

San Mateo County Harbor District Board of Harbor Commissioners Meeting Agenda

**October 7, 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 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

Commissioners

Tom Mattusch, President
Nicole David, Vice President
Robert Bernardo, Secretary
Pietro Parravano, Treasurer
Sabrina Brennan, Commissioner

Staff

Glenn Lazof, Interim General Manager
Marcia Schnapp, Interim Administrative Services Manager
Scott A. Grindy, Harbor Master
Melanie Hadden, Interim Deputy Secretary
Steven Miller, District Counsel

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 Recognition-

D.) 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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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: **Performance-based Compensation Agreement with Brad Damitz, the planning and implementation of a Pilot Beach Nourishment Project (Project) to address ongoing coastal erosion issues at Surfer's Beach, for an amount not to exceed \$50,000, to be exclusively funded by grants or other non district sources. (Commissioner David)**

REPORT: **Lazof/Memo ; David/Memo**

PROPOSED ACTION: 1) Approve finding that approval of proposed agreement with Brad Damitz is in the best interest of the District. Approve Resolution 48-15 approving agreement with Brad Damitz not to Exceed \$50,000.
- 2 TITLE: **Approve Contract with Robert Half Account Temps Professional Services, not to exceed \$64,000**

REPORT: Schnapp, Memo

PROPOSED ACTION: Approve resolution 47-15 to authorize Interim General Manger to enter into contract with Robert Half/Account Temps for temporary staffing services in an amount not to exceed \$64,000.
- 3 TITLE: **Amend Resolution 19-13, to Clarify Deadlines for Reports and Materials for Commissioner Submitted Agenda Items.**

REPORT: Lazof, Memo

PROPOSED ACTION: Approve Resolution 50-15 amending resolution 19-13 to add that reports and additional information submitted for Agenda be supplied by the same (8 day prior to meeting) deadline as Agenda Items.

E.) Old Business

- 4 TITLE: **Fish Buyer Leases. Discussion and Possible Action reflecting the September 15 Workshop with Fish Buyers and Other Stakeholders**

REPORT: Grindy/Lazof, Memo

PROPOSED ACTION: The Commission may take action to authorize amending leases to revise the fee structure.
- 5 TITLE: **Appointment of General Manager**

REPORT: Miller, Memo

PROPOSED ACTION: Re-affirm Resolution 45-15, appointing a new General Manager and Authorizing President Mattusch to execute

employment agreement

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| 6 | TITLE: | <p>Discussion and possible action regarding the City of South San Francisco Oyster Point Marina JPA Study Session held on Sept. 16, 2015 at 6:30pm. (Commissioner Brennan)</p> |
| | REPORT: | <p>Brennan, Memo; Lazof, Memo</p> |
| | PROPOSED ACTION: | <ol style="list-style-type: none"> 1) Schedule a Commission Special Meeting Study Session 2) Schedule a Special Meeting Site Visit of Oyster Point Marina |

F.) New Business

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| 7 | <p>TITLE: Bills and Claims in the Amount of \$304,111.03</p> <p>REPORT: Bills and Claims Detailed Summary</p> <p>PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$304,111.03 to cover payment of Bills and Claims</p> |
| 8 | <p>TITLE: Pillar Point Seafood Retroactive Electrical Bill</p> <p>REPORT: Lazof/Grindy Memo</p> <p>PROPOSED ACTION: Direct Staff regarding pursuing collection of \$2,558 for estimated cost past electrical useage based on past oral agreement.</p> |
| 9 | <p>TITLE: Special Use Permit for City of South San Francisco Department of Parks and Recreation for Thanksgiving Fun Run Saturday November 14, 2015</p> <p>REPORT: Grindy, Memo, Application</p> <p>PROPOSED ACTION: Approve a Special Use Permit for City of South San Francisco Department of Parks and Recreation for Thanksgiving Fun Run to be held on Saturday November 14, 2015</p> |

G.) Closed Session

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| 10 | TITLE: | Conference with Labor Negotiator Pursuant to Government Code Section 54957.6 |
| | REPORT: | Scott Grindy, Deborah Glasser, Glenn Lazof |
| | PROPOSED ACTION: | Operating Engineers Local Union 3 and Teamsters Local Union 856 |

H.) Staff Reports: a) Administration and Finance

- ## 11 Interim General Manager – Lazof

12 Interim Administrative Services Manager – Schnapp

b) Operations

13 Oyster Point Marina/Park and Pillar Point Harbor – Grindy

I.) Board of Harbor Commissioners

14 A. Committee Reports

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 one item on a future agenda may do so at this time. Any Commissioner wishing to place more than one item on any future agenda may make a motion to place such item(s) on the agenda and must have a majority vote of the Board to do so.

J.) Adjournment

The next scheduled meeting will be held on October 21, 2015 at Municipal Services Building, 33 Arroyo Drive, South San Francisco, CA 94080 at 6:30 p.m.

Agenda Posted As Required:

October 2, 2015 at 6:00 PM


Melanie Hadden, Interim Deputy Secretary