



San Mateo County Harbor District Board of Harbor Commissioners

“To assure that the public is provided with clean, safe, well-managed, financially sound and environmentally pleasant marinas.”

MEETING AGENDA

September 7, 2016
6:30 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 48 hours of the meeting; copies can be purchased from PCT for \$18. Video is also available on Comcast Channels 26 or 27.

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, 2nd Floor, El Granada, CA 94018 or online at www.smharbor.com.

C.) Staff Introductions:

Harbor Worker B: James Coldrick
Planner Analyst: Rebecca McCoy
Administrative Assistant III/Deputy Secretary: Debbie Gehret

D.) Commissioner Comments

A member of the Board of Harbor Commissioners may make public statements limited to five (5) minutes.

E.) 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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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: Review Pre-Approved Bills and Claims in the Amount of \$495,217.86, Pre Approval Bills and Claims not to exceed up to \$350,000 (Chan); Recommend approval
 PROPOSED ACTION: Review Bills and Claims; Pre-Approve Balance of September 2016 Bills and Claims not to exceed \$350,000; Recommend approval

- 2 TITLE: 4th Quarter Rent Report (Lazof)
 PROPOSED ACTION: Informational Item

- 3 TITLE: Resource Conservation District Water Quality Report (Moren)
 PROPOSED ACTION: Informational Item

- 4 TITLE: Reserve Policy (Lazof)
 PROPOSED ACTION: Adoption of Resolution Establishing San Mateo County Harbor District Reserve Policy; Recommend approval

- 5 TITLE: Romeo Pier Access Agreement (McGrath)
 PROPOSED ACTION: Authorize General Manager to Execute Agreements Granting District Land Access to Romeo Pier; Recommend approval

F.) Discussion

- 6 TITLE: GHD Presentation on Application for CDP and Long Term Options for West “Mavericks” Trail (Moren)
 PROPOSED ACTION: Provide direction to Staff regarding Long Term Options

- 7 TITLE: Professional Services Agreement with GHD (Commissioner Kiraly)
 PROPOSED ACTION: Professional Services Agreements for specialty services: Civil, Structural, Electrical , Marine, and/or Mechanical Engineering, Architectural Design,

Surveying, Landscape Architecture, Construction Support, and Project Management with GHD Inc.;

- 8** TITLE: Fish Fees Report and Discussion (Commissioner Brennan)
PROPOSED ACTION: Receive Report
- 9** TITLE: Fish buyer/off loader leases: amendments to leases reducing fees, addressing exterior spaces and other administrative provisions (McGrath)
PROPOSED ACTION: Recommend Approval
- 10** TITLE: Commissioner Travel Reimbursement Policy (Lazof)
PROPOSED ACTION: Adoption of Resolution Updating and Revising Commissioner Reimbursement Policy
- 11** TITLE: Discussion of Ordinance 2.05.030 Conduct of meetings, Direction to Staff re: Citation of Roberts Rules of Order, Board Actions by Less than A Majority of the Commission (Lazof)
PROPOSED ACTION: Direction to Staff regarding potential revision to District Ordinance at a future regular meeting.
- 12** TITLE: Civil Grand Jury Update to Board of Supervisors (McGrath)
PROPOSED ACTION: Provide Direction to Staff
- 13** TITLE: Cancel Regular Commission Meeting of September 21; Direct Staff to Prepare Ordinance Amending Schedule of Regular Meeting of the Board of Harbor Commissioners to Once Monthly. (Lazof)
PROPOSED ACTION: Cancel Meeting of September 21, 2016; Direct staff to prepare an Ordinance to Comply with Harbors and Navigation Code Section 6063 that establishes that Regular Meetings of the Harbor District Board of Commissioner be the First Wednesday of each Month, and that meeting location shall be San Mateo County Coastsides in odd numbered months, San Mateo County Bayside in even numbered months.
- 14** TITLE: California Marine Affairs and Navigation Conference (CMNA) Election of Officers (McGrath)
PROPOSED ACTION: The Commission may consider voting for officers of CMANC.

G.) Board of Harbor Commissioners

- 15 Committee Reports- Finance Committee August 11, 2016

H.) Closed Session

- 16 TITLE: Pursuant to Government Code §54957: Performance evaluation – General Manager

I.) Adjournment

The next scheduled meeting may be held on at Municipal Services Building, 33 Arroyo Drive, South San Francisco, CA 94080 at 6:30 PM on September 21, 2016 or October 5, 2016.

Agenda Posted As Required:
September 2, 2016 at 4:00 PM



Melanie Hadden
Temporary Deputy Secretary