



Board of Harbor
Commissioners

Tom Mattusch, President
Virginia Chang Kiraly, Vice President
Robert Bernardo, Secretary
Pietro Parravano, Treasurer
Sabrina Brennan, Commissioner

Steve McGrath, General Manager
Steven D. Miller, District Counsel

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

October 5, 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:

Michael Dyer – Harbor Worker B – Oyster Point Marina
Joseph Robertson – Harbor Worker B – Pillar Point Harbor
Daniel Holscher – Harbor Worker B – Pillar Point Harbor

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 \\$293,897.68; Review Bills and Claims in the amount of \\$74,134.54. Pre approve Bills and Claims not to exceed up to \\$350,000; \(Chan\)](#)
PROPOSED ACTION: Review Bills and Claims; Pre-Approve Balance of October 2016 Bills and Claims not to exceed \$368,029.22.
- 2 **TITLE:** [Special Meeting Minutes of April 25, 2016 \(Gehret/Hadden\)](#)
PROPOSED ACTION: Approve Minutes
- 3 **TITLE:** [Minutes of June 1, 2016 \(Gehret/Hadden\)](#)
PROPOSED ACTION: Approve Minutes
- 4 **TITLE:** [Minutes of June 15, 2016 \(Gehret/Hadden\)](#)
PROPOSED ACTION: Approve Minutes
- 5 **TITLE:** [Special Minutes of June 29, 2016 \(Gehret/Hadden\)](#)
PROPOSED ACTION: Approve Minutes
- 6 **TITLE:** [Minutes of July 20, 2016 \(Gehret/Hadden\)](#)
PROPOSED ACTION: Approve Minutes
- 7 **TITLE:** [Minutes of August 3, 2016 \(Gehret/Hadden\)](#)
PROPOSED ACTION: Approve Minutes
- 8 **TITLE** [Special Meeting Minutes of September 7, 2016](#)

- (Gehret/Hadden)**
 PROPOSED ACTION: Approve Minutes
- 9 TITLE:** [Minutes of September 7, 2016 \(Gehret/Hadden\)](#)
 PROPOSED ACTION: Approve Minutes
- 10 TITLE:** [Extension of Agreement with Robert Half, Accountemps Professionals not to exceed \\$275,000 \(Lazof\)](#)
 PROPOSED ACTION: Approve extension of agreement with Robert Half Accountemps Not to Exceed \$275,000
- 11 TITLE:** [California Marine Affairs and Navigation Conference \(CMANC\) Annual Fall Meeting; Report \(McGrath\)](#)
 PROPOSED ACTION: Information Only
- 12 TITLE:** [Approval of an Application for Proposition 84 Grant Funding from California Ocean Protection Council for the planning of the Pilot Surfers Beach Sand Replenishment Project and Adopt Resolution No. 30-16. \(Moren\)](#)
 PROPOSED ACTION: Adopt Resolution No. 30-16
- 13 TITLE:** [Americans With Disabilities Act Evaluation And Transition Plan Services \(Moren\)](#)
 PROPOSED ACTION: Recommend approval and authorize General Manager to award and execute contract with Sally Swanson Architects Inc, not exceed \$66,160, including 10% contingency.
- 14 TITLE:** [Revise District Ordinances \(Lazof\)](#)
1) Authorizing the General Manager to approve revisions to the Personnel Rules and Regulations not to impact the employment conditions of the General Manager.
2) Nomenclature changes to reflect staff re-organization as appropriate to change “Harbormaster“ to “Director of Operations”, “Finance Director” to “Director of Administration”, Assistant Harbormaster to Harbormaster.”
 PROPOSED ACTION: Adopt Resolution No. 27-16 revising District Ordinance to Designate the General Manager as the Authority for Approval of Personnel Rules and Regulations.
 Adopt Resolution No. 31-16 revising District Ordinance to reflect Current Staff Organization.

- 15 **TITLE:** [Consideration of amendments to the San Mateo County Harbor District Code of Ordinances to Revise and update the District's Conflict of Interest Code \(Lazof\)](#)
PROPOSED ACTION: Adopt Resolution 28-16 revising District Ordinance and Conflict of Interest Code.

F.) Discussion

- 16 **TITLE:** [Half Moon Bay Yacht Club Dock Expansion and Pier Project \(Moren\)](#)
PROPOSED ACTION: Approve the Half Moon Bay Yacht Club (HMBYC) Dock Expansion and Pier Project.
- 17 **TITLE:** [Assignment of Lease "Princeton Seafood" to "Order at the Corner Inc" \(Lazof\)](#)
PROPOSED ACTION: Approve lease assignment and authorize General Manager to execute documents as necessary.
- 18 **TITLE:** [Three Captains Seafood Additional Hoist \(McGrath\)](#)
PROPOSED ACTION: Concur with proposed staff denial of a hoist in the requested location and adopt Resolution No. 32-16.
- 19 **TITLE:** [Concerns about employee claims and excessive settlement\(s\) \(Brennan\)](#)
PROPOSED ACTION: Informational Only.

G.) Board of Harbor Commissioners

H.) Adjournment

The next scheduled meeting will be held on November 2, 2016 at Sea Crest School, Think Tank, Room #19 901 Arnold Way; Half Moon Bay, CA 94019

Agenda Posted As Required:
September 30, 2016 at 12:00 PM


Debbie Gehret
Deputy Secretary