



## San Mateo County Harbor District Board of Harbor Commissioners

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

### MEETING AGENDA

February 17, 2016  
6:30 PM

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

**All Harbor District Commission meetings are recorded and posted at [www.PacificCoast.tv](http://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.) 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, 2<sup>nd</sup> Floor, El Granada, CA 94018 or online at [www.smharbor.com](http://www.smharbor.com).

### **C.) 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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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:**                                 Bills and Claims in the Amount of \$175,008.19;  
  Recommend approval
  
- 2     **TITLE:**                                 Minutes of Meeting January 6, 2016;  
  Recommend approval
  
- 3     **TITLE:**                                 Repair of Fish Buyer Building Roof  
**PROPOSED ACTION:**             Authorize the General Manager to execute Contract with  
  Andy's Roofing, Inc. for \$27,700 for repair of the Roof of  
  the Fish Buyers Building
  
- 4     **TITLE:**                                 Asphalt Slurry Seal at Oyster Point Marina/Park  
**PROPOSED ACTION:**             Authorize the General Manager to execute the attached  
  agreement with Sunrise Grading and Paving, Inc. for  
  Asphalt Slurry Seal at Oyster Point Marina/Park in the  
  amount of \$56,758, and establish a 10% contingency of  
  \$5,676
  
- 5     **TITLE:**                                 Request for Reduction of Event Fees for Athletic Event  
  Permit for USA Productions, LLC for April 17, 2016  
  Triathlon at Pillar Point Harbor  
**PROPOSED ACTION:**             Approve reduction of Event Fees for Athletic Event  
  Permit for USA Productions, LLC for April 17, 2016  
  Triathlon at Pillar Point Harbor for a total fee of \$7,375
  
- 6     **TITLE:**                                 Special Use Permit for the Coastside Fishing  
  Foundation for the 2016 Pillar Point Harbor Swap Meet  
**PROPOSED ACTION:**             Waive fee for the Coastside Fishing Foundation for the  
  2016 Pillar Point Harbor Swap Meet

### **D.) Discussion**

- 7     **TITLE:**                                 Grindy Proclamation  
**PROPOSED ACTION:**             Proclamation

- 8** TITLE: Committee Review and Assignments  
PROPOSED ACTION: The President appoint two Commissioners to the Oyster Point Committee
- 9** TITLE: Policy 3.0, Standing Committees; Review  
PROPOSED ACTION: Review
- 10** TITLE: Crab season closure and impacts on local crab fishing community  
PROPOSED ACTION: Recommends this Commission Consider Whether to Waive One Month's Fees for Dungeness Crab Fishermen in Good Standing as of October 31, 2015
- 11** TITLE: District Policy on Fulfillment of Public Records Act Request  
PROPOSED ACTION: Rescind Policy on Public Records Act Requests adopted on January 7, 2015.
- 12** TITLE: Mid-Year Budget Review and Budget Adjustments  
PROPOSED ACTION: Approve the following budget adjustments:
- Increase Salaries and Benefits \$272,000  
Increase Operating Expenses \$68,000  
Decrease Unassigned Reserve \$340,000
- 13** TITLE: Budget Calendar and Direction  
PROPOSED ACTION: Receive Budget Calendar; provide direction to Finance Committee
- 14** TITLE: Budget Appropriations Policy  
PROPOSED ACTION: Adopt Resolution 05-16 and Approve Budget Appropriations Policy 4.9.2 establishing the appropriation authority of the District Board of Harbor Commissioners and requiring quarterly budget review by the Commission.
- 15** TITLE: Spirit of Sacramento, Options for Impending Marshal's Sale, Selection of Selling Broker;  
PROPOSED ACTION: Direct staff to proceed with a Marketed Sale of this vessel, including obtaining the services of a commercial yacht broker.

- 16 TITLE: Goals and Objectives for 2016  
PROPOSED ACTION: Receive report and provide direction to staff.

**E.) Staff Reports:**

**Administration and Finance**

- 17 General Manager – McGrath  
18 Interim Director Administrative Services - Lazof

**Operations**

- 19 Oyster Point Marina/Park and Pillar Point Harbor – Merlo/Draper

**F.) Board of Harbor Commissioners**

- 20 Committee Reports  
21 Commissioner Statements and Requests  
1. The Board of Harbor Commissioners may make public statements limited to five (5) minutes.

**Adjournment**

The next scheduled meeting will be held on March 2, 2016 at Sea Crest School, Think Tank, Room #19, 901 Arnold Way, Half Moon Bay, CA 94019 at 6:30 p.m.

Agenda Posted As Required:  
February 12, 2016 at 4:00 PM



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Melanie Hadden  
Temporary Deputy Secretary