



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 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, 2nd Floor, El Granada, CA 94018 or online at 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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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
RECOMMENDATION: 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.
PROPOSED ACTION: Review

- 8 TITLE: Division of Boating and Waterways; Retirement of Debt
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