

San Mateo County Harbor District Board of Harbor Commissioners Meeting Agenda

January 21, 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 Chanel 26 and residents from Montara through Pescadero can tune into Comcast Chanel 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.

Roll Call

Commissioners

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

Staff

Scott A. Grindy, Acting General Manager
Debra Galarza, Director of Finance
Marietta Harris, Human Resource Manager
Charles White, Acting Harbor Master - OPM
John Draper, Acting Harbor Master - PPH
Debbie Nixon, Deputy Secretary
Steve Miller, District Counsel

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, 400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080 or online at www.smharbor.com.

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Staff Recognition-

New Business

- 1 **TITLE:** **District Administration Office at Oyster Point Boulevard**
 REPORT: **Grindy, Memo**
 PROPOSED ACTION: **Authorize the Acting General Manager to provide notice by**
 February 1, 2015 to Kashiwa Fudosan America, Inc.

Closed Session

- 2 **TITLE:** **Conference with Real Property Negotiators. California**
 Government Code Section 54956.8.

PROPERTY: **504 Avenue Alhambra, El Granada, CA 94018**

DISTRICT
 NEGOTIATOR: **Scott Grindy and Randy Kinghorn**

NEGOTIATING
 PARTY: **Working Dirt LLC, Billy Daniels**

UNDER
 NEGOTIATION: **Price and terms of payment**

- 3 **TITLE:** **Conference with Legal Counsel-Anticipated Litigation.**
 California Government Code Section 54956.9. One Case

Continued Business

- 4 **TITLE:** **Reorganization of Harbor Commission: Selection of**
 Treasurer
 REPORT: **Miller, Memo**
 PROPOSED ACTION: **Select Treasurer**

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.

- 5 TITLE: **Minutes of Meeting December 3, 2014**
REPORT: Draft minutes
PROPOSED ACTION: Approval
- 6 TITLE: **Minutes of Meeting January 7, 2015**
REPORT: Draft minutes
PROPOSED ACTION: Approval
- 7 TITLE: **Approve Acting General Manager to be a Board Member of the California Association of Harbor Masters and Port Captains**
REPORT: Grindy, Memo
PROPOSED ACTION: Approve Acting General Manager to be a Board Member of the California Association of Harbor Masters and Port Captains

New Business, Continued

- 8 TITLE: **Amendment to FY14/15 Budget for Salary and Benefits**
REPORT: Harris, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 04-14 to amend FY14-15 budget
- 9 TITLE: **Amendment to FY14/15 Budget for Recruitment Expense**
REPORT: Galarza, Resolution
PROPOSED ACTION: Adopt Resolution 05-14 to amend FY14-15 budget
- 10 TITLE: **Coastal Commission Permit – Electrical Project for Relocation of Refrigerated Containers om Johnson Pier – Project Change of Scope**
REPORT: Grindy, Memo
PROPOSED ACTION: Modify permit application to Coastal Commission to keep bait at their current location on Johnson Pier and to allow for electrical car charging in parking lot

- 11 TITLE: **Possible Change in Location of Three Captains' Hoist at Pillar Point Harbor**
REPORT: Grindy, Memo
PROPOSED ACTION: To be determined
- 12 TITLE: **Suspension of Hiring Freeze to Fill Two (2) Deputy Harbormaster Positions**
REPORT: Harris, Memo
PROPOSED ACTION: Authorize the lift of the hiring freeze to hire Deputy Harbor Masters
- 13 TITLE: **Request for Proposals: District Counsel Legal Services**
REPORT: Grindy, Memo, Attachments
PROPOSED ACTION: Approve draft Request for Proposal and direct Acting General Manager to issue Request for Proposals (RFP)
- 14 TITLE: **Information Report: Amendments to District Policies**
REPORT: Harris, Memo
PROPOSED ACTION: Information only
- 15 TITLE: **Updated List of Signatures for US Bank**
REPORT: Galarza, Memo, List of signatures
PROPOSED ACTION: Update list of signatures for the San Mateo County Harbor District's signatures for US Bank
- 16 TITLE: **Information Report: San Mateo County Investment Pool**
REPORT: Galarza, Memo
PROPOSED ACTION: Information only
- 17 TITLE: **Information Report: Agenda Preparation and Packet Distribution**
REPORT: Grindy, Memo
PROPOSED ACTION: Information only
- 18 TITLE: **Authorize Sending of Letter to San Mateo County Local Agency Formation Commission (LAFCo) requesting delay in Municipal Service Review and Sphere of Influence Update**
REPORT: Brennan, Draft letter
PROPOSED ACTION: Authorize sending of letter to LAFCo

Adjournment

The next scheduled meeting will be held on February 4, 2015 at the Sea Crest School, Think Tank, Room #19, 901 Arnold Way, Half Moon Bay at 6:30 p.m.

Agenda Posted As Required:
January 16th at 10:15 a.m.

Debbie Nixon
Deputy Secretary