

San Mateo County Harbor District Board of Harbor Commissioners Meeting Agenda

September 16, 2015
6:30 p.m.

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

All Harbor District Commission meetings are recorded and posted at www.PacificCoast.tv within 24-48 hours of the meeting. Pacifica residents can tune into Comcast 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

Commissioners

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

Staff

Glenn Lazof, Interim General Manager
Marcia Schnapp, Interim Administrative
Services Manager
Scott A. Grindy, Harbor Master
Debbie Nixon, Deputy Secretary
Steven Miller, District Counsel

B.) Public Comments/Questions –

The Public may directly address the Board of Harbor Commissioners for a limit of three minutes, unless a request is granted for more time, on any item of public interest within the subject matter jurisdiction of the San Mateo County Harbor District, Board of Harbor Commissioners that is not on the regular Agenda. If a member of the public wishes to address the Board on an Agenda Item, that person must complete a Public Speaker Form and wait until that Item comes up for discussion. Agenda material may be reviewed at the administration offices of the District, 504 Avenue Alhambra, 2nd Floor, El Granada, CA 94018 or online at www.smharbor.com.

C.) Staff Recognition-

D.) Consent Calendar

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

- 1 **TITLE:** **Minutes of Meeting June 17, 2015**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 2 **TITLE:** **Approve Phase I of Project with San Mateo County
Resource Conservation District Agreement for First Flush
Program for \$5,000**
 REPORT: Lazof, Memo, Resolution
 PROPOSED ACTION: Adopt Resolution 41-15 to contract for Water Quality
Assistance and Monitoring at Pillar Point Harbor, Subsequent
Phases will require approval at a future Board Meeting

- 3 **TITLE:** **Approve Participation in Lead Worker Training Course
Offered by Regional Government Services (RGS)**
 REPORT: Grindy, Memo, Resolution
 PROPOSED ACTION: Approve Participation in Lead Worker Training as
Recommended by Harbormaster (Commission Review and
Approval Requested by Interim General Manager, an RGS
employee)

- 4 **TITLE:** **Extend Interim IT Support Services with CASPIAN IT
GROUP for 92 days from September 30, 2015 to
December 31, 2015**
 REPORT: Schnapp, Memo, Resolution
 PROPOSED ACTION: Adopt Resolution 43-15 to extend interim IT support services

- 5 **TITLE:** **Approve Third Amendment to Interagency Agreement
with Regional Government Services (RGS) Increasing the
Not to Exceed Amount of by \$20,000 to \$200,000**
 REPORT: Lazof, Memo, Resolution
 PROPOSED ACTION: Adopt Resolution 44-15 to increase Amount of Interagency
Agreement with RGS

- 6 TITLE: **Authorize Amendment To Contract With GHD Inc. in the Amount of \$26,906.00 for the Completion of Design and Permitting for the West Trail Culvert Repair Project**
REPORT: Lazof/Grindy, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 39-15 to authorize an amendment to the contract with GHD Inc. for the completion of the West Trail Culvert and Repair Project
- 7 TITLE: **Authorize The Interim General Manager To Execute A Grant Agreement With The California State Parks, Division Of Boating And Waterways For An Amount Not To Exceed \$169,200.00 From The Abandoned Watercraft Abatement Fund**
REPORT: Lazof/Grindy, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 42-15 authorizing the General Manager to execute the grant agreement
- 8 TITLE: **Authorize Up to \$22,000 towards Purchase and Installation of Pillar Point Launch Ramp Pay Station**
REPORT: Schnapp/Grindy, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 46-15 to authorize \$22,000 toward purchase and installation of Pillar Point launch ramp pay station

E.) Old Business

- 9 TITLE: **Oyster Point Marina/Park Bait Shop Lease: Information and Status Update**
REPORT: Schnapp/Grindy, Oral Report
PROPOSED ACTION: Information item only

F.) New Business

- 10 TITLE: **Closed Session: Public Employee Appointment. Government Code Section 54957(b)(1), and Conference with Labor Negotiator Pursuant to Government Code Section 54957.6**
DISTRICT REPRESENTATIVES: Steven Miller
TITLE OF UNREPRESENTED EMPLOYEE: General Manager

- 11 TITLE: **Open Session: Possible Appointment of General Manager Miller**
REPORT:
PROPOSED ACTION: Consider adoption of Resolution 45-15 appointing a new General Manager, and authorizing President Mattusch to execute an Employment Agreement (Resolution to be provided at the meeting)
- 12 TITLE: **Proclamation for Debbie Nixon**
REPORT: Proclamation
PROPOSED ACTION: Following her faithful and dedicated service on behalf of the community and staff of the San Mateo County Harbor District
- 13 TITLE: **Beach Nourishment Project: Performance-based Compensation Agreement for Surfer's Beach Pilot Project and Procurement Thereof. (Commissioner David); Conceptual Approval Only**
REPORT: Commissioner David, Oral Report
PROPOSED ACTION: Consider Performance-based Compensation Agreement to be completed and approved at future Commission meeting
- 14 TITLE: **Bills and Claims in the Amount of \$376,598.22**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$376,598.22 to cover payment of Bills and Claims
- 15 TITLE: **Discussion and Possible Action Regarding The District's Rising Legal Expenses (Commissioner Brennan)**
REPORT: Legal Expense Memo, Brennan; (An updated expense chart will be available as a handout at the meeting, as requested by Comm. Brennan); Oral Report; Lazof
PROPOSED ACTION: Two Options for action:
1) Staff recommends that if an action is desired that the item be tabled to a future meeting to permit additional description of proposed action on the Agenda
2) Per Agenda title as submitted, take action following this item.

J.) Staff Reports: a) Administration and Finance

- 16 **Interim General Manager – Lazof**
- 17 **Interim Administrative Services Manager – Schnapp**

b) Operations

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

K.) Board of Harbor Commissioners

19 A. Committee Reports

B. Commissioner Statements and Requests

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

2. Any Commissioner wishing to place an item on a future agenda may do so. For additional items, any Commissioner may make a motion to place the item on the Agenda and must have a majority vote to pass.

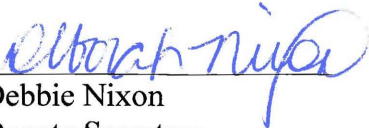
G.) Closed Session, Continued

20 TITLE: Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
DISTRICT Scott Grindy, Deborah Glasser, Glenn Lazof
REPRESENTATIVES:
EMPLOYEE Operating Engineers Local Union 3 and Teamsters Local
ORGANIZATIONS: Union 856

L.) Adjournment

The next scheduled meeting will be held on October 7, 2015 at the Sea Crest School, Think Tank, Room #19, 901 Arnold Way, Half Moon Bay, CA 94019 at 6:30 PM.

Agenda Posted As Required:
September 11th at 12:45 p.m.


Debbie Nixon
Deputy Secretary