

San Mateo County Harbor District Board of Harbor Commissioners Meeting Agenda

February 4, 2015
6:30 p.m.

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 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 & Treasurer
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-

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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:** **Minutes of Meeting December 3, 2014**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 2 **TITLE:** **Minutes of Meeting January 7, 2015**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

New Business

- 3 **TITLE:** **Presentation on Analysis of Fees for Fish Off-Loading, Wholesale Purchase, & Retail Sales**
 REPORT: Grindy, Memo, Attachments
 PROPOSED ACTION: Information Only

- 4 **TITLE:** **Presentation on Fish Buyer Lease Revenue Verification**
 REPORT: Grindy, Memo, Attachments
 PROPOSED ACTION: Information Only

- 5 **TITLE:** **Commercial Activity Permit for Bay Area Water Trucks**
 REPORT: Draper, Memo, Application
 PROPOSED ACTION: Approve Commercial Activity Permit for Bay Area Water Trucks

- 6 **TITLE:** **Additional Task: Cox Wooten Lerner Griffin Hansen & Poulos LLP**
 REPORT: Grindy, Memo, Attachment
 PROPOSED ACTION: Approve increasing the legal expense with Cox Wooton Lerner Griffin Hansen & Poulos LLP in an amount not to exceed \$10,000

- 7 **TITLE:** **Cancel July 1, 2015 Meeting**
REPORT: Grindy, Memo
PROPOSED ACTION: Cancel July 1, 2015 meeting
- 8 **TITLE:** **Maintenance to Pillar Point Harbor Moorings and Replacement of Missing/Lost Moorings**
REPORT: Draper, Memo
PROPOSED ACTION: Approve proposal from U.S. Mooring System to do maintenance on Pillar Point Harbor moorings and replace missing moorings
- 9 **TITLE:** **Purchase Marina Trash Skimmer for Pillar Point Harbor**
REPORT: Draper, Memo
PROPOSED ACTION: Approve the purchase of a marina trash skimmer from Marina Accessories
- 10 **TITLE:** **Bills and Claims in the Amount of \$172,287.69**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$172,287.69 to cover payment of Bills and Claims

Staff Reports: a) Administration and Finance

- 11 **Acting General Manager – Grindy**
- Support Letter for Assembly Bill “Pacific to Plate”
- 12 **Director of Finance – Galarza**
- 13 **Human Resources Manager – Harris**

b) Operations

- 14 **Oyster Point Marina/Park – White**
- 15 **Pillar Point Harbor – Draper**

Board of Harbor Commissioners

16 A. Committee Reports

Administration Office Committee – Brennan, Mattusch

Executive Search Committee – David, Mattusch

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 make a motion to place such an item on a future agenda

Adjournment

The next scheduled meeting will be held on February 18, 2015 at the Municipal Services Building, 333 Arroyo Drive, South San Francisco at 6:30 p.m.

Agenda Posted As Required:
January 29th at 12:30 p.m.

Debbie Nixon
Deputy Secretary