillar Point Harbor.
- 6 TITLE: [Investment Policy](#)  
PROPOSED ACTION: Approve Resolution 07-16, Authorizing Commissioner Parravano, District Treasurer to execute Acknowledgement of Receipt of San Mateo County Investment Policy

### **D.) Discussion**

- 7 TITLE: [Discussion regarding locating a copy of Exhibit 1 to the JPA Agreement, "Master Plan for Development of Oyster Point Marina/Park", prepared by Daniel, Mann, Johnson & Mendenhall. Discussion of the implications of not having Exhibit 1. Additional Info](#)  
PROPOSED ACTION: Review

- 8 TITLE: [Division of Boating and Waterways; Retirement of Debt Additional Info](#)  
[Additional Info – Chart](#)  
[Additional Info – Combined](#)  
[Additional Info DBW Payoff - Revised](#)  
PROPOSED ACTION: Provide direction to Staff and Finance Committee
- 9 TITLE: [Preliminary Review of Capital Improvement Plan/Receipt of Public Input and Commission Direction to Staff for 2016-2017 Fiscal Year Budget](#)  
PROPOSED ACTION: Direct Staff to include proposed 16/17 Capital Projects, as revised and attached, in initial budget documents, for additional review prior to the Adoption of the Final Budget for the 2016-2017 Fiscal Year
- 10 TITLE: [First Look, San Mateo County Harbor District Budget 2016/17 Fiscal Year](#)  
PROPOSED ACTION: Provide Direction to Staff
- 11 TITLE: [Strategic Plan](#)  
PROPOSED ACTION: Provide Direction to Staff and Strategic Planning Committee

**E.) Staff Reports:**

**Administration and Finance**

- 12 [General Manager](#) – McGrath
- 13 [Interim Director Administrative Services](#) - Lazof

**Operations**

- 14 [Oyster Point Marina/Park and Pillar Point Harbor](#) – Merlo/Draper

**F.) Board of Harbor Commissioners**

- 15 Committee Reports

Commissioner Statements and Requests

1. The Board of Harbor Commissioners may make public statements limited to five (5) minutes.

**G.) Adjournment**

The next scheduled meeting will be held on April 6, 2016 at Sea Crest School, Think Tank, Room #19, 901 Arnold Way, Half Moon Bay, CA 94019 at 6:30 PM

Agenda Posted As Required:  
March 11, 2016 at 12:00 PM

A handwritten signature in black ink that reads "Melanie Hadden". The signature is written in a cursive style and is positioned above a horizontal line.

Melanie Hadden  
Temporary Deputy Secretary