



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

September 20, 2017

6:30 PM

Municipal Services Building
33 Arroyo Drive
South San Francisco, CA 94080

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.) 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Calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the Regular Agenda.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 \$332,645.72. Pre-Approve Bills and Claims not to exceed \$350,000.
2. [Minutes – Special Meeting August 16, 2017 \(Gehret\)](#)
Recommendation: Approve Minutes of the Special Board Meeting of August 16, 2017.
3. [Minutes – Regular Meeting August 16, 2017 \(Gehret\)](#)
Recommendation: Approve Minutes of the Regular Board Meeting of August 16, 2017.
[3a. Distributed Materials - August 16, 2017](#)
4. [California Marine Affairs and Navigation Conference Board of Directors Election \(CMANC\) \(McGrath\)](#)
Recommendation: Approve the slate of seven candidates to seven seats on the Board of Directors of the California Marine Affairs and Navigation Conference (CMANC).

E). Discussion

5. [Cartel Management Inc.: Sale of Assets to World Surf League \(McGrath\)](#)
Recommendation: That the Commission expressly confirm that it does not oppose the assignment and transfer of Permit 2016-01 (the Permit) from Cartel Management, Inc. (CMI) to the World Surf League.
6. [FY 2015-16 Audited Financial Statements \(Doyle/Henthorne/Pyle\) Presentation](#)
Recommendation: Receive 2015-16 San Mateo County Harbor District Audited Financial Statements.
7. [Commercial Activity Permit for Fathom Marine, LLC to Operate the Oyster Point Marina Fuel Dock and a Limited Boat Maintenance and Repair Facility \(Moren\) Revised Motion](#)
Recommendation: Approve the Commercial Activity Permit for Fathom Marine, LLC (FM) to operate the Oyster Point Marina (OPM) fuel dock and a limited boat maintenance and repair facility for up to a 15-month period, until December 31, 2018 and authorize the General Manager to execute the permit in a form approved by legal counsel.

8. [Strategic Plan Development: Selection of Consultant \(Hodges/McGrath\)](#)
Recommendation: Approve Rauch Communications Consulting Inc. as Consultant for development of the District's Strategic Plan, and authorize the General Manager to execute a contract with Rauch Communication Consultants Inc., consistent with the Request for Proposals and the proposal received, in an amount not to exceed \$77,970 and to authorize the General Manager to execute additional work authorizations in a contingency amount of 10% of the executed contract.
9. [FY 2017-18 Capital Improvement Plan Budget Revisions \(Pyle\) Presentation](#)
Recommendation: Receive and file.
10. [Approve a Work Directive with Consultant GHD for Phase II of the Pillar Point Harbor West Trail Erosion Protection Project, Services for Final Design; Engineering, Bid Documents and Construction Support \(Moren\)](#)
Recommendation: (i) Authorize the General Manager to execute a Work Directive with GHD for Phase II of the Pillar Point Harbor West Trail Erosion Protection Project, to include services for final design, engineering, bid documents and construction support, in accordance with the previously Board approved 2016 Professional Services Agreement, for an amount not-to-exceed \$249,722, as outlined in the attached proposal; (ii) establish a contract contingency in the amount of 10% of the contract amount for unanticipated additional expenses associated with the contract and authorize the General Manager to issue change orders up to the contingency amount.
11. [Pillar Point Harbor Fishing Pier, Access Walkway and Adjacent Breakwater Repair Project \(Moren\)](#)
Recommendation: (i) Authorize the General Manager to execute a Work Directive, in accordance with the previously Board approved 2016 Professional Services Agreement, with Moffat and Nichol (M&N) for an amount not-to-exceed \$82,600 for design, engineering, regulatory compliance and construction management for repairs to the Pillar Point Harbor (PPH) Fishing Pier, adjacent access walkway and protective breakwater; (ii) establish a contract contingency in the amount of 10% of the contract amount for unanticipated additional expenses associated with the contract and authorize the General Manager to issue change orders up to the contingency amount.
12. [This Item has been removed.](#)
13. [Pillar Point Harbor, Oyster Point Marina Electrical Improvement Project Competitive Bid Acceptance \(Moren\)](#)
Recommendation: (i) Authorize the General Manager to award a contract to the lowest responsive and responsible bidder, Atlas/Pellizzari Electric, Inc. in the amount of \$487,000 and, (ii) establish a contract contingency in the amount of 10% of the contract amount for unanticipated additional expenses associated with the contract and authorize the General Manager to issue change orders up to the contingency amount.

F). Commissioner Items

14. [Legal Fees \(Brennan\) Revised Spreadsheet](#)

Information only.

15. [Review and Current Status of Surfer's Beach RV Lot Non-Compliance \(Larenas\)](#)

Information only.

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

H). August Activity Reports; [General Manager, Admin, Operations](#)

Information only.

I). Adjournment

The next Regular Meeting will be held on October 18, 2017 at the San Mateo County Harbor District Office, 504 Avenue Alhambra, 2nd Floor, El Granada, CA 94018 at 6:30 PM.

Agenda posted as required:
September 15, 2017 at 5:00 PM



Debbie Gehret
Deputy Secretary