



San Mateo County Harbor District Board of Harbor Commissioners

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

REGULAR MEETING AGENDA

July 18, 2018

6:30 PM

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

All Harbor District Commission regular meetings are recorded and posted at www.PacificCoast.tv within 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 disability are directed to make such requests per the Americans With Disabilities Act to the Deputy Secretary to the Board at 650-583-4400, 48 hours in advance.

A). Roll Call

B). Staff Recognition: Assistant Harbor Master John Draper

C). 1. Public Comments/Questions

The Public may directly address the Board of Harbor Commissioners for a limit of three (3) 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, that is not on the Regular Agenda. If a member of the public wishes to address the Board on an agenda item, it is requested that a speaker card is completed and given it to the Deputy Secretary. The Chair will call your name at the appropriate time. Agenda material may be reviewed at the administration offices of the District, 504 Avenue Alhambra, Ste. 200, El Granada, CA 94018 or online at www.smharbor.com.

2. Commissioner Comments

Commissioners may make public statements limited to five (5) minutes.

D). Consent

All items on the Consent are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the Regular Agenda.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.

ITEMS PULLED FROM THE CONSENT WILL BE HEARD AFTER DISCUSSION ITEMS.

1. **[Bills and Claims \(Chan\)](#)**
Recommendation: Review Pre-Approved Bills and Claims in the amount of \$2,645,185.09. Pre-Approve Bills and Claims not to exceed \$350,000.
2. **[Minutes – Special Meeting April 12, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of April 12, 2018.
3. **[Minutes – Regular Meeting April 18, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Regular Meeting of April 18, 2018.
4. **[Minutes – Special Meeting May 23, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of May 23, 2018.
5. **[Minutes – Regular Meeting May 23, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Regular Meeting of May 23, 2018.
6. **[Minutes – Special Meeting June 20, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of June 20, 2018.
7. **[Minutes – Special Meeting June 27, 2018 \(Gehret\)](#)**
Recommendation: Approve Minutes of the Special Meeting of June 27, 2018.
8. **[Bad Debt Write-Off Request \(Henthorne\)](#)**
Recommendation: Authorize the General Manager to write-off as bad debt a total of \$38,885 in accounts receivable: \$22,290 from Oyster Point Marina and \$16,595 from Pillar Point Harbor.
9. **[Monthly Capital Projects Update \(Moren\)](#)**
Receive and file.
10. **[Consolidation of General Election; Resolution No.18-12 \(Pyle\)](#)**
Recommendation: Adopt Resolution No.18-12 requesting the District's 2018 Biennial Election be consolidated with the November 6, 2018 San Mateo County Statewide General Election.
11. **[Memoranda of Understanding \(MOUs\) for Teamsters 856 and Operating Engineers Local 3 \(Pyle\)](#)**
Recommendation: Receive report and file.
12. **[2018 Special District “Legislative Days” - Report on Attendance \(Brennan\)](#)**
Receive and file.

E). Discussion

13. Closed Session: General Manager Performance Evaluation and Contract Negotiation

Public Employee Performance Evaluation and Conference with Labor Negotiator pursuant to Government Code Sections 54957 and 54957.6

Title: General Manager

District Representative: Robert Bernardo

14. Consideration of Compensation Adjustment and Contract Extension for the General Manager

15. Unrepresented Employees Salary Schedule and Contributions Towards 457 Deferred Compensation/Flexible Spending Accounts (McGrath)

Recommendation: Approve the salary schedule adjustments for the four “exempt” and “unrepresented” positions and authorize the General Manager to provide of 2% of base annual salary towards the 457 Deferred Compensation/Flexible Spending Accounts.

16. Extend Contract with Robert Half for Temporary Staffing Services, Not to Exceed \$350,000 (Pyle)

Recommendation: Authorize the General Manager to execute an extension of service agreement with Robert Half for an additional \$75,000, with a total not to exceed amount of \$350,000.

17. Oyster Point Marina and Park: Updates on Construction; Community Facilities District; Fuel System; New Agreement with South San Francisco (McGrath)

Recommendation: Receive report, and provide direction to staff

18. Pillar Point Sidewalk Expansion and Parking Lot Improvement Project Contract Award to Golden Bay Construction in the Amount of \$417,705.00 (Moren)

Recommendation: Authorize the General Manager to execute a contract with Golden Bay Construction in the amount of \$417,705.00 and to establish a contract contingency in the amount of 10% for unanticipated additional expenses, and to issue any change orders up to the contingency amount.

19. Nomination for California Special Districts Association (CSDA) 2018 Board of Directors Election, (Seat A), Bay Area Network (McGrath)

Recommendation: The Commission may consider voting for up to one (1) candidate for the California Special Districts Association 2018 Board of Directors Election, (Seat A), Bay Area Network, or may take no action.

F). Discussion/Action on Pulled Consent Items (if any)

G). Future Agenda Items

H). June Activity Reports: General Manager; Administration; Operations

Information only.

I). Adjournment

The next Regular Meeting will be held on August 15, 2018 at the San Mateo County Harbor District Office, 504 Avenue Alhambra, Ste. 200, El Granada, CA 94018 at 6:30 PM.

Agenda posted as required:
July 13, 2018 at 4:00 PM



Debbie Gehret
Deputy Secretary