

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

September 4, 2013  
7:00 p.m.

Comfort Inn  
2930 Cabrillo Highway  
Half Moon Bay, Ca. 94019

**\*\*Harbor Conference Room\*\***

All Harbor District Commission meetings are recorded and televised on PCT and replayed the following Friday at 6:00 a.m. and the following Saturday at 7:00 a.m. Copies can also be purchased from PCT and mailed for \$18.

## Roll Call

### Commissioners

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

### Staff

Peter Grenell, General Manager  
Debra Galarza, Director of Finance  
Marietta Harris, Human Resource Manager  
Scott A. Grindy, Harbor Master  
Jean Savaree, 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-

## 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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 August 21, 2013**  
      REPORT:                 Draft minutes  
      PROPOSED ACTION:      Approval
  
- 2     TITLE:                   **Certified List for Deputy Harbor Master**  
      REPORT:                 Certified list  
      PROPOSED ACTION:      Approve certified list

## New Business

- 3     TITLE:                   **Pillar Point Harbor Dock Finger Replacement: Amend FY 2013-14 Operating And Capital Budget by Budget Transfer and Amend Bellingham Marine Contract by Urgency Change Order to Replace Twelve (12) Dock Fingers at Pillar Point Harbor**  
  
      REPORT:                 Grenell, Memo, Resolution  
      PROPOSED ACTION:      (1) Adopt Resolution 22-13 to amend the Fiscal Year 2013-14 Operating and Capital Budget by reallocating \$580,536.00 from the Emergency Reserve to Pillar Point Harbor Capital Projects; and  
                              (2) Amend Bellingham Marine contract with an Urgency Change Order to replace twelve (12 dock fingers at Pillar Point Harbor in an amount not to exceed \$580,536.00 [to include permits, taxes, contingency, dock modifications for attachment and disposal of old docks])
  
- 4     TITLE:                   **Managers' Compensation Adjustments**  
      REPORT:                 Grenell, Memo  
      PROPOSED ACTION:      Adjust compensation for the District's Harbor Master, Director of Finance, and Human Resource Manager as follows: Director of Finance: pay increase of 2.5%; Human Resource Manager: pay increase of 2.5%; Harbor Master: pay increase of 5.0% and increase car allowance to become \$700.00 per month
  
- 5     TITLE:                   **District Chain of Command**  
      REPORT:                 Grenell, Memo  
      PROPOSED ACTION:      Reaffirm chain of command for communications

- 6      TITLE:                                    **Bills and Claims in the Amount of \$630,388.68**  
REPORT:                                    Bills and Claims Detailed Summary  
PROPOSED ACTION:                    Approval of Bills and Claims for payment and a transfer in  
the amount of \$630,388.68 to cover payment of Bills and  
Claims

## **Reports for Possible Discussion/Action Administration and Finance**

- 7      **General Manager - Grenell**
- 8      **Director of Finance - Galarza**
- 9      **Human Resources Manager - Harris**

## **Operations**

- 10     **Oyster Point Marina/Park and Pillar Point Harbor – Grindy**

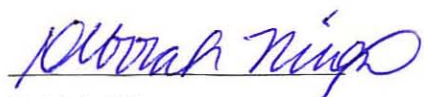
## **Board of Harbor Commissioners**

- 11     A.    Committee Reports
- B.    Commission Statements and Requests  
           **The Board of Harbor Commissioners may make public statements and  
           requests. Requests may be made to place items on future agendas.**

## **Adjournment**

The next scheduled meeting will be held on September 18, 2013 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 7:00 p.m.

Agenda Posted As Required:  
August 28th at 3:30 p.m.



Debbie Nixon  
Deputy Secretary