

San Mateo County Harbor District Board of Harbor Commissioners Special Meeting Agenda

November 4, 2015
4:00 pm

Sea Crest School, Think Tank, Room #19
901 Arnold Way
Half Moon Bay, CA 94019

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
Vacant, Vice President
Robert Bernardo, President

Pietro Parravano, Treasurer
Sabrina Brennan, Commissioner

Staff

Glenn Lazof, Interim General Manager
Vacant, Director of Finance
Marcia Schnapp, Interim Administrative
Services Manager
Vacant, Harbor Master
Melanie Hadden, Temporary 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 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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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: [Approve Certified Employment List for District Positions](#)
REPORT: Schnapp/Memo
PROPOSED ACTION: Approve Certified List for: Deputy Harbor Master; Harbor Worker

- 2 TITLE: [Extension of Professional Services Contract with McCoy's Patrol Service at Oyster Point Marina at Current Rates through January 31, 2016](#)
REPORT: Schnapp/ Memo
PROPOSED ACTION: Authorize General Manager to extend contract.

E.) Old Business

F.) New Business

- 3 TITLE: [Bills and Claims in the Amount of \\$137,241.76](#)
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$137,241.76 to cover payment of Bills and Claims

- 4 TITLE: [Electronic Communications and Social Media Policy](#)
REPORT: Lazof, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 51-15 to approve Electronic Communications and Social Media Policy as recommended by staff. [Additional Material](#)

- 5 TITLE: [District Hiring Freeze](#)
REPORT: Lazof/Memo
PROPOSED ACTION: Adopt resolution 53-15. Commission may take action to establish that there is no Hiring Freeze in effect.

- 6 TITLE: [Discussion of Process for Appointment of Member of Board of Harbor Commissioners \(Commissioner Mattusch\)](#)
REPORT: Lazof/Memo
PROPOSED ACTION: The Commission may decide on a process for the November 16, 2015 Special Meeting at which an appointment will be made.
- 7 TITLE: [Cancellation of November 18, 2015 regular meeting of the Board of Harbor Commissioners \(Commissioner Brennan\)](#)
REPORT: Lazof/Memo
PROPOSED ACTION: Cancellation of the November 18, 2015 regular meeting of the Board of Harbor Commissioners
- 8 TITLE: [Authorization to Pay Bills and Claims Occurring Between October 30, 2015 and November 18, 2015 in an Amount Not to Exceed \\$550,000](#)
REPORT: Schnapp/ Memo
PROPOSED ACTION: The Commission will consider authorizing payment of Bills and Claims occurring between November 5, 2015 and November 18, 2015 in an amount not to exceed \$550,000 in the event that the November 18 meeting is cancelled (per previous agenda item)
- 9 TITLE: **Cancel the Regular Meeting at 6:30 pm on November 4, 2015**
REPORT: Lazof
PROPOSED ACTION: Cancel the Regular Meeting at 6:30 pm on November 4, 2015

G.) Staff Reports: a) Administration and Finance

- 10 [Interim General Manager](#) – Lazof
11 [Director of Finance](#)
12 [Interim Administrative Services Manager](#) – Schnapp

b) Operations

- 13 [Oyster Point Marina/Park and Pillar Point Harbor](#) – Draper/Merlo

H.) Board of Harbor Commissioners

14 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 pursuant to Resolution 50-15.

I.) Closed Session

15 TITLE: **Conference with Legal Counsel – Anticipated Litigation**
Initiation of litigation pursuant to Government Code Section 54956.9(d)(4) (one case)

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

J.) Adjournment

The next scheduled meeting will be held on November 4, 2015 at Sea Crest School, Think Tank, Room #19, 901 Arnold Way, Half Moon Bay, CA 94019 at 6:30 pm

Agenda Posted As Required:
October 30, 2015 at 12:00 pm



Melanie Hadden
Interim Deputy Secretary