



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, safe, well-managed,
financially sound and environmentally pleasant marinas.”

SPECIAL MEETING AGENDA

November 2, 2016
3:00 p.m.

Harbor District Conference Room
504 Avenue Alhambra - Second Floor
El Granada, CA 94018

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.) Closed Session

PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to
Government Code 54957

TITLE: General Manager

Open Session will begin at 4:00 p.m.

C.) 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.

D.) Board of Harbor Commissioners

Commissioner Statements and Requests

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

Items pulled from the Consent Calendar will be heard after discuss items.

E.) Consent Calendar

All items on the consent calendar are approved by one motion. Any item on the regular agenda may be transferred to the consent calendar.

- 1 **TITLE:** [Cancel 6:30 PM Regular Meeting November 2, 2016](#)
PROPOSED ACTION: Cancellation of Meeting.

- 2 **TITLE:** [Bills and Claims in the Amount of \\$515,520.21. Recommend approval and Pre-Approval not to exceed \\$300,000](#)
PROPOSED ACTION: Approve Bills and Claims and Pre-approval of \$300,000.

- 3 **TITLE:** [Special Meeting Minutes of October 5, 2016 \(Gehret\)](#)
PROPOSED ACTION: Approve Minutes.

- 4 **TITLE:** [Meeting Minutes of October 5, 2016 \(Gehret\)](#)
PROPOSED ACTION: Approve Minutes.

- 5 **TITLE:** [Commercial Activity Permit: Grays Harbor Historical Seaport Authority's HMB Lady Washington Tall Ship to Visit Pillar Point Harbor November 3, 2016 through November 10, 2016 \(Moren\)](#)
PROPOSED ACTION: Approve the Commercial Activity Permit and Fee Waiver; Grays Harbor Historical Seaport Authority's HMB Lady Washington Tall Ship to Visit Pillar Point Harbor November 3, 2016 through November 10, 2016.

- 6 TITLE: [First Quarter Rent Report \(Lazof\)](#)
PROPOSED ACTION: Information Only.
- 7 TITLE: [Destruction/Disposal of Records \(Lazof/Gehret\)](#)
PROPOSED ACTION: Approve and adopt Resolution No. 33-16, authorizing the destruction of the following documents:
Prior to 2001 – Budget Preparation and Detail, PPH Launch Ramp Opposition, MOU Negotiations, Completed Contracts, Abalone Farming Proposal PPH, (Former) Lessee Information, H&N Fish Co., Producers Seafood, Hilton Hotel at OPM (Environmental Documents), Storm Damage, Lease Info, Commercial Activity Permits, Fish Sale Permits.
- 8 TITLE: [Obtaining Health Insurance through Special Districts Risk Management; Approval of Resolution No. 35-16, Authorize Execution of Memoranda of Understanding and Program Participation Agreement \(Lazof\)](#)
PROPOSED ACTION: Adopt Resolution No. 35-16 approving the form of and authorizing execution of the MOU authorizing participation SDRMA’s Medical Benefits. Authorize the General Manager to execute MOU and agreements.
- 9 TITLE: [Regional Government Service \(RGS\) Contract Extension through June 30, 2017, Seventh Amendment \(McGrath\)](#)
PROPOSED ACTION: Approve Contract Increase of \$52,000.
- 10 TITLE: [Consideration of Amendment to the San Mateo County Harbor District Ordinance 2.30.030 Adopting Personnel Rules \(Lazof\)](#)
PROPOSED ACTION: Approve Resolution 34-16; revising Ordinance 2.30.030, that General Manager may revise Personnel Rules and Regulations, except that final approval regarding compensation remains with the Board of Harbor Commissioners.
- 11 TITLE: [Commercial Activity Permit “The Mavericks Experience” Guided Eco-Tour Offering \(Moren\)](#)
PROPOSED ACTION: Approval of a Commercial Activity Permit for “The Mavericks Experience” Guided Eco-Tour Offering.
- 12 TITLE: [Commercial Activity Permit for Tideland Marine Group,](#)

PROPOSED ACTION: [INC., to Operate as a Water Taxi/Tour Service out of Oyster Point Marina for a one year period \(Moren\)](#)
Recommend approval of Commercial Activity Permit for Tideland Marine Group, INC., to operate Water Taxi/Tour Service out of OPM.

13 TITLE: [Spirit of Sacramento Update and Authorization for the General Manager to Modify Agreement with Cox, Wootton, Lerner, Griffin, Hansen & Poulos \(Moren\)](#)

PROPOSED ACTION: Approve authorizing the General Manager to make the final payment \$456.82 for final close-out of legal services related to disposition of abandoned vessel Spirit of Sacramento (SOS)

14 TITLE: [Approve Athletic Event Permit and Fee waiver for South San Francisco Parks and Recreation Department for Thanksgiving Fun Run](#)

PROPOSED ACTION: Approve Athletic Permit and Fee waiver for the City of South San Francisco Parks and Recreation Dept.

F.) Discussion

15 TITLE: [Rates and Fees Effective January 1, 2017 Call for Public Hearing \(Lazof\)](#)

PROPOSED ACTION: Provide direction to staff.

16 TITLE: [First Quarter Budget Review/ Open Gov Demonstration \(Lazof\)](#)

PROPOSED ACTION: Information Only.

G.) Staff Reports

17 **General Manager – McGrath**
[Report on CSDA Conference](#)

18 **Interim Director Administrative Services – Lazof**

19 **Director of Operations – Moren**
1. [Harbor Masters Port Captain Conference](#)
2. [Lighted Boat Festival](#)

H.) Adjournment

The next scheduled meeting will be held on November 16, 2016 at 6:30 PM at the Municipal Services Building, William Belloni Room, 33 Arroyo Drive, South San Francisco, CA 94080.

Agenda Posted As Required:
October 28, 2016 at 12:00 PM

Debbie Gehret
Deputy Secretary