



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

**October 18, 2017
6:30 PM**

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

Teleconference Location:
Kimpton Hotel Monaco Portland
506 S.W. Washington Street
Portland, OR 97204

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Calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the Regular Agenda.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 \$403,739.26. Pre-Approve Bills and Claims not to exceed up to \$350,000.
2. [Minutes - Special Meeting Minutes August 16, 2017 \(Gehret\)](#)
Recommendation: Approve Minutes of the Special Meeting of August 16, 2017.
3. [Minutes - Regular Meeting September 20, 2017 \(Gehret\)](#)
Recommendation: Approve Minutes of the Regular Board Meeting of September 20, 2017.
[3a. Distributed Materials -September 20, 2017 \(Gehret\)](#)
4. [Pillar Point Harbor Parking Lot A2/A3 Repair Project, Contract No. 2017-14 Bid Acceptance Authorization \(Moren\)](#)
Recommendation: Approve contract award and authorize General Manager to execute agreement.
5. [Commercial Activity Permit for Donald Smith to Rent his Privately-Owned Vessel at the Oyster Point Marina \(Moren\)](#)
Recommendation: Approve new Commercial Activity Permit for Donald Smith.
6. [Pillar Point Harbor Emergency Abandoned Vessel Demolition \(Moren\)](#)
Recommendation: Retroactively authorize an emergency expenditure of \$58,900 by the General Manager, in accordance with the Emergency Expenditure Policy No. 4.3.3, to dispose of derelict vessels at Pillar Point Harbor, which were unseaworthy and posed a potential environmental hazard.
7. [State of California Department of Parks and Recreation; Division of Boating and Waterways; Surrendered and Abandoned Vessel Exchange \(SAVE\) Grant; Resolution 17-19 \(Moren\)](#)
Recommendation: Adopt Resolution No.17-19 and authorize the General Manager to execute Grant Agreement for the SAVE program.

E). Discussion

8. [Pillar Point Harbor Fishing Pier, Access Walkway and Adjacent Breakwater Repair Project \(Moren\)](#)

Recommendation: Authorize the General Manager to execute a Work Directive with Moffat and Nichol for an amount not-to-exceed \$82,600, plus 10% contingency, for design, engineering, regulatory compliance and construction management for repairs to the Pillar Point Harbor Fishing Pier, adjacent access walkway and breakwater.

9. [Pillar Point Harbor, Oyster Point Marina Electrical Improvement Project Competitive Bid Acceptance \(Moren\)](#)

Recommendation: Authorize the General Manager to award a contract to Atlas/Pellizzari Electric, Inc. in the amount of \$487,000, plus 10% contingency.

10. [Records Management and Retention Policy and Procedure; Resolution 17-20 \(Pyle\) Revised Attachment 2 Comparison](#)

Recommendation: Adopt Resolution No.17-20 and approve the revised Records Management and Retention Policy and Procedure 2.1.4 as recommended by Staff.

11. [Administrative Headquarters, District Owned Facility \(McGrath\)](#)

[Letter – Dan Haggerty](#)

Recommendation: Staff recommends that this Commission review the options both in broad categories and specific locations, and provide direction to staff on next steps.

12. [SMCHD Admin Office Alteration Project \(Moren\)](#)

Recommendation: Authorize the General Manager to move forward with competitive bid for the construction phase of the Administration Office Alteration Project (Project) after design, engineering and regulatory compliance have been completed.

13. [Pillar Point Harbor H-Dock Demolition and Replacement Project Update \(Moren\)](#)

[Letter – HMB Seafood Marketing Assn](#)

Receive update and presentation; provide direction to staff as necessary.

14. [TIGER Discretionary Grant 2017 for National Infrastructure Investments Grant Application; Johnson Pier Transportation Expansion; Resolution 17-18 \(Moren\)](#)

[Letter – HMB Seafood Marketing Assn TIGER Grant Application](#)

Recommendation: Adopt Resolution No.17-18 and approve submittal of TIGER grant application to the US Department of Transportation an amount not to exceed \$5.4 million for pier and road improvements for public safety and truck vehicle access to and from Pillar Point Harbor's Johnson Pier for commercial fish loading and transport.

15. [Three Captains Hoist: Relocated Impound Dock, New and Replaced Pilings \(McGrath\) Letter – Commissioners Brennan and Larenas Letter - Mallory](#)

[Letter – HMB Seafood Marketing Assn](#)

Recommendation: Approve the relocation of the work/impound dock, the placement of three additional piles, removal of up to 12 fender piles, repair or replacement of three fender piles and placement of a camel.

16. [Morning Star Fisheries: Request for Second Hoist on Johnson Pier \(McGrath\)](#)
[Letter – HMB Seafood Marketing Assn](#)
Recommendation: Affirm Morning Star Fisheries' lease right for a second hoist location; deny the request for a second hoist in the proposed location for stated reasons; direct staff to return to this Commission for further direction on determination of TIGER grant status.
17. [Pillar Point Harbor Johnson Pier Timber Platform Piling Repair Project Work Directive Amendment #1 with Consultant COWI \(Moren\)](#)
[Letter – HMB Seafood Marketing Assn](#)
Recommendation: Authorize the General Manager to execute Work Directive Amendment #1, in accordance with the previously Board approved 2016 Professional Services Agreement, for an amount not-to-exceed \$37,026 with consultant COWI and establish a 10% contingency for the Pillar Point Harbor (PPH) Johnson Pier Timber Platform Piling Repair Project;

F). Commissioner Items

18. [Placement and Continuation of Commissioner Items on the Agenda \(McGrath\)](#)
[Letter – James Han](#)
Affirm Resolution 19-13, last amended on May 20, 2015, limiting Commissioners to one item on each meeting agenda.
19. [Commissioner Serving Two Incompatible Offices \(Brennan\)](#)
[Email -Commissioner Brennan](#)
Information only.
20. [Legal Fees \(Brennan\)](#)
Information only.
21. [Review and Current Status of Surfer's Beach RV Lot \(Larenas\)](#)
Update

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

H). September Activity Reports; [General Manager, Admin, Ops](#)

I). Adjournment

The next Regular Meeting will be held on November 15, 2017 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, CA 94080 at 6:30 PM.

Agenda posted as required:
October 13, 2017 at 4:00 PM

Debbie Gehret

Debbie Gehret
Deputy Secretary