



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.”

REGULAR MEETING AGENDA

**August 16, 2017
6:30 PM**

San Mateo County Harbor District
Conference Room
504 Avenue Alhambra, 2nd Floor
El Granada, CA 94018

Teleconference Location:
Hyatt Place Bloomington
217 W Kirkwood Ave, Bloomington, IN 47404

All Harbor District Commission meetings are recorded and posted at www.PacificCoast.tv within 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 disability are directed to make such requests per the Americans With Disabilities Act to the Deputy Secretary to the Board at 650-583-4400, 72 hours in advance.

A.) Roll Call

B.) [Resolution – Glenn Lazof](#)

C.) 1. Public Comments/Questions

The Public may directly address the Board of Harbor Commissioners for a limit of three (3) 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.

2. Commissioner Comments

Commissioners may make public statements limited to five (5) minutes.

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Calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the Regular Agenda.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.

ITEMS PULLED FROM THE CONSENT CALENDAR WILL BE HEARD AFTER DISCUSSION ITEMS.

1. [Bills and Claims \(Chan\)](#)
Recommendation: Review Pre-Approved Bills and Claims in the amount of \$340,772.43. Pre-Approval Bills and Claims not to exceed up to \$350,000.
2. [Minutes – Regular Meeting July 19, 2017 \(Gehret\)](#)
Recommendation: Approve Minutes of the Regular Board Meeting of July 19, 2017.
3. [Fourth Quarter Budget Review; Authorize Amendment to 2016/17 Annual Budget, Decreasing Salaries and Benefits by \\$300,000 and Increasing Operations in the same amount \(Pyle\)](#)
Recommendation: Authorize Staff to decrease the appropriation level for Salaries and Benefits to \$4,473,514 and increase the appropriation level for Operating Expenses to \$3,554,997.
4. [Fourth Quarter Rent Report \(Pyle\)](#)
Information only.
5. [Fourth Quarter Investment Report \(Pyle\)](#)
Information only.
6. [Update Policy 4.6.2 to include Accounting Manager on list of District Bank Accounts \(Pyle\)](#)
Recommendation: Approve addition of Accounting Manager to list of District Bank accounts; adopt revised Policy 4.6.2.
7. [Authorized List of Signatures with San Mateo County Treasurer's Office; Adopt Resolution No.17-16 \(Pyle\)](#)
Recommendation: Approve list and adopt Resolution No. 17-16 authorizing updated list of signatures.
8. [July Activity Reports \(McGrath / Pyle /Moren\)](#)
Information only.
9. [Report on Attendance at Special District Leadership Foundation Conference \(Brennan\) Certificate](#)
Information only.

10. [Report on Attendance at Special District Leadership Foundation Conference \(Chang Kiraly\) Certificate](#)
Information only.

E). Discussion

11. [Oyster Point Marina: South San Francisco Implementation Agreement Re: 2011 Agreement and Fuel System \(McGrath\)](#)
Recommendation: Approve Implementation Agreement facilitating 2011 Agreement and providing funding for fuel system upgrades.
12. [Oyster Point Marina Committee Scope \(McGrath\)](#)
Recommendation: Review and approve the Oyster Point Marina Committee Scope as drafted.
13. [Finance Committee Scope \(Pyle\)](#)
Recommendation: Review and approve the Finance Committee Scope as drafted.
14. [Board of Commissioners Devices Policy 3.1.0 \(McGrath\)](#)
Recommendation: Review Electronic Devices Policy and adopt Policy 3.1.0.
15. [Response to San Mateo County Civil Grand Jury Report on "San Mateo County's Independent Special Districts Website Transparency Update" \(Pyle\)](#)
Recommendation: Approve the response to the Grand Jury Report as drafted.

F). Commissioner Items

16. [Commissioner Report and Board Discussion Regarding the Fuel System at Oyster Point and the Draft Implementation Agreement between the City of South San Francisco and the San Mateo County Harbor District \(Brennan\)](#)

G). Discussion/Action on Pulled Consent Items (if any)

H). Adjournment

The next Regular Meeting will be held on September 20, 2017 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, CA 94080 at 6:30 PM.

Agenda posted as required:
August 11, 2017 at 4:00 PM



Debbie Gehret
Deputy Secretary