

**San Mateo County Harbor District  
Board of Harbor Commissioners  
*Amended Meeting Agenda***

**July 16, 2014  
6:00 p.m.**

**Municipal Services Building  
33 Arroyo Drive  
South San Francisco, Ca. 94080**

## **Roll Call**

### **Commissioners**

Pietro Parravano, President  
James Tucker, Vice President  
William Holsinger, Treasurer &  
Secretary  
Sabrina Brennan, Commissioner  
Robert Bernardo, Commissioner

### **Staff**

Peter Grenell, General Manager  
Debra Galarza, Director of Finance  
Marietta Harris, Human Resource Manager  
Scott A. Grindy, Harbor Master  
Steven Miller, District Counsel  
Debbie Nixon, Deputy Secretary

## **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](http://www.smharbor.com).

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.

## **Staff Recognition-**

## Continued Business

- 1      TITLE:                                    **Second Amendment to Inter-Agency Agreement Between Harbor District and San Mateo County Resource Conservation District: Water Quality Assistance for FY2014-2014; and Amendment to the FY 2014-15 Budget by Resolution**

REPORT:                                    Grenell, Memo, Attachment, Resolution

PROPOSED ACTION:                    Approve second amendment to Inter-Agency Agreement between the San Mateo County Harbor District and Resource Conservation District (RCD) to restate and augment the first amendment approved on June 18, 2014 and amend work scope in the RCD's Water Quality Assistance Proposal attached as Exhibit B; and adopt Resolution 20-14 to augment the FY 2014-15 Budget in the amount of \$18,719.00.
  
- 2      TITLE:                                    **Maritime Legal Services: Cox Wooten Lerner: Additional Task**

REPORT:                                    Grenell, Memo

PROPOSED ACTION:                    Approve additional maritime legal services task to be performed by the firm Cow Wooten Lerner Griffin Hansen & Poulos LLP pursuant to Section 4 Additional Services of their contract with the Harbor District, in an amount not to exceed \$5,000.00
  
- 3      TITLE:                                    **Augment Contract for Commission Facilitation for BHI Management Consulting**

REPORT:                                    Grenell, Memo, Attachment, Resolution

PROPOSED ACTION:                    Adopt Resolution 24-14 to augment contract for Commission facilitation for BHI Management Consulting in an amount not to exceed \$15,750.00
  
- 4      TITLE:                                    **Amend District Rates and Fees Schedule for Oyster Point Maria/Park for FY2014/15**

REPORT:                                    Galarza, Attachments, Resolution

PROPOSED ACTION:                    Adopt Resolution 22-14 to amend the Rates and Fees Schedule for Oyster Point Marina/Park for FY2014/15
  
- 5      TITLE:                                    **Amend District Rates and Fees Schedule for Pillar Point Harbor for FY2014/15**

REPORT:                                    Galarza, Attachments, Resolution

PROPOSED ACTION:                    Adopt Resolution 23-14 to amend the Rates and Fees Schedule for Pillar Point Harbor for FY2014-15

## New Business

- 6 TITLE: **California Special District Association (CSDA) 2014 Board Elections, Seat C**  
REPORT: Grenell, Attachment  
PROPOSED ACTION: To be determined
- 7 TITLE: **Amendment to Harbor Master’s Employment Agreement and Increment**  
REPORT: Grenell, Memo, Attachments  
PROPOSED ACTION: (1) Approve amendment to Harbor Master Scott A. Grindy’s employment agreement memorandum of understanding (MOU) Section 4.A to provide for pay steps; and  
(2) Approve pay increment to Step E \$133,622.43
- 8 TITLE: **Removal of Five Vessels from Oyster Point Marina/Park**  
REPORT: Grindy, Memo, Attachment  
PROPOSED ACTION: Authorize General Manager to approve the removal and destruction services from San Diego Boat Movers of five vessels from Oyster Point Marina/Park in an amount not to exceed \$38,000.00
- 9 TITLE: **Oyster Point Marina/Park Occupancy Increase Incentive Proposal**  
REPORT: Grindy, Memo  
PROPOSED ACTION: Authorize General Manager to issue a notice of the occupancy increase incentive proposal Part A and Part B as noted in memo
- 10 TITLE: **Hours of Operation – Oyster Point Marina/Park Closure Time Modification**  
REPORT: Grindy, Memo, Resolution  
PROPOSED ACTION: Adopt Resolution 21-14 and authorize General Manager to issue a notice of change of hours of operation for Oyster Point Marina/Park
- 11 TITLE: **Informational Report: Pillar Point Harbor Patrol Mid-Year Search and Rescue Count**
- 12 TITLE: **Status Report: Bills and Claims Paid in the Amount of \$330,664.68 from June 19, 2014 Through July 15, 2014 as Authorized on June 18, 2014 to Cover Payments Due to the Cancellation of the July 2, 2014 Meeting**  
REPORT: Bills and Claims detailed summary

## 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.

- 13    TITLE:                            **Minutes of Meeting June 4, 2014**  
      REPORT:                        Draft minutes  
      PROPOSED ACTION:            Approval
- 14    TITLE:                            **Surplus and Disposal of One Dodge Pickup from Pillar Point Harbor**  
      REPORT:                        Grindy, Memo  
      PROPOSED ACTION:            Authorize General Manager to surplus and disposal of a 2001 Dodge Dakota vehicle ID #1B7GG26X81S42244 as stipulated in SMCHD Ordinance Code Section 2.7.5 and will be remove from District's fixed asset inventory

## Staff Reports: a) Administration and Finance

- 15    **General Manager - Grenell**
- 16    **Director of Finance - Galarza**
- 17    **Human Resources Manager - Harris**

## b) Operations

- 18    **Oyster Point Marina/Park and Pillar Point Harbor - Grindy**

# Board of Harbor Commissioners

19 A. Committee Reports

B. Agenda Setting

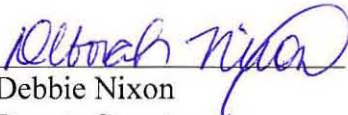
B. Commission Statements and Requests

**The Board of Harbor Commissioners may make public statements limited to five (5) minutes.**

## Adjournment

The next scheduled meeting will be held on August 6, 2014 at the Sea Crest School, Think Tank, Room 19, 901 Arnold Way, Half Moon Bay at 6:00 p.m.

*Amended* Agenda Posted As Required:  
July 11th at 8:30 a.m.

  
Debbie Nixon  
Deputy Secretary