

**San Mateo County Harbor District
Board of Harbor Commissioners
*Amended Meeting Agenda***

**July 16, 2014
6:00 p.m.**

**Municipal Services Building
33 Arroyo Drive
South San Francisco, Ca. 94080**

Roll Call

Commissioners

Pietro Parravano, President
James Tucker, Vice President
William Holsinger, Treasurer &
Secretary
Sabrina Brennan, Commissioner
Robert Bernardo, Commissioner

Staff

Peter Grenell, General Manager
Debra Galarza, Director of Finance
Marietta Harris, Human Resource Manager
Scott A. Grindy, Harbor Master
Steven Miller, District Counsel
Debbie Nixon, Deputy Secretary

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, 400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080 or online at www.smharbor.com.

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.

Staff Recognition-

Continued Business

- 1 TITLE: **Second Amendment to Inter-Agency Agreement Between Harbor District and San Mateo County Resource Conservation District: Water Quality Assistance for FY2014-2014; and Amendment to the FY 2014-15 Budget by Resolution**

REPORT: Grenell, Memo, Attachment, Resolution

PROPOSED ACTION: Approve second amendment to Inter-Agency Agreement between the San Mateo County Harbor District and Resource Conservation District (RCD) to restate and augment the first amendment approved on June 18, 2014 and amend work scope in the RCD's Water Quality Assistance Proposal attached as Exhibit B; and adopt Resolution 20-14 to augment the FY 2014-15 Budget in the amount of \$18,719.00.

- 2 TITLE: **Maritime Legal Services: Cox Wooten Lerner: Additional Task**

REPORT: Grenell, Memo

PROPOSED ACTION: Approve additional maritime legal services task to be performed by the firm Cow Wooten Lerner Griffin Hansen & Poulos LLP pursuant to Section 4 Additional Services of their contract with the Harbor District, in an amount not to exceed \$5,000.00

- 3 TITLE: **Augment Contract for Commission Facilitation for BHI Management Consulting**

REPORT: Grenell, Memo, Attachment, Resolution

PROPOSED ACTION: Adopt Resolution 24-14 to augment contract for Commission facilitation for BHI Management Consulting in an amount not to exceed \$15,750.00

- 4 TITLE: **Amend District Rates and Fees Schedule for Oyster Point Maria/Park for FY2014/15**

REPORT: Galarza, Attachments, Resolution

PROPOSED ACTION: Adopt Resolution 22-14 to amend the Rates and Fees Schedule for Oyster Point Marina/Park for FY2014/15

- 5 TITLE: **Amend District Rates and Fees Schedule for Pillar Point Harbor for FY2014/15**

REPORT: Galarza, Attachments, Resolution

PROPOSED ACTION: Adopt Resolution 23-14 to amend the Rates and Fees Schedule for Pillar Point Harbor for FY2014-15

New Business

- 6 TITLE: **California Special District Association (CSDA) 2014 Board Elections, Seat C**
REPORT: Grenell, Attachment
PROPOSED ACTION: To be determined
- 7 TITLE: **Amendment to Harbor Master’s Employment Agreement and Increment**
REPORT: Grenell, Memo, Attachments
PROPOSED ACTION: (1) Approve amendment to Harbor Master Scott A. Grindy’s employment agreement memorandum of understanding (MOU) Section 4.A to provide for pay steps; and
(2) Approve pay increment to Step E \$133,622.43
- 8 TITLE: **Removal of Five Vessels from Oyster Point Marina/Park**
REPORT: Grindy, Memo, Attachment
PROPOSED ACTION: Authorize General Manager to approve the removal and destruction services from San Diego Boat Movers of five vessels from Oyster Point Marina/Park in an amount not to exceed \$38,000.00
- 9 TITLE: **Oyster Point Marina/Park Occupancy Increase Incentive Proposal**
REPORT: Grindy, Memo
PROPOSED ACTION: Authorize General Manager to issue a notice of the occupancy increase incentive proposal Part A and Part B as noted in memo
- 10 TITLE: **Hours of Operation – Oyster Point Marina/Park Closure Time Modification**
REPORT: Grindy, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 21-14 and authorize General Manager to issue a notice of change of hours of operation for Oyster Point Marina/Park
- 11 TITLE: **Informational Report: Pillar Point Harbor Patrol Mid-Year Search and Rescue Count**
- 12 TITLE: **Status Report: Bills and Claims Paid in the Amount of \$330,664.68 from June 19, 2014 Through July 15, 2014 as Authorized on June 18, 2014 to Cover Payments Due to the Cancellation of the July 2, 2014 Meeting**
REPORT: Bills and Claims detailed summary

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.

- 13 TITLE: **Minutes of Meeting June 4, 2014**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval
- 14 TITLE: **Surplus and Disposal of One Dodge Pickup from Pillar Point Harbor**
 REPORT: Grindy, Memo
 PROPOSED ACTION: Authorize General Manager to surplus and disposal of a 2001 Dodge Dakota vehicle ID #1B7GG26X81S42244 as stipulated in SMCHD Ordinance Code Section 2.7.5 and will be remove from District's fixed asset inventory

Staff Reports: a) Administration and Finance

- 15 **General Manager - Grenell**
- 16 **Director of Finance - Galarza**
- 17 **Human Resources Manager - Harris**

b) Operations

- 18 **Oyster Point Marina/Park and Pillar Point Harbor - Grindy**

Board of Harbor Commissioners

19 A. Committee Reports

B. Agenda Setting

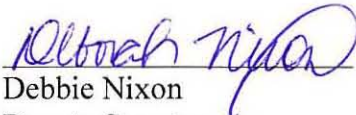
B. Commission Statements and Requests

The Board of Harbor Commissioners may make public statements limited to five (5) minutes.

Adjournment

The next scheduled meeting will be held on August 6, 2014 at the Sea Crest School, Think Tank, Room 19, 901 Arnold Way, Half Moon Bay at 6:00 p.m.

Amended Agenda Posted As Required:
July 11th at 8:30 a.m.


Debbie Nixon
Deputy Secretary

Memo

Date: 7/10/2014

To: Board of Harbor Commissioners

From: Peter Grenell
General Manager

Re: Second Amendment to Inter-Agency Agreement Between Harbor District and San Mateo County Resource Conservation District: Water Quality Assistance for FY 2014-2015; and Amendment to the FY 2014-15 Budget by Resolution

RECOMMENDATION

Approve a second amendment to the Inter-Agency Agreement between the San Mateo County Harbor District and the San Mateo County Resource Conservation District to restate and augment the first amendment approved on June 18, 2014 and amend work scope in the RCD's Water Quality Assistance Proposal attached as Exhibit B; and adopt Resolution 20-14 to augment the FY 2014-15 budget in the amount of \$18,719.

BACKGROUND

On June 18, 2014, the Harbor District (HD) approved an amendment to its Inter-Agency Agreement with the Resource Conservation District (RCD) originally executed in December 2012 by which the RCD has provided technical assistance in water quality monitoring at Pillar Point Harbor (see Exhibit A attached). During Board discussion leading to approval of the amendment, the Board expressed its desire for the RCD to accomplish additional work including increased Inner Harbor water quality sampling, enhanced harbor outfall water quality monitoring, and increased public

outreach regarding the results of the RCD study, next steps taken by the HD and RCD, and highlighting of the HD's Clean Marina Program with improved messaging and transparency of activities and data to the public.

The RCD has prepared a revised proposal that incorporates the Board's desired additional work items (see Exhibit B attached). The revised total program proposal cost is \$66,719, an increase of \$18,967 over the initial proposal.

SCOPE OF WORK AND BUDGET

The RCD's revised scope of work for FY 2014-15 is detailed in the attached Exhibit B. This revised scope includes:

General Program Oversight and Administration	\$5,805
Task 1: Inner Harbor Water Quality Monitoring	\$9,780
Task 2: Harbor Outfall Water Quality Monitoring	\$30,134
Task 3: Emergency Spill Response	\$9,750
Task 4: Technical Assistance	\$11,250

BUDGET TOTAL: \$66,719

The District's Final Operating and Capital Budget for FY 2014-2015 needs to be augmented by \$18,719 to accommodate the expanded work program. Adoption of Resolution 20-14 will accomplish this purpose.

CONCLUSION


The outcome of this proposed work is expected to provide the Harbor District and RCD with more valuable information with which to (a) pursue further cooperative efforts with San Mateo County and the Granada Sanitary District regarding to address the upland sources of harbor water quality problems; and (b) to better inform the public about the results of the RCD study, the sources of harbor water quality problems, and the HD's Clean Marina program.

Staff recommends approval of the second amendment to the Inter-Agency Agreement Amendment to supersede the initial amendment, and adoption of Resolution 20-14 to augment the budget accordingly.

Memo

Date: 6/10/2014

To: Board of Harbor Commissioners

From: Peter Grenell 
General Manager

Re: Amendment to Inter-Agency Agreement Between Harbor District and San Mateo County Resource Conservation District: Water Quality Assistance for FY 2014-2015

RECOMMENDATION

Approve an amendment to the Inter-Agency Agreement between the San Mateo County Harbor District and the San Mateo County Resource Conservation District and amend work scope in the RCD's Water Quality Assistance Proposal attached as Exhibit A.

BACKGROUND

The Harbor District (HD) executed an Inter-Agency Agreement with the Resource Conservation District (RCD) in December 2012 by which the RCD has provided technical assistance in water quality monitoring at Pillar Point Harbor. This arrangement has proven to be an effective collaboration between the two agencies. It has included training of harbor patrol personnel in water quality sampling techniques, supported by RCD implementing laboratory evaluation of harbor water samples through regular sampling.

SCOPE OF WORK AND BUDGET

Now, the RCD proposes a continuation and expansion of the cooperative effort in its Water Quality Assistance Proposal for FY 2014-15 (see attached Exhibit A). The proposed scope of work includes:

General Program Oversight and Administration	\$3,765
Task 1: Inner Harbor Water Quality Monitoring	\$6,195
Task 2: Harbor Outfall Water Quality Monitoring	\$20,342
Task 3: Emergency Spill Response	\$9,750
Task 4: Technical Assistance	\$7,500

BUDGET TOTAL: \$47,752

As shown in the detailed Task descriptions, both the scope and level of RCD's proposed effort are substantially greater than the previous initial scope, whose budget totaled only \$3,845. Of particular significance is Task 2's harbor outfall monitoring. The 12 outfalls into the harbor from inland sources will be sampled not only for fecal bacteria but for nitrate, orthophosphate, oils and grease, and metals (zinc, lead, copper).

With the receipt and review of this proposal, staff has included funds to cover this amendment's work in the District's Final Operating and Capital Budget for FY 2014-2015 to be considered by the Harbor Commission for action on June 18.

CONCLUSION

The outcome of this proposed work is expected to provide the Harbor District and RCD with more valuable information with which to pursue further cooperative efforts with San Mateo County and the Granada Sanitary District regarding to address the upland sources of harbor water quality problems.

Staff recommends approval of the Inter-Agency Agreement Amendment.

EXHIBIT A



PHONE 650.712.7765

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625 Miramontes Street, Suite 103, Half Moon Bay, CA 94019

www.sanmateoRCD.org

Proposal to San Mateo County Harbor District for Water Quality Assistance

Project Summary

This proposal by the San Mateo County Resource Conservation District (RCD) to the San Mateo County Harbor District (HD) is to perform various tasks requested by the HD including conducting water quality monitoring, preparing emergency spill plans and providing technical assistance to support the Clean Marina Programs at Pillar Point Harbor (PPH) and Oyster Point for FY 14/15.

As a follow up to the Pillar Point Harbor Source Identification Project, the RCD has been conducting monthly water quality sampling in the inner harbor through an interagency agreement with HD signed in December 2012 and amended in July 2013. This work is proposed to be continued through FY 14/15 to detect any discharges of fecal pollution in PPH from live-aboard vessels and to establish background fecal bacteria levels. To establish a more comprehensive monitoring program in the harbor and to better understand the range of pollutants entering the harbor from upland areas, monitoring at the stormwater outfalls within PPH is also proposed. Other proposed tasks include preparation of spill response plans and providing general technical assistance, which will support a more streamlined process in spill response and reporting, and support general HD activities and operations. The RCD will provide an annual report summarizing work performed and water quality monitoring results, and present this information to the HD Board at least once year.

Proposed Scope of Work

General Program Oversight and Administration (including invoicing/billing, reports and presentations to HD Board etc.)

Cost: \$3,765

Task 1: Inner Harbor Water Quality Monitoring

HD staff will take grab samples every month in eight locations near the live-aboard boats including near the fuel dock, work dock, docks A, B, C, D and F. Samples will be collected and field observations recorded around the same time each month, at medium tide and using standard protocols. HD will be responsible for supplying gloves, buckets, and/ or sampling pole(s) for its staff to use. The RCD will provide sterile sample bottles in bulk and restock the supply as needed.

RCD staff will:

- Train HD staff in collecting samples and perform quality assurance checks as needed
- Process samples at a laboratory for presence and abundance of *Enterococcus sp.*
- Record field data and sample results electronically
- Analyze and interpret results in relation to SF Bay Basin Plan water quality criteria for *Enterococcus*

Cost: \$6,195

Task 2: Harbor Outfall WQ Monitoring

This task involves monitoring all stormwater outfalls within PPH breakwalls for a variety of water quality parameters to better gauge water quality and establish baseline conditions. There are twelve outfalls within the harbor but all do not discharge water year-round. It is believed that four of these outfalls flow year round so the monitoring strategy includes sampling Denniston, Capistrano, St. Augustine/Bathhouse, and Deer Creek outfalls during two wet weather and two dry weather events while sampling all flowing outfalls (12 assumed) during the First Flush event of the season. Some outfalls may also be monitored in conjunction with the flushing of debris/biofilm from the outfalls to assess effects. Outfalls will be sampled for fecal bacteria (*Enterococcus*, *E. Coli*, Total Coliforms), nitrate, orthophosphate, oils/grease, and metals (zinc, lead, copper). Field observations will be recorded in addition to physical parameters with a multi-parameter probe to measure tidal influence, Dissolved Oxygen (DO), temperature etc. to understand site conditions and to better interpret results of chemical parameters. Samples will be collected around the same time each month, at low tide, and using standard protocols. RCD staff will be responsible for all supplies including bottles, gloves, buckets etc. RCD staff will:

- Develop materials such as checklists, field data sheets, maps etc. as needed
- Collect water samples at outfalls, process fecal bacteria samples, coordinate with labs, delivery samples when needed
- Recruit, coordinate and train volunteers as needed (i.e. First Flush)
- Record results electronically, analyze and display results in relation to SF Bay Basin Plan water quality criteria and other relevant standards. These objectives and sources will be reviewed and updated as appropriate with current knowledge to ensure quality of the data.
- Report results to HD electronically and present results to the HD Board

Cost: \$20,542

Task 3: Emergency Spill Response

This task involves supporting HD emergency spill response by preparing a spill plan for PPH and training staff accordingly, progressing similar initiatives at Oyster Point and identifying funding sources for related equipment.

RCD staff will:

- Identify elements of an emergency spill response plan, find examples and compile relevant information
- Prepare spill response plan for PPH
- Organize and hold training workshop for HD staff
- Investigate potential funding sources for staging spill response equipment
- Research status of response plans for Oyster Point Marina and provide assistance as needed which may include preparation of a spill response plan for this location

Cost: \$9,750

Task 4: Technical Assistance

The RCD will continue to provide technical assistance to HD staff by being readily available to discuss a variety of subjects in which the RCD has background, expertise, resources and information. Technical assistance will range from responding to emails/phone calls, attending meetings, conducting research, to helping respond to emergencies (WQ monitoring etc). Technical assistance is likely to fall within the following categories:

- Infrastructure surveys, maintenance, improvements and mapping
- Marine education program/platform/monitoring station
- Work with educational institutions and research at PPH
- Water quality status, communication and recommendations
- Stormwater Best Management Practices
- Dredging and beach nourishment
- Identifying/ designing new projects
- Researching funding sources and assisting in applying to grants
- Communicating with public/stakeholders particularly regarding the PPH Source ID study

Not to exceed: \$7,500

The RCD will provide technical assistance up to an amount of \$7,500 but this may be modified and adjusted if need upon review and authorization by HD.

Total Program Cost: \$47,752

About the RCD

The San Mateo County RCD is a special district with over 70 years of history helping people protect, conserve, and restore natural resources. The RCD works in voluntary partnership with land owners to provide non-regulatory technical assistance. The RCD uses diverse means to further resource conservation, acting as a focal point for local conservation efforts on public and private lands through partnerships and collaboration with land owners and managers, technical advisors, area jurisdictions, government agencies, and others. Formed in 1939 in partnership with the USDA Natural Resources Conservation Service, San Mateo County formed the first conservation district in the State of California.

Proposed WQ Assistance Budget FY 14/15			
Program Oversight and Administration (includes invoicing/billing, reports and presentations to HD Board etc)	Qty	Rate	Amount
Executive Director	12	\$95	1,140
Water Quality Coordinator	35	\$75	2,625
Total			3,765
Task 1. Inner Harbor WQ Monitoring (Monthly sampling so 11 events with 8 samples per event=88 samples/yr)	Qty	Rate	Amount
Water Quality Coordinator - Process samples. Record, analyze, report results. Staff training and program updates	65	\$75	4,875
In house Lab Costs - Enterococcus sp. Test	88	\$15	1,320
Total			6,195
Task 2. Harbor Outfall WQ Monitoring (Two wet weather and two dry weather events at four outfalls and First Flush at 12 outfalls = 28 samples/year over 5 events)	Qty	Rate	Amount
Water Quality Coordinator - Project management, sampling event coordination, program updates. Collect, process, and deliver samples. Record results electronically, analyze and display results. First Flush planning	110	\$75	8,250
In house Lab Costs - Enterococcus and E. Coli/Total Coliform	56	\$15	840
MBAS Lab Costs (nitrate , O-phosphate, zinc, lead, copper, TSS, Oil/grease, ammonia, urea)	28	\$259	7,252
Supplies (bottles, gloves, ice etc), project management/GIS software	1	\$700	700
YSI Multi-parameter probe-measure physical parameters	1	\$3,500	3,500
Total			20,542
Task 3. Emergency Spill Response	Qty	Rate	Amount
Project Manager/Water Quality Coordinator - Spill plan prep, write spill plan, training, funding research, Oyster Point assistance/spill plan development	130	\$75	9,750
Total			9,750
Task 4. Technical Assistance	Qty	Rate	Amount
Water Quality Coordinator and other RCD staff	100	\$75	7,500
Total			7,500
TOTAL COST			47,752



EXHIBIT B

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Proposal to San Mateo County Harbor District for Water Quality Assistance for the period July 1, 2014 through June 30, 2015

Project Summary

This proposal by the San Mateo County Resource Conservation District (RCD) to the San Mateo County Harbor District (HD) is to perform various tasks requested by the HD including conducting water quality monitoring, preparing emergency spill plans and providing technical assistance to support the Clean Marina Programs at Pillar Point Harbor (PPH) and Oyster Point for FY 14/15.

As a follow up to the Pillar Point Harbor Source Identification Project, the RCD has been conducting monthly water quality sampling in the inner harbor through an interagency agreement with HD signed in December 2012 and amended in July 2013. This work is proposed to be continued through FY 14/15 to detect any discharges of fecal pollution in PPH from live-aboard vessels and to establish background fecal bacteria levels. To establish a more comprehensive monitoring program in the harbor and to better understand the range of pollutants entering the harbor from upland areas, monitoring at the stormwater outfalls within PPH is also proposed. Other proposed tasks include preparation of spill response plans and providing general technical assistance, which will support a more streamlined process in spill response and reporting, and support general HD activities and operations. The RCD will provide an annual report summarizing work performed and water quality monitoring results, and present this information to the HD Board at least once year.

Proposed Scope of Work

General Program Oversight and Administration

Work includes (including invoicing/billing, reports and presentations to HD Board etc.), and will be performed by the Executive Director, Finance Director and Water Quality Coordinator.

Cost: ~~\$5,805~~\$3,765

Task 1: Inner Harbor Water Quality Monitoring

HD staff will take grab samples every month in eight locations near the live-aboard boats including near the fuel dock, work dock, docks A, B, C, D and F. For one month during the dry season and one month during the wet season, samples will be collected 5 times rather than once that month to calculate the geometric mean for FIB species. Samples will be collected and field observations recorded around the same time each month, at medium tide and using standard

protocols. HD will be responsible for supplying gloves, buckets, and/ or sampling pole(s) for its staff to use. The RCD will provide sterile sample bottles in bulk and restock the supply as needed.

RCD staff will:

- Train HD staff in collecting samples and perform quality assurance checks as needed
- Process samples at a laboratory for presence and abundance of *Enterococcus sp.*
- Record field data and sample results electronically
- Analyze and interpret results in relation to SF Bay Basin Plan water quality criteria for *Enterococcus*

Cost: \$9,7806,195

Task 2: Harbor Outfall WQ Monitoring

This task involves monitoring all stormwater outfalls within PPH breakwalls for a variety of water quality parameters to better gauge water quality and establish baseline conditions. There are twelve outfalls within the harbor but all do not discharge water year-round. It is believed that four of these outfalls flow year round so the monitoring strategy includes sampling Denniston, Capistrano, St. Augustine/Bathhouse, and Deer Creek outfalls during two wet weather and two dry weather events for fecal bacteria (*Enterococcus*, *E. Coli*, Total Coliforms), chloride, fluoride, sulfate, nitrate, nitrite, orthophosphate, ammonia, oils/grease, and metals (zinc, lead, copper, aluminum, iron, arsenic, cadmium, chromium, mercury, nickel). ~~while sampling will also include monitoring all flowing outfalls (12 assumed) during the First Flush event of the season through the Monterey Bay National Marine Sanctuary's First Flush program. The final component of the harbor outfall monitoring task is to monitor fecal bacteria before and after~~ ~~Some outfalls may also be monitored in conjunction with the flushing of debris/biofilm from the outfalls by the County to assess effects. Outfalls will be sampled for fecal bacteria (*Enterococcus*, *E. Coli*, Total Coliforms), nitrate, orthophosphate, oils/grease, and metals (zinc, lead, copper).~~ Field observations will be recorded in addition to physical parameters with a multi-parameter probe to measure tidal influence, Dissolved Oxygen (DO), temperature etc. to understand site conditions and to better interpret results of chemical parameters. Samples will be collected around the same time each month, at low tide, and using standard protocols. RCD staff will be responsible for all supplies including bottles, gloves, buckets etc. RCD staff will:

- Develop materials such as checklists, field data sheets, maps etc. as needed
- Collect water samples at outfalls, process fecal bacteria samples, coordinate with labs, deliver samples when needed

- Recruit, coordinate and train volunteers as needed (i.e. First Flush)
- Record results electronically, analyze and display results in relation to SF Bay Basin Plan water quality criteria and other relevant standards. These objectives and sources will be reviewed and updated as appropriate with current knowledge to ensure quality of the data.
- Report results to HD electronically and present results to the HD Board

Cost: ~~\$30,134~~ \$20,542

Task 3: Emergency Spill Response

This task involves supporting HD emergency spill response by preparing a spill plan for PPH and training staff accordingly, progressing similar initiatives at Oyster Point and identifying funding sources for related equipment.

RCD staff will:

- Identify elements of an emergency spill response plan, find examples and compile relevant information
- Prepare spill response plan for PPH
- Organize and hold training workshop for HD staff
- Investigate potential funding sources for staging spill response equipment
- Research status of response plans for Oyster Point Marina and provide assistance as needed which may include preparation of a spill response plan for this location

Cost: \$9,750

Task 4: Technical Assistance

The RCD will continue to provide technical assistance to HD staff by being readily available to discuss a variety of subjects in which the RCD has background, expertise, resources and information. Technical assistance will range from responding to emails/phone calls, attending meetings, conducting research, to helping respond to emergencies (WQ monitoring etc) and communicating information to the public. Technical assistance is likely to fall within the following categories: online, messaging, transparency

- Infrastructure surveys, maintenance, improvements and mapping
- Marine education program/platform/monitoring station
- Work with educational institutions and research at PPH

- Water quality status, communication, and recommendations
- Stormwater Best Management Practices
- Dredging and beach nourishment
- Identifying/ designing new projects
- Researching funding sources and assisting in applying to grants
- Communicating with public/stakeholders particularly regarding results of the PPH Source ID study and next steps by HD and the RCD
- Highlighting the HD Clean Marina Program, improving messaging and transparency of activities and data to the public

Not to exceed: ~~\$11,250~~ 7,500

The RCD will provide technical assistance up to an amount of ~~\$11,250~~ 7,500 but this may be modified and adjusted if need upon review and authorization by HD.

Total Program Cost: ~~\$66,719~~ \$47,752

About the RCD

The San Mateo County RCD is a special district with over 70 years of history helping people protect, conserve, and restore natural resources. The RCD works in voluntary partnership with land owners to provide non-regulatory technical assistance. The RCD uses diverse means to further resource conservation, acting as a focal point for local conservation efforts on public and private lands through partnerships and collaboration with land owners and managers, technical advisors, area jurisdictions, government agencies, and others. Formed in 1939 in partnership with the USDA Natural Resources Conservation Service, San Mateo County formed the first conservation district in the State of California.

Proposed WQ Assistance Budget FY 14/15

	Qty	Rate	Amount
Program Oversight and Administration (includes invoicing/billing, reports and presentations to HD Board etc)			
Executive Director	12	\$95	1,140
Finance Director	24	\$85	2,040
Water Quality Coordinator	35	\$75	2,625
Total			5,805
Task 1. Inner Harbor WQ Monitoring (Monthly sampling for 9 months with 8 samples per month=72 samples/yr plus 2 months, one wet and one dry season month, of 5 samples per month at 8 sites=80 samples)			
Water Quality Coordinator - Process samples. Record, analyze, report results. Staff training and program updates	100	\$75	7,500
In house Lab Costs - Enterococcus sp. Test	152	\$15	2,280
Total			9,780
Task 2. Harbor Outfall WQ Monitoring (Two wet weather and two dry weather events at four outfalls = 16 samples/year. Before/after flushing ~8 FIB samples/year. First Flush event			
Water Quality Coordinator - Project management, sampling event coordination, program updates. Collect, process, and deliver samples. Record results electronically, analyze and display results.	140	\$75	10,500
In house FIB Lab Costs - Enterococcus and E. Coli/Total Coliform	48	\$15	720
MBAS Lab Costs (Chloride, Fluoride, Nitrate, Nitrite, Sulfate, O-Phosphate, TSS, Oil/Grease, Ammonia, Aluminum, Iron, Arsenic, Cadmium, Chromium, Mercury and Nickel)	16	\$404	6,464
Supplies (bottles, gloves, ice etc), project management/GIS software	1	\$700	700
YSI Multi-parameter probe-measure physical parameters	1	\$3,500	3,500
First Flush Event (pro-rated cost based on number of First Flush outflows to be monitored in the Harbor)	1	\$8,250	8,250
Total			30,134
Task 3. Emergency Spill Response			
Project Manager/Water Quality Coordinator - Spill plan prep, write spill plan, training, funding research, Oyster Point assistance/spill plan development	130	\$75	9,750
Total			9,750
Task 4. Technical Assistance			
Water Quality Coordinator and other RCD staff as-needed to respond to HD requests- not to exceed amount	150	\$75	11,250
Total			11,250
TOTAL COST			66,719

Resolution 20-14
to
Amend the Fiscal Year 2014-2015
Integrated Operating and Capital Budget
of the
San Mateo County Harbor District
for
Contractual Services

Whereas, the Board of Harbor Commissioners, through Resolution 18-14, adopted the Final Integrated Operating and Capital Budget for Fiscal Year 2014-15 on June 18, 2014, and

Whereas, subsequent to the adoption of the Final Integrated Operating Budget for Fiscal Year 2014-15 said Board authorized the execution of contracts for contractual service expenditures, and

Whereas, fulfillment of these contracts will require additional appropriation authority by the Commission for the Pillar Point Harbor Budget.

Now, Therefore, Be It Resolved that an Amendment to the Final Integrated Operating and Capital Budget for Fiscal Year 2014-15 of \$18,719.00 as set forth in Exhibits A and B, attached hereto and by reference incorporated herein, be adopted for Fiscal Year 2014-15.

Approved this 16th day of July, 2014 at the regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For:

Against:

Absent:

Attested

BOARD OF HARBOR COMMISSIONERS

Debbie Nixon
Deputy Secretary

Pietro Parravano
President

Exhibit A


The Fiscal Year 14-15 Budget that was adopted by Resolution 18-14 on June 18, 2014 needs to be amended due to the increased costs of Resource Conservation District Water Quality Program at Pillar Point Harbor. The augmented amount is \$18,719. See Details below

Original Task :	\$	47,752
Additional Tasks	\$	<u>18,967</u>
Total Program Cost	\$	66,719
Amount Budgeted in FY 14-15 Budget	\$	<u>48,000</u>
Amount needed to fund Program by Resolution 20-14	\$	18,719

Memo

Date: 7/8/2014

To: Board of Harbor Commissioners

From: Peter Grenell 
General Manager

Re: Maritime Legal Services: Cox Wootton Lerner: Additional Task

RECOMMENDATION

Approve additional maritime legal services task to be performed by the firm of Cox Wootton Lerner Griffin Hansen & Poulos LLP pursuant to Section 4 Additional Services of their contract with the Harbor District, in an amount not to exceed \$5,000.00.

BACKGROUND


The Harbor District executed a contract with the firm of Cox Wootton Lerner Griffin Hansen & Poulos LLP (CWL) on April 30, 2014 to perform certain maritime legal services for the District. Those services related to a federally documented vessel berthed at Oyster Point Marina/Park (OPM). These services were provided and actions are being taken to remove the vessel from the marina or take possession of it.

The District now desires (CWL) to undertake an additional task pursuant to contract Section 4 concerning a second federally documented vessel also berthed at OPM. Taking on this task will require additional funds beyond the \$5,000 provided for under Section 3 of CWL's contract.

Memo

Date: 7/11/2014

To: Board of Harbor Commissioners

From: Peter Grenell 
General Manager

Re: Contract Augmentation for BHI Management Consulting for
Second Phase Facilitation Work with Harbor Commission

RECOMMENDATION

Approve a second phase of BHI Management Consulting's Harbor Commission facilitation work in an amount not to exceed \$15,750.00 by adopting Resolution 24-14.

BACKGROUND

The Harbor District executed a contract with the firm of BHI Management Consulting to undertake facilitation work with the Harbor Commission to improve Commission communication and functioning. BHI has thus far reviewed relevant documentation has completed initial interviews with the individual Commissioners, staff, and District general counsel, and has attended a Harbor Commission meeting (see attachment).

BHI's second phase work proposal based on work to date (attached) presents a task specification covering the period through December 2014. This work scope includes selected secondary interviews with persons identified by the Commissioners earlier, two public only meetings to gather further input on Commission functioning, two Harbor Commission workshops (open public meetings), pre- and post-election, and further communication with Commissioners and staff as needed.

The pre-election workshop will include good governance, Commissioner role definition, team work as a Board, and “how to give the public what they need as a Board.” The post-election workshop will include but may not be limited to teambuilding dynamics and working together in the public interest.

BHI’s proposed budget for this second phase of work is \$15,700.

BHI MANAGEMENT CONSULTING

"Organizational Efficiency for Public Agencies"

Mr. Pietro Parravano, President, Board of Commissioners
San Mateo County Harbor District
400 Oyster Point Blvd. Suite 300
South San Francisco, CA 94080

July 2, 2014

Subject: Brief Report and Second Phase work Proposal for Board dynamics work

Dear Mr. Parravano and Honorable Board of Commissioners,

As you are aware the District and your Board has hired me to perform a Board Dynamics improvement process. That will include some steps, Assessment/review/interviews – Board workshop(s) – Follow-up activities as needed. I appreciate your confidence to carry out this work and have enjoyed the work thus far. As was outlined in my original discussions with the Board, staff and in my proposal, once the first two phases of the work was completed, I would be able to outline what I believe to be the next and final stages of the work. My brief written report to you in May also alluded to this next step.

As you know while this Board has been able to get a number of important projects and policies completed while together, you have also struggled in a number of instances. This struggle has spilled over to staff and public, and they too are struggling with the dynamics of the issues being experienced. I have found that there are a number of issues, both directly and indirectly caused by this dynamic of the Commission function. These findings are being developed and will be outlined and worked as part of the second phase of the project.

To date I have reviewed all of the relevant documentation wherein the Commission works and has designated it will perform. Your staff has been quite helpful in getting me the information needed. I have also completed initial interviews with the individual Commissioners, your staff, General Manager and attorney. During those interviews, I asked questions regarding the Commission's role, the role of the individual Commission member, the culture of the Board and the impression of each member regarding Board dynamics and issues. I also asked of each to provide names of any other stakeholders that may be important from which to gain perspective on the issue. On June 19th, I also attended a Commission meeting. The intent of this work was to determine the actual state of the agency and Commission dynamics, which would in-turn inform the necessary

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next steps of the process. This reconnaissance has led me to the following next steps for the project between now and December of this year.

1. July/August – perform secondary interviews with selected names provided by the Commissioners earlier, schedule and conduct public only meetings at two locations to gather input on Commission function. It is important that the Commissioners do not plan on attending these meetings. The intent is to gather raw input and feedback of public impressions toward the Commission and its performance. Commissioners present at these meetings make that impossible. The results of that input will be shared with the Commission at the first workshop (detailed below). Consultant will also meet with Commissioners and staff as requested.

(26 hrs., 1 two-day trip)

2. August/September (pre-election) – conduct a Commission workshop (open public meeting) including, but not limited to, good governance, commissioner role definition, team work as a Board and how to give the public what they need as a Board. Consultant will also meet with the GM and Staff to provide them with training in regard to working with the Commission.

(10 hrs. 1-day trip)

3. November/December (post-election) – conduct a second Commission workshop (open public meeting) to include, but not limited to, teambuilding dynamics, working together in the public interest and more. This workshop could also include pieces and part of orientation for a new Commissioner as needed. This will include further time with staff and Commissioners and Commissioners elect if needed.

(14 hrs., 1-day trip)

4. Throughout this period, I will schedule time with Commissioners and staff for mentoring and advice as needed.

(12 hrs. 2 - 2-day trips)

The work described above comprises Task 3 of the original proposal for the work. It will allow for significant background to be gathered, broad and varied perspective from stakeholders, including the public, Commissioners to get training both before and after the election while providing for necessary topical training, as well as important mentoring for both Commissioners and staff.

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"Organizational Efficiency for Public Agencies"

This proposed work will also make an augmentation to the original contract with my firm necessary. Please see the following break-down of estimated hours/costs for each task (1-4) above. Please also note that I am discounting my hourly fee for the District with a 10% reduction due to your now preferred client status with the firm. Please note that I have estimated the cost of each trip to the District and will attempt to share these costs with other clients where possible; each trip is estimated to cost \$300/day. The total for the full work described above is 62 hrs. and 6 trips, for a total cost of \$15,750.

Again I appreciate your confidence in my working with the Board through this important work. I believe that the commissioning of this work is a clear expression of how important this issue is to the Commission. I am confident that this approach is best for the agency at this juncture and post election.

Sincerely,

<signature>

Brent H. Ives, Principal
BHI Management Consulting

Resolution 24-14
to
Amend the Fiscal Year 2014-2015
Integrated Operating and Capital Budget
of the
San Mateo County Harbor District
for
Contractual Services

Whereas, the Board of Harbor Commissioners, through Resolution 18-14, adopted the Final Integrated Operating and Capital Budget for Fiscal Year 2014-15 on June 18, 2014, and

Whereas, subsequent to the adoption of the Final Integrated Operating Budget for Fiscal Year 2014-15 said Board authorized the execution of contracts for contractual service expenditures, and

Whereas, fulfillment of these contracts will require additional appropriation authority by the Commission for the Commission Budget.

Now, Therefore, Be It Resolved that an Amendment to the Final Integrated Operating and Capital Budget for Fiscal Year 2014-15 of \$15,750 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted for Fiscal Year 2014-15.

Approved this 16th day of July, 2014 at the regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For:

Against:

Absent:

Attested

BOARD OF HARBOR COMMISSIONERS

Debbie Nixon
Deputy Secretary

Pietro Parravano
President

Exhibit A

The Fiscal Year 14-15 Budget that was adopted by Resolution 18-14 on June 18, 2014 needs to be amended due to the increased costs of Contractual Service for Commission Facilitation Services. The augmented amount is \$15,750. See Details below

Original Task in FY 13-14	\$	7,000
Additional Tasks FY 14-15	\$	<u>15,750</u>
Total Program Cost	\$	22,750
Total Tasks Budgeted in FY 13-14	\$	7,000
Amount Budgeted in FY 14-15 Budget	\$	<u>0</u>
Amount needed to fund service by Resolution 24-14	\$	15,750

Resolution 22-14
To
Amend the Fiscal Year 2014-2015
Rates and Fees Schedule
of the
San Mateo County Harbor District
For
Oyster Point Marina/Park

Whereas, the Board of Harbor Commissioners pursuant to Section §6079 of the Harbors and Navigation Code of the State of California and Section 5.3 of the San Mateo County Harbor District's Ordinance Code of 1996 as amended, have established a Rates and Fees Schedule.

Whereas, the Board of Harbor Commissioners, through Resolution 14-14 adopted the Fiscal Year 2014-2015 Rates and Fees Schedule for Oyster Point Marina on May 21, 2014.

Therefore, be it resolved, that the Amended Rates and Fees Schedule for Oyster Point Marina/Park for Fiscal Year 2014-2015 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted.

Therefore, be it further resolved, that the Board shall direct the posting of the Rates and Fees Schedule – Fiscal Year 2014-2015 at Oyster Point Marina/Park, and at the District's Administrative Office, and the inclusion of the Schedule as an exhibit in the Final Operating and Capital Budget for Fiscal Year 2014-15.

Approved this 16th day of July, 2014 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For:

Against:

Absent:

Abstaining:

Attested

BOARD OF HARBOR COMMISSIONERS

Debbie Nixon
Deputy Secretary

Pietro Parravano
President

Exhibit A

San Mateo County Harbor District

Oyster Point Marina Park Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective : July 17, 2014 – June 30, 2015

Service	Oyster Point Marina/Park		
Berth Transfer Fee – Customer Initiated	\$30.00 fee per vessel transferred		
Berth Waiting List - Must be paid annually to maintain position on wait list	\$25.00 annual fee		
Berthing – Monthly Rates Vessels will be charged based on the size of the berth unless the vessel exceeds the length of the berth, in which case the vessel will be charged the fee for a berth that is large enough to fully accommodate the vessel.	Berth Size	Single Finger	Double Finger
	26'	n/a	210.00
	30'	231.00	241.50
	36'	278.50	288.75
	40'	320.25	330.75
	45'	357.00	372.75
	50'	399.00	414.75
	55'	n/a	456.75
	60'	477.75	498.75
	Skiffs*	52.50	78.75
	*and watercraft 16' and under in approved areas only. No charge for skiff 12' or less owned by the berth renter and contained totally within the berth renter's berth. Multi-hull rate is 150% of the single Hull rate.		
Berthing – Discount	1 Month free with 1 year paid in advance		
<u>Berthing – Incentive</u>	<u>Part A:</u> <u>A new tenant to Oyster Point Marina/Park who maintains in good payment standing for 12 continuous months will receive the 13th month for \$1. This would apply only for the first year as a new tenant, and the new tenant must not have been a tenant for a minimum of 6 months prior.</u>		

Exhibit A

San Mateo County Harbor District

Oyster Point Marina Park Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective : July 17, 2014 – June 30, 2015

<p><u>Berthing – Incentive</u></p>	<p><u>Part B:</u> <u>If an existing tenant in good standing sponsors a new tenant to sign up at Oyster Point Marina/Park, and if the new tenant (see part A conditions) meets the criteria of "Part A" for 12 continuous months, the existing sponsoring tenant will also receive the 13th month for \$1. The existing tenant must remain in good standing for the 12 month period to receive the incentive.</u></p>
<p>Berthing – Long term-Transient (guarantee of 2 weeks minimum and maximum of 90 days – (with live aboard privileges)- greater than 90 days requires Harbor Master approval</p>	<p>\$0.60 per foot per day – multi-hulled rate is 150%</p>
<p>Berthing – Short Term Transient (less than 2 weeks – with live aboard privileges)</p>	<p>\$0.80 per foot per day – multi-hulled rate is 150%. Vessels using the guest dock in excess of 4 hours will be charged the daily rate.</p>
<p>Bid Package</p>	<p>District cost – non refundable</p>
<p>Boat Wash</p>	<p>\$1.25 per 5 minutes – coin operated – quarters only</p>
<p>CEQA Review – Initial Study</p>	<p>Base fee = \$150.00 Plus District in-house and out-of pocket costs</p>
<p>CEQA Review – Negative Declaration</p>	<p>Base fee = \$100.00 Plus District in-house and out-of pocket costs</p>
<p>Collections</p>	<p>District costs</p>

Exhibit A

San Mateo County Harbor District

Oyster Point Marina Park Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective : July 17, 2014 – June 30, 2015

Commercial Activity Permit	\$250.00 annual fee Veterans may be eligible for waiver of fee, subject to documentation acceptable to District. No retroactivity available. Other fees may apply.
Commercial Services Activity Permit	\$50.00 annual fee Additional license agreement may be required
Crab Pot Storage Deposit	Not available
Credit Check/ <u>Tenant Screening</u>	District cost – not to exceed \$50.00 per name
Day Use Parking	As designated in specific locations
Dock Box Rental	\$10.00 monthly fee
Electricity	Amount, adjusted monthly, equal to amount paid by District for the electricity (including all associated charges and fees).
Emergency Pump Out Dockside	Actual labor (see Labor Charges) - \$100.00 minimum
Events	See Events Policy
Faxing Service	\$0.25 per page in/out – minimum \$1.00 fee
Fish Sales Permit – Retail	\$250.00 annual fee
Hoist – Public	Not available
Key Sale	\$10.00 per key
Labor Charge	\$100.00 per hour – regular time \$150.00 per hour – overtime

Exhibit A

San Mateo County Harbor District

Oyster Point Marina Park Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective : July 17, 2014 – June 30, 2015

Late Charge – Monthly Berth Rentals	Interest charged at 0.834% per month (10% per annum) on all balances not paid by the 10 th of the month
Launch Ramp – Commercial Use Only	Commercial Activity Permit required
Launch Ramp – Recreational Use Only	<p>\$11.00 per launch, in and out.</p> <ul style="list-style-type: none"> - Annual permit \$200.00 valid at all District operated launch ramps. - 20% discount on annual permit to Senior owner over 65 years of age or 20% discount on annual permit to person with disability displaying disabled placard or plate on towing vehicle.
Live Aboard Permit	<p>\$350.00 monthly fee \$350.00 security deposit</p> <ul style="list-style-type: none"> - 1 Month Free with 1 year paid in advance. - Senior (age 65 and older) discount of \$35.00. Discount available at time of request and eligibility confirmation, and is not retroactive.
<p>Mailed Notices, including:</p> <ul style="list-style-type: none"> - Postage - Individual notices - Agendas - Minutes - Audio Recording 	<p>District cost \$.050 per page - \$5.00 minimum Payable in advance by cash, check or credit card. Refund with mailing, if applicable</p>
Memorial Bench	<p>General public - \$3,500.00 5-year berth holders or fishers taken by the sea - \$2,500.00</p>
Mooring Fee for Active Privately Owned Mooring	Not available

Exhibit A

San Mateo County Harbor District

Oyster Point Marina Park Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective : July 17, 2014 – June 30, 2015

Mooring Fee for District Owned Mooring	Not available
Mooring Permit – Initial One-Time Fee for Issuance of Private Mooring Permit	Not available
NEPA Review – Initial Study	Base fee = \$150.00 Plus District in-house and out-of-pocket costs
NEPA Review – Negative Declaration	Base fee = \$100.00 Plus District in-house and out-of-pocket costs
Oil Absorbent Pads (Heavy Weight)	Free – limit of six (excluding emergencies)
Passenger Fee – Commercial Sport Fishing and Other Charters	\$2.25 per passenger
Photocopy	Paper copy - \$0.25 per page – counter or meter used to determine usage. Compact Disc (CD) – \$1.00 per document
Plaque on Existing Bench	General public - \$500.00 5-year berth holders or fishers taken by the sea – optional donation
Proposals, Filing and Evaluation of Proposers, Proposers Credit Check	District cost – minimum \$500.00 per proposal
Recreational Vehicle Parking (only for Commercial Fishermen)	Not permitted
Refloating Sunken Vessels	Minimum fee \$450.00 – actual costs at District rates or, if using outside salvage company, at salvage company rates.
Returned Checks (Non-Sufficient Funds)	\$30.00 per item

Exhibit A

San Mateo County Harbor District

Oyster Point Marina Park Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective : July 17, 2014 – June 30, 2015

Security Deposit – monthly vessel berthing	Fee equal to 1 month's berthing
Temporary Vessel Storage Fee – Up to 30 days – no live aboard privileges	Equivalent to monthly berth rental fee for the appropriately sized berth.
Towing – Applicable for all towing services except for towing that is required by the District to enable the District to perform maintenance or other necessary marina operations.	\$200.00 per hour. Equipment fuel surcharge may be applied.
Vehicles – Use of	\$85 per hour. Personnel charges additional.
Vessel Removal Fees	Actual costs incurred for staff time, equipment and materials. Cost recovery for District staff time associated with removing vessel from assigned berth and/or from the facility as a result of non-payment of fees which results in cancellation of the berth rental agreement or failure to pay transient dockage as charged.

**Resolution 23-14
To
Amend the Fiscal Year 2014-2015
Rates and Fees Schedule
of the
San Mateo County Harbor District
For
Pillar Point Harbor**

Whereas, the Board of Harbor Commissioners pursuant to Section §6079 of the Harbors and Navigation Code of the State of California and Section 5.3 of the San Mateo County Harbor District's Ordinance Code of 1996 as amended, have established a Rates and Fees Schedule.

Whereas, the Board of Harbor Commissioners, through Resolution 15-14 adopted the Fiscal Year 2014-2015 Rates and Fees Schedule for Pillar Point Harbor on May 21, 2014.

Therefore, be it resolved, that the Amended Rates and Fees Schedule for Pillar Point Harbor for Fiscal Year 2014-2015 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted.

Therefore, be it further resolved, that the Board shall direct the posting of the Rates and Fees Schedule – Fiscal Year 2014-2015 at Pillar Point Harbor, and at the District's Administrative Office, and the inclusion of the Schedule as an exhibit in the Final Operating and Capital Budget for Fiscal Year 2014-15.

Approved this 16th day of July, 2014 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For:

Against:

Absent:

Abstaining:

Attested

BOARD OF HARBOR COMMISSIONERS

Debbie Nixon
Deputy Secretary

Pietro Parravano
President

Exhibit A

San Mateo County Harbor District Pillar Point Harbor Rates and Fees Schedule

Effective: July 1, 2014 – June 30, 2015

Effective: July 17, 2014 – June 30, 2015

Service	Pillar Point Harbor																														
Berth Transfer Fee – Customer Initiated	\$30.00 fee per vessel transferred																														
Berth Waiting List - Must be paid annually to maintain position on wait list	\$25.00 annual fee																														
<p>Berthing – Monthly Rates</p> <p>Vessels will be charged based on the size of the berth unless the vessel exceeds the length of the berth, in which case the vessel will be charged the fee for a berth that is large enough to fully accommodate the vessel.</p>	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Berth Size</th> <th style="text-align: left;">Dock D-H</th> <th style="text-align: left;">Dock A-C</th> </tr> </thead> <tbody> <tr> <td>30'</td> <td>273.00</td> <td>278.25</td> </tr> <tr> <td>35'</td> <td>315.00</td> <td>320.25</td> </tr> <tr> <td>40'</td> <td>357.00</td> <td>362.25</td> </tr> <tr> <td>45'</td> <td>404.50</td> <td>409.50</td> </tr> <tr> <td>50'</td> <td>441.00</td> <td>446.25</td> </tr> <tr> <td>55'</td> <td>483.00</td> <td>488.25</td> </tr> <tr> <td>65'</td> <td>567.00</td> <td>572.25</td> </tr> <tr> <td>65' +</td> <td>\$8.80/ft</td> <td>\$8.90/ft</td> </tr> <tr> <td>Skiffs*</td> <td>52.50</td> <td>78.75</td> </tr> </tbody> </table> <p>* and watercraft 16' and under in approved areas only. No charge for skiff 12' or less owned by the berth renter and contained totally within the berth renter's berth. Multi-hull rate is 150% of the single hull rate.</p>	Berth Size	Dock D-H	Dock A-C	30'	273.00	278.25	35'	315.00	320.25	40'	357.00	362.25	45'	404.50	409.50	50'	441.00	446.25	55'	483.00	488.25	65'	567.00	572.25	65' +	\$8.80/ft	\$8.90/ft	Skiffs*	52.50	78.75
Berth Size	Dock D-H	Dock A-C																													
30'	273.00	278.25																													
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65' +	\$8.80/ft	\$8.90/ft																													
Skiffs*	52.50	78.75																													
Berthing – Discount	<p>1 Month free with 1 year paid in advance</p> <p>Berth Discount for Full Time Commercial and Sport fishing Vessels (applies to monthly and transient): 15%. Not retroactive and requires annual application.</p>																														

Exhibit A

San Mateo County Harbor District Pillar Point Harbor Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective: July 17, 2014 – June 30, 2015

Service	Pillar Point Harbor
Berthing – Long term Transient (guarantee of 2 weeks minimum and maximum of 90 days – (with live aboard privileges) – greater than 90 requires Harbor Master pre-approval)	\$0.75 per foot of boat per day – multi-hulled rate is 150%.
Berthing – Short Term Transient (less than 2 weeks – with live aboard privileges)	\$0.85 per foot of boat per day – multi-hulled rate is 150%. Vessels anchoring in the outer harbor in excess of 4 hours will be subject to the daily rate.
Bid Package	District cost – non refundable
Boat Wash	\$1.25 per 5 minutes – coin operated – quarters only
CEQA Review – Initial Study	Base fee = \$150.00 Plus District in-house and out-of pocket costs
CEQA Review – Negative Declaration	Base fee = \$100.00 Plus District in-house and out-of pocket costs
Collections	District costs
Commercial Activity Permit	\$250.00 annual fee Veterans may be eligible for waiver of fee, subject to documentation acceptable to District. No retroactivity available. Other fees may apply.
Commercial Services Activity Permit	\$50.00 annual fee

Exhibit A

San Mateo County Harbor District Pillar Point Harbor Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective: July 17, 2014 – June 30, 2015

Service	Pillar Point Harbor
Crab Pot Storage Deposit	Single Stall - \$200 deposit Double stall - \$300 deposit; Deposits of \$300 for single stall and \$450 for double stall for transient vessels of less than 6 months. If pallets used NO REFUND of deposit.
Credit Check/ <u>Tenant Screening</u>	District cost – not to exceed \$50.00 per name
Day Use Parking	As designated at specific locations
Dock Box Rental	Not available
Electricity	Amount, adjusted monthly, equal to amount paid by District for the electricity (including all associated charges and fees).
Emergency Pump Out Dockside	Actual labor (see Labor Charges) - \$100.00 minimum
Events	See Events Policy
Faxing Service	\$0.25 per page in/out – minimum \$1.00 fee
Fish Sales Permit – Retail	\$250.00 annual fee
Hoist – Public	\$40.00 per hour. Fees are prorated for partial hours with a \$10.00 minimum
Key Sale	\$10.00 per key
Labor Charge	\$100.00 per hour – regular time \$150.00 per hour – overtime

Exhibit A

San Mateo County Harbor District

Pillar Point Harbor Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective: July 17, 2014 – June 30, 2015

Service	Pillar Point Harbor
Late Charge – Monthly Berth Rentals	Interest charged at 0.834% per month (10% per annum) on all balances not paid by the 10 th of the month
Launch Ramp – Commercial Use Only	Commercial Activity Permit required
Launch Ramp – Recreational Use Only	\$13.00 per launch, in and out. <ul style="list-style-type: none"> - Annual permit \$200.00 valid at all District operated launch ramps. - 20% discount on annual permit to Senior owner over 65 years of age or 20% discount on annual permit to person with disability displaying disabled placard or plate on towing vehicle.
Live Aboard Permit	\$350.00 monthly fee \$350.00 security deposit <ul style="list-style-type: none"> - 1 Month Free with 1 year paid in advance. - Senior (age 65 and older) discount of \$35.00. Discount available at time of request and eligibility confirmation, and is not retroactive.
Mailed Notices, including: <ul style="list-style-type: none"> - Postage - Individual notices - Agendas - Minutes - Audio Recording 	District cost \$.050 per page - \$5.00 minimum Payable in advance by cash, check or credit card. Refund with mailing, if applicable
Memorial Bench	General public - \$3,500.00 5-year berth holders or fishers taken by the sea - \$2,500.00

Exhibit A

San Mateo County Harbor District Pillar Point Harbor Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective: July 17, 2014 – June 30, 2015

Service	Pillar Point Harbor
Mooring Fee for Active Privately Owned Mooring	\$1.60 per foot per month – \$48.00 minimum
Mooring Fee for District-Owned Mooring	Monthly: \$4.25 per foot (LOA) per month – \$105.00 per month minimum with signed agreement Transient: \$10.50 per day
Mooring Permit – Initial One-Time Fee for Issuance of Private Mooring Permit	Governed by District Mooring Policy
NEPA Review – Initial Study	Base fee = \$150.00 Plus District in-house and out-of-pocket costs
NEPA Review – Negative Declaration	Base fee = \$100.00 Plus District in-house and out-of-pocket costs
Oil Absorbent Pads (Heavy Weight)	Free – limit of six (excluding emergencies)
Passenger Fee – Commercial Sport Fishing and Other Charters	\$2.25 per passenger
Photocopy	Paper copy - \$0.25 per page – counter or meter used to determine usage. Electronic copy – \$1.00 per document
Plaque on Existing Bench	General public - \$500.00 5-year berth holders or fishers taken by the sea – optional donation
Proposals, Filing and Evaluation of Proposers, Proposers Credit Check	District cost – minimum \$500.00 per proposal
Recreational Vehicle Parking (only for Commercial Fishermen)	\$45/ day or \$450/ month All RV's must be self-contained

Exhibit A
San Mateo County Harbor District
Pillar Point Harbor Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective: July 17, 2014 – June 30, 2015

Service	Pillar Point Harbor
Recreational Vehicle Parking (only for Recreational Fishermen)	\$45/ day includes launch ramp fee for recreational fishermen. All RV's must be self-contained
Refloating Sunken Vessels	Minimum fee \$450.00 – actual costs at District rates or, if using outside salvage company, at salvage company rates.
Returned Checks (Non-Sufficient Funds)	\$30.00 per item
Security Deposit – monthly vessel berthing	Fee equal to 1 month's berthing
Temporary Vessel Storage Fee – Up to 30 days – no live aboard privileges	Equivalent to monthly berth rental fee for the appropriately sized berth.
Towing – Applicable for all towing services except for towing that is required by the District to enable the District to perform maintenance or other necessary harbor operations.	\$200.00 per hour. Equipment fuel surcharge may be applied.
<u>Trash Compactor – Use of</u>	<u>\$100 for use of compactor.</u> <u>In addition, labor charge of at least one hour will apply for drop off and pick up of compactor.</u> <u>\$100/hr for regular time</u> <u>\$150/hr for overtime</u>
Vehicles – Use of	\$85 per hour. Personnel charges additional.

Exhibit A
San Mateo County Harbor District
Pillar Point Harbor Rates and Fees Schedule

~~Effective: July 1, 2014 – June 30, 2015~~

Effective: July 17, 2014 – June 30, 2015

Service	Pillar Point Harbor
Vessel Removal Fees	Actual costs incurred for staff time, equipment and materials. Cost recovery for District staff time associated with removing vessel from assigned berth and/or from the facility as a result of non-payment of fees which results in cancellation of the berth rental agreement or failure to pay transient dockage as charged.

Resolution 22-14
To
Amend the Fiscal Year 2014-2015
Rates and Fees Schedule
of the
San Mateo County Harbor District
For
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Whereas, the Board of Harbor Commissioners pursuant to §6079 of the Harbors and Navigation Code of the State of California and Section 5.3 of the San Mateo County Harbor District's Ordinance Code of 1996 as amended, have established a Rates and Fees Schedule.

Whereas, the Board of Harbor Commissioner, through Resolution 14-14 adopted the Fiscal Year 2014-2015 Rates and Fees Schedule for Oyster Point Marina on May 21, 2014.

Therefore, be it resolved, that a the Amended Rates and Fees Schedule for Oyster Point Marina/Park for Fiscal Year 2014-2015 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted.

Therefore, be it further resolved, that the Board shall direct the posting of the Rates and Fees Schedule – Fiscal Year 2014-2015 at Oyster Point Marina/Park, and at the District's Administrative Office, and the inclusion of the Schedule as an exhibit in the Final Operating and Capital Budget for Fiscal Year 2014-15.

Approved this 16th day of July, 2014 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For:

Against:

Absent:

Abstaining:

Attested

BOARD OF HARBOR COMMISSIONERS

Debbie Nixon
Deputy Secretary

Pietro Parravano
President



**California Special
Districts Association**
Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2014 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Region for Seat C. Each of CSDA's six (6) regional divisions has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its region.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your region in Seat C and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 1, 2014**.

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association
Attn: 2014 Board Elections
1112 I Street, Suite 200
Sacramento, CA 95814

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlottel@cdda.net with any questions.

Candidate Statement
Region 5, Seat C
Vincent Ferrante-Incumbent

I currently serve on the CSDA Board of Directors as the Board Secretary and am the Chairperson on the following committees: Educational Development, Alliance Executive Council (for CSDA, SDRMA, Financial Corp.) I serve on the following committees: Fiscal, Membership Services and have served on the Legislative Committee for the past few years. In 2013 I was appointed to the Regionalization Task Force Committee, along with five other board members and the Executive Staff, to explore ways to better serve the six CSDA regions. Our goal is to improve and find better methods to serve all Special Districts in each region and increase membership. Initializing ideas developed by the Board members and staff, we will provide more efficient and targeted service for all chapters and districts. I believe this is very important in order to make CSDA more successful. Today CSDA, along with the Special Districts, are faced with many important issues which we will be able to address with more timely and appropriate solutions. I have worked with the Advocacy Staff on the Legislative Committee to provide good interaction with our State Representatives to respond appropriately to the variety of bills which impact Special Districts. I will continue to be a liaison between CSDA, Special Districts and the Chapters in Region 5.

I am well qualified for this position, having served as an elected official for Moss Landing Harbor District Board of Harbor Commissioners since 2003 and completed the CSDA Governance Academy. Between the Academy and my experience on the Moss Landing Harbor Commission, I bring experience and strong work ethic to the Board. I believe my dedication to Special Districts makes me an excellent choice to represent local government agencies' interests and needs at CSDA.

Sincerely;

Vincent C. Ferrante

Commissioner, MLHD



My Fellow CSDA Members

I am requesting your support for my bid as the Region 5, Seat C, Board of Directors representative for the California Special Districts Association (CSDA).

As the current Vice President of the Board of Directors for the Pleasant Valley Recreation and Park District (PVRPD), I support CSDA's on-going efforts to offer educational classes and informative conferences and their active monitoring of legislative and policy proposals that greatly affect District operations. Through my involvement with CSDA I actively serve on the Fiscal and Audit Committees and Legislative Feedback group and have previously served on the By-laws and Elections Committee.

If elected, I will work with the other Board Members and CSDA staff to increase memberships, lower membership fees and other expenses and enhance the service provided to the member agencies.

I have been on the PVRPD Board of Directors since February 2008. I have served as Board President and currently serve on the Personnel, Long Range and Foundation committees and am the District's representative to the Ventura County Special Districts Association (VCSDA) and CSDA. I worked in Public Service for 31 years most of which were in law enforcement Human Resources. Additionally, I worked as a contract investigator for the Department of Justice for 10 years following my retirement. My experience on the Pleasant Valley Recreation and Park District (PVRPD) Board of Directors and my work as a public servant has provided me with a solid foundation of experience and prepared me to represent your District's interests on the CSDA Board of Directors.

I would appreciate the opportunity to serve as a Region 5 Representative on the CSDA Board of Directors and respectfully ask for your vote.

Sincerely,

Elaine L. Magner, Director

Pleasant Valley Recreation and Park District

CSDA BOARD OF DIRECTORS 2014 ELECTION



**COASTAL
NETWORK**
REGION 5

SEAT C
term ends 2018

Please vote for only one.

- Vincent Ferrante***
Moss Landing Harbor District
- Elaine Magner**
Pleasant Valley Recreation & Park District
- Kathryn Slater-Carter**
Montara Water & Sanitary District


All fields must be completed for ballot to be counted.

** incumbent running for re-election*

SIGNATURE:	DATE:
MEMBER DISTRICT	

Must be received by **5pm, August 1, 2014**. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

Memo

Date: June 24, 2014
To: Board of Harbor Commissioners
From: Peter Grenell 
General Manager
Re: Amendment to Harbor Master's Employment Agreement
and Increment

RECOMMENDATION

- (1) Approve amendment to Harbor Master Scott A. Grindy's employment agreement memorandum of understanding (MOU) Section 4.A to provide for pay steps; and
- (2) Approve pay increment to Step E \$133,622.43

BACKGROUND

- (1) Harbor Master Scott A. Grindy has been employed by the Harbor District in this capacity since joining the District in April 2012 . His MOU does not presently provide for step increases in pay as do MOUs for non-represented and represented staff. In the interest of equity, the MOU's Section 4.A should be amended to provide for step increases in pay as shown in the attached MOU. The attached MOU includes changes made in September 4, 2013 and December 4, 2013 by Board action.
- (2) Harbor Master Grindy is due, and well deserving, of an increment in pay. As Harbor Master overseeing operations at Pillar Point Harbor and Oyster Point Marina/Park, he has worked many 60-80 hour work weeks, above and beyond what is expected of non-represented employees. He has taken the initiative to organize new activities to promote the District, has provided strong leadership and guidance to harbor staff, has gone

after and successfully obtained project grant funds, and has established good working relationships with tenants and representatives of agencies and organizations with whom the District interacts. With the recommended inclusion of step increases in pay Grindy's MOU, an increment to Step E is recommended effective retroactive to the start of the first pay period in July 2014. This takes into account Grindy's pay as of that date.

San Mateo County Harbor District

Wage and Salary Schedule

Fiscal Year 2014-2015

Effective July 1, 2014- 2.50 % Wage Increase and 2.6 COLA

Title		Hourly Range Bottom	Annual	Hourly Range Top	Annual	Salary Range Bottom	Salary Range Top
Management*							
Executive	General Manager					\$ 121,294.49	\$ 162,601.09
Management	Director of Finance					\$ 91,874.37	\$ 134,174.02
	Harbor Master					\$ 91,874.37	\$ 140,552.89
	Human Resources Manager					\$ 91,874.37	\$ 128,285.86
Administrative							
Administrative Assistant 4	Accountant	33.509	69,698.72	44.905	93,402.40		
Administrative Assistant 3	Accounting Specialist	29.401	61,154.08	39.826	82,838.34		
	Administrative Asst./						
	Deputy Secretary						
Administrative Assistant 2	Accounting Technician/	25.730	53,518.40	34.484	71,726.72		
	Administrative Asst.						
Administrative Assistant 1	Administrative Assistant	21.331	44,368.91	28.593	59,472.48		
Office Assistant	Office Assistant	13.646	28,382.65	16.290	28,043.01		
Project Coordinator						\$72,389.296	\$97,009.528
Operations							
Assistant Harbormaster (AHM)	Assistant Harbormaster	40.429	84,092.32	46.795	97,334.16		
Deputy Harbormaster B (DHMB)	Deputy Harbormaster B	31.673	65,879.84	36.667	76,267.36		
Deputy Harbormaster A (DHMA)	Deputy Harbormaster A	27.359	56,907.19	30.133	62,676.64		
Harbor Worker C	Lead Maintenance Specialist	36.668	76,269.44	42.447	88,289.76		
Harbor Worker B (HWB)	Harbor Worker	15.219	31,656.46	22.948	47,732.45		
Harbor Worker A	Lifeguard			19.304			

* COLA Only

**MEMORANDUM OF UNDERSTANDING (“MOU”) BETWEEN
SAN MATEO COUNTY HARBOR DISTRICT (“DISTRICT”)
AND SCOTT A. GRINDY (“EMPLOYEE”)**

SECTION 1. DUTIES AND RESPONSIBILITIES

District employs said Employee as Harbor Master of Pillar Point Harbor and Oyster Point Marina/Park of said District to perform the functions and duties specified in said District Code of Ordinances as described in Exhibit “A”, and as described in Exhibit “B” Job Description, and to perform such other legally permissible and proper duties and functions as the General Manager shall from time to time assign.

SECTION 2. TERM AND CLASSIFICATION

Employee shall hold employment for a three-year term: December 4, 2013 through December 4, 2016.

SECTION 3. TERMINATION AND SEVERENCE PAY

A. The District recognizes that its employees deserve fair and equitable compensation and professional placement services for displacement from District employment beyond the control of said Employee. In the event that the Employee is terminated from the employ of the District because of a reduction in force, general lay-off dissolution of the District, or other non-disciplinary reason beyond the control of said Employee, said Employee shall be entitled to severance pay.

Severance pay is determined as follows:

1. For each year of service said Employee shall receive an amount equal to two (2) weeks pay, to a maximum of one (1) year pay for twenty-six (26) years of service. The Severance Pay shall be computed at the highest salary achieved by the Employee over the last three (3) years of service. Additionally, service credit in an amount equivalent to the period established for the Severance Pay, to a maximum of one (1) year for (26) years of service, shall be credited to the Employee as permitted by law.

All severance payments shall be contingent upon the employee executing a full release of all claims in favor of SMCHD.

2. The District will obtain professional placement services for the Employee as necessary to place Employee in similar or superior position, for a period not to exceed six (6) months.

Employee leaving District employment shall receive compensation for all accumulated hours in the individual's PTO bank.

This section complies with the District Policy 6.3.8 Severance Pay in place as of May 2, 2002.

- B. In the event District at any time during the employment term reduces the salary or financial benefits of Employee in a greater percentage than an applicable across-the-board reduction of all District employees, or in the event the District refuses, following written notice, to comply with any other provision benefiting Employee herein, then in that event Employee may at his/her option, be deemed to be "terminated" at the date of such reduction.
- C. In the event Employee voluntarily resigns his position with the District before expiration of the aforesaid term of employment, the Employee shall give the District thirty (30) day written notice in advance.
- D. District reserves the right to terminate this agreement immediately, at any time if, in the opinion of the General Manager, Employee has breached or neglected the duties which he is required to perform, has committed any act of dishonesty, fraud, misrepresentation or moral turpitude, or has failed to obey the lawful direction of the General Manager. In the event of termination under this paragraph, District will not be required to provide any notice period or pay severance to Employee. Employee may appeal in writing within ten (10) days of his termination and ask for a meeting with the General Manager, which will be held within thirty (30) days of Employee's request. The General Manager's decision is final.

SECTION 4. SALARY

- A. The following salary step levels have been established for the position of Harbor Master effective July 1, 2014:

Step A	Step B	Step C	Step D	Step E	Step F
\$91,874.37	\$104,044.00	\$116,213.63	\$128,384.76	\$133,622.43	\$140,552.89

- B. In addition District agrees to provide merit increases in salary consistent with the provisions of District Personnel Rules, Procedures, and Policies, Rule 4.04, Sections h.2 and i.4 which govern merit increases for unrepresented management (classified) employees.

The above mentioned salary increases shall be exclusive of any and all Cost of Living Adjustments.

- C. Employee shall receive Cost of Living Adjustments, adjusted annually by the increase in the Consumer Price Index for Urban Wage Earners and Clerical Workers – San Francisco/Oakland, California All Items Index (1982-84=100). Such salary increases shall be computed on the basis of the change in the index for December through December, for year one of this Agreement and shall be effective the first day of the first pay period including or after July 1, of each year. The pay schedule shall be adjusted in a similar manner for future years and effective the first day of the first pay period including or after July 1 of the respective year

SECTION 5. HOURS OF WORK: ADMINISTRATIVE TIME OFF

- A. Employee shall receive five (5) hours of paid administrative time off during each month. Management time off shall not be accumulated for a period of greater than one (1) year from date of accrual. Employee shall only be able to accrue a maximum of sixty (60) hours. Employee may take this time off at his/her discretion during the month but shall notify the General Manager in advance of such time off.

SECTION 6. CAR ALLOWANCE

- A. San Mateo County Harbor District shall pay employee, in lieu of use of an SMCHD motor vehicle, a sum of seven hundred dollars (\$700.00) per month for private automobile costs incurred in the performance of this Agreement.

SECTION 7. PROFESSIONAL DEVELOPMENT

District agrees to budget and pay for membership, dues, conferences, and subscriptions on behalf of Employee which are reasonably necessary for the continuation and full participation in professional associations as approved and determined by the General Manager.

SECTION 8. PUBLIC EMPLOYEES RETIREMENT SYSTEM

Employee shall be covered by the State of California Public Employee's Retirement System. The District shall contract with PERS to provide the 2.5% @ 55 for Local Miscellaneous Members retirement plan.

Commencing from the date of the first pay period following the date of execution of the District's amended contract with PERS, the District shall contribute to PERS at the rate required by law and the plan to maintain the Employer's contribution. Employee shall pay (1%), through payroll withholding, towards the Employee's required contribution.

District shall pay, on behalf of Employee, the balance of the Employee's contribution to PERS.

SECTION 9. DEFERRED COMPENSATION

Employee is eligible to participate in the District's Deferred Compensation Plan through ICMA Retirement Corp. and PERS. District does not make any contributions to this plan on behalf of Employee.

SECTION 10. TIME OFF ACCRUAL SYSTEM AND OTHER BENEFITS

A. **Paid Time Off (PTO):** The PTO plan is a benefit designed to provide the Employee with paid personal time away from work. PTO can be used for vacation, religious observances, personal or family business, short-term illness, health or dental appointments, or any other reason deemed appropriate by the Employee to maintain continuity of pay. PTO can be used due to emergencies or natural disasters if the General Manager does not require Employee's presence on duty.

Employee shall receive annual time off as governed by District Policy and Procedure 6.5.1 (Paid Time Off), for employees hired before July 1, 2009, except as it related to request for approval of, or advance notice for, Paid Time Off use, until the Employee accrues 480 hours, at which time Employee stops earning PTO until PTO accrued once again falls below 480 hours.

B. **Extended Illness Bank (EIB):** The EIB is an individual Employee's account containing accrued hours designed for the severe or long-term illness. The EIB may be used when the Employee is in one of these circumstances:

1. Is admitted to a hospital or has surgical procedure performed in a hospital or a surgery center; or,
2. Otherwise qualifies for State Disability benefits; or,
3. Is eligible for Workers Compensation Benefits; or,
4. When PTO has been used consecutively for the equivalent of one (1) week's work (50% of the scheduled hours in a pay period) and a physician's verification of illness is provided: or,
5. Any other time when Employee requires time off for bona fide medical purposes of Employee or Employee's immediate family, and the attended physician's verification of attendance is provided.

EIB accrual rates shall be equivalent to 3.077 hours biweekly. There is no maximum number of EIB hours that may be accumulated. EIB hours accrued may be converted to service credit as permitted by law. In no event may Employee receive cash out of EIB at any time.

- C. **Holidays and Other Fringe Benefits:** Unless otherwise specified above, Employee shall be entitled to all holidays and other fringe benefits as governed by District Policy and Procedures Nos. 6.5.2 (Holidays), 6.5.3 (Bereavement Leave), 6.5.4 (Jury/Court Leave), 6.5.6 (Family Medical Leave). Any Employee working on a holiday shall receive eight (8) hours of holiday pay for the day as well as time and one-half for hours actually worked.
- D. **Health Insurance:** The District shall continue to provide full payments for medical, dental, prescription, and vision coverage for Employee and his immediate, eligible family at a level of coverage substantially the same as that provided by the Union-sponsored plans in effect on July 1, 2004. The District reserves the right to seek out and obtain comparable coverage in order to effect cost saving to the District. Employee also has the option to decline participation in the District medical plan and receive, upon providing the General Manager evidence of alternate health and medical insurance, will receive \$400.00 as income.
- E. **Life Insurance:** District shall provide Employee a group term life insurance policy whose value shall be twice annual salary. District shall pay said premium of such coverage.
- F. **District Ordinance Code, Personnel Rules and Regulations Apply:** Except as otherwise provide herein, all provisions of the District Ordinance Code, Personnel Rules and Regulations, and Resolutions of the District relating to conditions of employment that are not expressly dealt with in this MOU shall apply to Employee as they would to other employees of the District.

SECTION 11. COMPLIANCE WITH LAWS

Employee shall, during his employment hereunder, comply with all laws and regulations applicable to such employment.

SECTION 12. INDEMNITY AND DEFENSE

District agrees to extend to Employee as to any civil action or proceeding brought on account of any act or omission of Employee within the course and scope of employment, those rights of indemnification, including the right that District shall pay any judgment or

any compromise or settlement of any action and any legal fees or court costs of such action or proceeding, and the right to provision for a defense of actions or proceedings, as are provided for employees of a public entity by the California Government Code.

SECTION 13. GENERAL PROVISIONS

- A. If any provision, or any portion thereof, contained in this MOU is held to be unconstitutional, invalid, or unenforceable, the remainder of this MOU or portion thereof shall be deemed severable, shall not be affected and shall remain in full force and effect.

- B. This MOU shall become effective commencing on April 23, 2012 and continue from year to year thereafter unless terminated or modified by mutual agreement.

IN WITNESS WHEREOF, The parties hereto have made and executed this MOU as of the date set forth above.

SAN MATEO COUNTY HARBOR DISTRICT

Peter Grenell
General Manager

Date

EMPLOYEE

Scott A. Grindy,
Harbor Master,
Pillar Point Harbor/Oyster Point Marina/Park

Date

MEMORANDUM OF UNDERSTANDING (“MOU”) BETWEEN
SAN MATEO COUNTY HARBOR DISTRICT (“DISTRICT”)
AND SCOTT A. GRINDY (“EMPLOYEE”)

SECTION 1. DUTIES AND RESPONSIBILITIES

District employs said Employee as Harbor Master of Pillar Point Harbor and Oyster Point Marina/Park of said District to perform the functions and duties specified in said District Code of Ordinances as described in Exhibit “A”, and as described in Exhibit “B” Job Description, and to perform such other legally permissible and proper duties and functions as the General Manager shall from time to time assign.

SECTION 2. TERM AND CLASSIFICATION

~~Employee holds employment “at will” and may be terminated at any time with or without cause. Employee holds the position of Harbor Master, which is an unrepresented management (classified) position.~~

SECTION 3. TERMINATION AND SEVERENCE PAY

A. The District recognizes that its employees deserve fair and equitable compensation and professional placement services for displacement from District employment beyond the control of said Employee. In the event that the Employee is terminated from the employ of the District because of a reduction in force, general lay-off dissolution of the District, or other non-disciplinary reason beyond the control of said Employee, said Employee shall be entitled to severance pay.

Severance pay is determined as follows:

1. For each year of service said Employee shall receive an amount equal to two (2) weeks pay, to a maximum of one (1) year pay for twenty-six (26) years of service. The Severance Pay shall be computed at the highest salary achieved by the Employee over the last three (3) years of service. Additionally, service credit in an amount equivalent to the period established for the Severance Pay, to a maximum of one (1) year for (26) years of service, shall be credited to the Employee as permitted by law.

All severance payments shall be contingent upon the employee executing a full release of all claims in favor of SMCHD.

2. The District will obtain professional placement services for the Employee as necessary to place Employee in similar or superior position, for a period not to exceed six (6) months.

Employee leaving District employment shall receive compensation for all accumulated hours in the individual's PTO bank.

This section complies with the District Policy 6.3.8 Severance Pay in place as of May 2, 2002.

- B. In the event District at any time during the employment term reduces the salary or financial benefits of Employee in a greater percentage than an applicable across-the-board reduction of all District employees, or in the event the District refuses, following written notice, to comply with any other provision benefiting Employee herein, then in that event Employee may at his/her option, be deemed to be "terminated" at the date of such reduction.
- C. In the event Employee voluntarily resigns his position with the District before expiration of the aforesaid term of employment, the Employee shall give the District thirty (30) day written notice in advance.
- D. District reserves the right to terminate this agreement immediately, at any time if, in the opinion of the General Manager, Employee has breached or neglected the duties which he is required to perform, has committed any act of dishonesty, fraud, misrepresentation or moral turpitude, or has failed to obey the lawful direction of the General Manager. In the event of termination under this paragraph, District will not be required to provide any notice period or pay severance to Employee. Employee may appeal in writing within ten (10) days of his termination and ask for a meeting with the General Manager, which will be held within thirty (30) days of Employee's request. The General Manager's decision is final.
- E. ~~The General Manager has the sole authority to appoint and terminate said Employee. In the event the present General Manager separates from employment with the District and a new acting/and or permanent General Manager is appointed in his/her place, the General Manager shall not be able to remove Employee for a period of ninety (90) days following the General Manager's appointment. This provision is to give the General Manager time to acquaint himself/herself with the ability and competence of said Employee prior to any action to terminate said Employee.~~

SECTION 4. SALARY

- A. ~~District agrees to pay Employee for his services rendered pursuant hereto an annual base salary of \$112,000 effective April 23, 2012 payable in installments at the same time as other employees of the District are paid.~~

- B. In addition District agrees to provide merit increases in salary consistent with the provisions of District Personnel Rules, Procedures, and Policies, Rule 4.04, Sections h.2 and i.4 which govern merit increases for unrepresented management (classified) employees.

The above mentioned salary increases shall be exclusive of any and all Cost of Living Adjustments.

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SECTION 6. CAR ALLOWANCE

- A. San Mateo County Harbor District shall pay employee, in lieu of use of an SMCHD motor vehicle, a sum of five hundred dollars (~~\$500.00~~) per month for private automobile costs incurred in the performance of this Agreement.

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1. Is admitted to a hospital or has surgical procedure performed in a hospital or a surgery center; or,
2. Otherwise qualifies for State Disability benefits; or,
3. Is eligible for Workers Compensation Benefits; or,
4. When PTO has been used consecutively for the equivalent of one (1) week's work (50% of the scheduled hours in a pay period) and a physician's verification of illness is provided: or,

5. Any other time when Employee requires time off for bona fide medical purposes of Employee or Employee's immediate family, and the attended physician's verification of attendance is provided.

EIB accrual rates shall be equivalent to 3.077 hours biweekly. There is no maximum number of EIB hours that may be accumulated. EIB hours accrued may be converted to service credit as permitted by law. In no event may Employee receive cash out of EIB at any time.

- C. **Holidays and Other Fringe Benefits:** Unless otherwise specified above, Employee shall be entitled to all holidays and other fringe benefits as governed by District Policy and Procedures Nos. 6.5.2 (Holidays), 6.5.3 (Bereavement Leave), 6.5.4 (Jury/Court Leave), 6.5.6 (Family Medical Leave). Any Employee working on a holiday shall receive eight (8) hours of holiday pay for the day as well as time and one-half for hours actually worked.
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Employee shall, during his employment hereunder, comply with all laws and regulations applicable to such employment.

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District agrees to extend to Employee as to any civil action or proceeding brought on account of any act or omission of Employee within the course and scope of employment, those rights of indemnification, including the right that District shall pay any judgment or any compromise or settlement of any action and any legal fees or court costs of such action or proceeding, and the right to provision for a defense of actions or proceedings, as are provided for employees of a public entity by the California Government Code.

SECTION 13. GENERAL PROVISIONS

- A. If any provision, or any portion thereof, contained in this MOU is held to be unconstitutional, invalid, or unenforceable, the remainder of this MOU or portion thereof shall be deemed severable, shall not be affected and shall remain in full force and effect.
- B. This MOU shall become effective commencing on April 23, 2012 and continue from year to year thereafter unless terminated or modified by mutual agreement.

IN WITNESS WHEREOF, The parties hereto have made and executed this MOU as of the date set forth above.

SAN MATEO COUNTY HARBOR DISTRICT

Peter Grenell
General Manager

Date

EMPLOYEE

Scott A. Grindy,
Harbor Master,
Pillar Point Harbor/Oyster Point Marina/Park

Date

Memorandum

To: San Mateo County Harbor District Commissioners
From: Scott Grindy, Harbor Master
Date: July 8, 2014
Re: Removal of Five (5) Vessels from Oyster Point Marina/Park

Recommendation

Authorize General Manager to approve the vessel removal and destruction services from San Diego Boat Movers of 5 vessels at Oyster Point Marina/Park in the value of \$38,000.

Background

These five vessels were publically offered as part of the Lien Sale on May 14, 2014. These five vessels did not sell due to extreme poor condition, fire damage and age.

Funding Source

Funding for the destruction is provided via a grant funding program called "Derelict Vessel Programs" with the California State Parks Division of Boating and Waterways and its approved vessel contractors.

The approved vendors contacted provided the following pricing:

- San Diego Boat Movers \$38,000.
- Bishop Diving \$48,500
- McMasters Boat Recovery and Salvage \$6,954. **
- Parker Services, non-responsive at this time

**** Approved vendors were asked to provide pricing for 5 vessels, however McMasters Boat Recovery and Salvage does not provide services for all 5 boats due to size and type of 3 of the larger vessels.**

Removal List:

Make: Owens (28ft) CF 4427 CZ
Make: Silver Queen (35ft) CF 3946EW
Make: Owens (35ft) CF 3640 BC
Make: Concord (33ft) CF 4415 FR
Make: Silver Queen (35 ft) CF 6414 EU



SAN MATEO COUNTY HARBOR DISTRICT
 400 Oyster Point Blvd., Suite 300
 South San Francisco, CA 94080
 (650) 583-4400 – FAX (650) 583-4611

REQUISITION

Requisition #: OPM – 14-008

DATE OF ORDER	DATE REQUIRED	ENTER PROJECT ACCOUNT CODE, IF APPLICABLE:	
7/018/2014	7/08/2014		
NAME OF RECOMMENDED VENDOR			
San Diego Boat Movers			
ADDRESS OF RECOMMENDED VENDOR			
6996A Mission Gorge Road			
		STATE	ZIP
San, Diego		Ca	92120-2420
PHONE NUMBER	FAX NUMBER	POINT OF CONTACT	
619-582-0700		Leland	

This requisition is for the following items:

Quantity	Description	Unit Measure	Unit Price	Extension
	Removal of five vessels- from Oyster Point Marina			
1	Owens (28ft) CF 4427			
2	Silver Queen (35ft) CF 3946 EW			
3	Owens (35ft) CF 3640 BC			
4	Concord (33ft) 4415 FR			
5	Silver Queen (35ft) CF 6414 EU			\$38,000.00
	All Haz Mats will be removed and disposed of in accordance with C EPA standards			
Open purchase order if under \$500.00:			Sub total	\$38,000.00
Price includes all labor and taxes			TAX	
			SHIPPING	
			TOTAL	\$38,000.00

General Ledger Number	Available Budget Amount	Budget Remaining After Approval
780.001		
General Ledger Number	Available Budget Amount	Budget Remaining After Approval

Signature of Manager	Date Signed	Department
Name of Additional Vendor: San Diego Boat movers		
BISHOP DIVING	\$48,500.00	
Phone Number	Fax Number	Point of Contact
PO BOX 702 Tracy Calif	95376 (209) 830-7410	Rick
Name of Additional Vendor:		
Dave McMasters Boat Recovery Could only bid on two vessels		
Phone Number	Fax Number	Point of Contact Dave
510-376-4300/ 510-351-4989		Dave

Signature of General Manager	Date Signed
<i>[Handwritten Signature]</i>	7/8/14



6996A Mission Gorge Road
 San Diego, California 92120-2420
 Office: (619) 582-0700 Fax: (619) 582-0715
 E-Mail: sdboat@pacbell.net
 Site: sandiegoboatmovers.com

QUOTE

Date	Estimate #
7/7/14	20130560

CLIENT:
 Oyster Point Marina
 Attn: Charles White
 95 Harbormaster Road
 So. San Francisco, California 94080

SHIPPING DESTINATION:
 Drake Marine
 671 Marina Blvd.
 S. San Francisco, California 94080
 Phone: (650) 588-3015

PROPRIETARY STATEMENT

This quote contains proprietary information of San Diego Boat Movers. It is intended solely for the information and use of parties named herein. Such proprietary information may not be used, reproduced, or disclosed to any other parties for any other purpose without the expressed written permission of San Diego Boat Movers.

TERMS

Due on receipt

DESCRIPTION	RATE	TOTAL
Removal of five (5) vessels - for the Oyster Point Marina of San Mateo County Harbor District as follows: 1. Harbormaster's office to deliver boat(s) to launch ramp at Drake Marine, 671 Marina Blvd., S. San Francisco, CA 94080; 2. SDBM is making arrangements with Drake Marine for the use of their launch ramp; 3. SDBM will transfer vessel(s) with crane to designated storage area and then load onto transport vehicle; 4. SDBM will transport vessel(s) to designated landfill. *1/3 payment is due for SDBM's procurement of HazMat services and final payment due upon receipt of dump ticket demonstrating disposal of vessel(s) in accordance with CA EPA standards. List of Vessel(s) to be Removed: 1. Make: Owens (28ft) CF 4427 CZ 2. Make: Silver Queen (35ft) CF 3946 EW 3. Make: Owens (35ft) CF 3640 BC 4. Make: Concord (33ft) CF 4415 FR 5. Make: Silver Queen (35ft) CF 6414 EU	38,000.00	38,000.00
TOTAL		\$38,000.00

Thank you for selecting us for a quote.

Client signature indicates the acceptance of terms provided herein and the client's desire to enter into a contractual agreement with San Diego Boat Movers.

Signature: _____



Bishop Diving & Salvage

CA Contractor License # 817466 A-General Engineering

PO Box 702, Tracy, CA 95376 (209) 830-7410

www.bishopdiving.com

6/17/2014

Oyster Pt. Marina

95 Harbormaster Rd. #1

South San Francisco CA, 94080

C/O Charles White

Fax #650-871-7532

RE: Vessel Demo

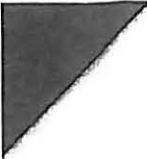
Bishop Diving & Salvage will abate the vessels listed below.

The vessels will be towed out of the marina by water to San Francisco and hauled out of the water. All oil, fuel and batteries will be removed and disposed of properly as hazardous waste. The vessels will then be demolished and disposed of.

Large 50' houseboat on dock 13	\$12,000.00
--------------------------------	-------------

5 other boats for disposal that were listed as a package.

Total amount for vessel package.	\$48,500.00
----------------------------------	-------------



From David McMasters Boat Recovery & Salvage

(510) 376-4300 cell

(510) 351-4989 office

Boat 1. Cf# 4427 slip 3-26 30'

\$125.00 per foot

\$3,750.00

Boat 2. Cf# 4415 fr slip 5-16 36'

\$89.00 per foot

\$3,204.00

The above price includes pick up and removal from marina, removing any hazmat (gas, oil, Batteries)
dismantle and dispose of hull.

Bid price is based on per foot for each boat. If boat longer or shorter price will be adjusted accordantly .

X _____ Date _____

Memo

TO: San Mateo County Harbor District Commissioners

FROM: Scott Grindy, Harbor Master

DATE: July 7, 2014

SUBJECT: Oyster Point Marina/Park Occupancy Increase Incentive Proposal

Recommendation

Authorize General Manager to issue a notice of the incentive proposal **Part A** and **Part B** as noted below, and may terminate the program at any time after 13 months of the program start.

Background

Oyster Point Marina has maintained an average of 65-70% occupancy for many years. The occupancy is steady, however to increase occupancy staff proposes the following proposed incentive to increase the occupancy.

Proposal

Part A

A new tenant to Oyster Point Marina/Park who maintains in good payment standing for 12 continuous months will receive the 13th month for \$1. This would apply only for the first year as a new tenant, and the new tenant must not have been a tenant for a minimum of 6 months prior.

Part B

If an existing tenant in good standing sponsors a new tenant to sign up at Oyster Point Marina/Park, and if the new tenant (see part A conditions) meets the criteria of "Part A" for 12 continuous months, the existing sponsoring tenant will also receive the 13th month for \$1. Existing tenant must remain in good standing for the entire 12 month period.

Memo

Date: 7/8/2014

To: Board of Harbor Commissioners

From: Peter Grenell
General Manager

Re: Adopt Resolution 21-14 setting the Oyster Point Marina/Park hours for use by the general public from 6:00 a.m. to 10:00 p.m. daily.

Recommendation

Adopt Resolution 21-14 setting the Oyster Point Marina/Park hours for use by the general public from 6:00 a.m. to 10:00 p.m. daily.

Analysis

Resolution 21-14 would set the Oyster Point Marina/Park hours for use by the general public from 6:00 a.m. to 10:00 p.m. daily. This would close the facility to the general public two hours earlier in the evening, and the 6:00 a.m. time is the actual time the general public currently starts arriving on the facility. Staff arrives at the facility at 5:30 a.m. and the last shift ends at 10:30 p.m. This change would allow an OPM employee to do that final walk around of the facility. . A consequence of these recommended hours of operation would be to decrease the Security Service from the current eight hour shift to a six hour shift and eliminate the need for a special supervisor to arrive at the park at midnight to ensure that the public is no longer on the fishing pier or using the facility.

As stated earlier, 6:00 a.m. is the time the general public starts using the Oyster Point facilities, including the launch ramp. The only general public users in the evening after 10:00 p.m. are individuals using the fishing pier.

Reduction of the hours of OPM will result in a safer environment for tenants and users of the facility.

Fiscal Impact

With the proposed decrease of two hours for Contractual Security Services at midnight for patrol of the fishing pier area and to make sure that the public has left the area, there will be an annual savings of \$27,564.80.

Conclusion

The adoption of Resolution 21-14 staff recommends amending the hours Oyster Point Marina/Park is open to the general public to 6:00 a.m. through 10:00 p.m. in order to continue the established levels of facility maintenance and user support due to the current staffing reductions.

Alternatives

- 1) Adopt Resolution 21-14 setting the Oyster Point Marina/Park hours for use by the general public from 6:00 a.m. to 10:00 p.m. daily.
- 2) Do not adopt Resolution 21-14 setting the Oyster Point Marina/Park hours for use by the general public from 6:00 a.m. to 10:00 p.m. daily.

Resolution 21-14
Of the
San Mateo County Harbor District
to
Set the Oyster Point Marina/Park Hours for
Use by the General Public from 6:00 a.m. to 10:00 p.m.
Daily.

Whereas, the Board of Harbor Commissioners, "Board", has adopted Ordinance 78-98 stating that the Board will adopt hours of operation for Oyster Point Marina/Park by Resolution;

Whereas, the Board adopted Resolution 7-98 was adopted on February 18, 1998 to set the hours for the Oyster Point Marina/Park open for use of the general public between one hour before sunrise until midnight, and;

Whereas, for reasons of efficiency and economy the Board has considered reducing the hours for public use of Oyster Point Marina/Park.

Now, Therefore, Be It Resolved that Oyster Point Marina/Park shall be open for the use of the general public between the hours of 6:00 a.m. to 10:00 p.m. daily.

Approved this 16th day of July 2014 at the regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For:

Against:

Absent:

Attested

BOARD OF HARBOR COMMISSIONERS

Debbie Nixon
Deputy Secretary

Pietro Parravano
President

Memo

Informational Report

To: Board of Harbor Commissioners
 From: Scott Grindy, Harbor Master
 CC: Peter Grenell, General Manager
 Date: June 30, 2014
 Re: Informational Report: Pillar Point Harbor Patrol Mid-Year Search and Rescue Count

Background and Overview:

Listed below are the outcomes of our annual accounting of the various responding reportable actions at Pillar Point Harbor. As discussed in the past board meetings, for the Coastside, many emergency calls come in; some are for vessel, medical or other activities. Staff works diligently to stay trained and ready to respond to many needs of the Coastside community whether it is on the docks, shore side or by vessel.

Outcomes:

	Search & Rescue	Patrol Vessel & DHM Calls	Medical	Law Enforcement	Training	Stand-Down	Totals
Jan	4	12	0	3	0	0	19
Feb	4	16	0	1	1	0	22
Mar	6	14	3	1	0	0	24
Apr	3	6	0	1	1	1	12
May	7	11	0	2	0	0	20
Jun							
Jul							
Aug							
Sep							
Oct							
Nov							
Dec							
Total	24	59	3	8	2	1	97

ITEM 12

Memorandum

TO: Harbor Commissioners

FROM: Debra Galarza & Belen Cruz

RE: Checks Cut from June 19, 2014 thru July 8, 2014

On June 18, 2014, in response to cancelling the July 4, 2014 Board Meeting, the Board of Commissioners authorized staff to pay up to \$395,000.00 in bills and claims for standard expenses. Disbursements of \$330,664.68 were issued under this authority. The details of these disbursements are as follows:

<u>Dept. Code</u>	<u>Description</u>		<u>Page Reference</u>
101	Harbor Commission	\$ 8,712.62	2
103	Administration	\$ 30,477.04	2
201	Pillar Point Harbor	\$ 96,797.16	2
301	Oyster Point Marina	\$ 56,067.34	2
	Payroll Related	\$ 138,610.52	2
	Total for Review	\$ 330,664.68	2

BILLS CLAIMS PAID BETWEEN JUNE 19, 2014 AND JULY 8, 2014

VENDOR	DESCRIPTION	AMOUNT	PAYROLL RELATED	COMM 101	ADMIN 103	PILLAR POINT 201	OYSTER POINT 301
AARONSON, DICKERSON, COHN & LANZONE	LEGAL SERVICES	10,062.00		1,725.75	7,215.00		1,121.25
ADP, INC.	PAYROLL PROCESSING	674.78			168.70	325.34	180.74
AIRGAS, NCN	CONTRACTUAL SERVICES	103.97				103.97	
ANGELO'S MUFFLER & AUTO REPAIR	REPAIRS & MAINTENANCE	538.85				538.85	
ARAMARK UNIFORM SERVICES	UNIFORM SERVICES	534.84					534.84
DAVID M. ARINGTON	REIMB UNIFORM EXPENSE	148.24				148.24	
ARROWHEAD MOUNTAIN WATER	CONTRACTUAL SERVICES	56.54					56.54
ASSETWORKS INC	PROFESSIONAL TRAINING	600.00			600.00		
AT & T LONG DISTANCE	TELEPHONE/COMMUNICATIONS	111.03				94.26	16.77
AT&T	TELEPHONE/COMMUNICATIONS	1,700.65			116.59	491.76	1,092.30
BAYGREEN MARINE SANITATION	CAPITAL PROJECT	236.25				236.25	
MARK BECKER	REFUND DEPOSIT	256.14				256.14	
KENNETH BERTELSEN	REFUND DEPOSIT	201.74					201.74
BHI MANAGEMENT CONSULTING	CONTRACTUAL SERVICES	4,699.05		4,699.05			
BISHOP DIVING AND SALVAGE	VESSEL ABATEMENT	12,000.00					12,000.00
BLUE RIBBON SUPPLY	OPERATING SUPPLIES	2,062.37				1,571.87	490.50
CA MARINE AFFAIRS & NAVIGATION	MEMBERSHIP/DUES	1,250.00			1,250.00		
CALIFORNIA WATER SERVICE	WATER SERVICES	3,887.50					3,887.50
CALPERS	PAYROLL DED PAYABLE	65,210.95	65,210.95				
CALPERS SUPPLEMENTAL INCOME	PAYROLL DED PAYABLE	14,904.00	14,904.00				
CINTAS CORPORATION	TRAINING	1,395.00					1,395.00
CITY OF SOUTH SAN FRANCISCO	CONTRACTUAL SERVICES	243.75		243.75			
CLARK PEST CONTROL	CONTRACTUAL SERVICES	75.00					75.00
COASTSIDE COUNTY WATER DIST	UTILITIES	5,169.26				5,169.26	
COASTSIDE.NET	TELEPHONE/COMMUNICATIONS	798.00				798.00	
JAMES COLOMY	REFUND DEPOSIT	350.50				350.50	
COMCAST	TELEPHONE/COMMUNICATIONS	397.50			397.50		
CWL, LLP	LEGAL SERVICES	4,522.50					4,522.50
FASTENAL COMPANY	OPERATING SUPPLIES	2,050.63				2,050.63	
FEDERAL EXPRESS CORPORATION	CONTRACTUAL SERVICES	109.50		51.74	57.76		
FIRSTCHOICE	CONTRACTUAL SERVICES	46.35			46.35		
GFOA	MEMBERSHIP/DUES	160.00			160.00		
GHD, INC.	CAPITAL PROJECT	9,805.35				9,805.35	
GOPHER BUSTERS	CONTRACTUAL SERVICES	990.00				990.00	
GREENLEAF COMPACTION, INC.	DUMPER SERVICE	1,001.46				1,001.46	
PETER GRESELL	REIMB TRAVEL EXPENSES	31.00			31.00		
HALF MOON BAY REVIEW	ADVERTISING EXPENSE	299.00		99.67		99.66	99.67
HOLMAN PROF COUNSELING CENTERS	EAP SERVICES	289.00		45.16	54.18	103.86	85.80
JOSHUA C HUTCHINS	CONTRACTUAL SERVICES	700.00				700.00	
JJACPA, INC.	FY 13-14 AUDIT	336.50			336.50		
KASHIWA FUDOSAN AMERICA, INC.	OFFICE RENT	7,383.60			7,383.60		
KONICA MINOLTA BUSINESS	REPAIRS & MAINTENANCE	704.73				704.73	
LIEBERT, CASSIDY & WHITMORE	LEGAL SERVICES	6,915.00		1,347.50	5,567.50		
LISA WISE CONSULTING, INC.	STRATEGIC BUSINESS PLAN	4,810.00			1,603.33	1,603.33	1,603.34
MARINE LIEN SALES SERVICE	LIEN SALES	865.00				50.00	815.00
MC COY'S PATROL SERVICE	ADVERTISING EXPENSE	7,001.90					7,001.90
BRUCE MCPHILLIPS	REFUND DEPOSIT	3.58					3.58
MILLBRAE LOCK	REPAIRS & MAINTENANCE	168.29					168.29
MISSION UNIFORM SERVICE, INC.	UNIFORM SERVICES	768.72				768.72	
DANIEL MOK	ADVERTISING EXPENSE	625.00				312.50	312.50
DAVID MOSES	REFUND AUCTION DEPOSIT	1,000.00					1,000.00
MRC	REPAIRS & MAINTENANCE	125.22					125.22
NATIONAL CHEMICAL SERVICE	CONTRACTUAL SERVICES	162.00				162.00	
NEXTEL COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	145.84					145.84
OFFICE DEPOT, INC.	OFFICE SUPPLIES	277.32			182.21	95.11	
OPERATING ENGINEERS LOCAL NO.3	PAYROLL DED PAYABLE	2,124.00	2,124.00				
OPERATING ENGINEERS TRUST	HEALTH INSURANCE	28,279.00	28,279.00				
PACIFIC COLOR GRAPHICS	OFFICE SUPPLIES	468.64				180.27	288.37
PACIFIC FIRE SAFE	SAFETY EQUIPMENT	11,420.00				11,420.00	
PACIFICA COMMUNITY TELEVISION	CONFERENCES & MEETINGS	500.00		500.00			
JAMES PALMESE	REFUND DEPOSIT	39.37				39.37	
PENINSULA PUMP & EQUIPMENT INC.	REPAIRS & MAINTENANCE	2,883.75				2,883.75	
PENINSULA TREE CARE, INC.	REPAIRS & MAINTENANCE	2,100.00					2,100.00
JASON PERRY	REFUND DEPOSIT	211.70					211.70
PG&E	UTILITIES	18,836.78				10,762.72	8,074.06
PITNEY BOWES GLOBAL FIN SVCS	EQUIPMENT RENT	447.05			54.65	196.20	196.20
PURCHASE POWER	POSTAGE EXPENSE	1,300.00			1,000.00		300.00
RECOLOGY OF THE COAST	GARBAGE DISPOSAL	13,708.62				13,708.62	
NICK RELOBA	REFUND DEPOSIT	20.24					20.24
SAMCEDA	MEMBERSHIP/DUES	1,000.00			1,000.00		
SAN MATEO COUNTY RESOURCE	CONTRACTUAL SERVICES	13,159.28				13,159.28	
SIMMS PLG & WATER EQUIP, INC	REPAIRS & MAINTENANCE	1,806.25				1,806.25	
SMCCVB	MEMBERSHIP/DUES	565.00			565.00		
CARY SMITH	REIMB WORK BOOTS	208.05				208.05	
DOUG SMITH	REFUND DEPOSIT	137.50				137.50	
SOUTH SAN FRANCISCO SCAVENGER	GARBAGE COLLECTION	1,058.20					1,058.20

BILLS CLAIMS PAID BETWEEN JUNE 19, 2014 AND JULY 8, 2014

VENDOR	DESCRIPTION	AMOUNT	PAYROLL RELATED	COMM 101	ADMIN 103	PILLAR POINT 201	OYSTER POINT 301
ISRAEL SORIANO	REFUND DEPOSIT	73.33					73.33
STANDARD INSURANCE CO.	LIFE & DISABILITY INSURANCE	3,380.57	3,380.57				
SUPERIOR EQUIPMENT COMPANY	REPAIRS & MAINTENANCE	612.20				612.20	
TEAMSTERS 856 H & W FUND	HEALTH INSURANCE	18,018.00	18,018.00				
TEAMSTERS UNION LOCAL 856	PAYROLL DED PAYABLE	394.00	394.00				
TERMINIX INTERNATIONAL	CONTRACTUAL SERVICES	67.00				67.00	
TRAVELERS	INSURANCE PREMIUM	836.00				418.00	418.00
TURBO DATA SYSTEMS, INC	CITATION PROCESSING	34.56				14.76	19.80
UNITED SITE SERVICES, INC.	CONTRACTUAL SERVICES	1,582.57				1,582.57	
U.S. BANK -CAL CARD-301		3,888.66					3,888.66
Fuel		430.37					
Harbor equipt		534.09					
Operating supplies		1,072.14					
Repairs & maintenance		923.99					
Safety equipment		55.58					
Small tools		774.15					
Training		98.34					
U.S. BANK-CAL CARD-103		2,612.36			2,612.36		
Conferences & meetings		658.95					
Credit Card fees		175.00					
Membership/dues		350.00					
Office supplies		68.91					
Tel/Communications		1,359.50					
U.S. BANK-CAL CARD-201		5,572.19				5,572.19	
Capital proj		50.00					
Fuel		1,606.65					
Harbor equipt		1,794.47					
Operating supplies		385.10					
Repairs & maintenance		1,735.97					
VANTAGEPOINT TRANSFER AGENTS	PAYROLL DED PAYABLE	6,300.00	6,300.00				
VERIZON WIRELESS	TELEPHONE/COMMUNICATIONS	287.39			74.81	179.11	33.47
SUZANNE WALKER	UNIFORM EXPENSE	131.40				131.40	
AARON WEINZINGER	REFUND DEPOSIT	483.00				483.00	
BRAD WILCOX	REFUND DEPOSIT	166.60				166.60	
DERRICK WILLIAMSON	REFUND DEPOSIT	8.05					8.05
ZAPANTIS MARINE SERVICE	REPAIRS & MAINTENANCE	2,095.11				2,095.11	
YE ZOU	PROJECT MANAGER	4,882.86				2,441.42	2,441.44
		330,664.68	138,610.52	8,712.62	30,477.04	96,797.16	56,067.34
TOTAL PAYMENTS MADE 6/20-7/8/14		330,664.68	138,610.52	8,712.62	30,477.04	96,797.16	56,067.34
			PAYROLL	COMM	ADMIN	PPH	OPM



San Mateo County Harbor District

ITEM 13

Board of Harbor
Commissioners

Pietro Parravano, President
James Tucker, Vice President
William Holsinger, Treasurer & Secretary
Sabrina Brennan, Commissioner
Robert Bernardo, Commissioner

Peter Grenell, General Manager

TO FOLLOW

Memorandum

To: San Mateo County Harbor District Commissioners
From: Scott Grindy, Harbor Master
Date: July 8, 2014
Re: Surplus & Disposal of One 2001 Dodge Pickup from Pillar Point Harbor

Recommendation

Authorize General Manager to surplus and dispose of a 2001 Dodge Dakota. Vehicle ID # 1B7GG26X81S242244 as stipulated in SMCHD Ordinance Code Section 2.7.5. and will be removed from the District's fixed asset inventory.

Background

The Pillar Point Harbor maintenance pickup has been declared surplus by the General Manager as stipulated in SMCHD Ordinance Code Section 2.7.5. and will be removed from the District's fixed asset inventory.

This pickup has been in use for approximately 13 years and it was built in 2001. The pickup was used by harbor staff for many daily maintenance and operational tasks during its work life. The pickup presently is being readied for surplus sale at one of our next lien sale boat auctions. The pickup truck is presently not in running condition with a nonfunctional transmission. Mileage is 91,716.

Staff estimates that the value of the Dodge 2001 pickup is less than \$10,000.00 and has a value in its present condition of less than \$1,000. The new replacement pickup truck has now arrived and has been in service for a few months.

The pickup does not qualify for the Bay Area Air Quality Management District Vehicle Buy Back Program.

Fiscal Impact

No cost to the District. Savings will be in removing the unit from the District's inventory for insurance coverage.



San Mateo County Harbor District

Memo

DATE: July 7, 2014

TO: Board of Harbor Commissioners

FROM: Peter Grenell
General Manager

SUBJECT: General Manager's Report: Update on Priority Items for July 16, 2014

CC: Managers
District Counsel

REPAIR AND IMPROVEMENT PROJECT UPDATES

Pillar Point Harbor

Launch Ramp Maintenance Dredging: Dredging completed; hydroseeding redone because of drought conditions on site.

Dock fingers replacement: Permit process underway.

West Trail (PPH marsh to Mavericks beach): Permit process underway for Phase I immediate repairs. Permit application for full project including restroom and parking lot improvements will proceed for Phase II. A public update meeting is to be scheduled for the near future.

Concessionaires Building Sewer Repairs: Main sewer line completed. One lateral link remains to be repaired.

Romeo Pier Demolition: Investigation of removal methods and costs underway. Permit process underway.

Oyster Point Marina/Park

Additional Public Restroom for Ferry Riders and Trail Users: Staff is meeting with new city manager following initial on site meeting with city staff to finalize project concept and approach. Preparation of MOU covering District role and cost recovery for provision and maintenance of facility will then be drafted for District and City review.



San Mateo County Harbor District

OTHER TOP PRIORITIES

Pillar Point U. S. Coast Guard Presence: USCG is still interested in a presence at PPH, but budget constraints and mission priorities preclude any immediate action. Nothing further to report at this time.

SECOND LEVEL PRIORITIES

PPH new pier, PPH Inner Harbor development, OPM development, OPM dining cruises: Nothing further to report at this time.

PROGRESS REPORTS ON ITEMS OF BOARD AND PUBLIC INTEREST

NOTE: These reports are provided at Commission request to update these items of interest and by staff as deemed of importance to the public.

PPH Water Quality Study (Resource Conservation District) follow-up: Final RCD report has been approved and issued. Harbor staff continues doing monthly water quality sampling supported by the RCD, including three new sampling locations. Results continue to show no contamination. RCD is continuing educational outreach to upland residents with the goal of reducing flow of contaminants into the harbor.

Pursuant to Harbor Commission action on June 18, Harbor District and RCD will execute programmatic amendment to their Inter-Agency Agreement to establish water quality work program for FY 2014-15 unless further adjusted (see other agenda items).

Clean Marina Activities (both harbors): Staff continues routine Clean Marina duties.

TIGER Grant Application for Johnson Pier and approach road access and safety improvements: Pursuant to Harbor Commission approval, by April 28th staff submitted an application for \$4,330,000 to the federal Dept. of Transportation for funds to provide improved large truck access to and from Johnson Pier for more efficient and safe fish loading. Improvements will include (a) expanding pier deck area to enable large trucks to drive on and off the pier without backing up; and (b) modifying truck turning areas at three street intersections between Highway 1 and the Pier to reduce congestion and safety hazards. If awarded, grant funds would become available in 2016.

Possible Romeo Pier Demolition: Winter and early spring storm and wind activity have resulted in accelerated deterioration of the Romeo Pier. District staff is investigating implementation methods and permit requirements for demolishing the Romeo Pier, pursuant to Harbor Commission action. Final Harbor Commission action will be needed regarding the extent, timing and cost of demolition (full or partial) once needed information is in hand.



San Mateo County Harbor District

PPH Concessionaires Building Sidewalk Improvement: Nothing further to report at this time.

PPH Surfers Beach Shoreline Improvement (U. S. Army Corps of Engineers lead agency): The Corps is proceeding with its next task of modeling alternative possible solutions to the beach erosion problem.

The Regional Sediment Management (RSM) planning process is beginning for the Santa Cruz Littoral Cell, which comprises the area between Moss Landing and Pillar Point. Staff attended the first RSM working group meeting for the Santa Cruz Cell. A second meeting is scheduled for May 20 in Princeton. Information obtained by the Corps of Engineers for the Surfers Beach project will be available for the planning process; the project itself may be considered as a pilot project as part of the RSM plan for the Santa Cruz Littoral Cell.

County Plan Princeton Process: A combined consultant report on Existing Conditions has been issued by the County and is now available on the County's project website: www.PlanPrinceton.com.

San Mateo County Sea Level Rise Conference II: A second sea level rise conference was hosted by Congressional Representative Jackie Speier, Assemblyman Rich Gordon, and Supervisor Dave Pine on June 27 in Foster City. The County will now seek funding from the State to support activities such as public education and outreach, risk assessment, and adaptation planning for sea level rise impacts.

Coastal Commission (CCC) Draft Sea-Level Rise Policy Guidance: Nothing further to report at this time.

SF Bay Water Trail Grant Application for OPM: Staff is finalizing an application to the Coastal Conservancy Water Trail Program.

Free WiFi at District Harbors: Following Harbor Commission approval to proceed, staff is taking steps to implement the Commission's decision.

Harbor Commission Facilitation Update: Commissioner interviews took place on June 9th and 10th pursuant to the consulting facilitator's program. Facilitator is reviewing information received prior to submitting progress report.

COMPLETED PROJECTS DURING 2013-2014

NOTE: This summary is included to enable the Commission and the public to review project-related priority achievements during this time period.



San Mateo County Harbor District

Pillar Point Harbor

Boat Launch Ramp Slurry Seal
Johnson Pier Fish Handlers Building Painting
West Restroom Renovation
Vessel Pump-Out Station Replacement
Johnson Pier sewer line replacement

Oyster Point Marina/Park

Boat Launch Ramp Slurry Seal
Restroom Renovation
Dock 11 and Dock 8 (Guest Dock) Improvements
Wave Attenuators



ITEM 16

STAFF REPORT

TO: San Mateo County Harbor District Commissioners
FROM: Debra Galarza, Director of Finance
DATE: July 16, 2014
SUBJECT: Finance Department Report to the Commission

Accounting and operations

- Continue to prepare and review year end journal entries.
- Ongoing expense management through detailed review of invoices and review of bills and claims.
- Bi-weekly payroll processing and review.
- On June 27 2014, Strategic Business Plan Public Meeting #1 notices were mailed to all Pillar Point Harbor and Oyster Point Marina/Park tenants. (see reverse side of this memo)
- Finance meeting with staff to discuss audit, collections, and tenant issues.
- The District was accepted to the State Franchise Tax Board Intercept program. For more information go to:
https://www.ftb.ca.gov/individuals/Interagency_Intercept_Collections/index.shtml

SAN MATEO COUNTY HARBOR DISTRICT STRATEGIC BUSINESS PLAN



PUBLIC MEETING #1: PILLAR POINT COMMUNITY PRIORITIES

DATE:
July 10, 2014

TIME:
6:30 PM - 8 PM

LOCATION:
Montara Room,
Oceano Hotel
280 Capistrano Rd.
Half Moon Bay

You are invited to attend the first public meeting for the San Mateo Harbor District Strategic Business Plan. The meeting is intended to inform the community on project goals and objectives, gather input on priorities for Pillar Point Harbor, and discuss on-going opportunities for participation.

For further information on the project please visit the San Mateo County Harbor District Website harbordistrict@smharbor.com or contact Pillar Point Marina at 650.726.5727



lisa wise consulting, inc.
planning economics natural resources



moFFAIT & nichol



Memo

TO: San Mateo County Harbor District Commissioners

FROM: Marietta L. Harris, Human Resource Manager

DATE: July 9, 2014

SUBJECT: Report to the Commission

Activities:

Not in office – June 30 – July 4

Human Resource Services:

- Working with employees with personnel and HR questions.
- Working with management staff on personnel issues and HR concerns.

Administrative Services:

- Completed processing of District Insurance Policy.

Information Technology:

- Working with IT consultant on daily IT operations.
- Working with staff on IT issues and problems, and wifi.
- Working with website coordinator for work on new website.

OPERATIONS

Memo

To: Board of Harbor Commissioners
 From: Scott Grindy, Harbor Master
 CC: Peter Grenell, General Manager
 Date: July 3, 2014
 Re: July 16, 2014 Meeting Report

Oyster Point Marina/Park

Construction Update & General Status Updates

- Facility Condition Survey (FCS): meeting with consultant and staff-reviewing draft.

OPM Miscellaneous

- Working on boat disposal activities with good results.
- Continuing discussions with new staff at City of SSF in Parks, Police and Public Works.
- Coordination new restroom facilities meeting of OPM site with interim SSF city manager.
- Working with SSF Chamber and others on event planning for OPM for the 2014-15 year

Pillar Point Harbor

Construction Update & General Status Updates

- Finger replacement awaiting permit approval.
- Work continues on electrical panels in fish buyer spaces, and removal of abandoned electrical wire and pipe under the fish buyer areas.
- Concessionaires Building project is complete, except for the lateral kitchen sink line in the Ketch kitchen which will be brought as a separate project to the Board and will be brought to Board in July/August for bid in late summer, and work in slower season of winter.

PPH Miscellaneous

- Misc. Grants in review for District activities, (please see attached list of possible grants we are researching and may apply for). One of the grants we will be shortly applying for is the "Clean Beaches Grant", if funded this will coincide with our Resource Conservation Efforts.

Occupancy Overview (May Month of Occupancy 2014)

PPH

Total occupancy (Inner Harbor) 88% (this includes slips, end ties and walk way).

Berth occupancy (Inner Harbor) 89% (329 slips out of 369 are occupied).

Moorings (Outer Harbor) 34% (13 out of 38 moorings occupied).

OPM

Total occupancy: 65% (279 slips/End Ties out of 428 are occupied).

Berth occupancy: 66% (272 slips only out of 414 are occupied).

Search and Rescue Activity Highlights & Urgent Need Activities

PPH: 4 tows (engine failures), 2 days of USCG Air Team Training, Gas Line hit by car near West restrooms causing temporary evacuation of specific areas till gas line shut off.

OPM: Wind storm towing to safe harbor, motor failure towing

EMS-Clean Marina Activities-District Wide

- Working with RCD on submission of Clean Beaches Grant.
- Initial efforts and discussions with a Stanford University on a vessel water monitoring station.

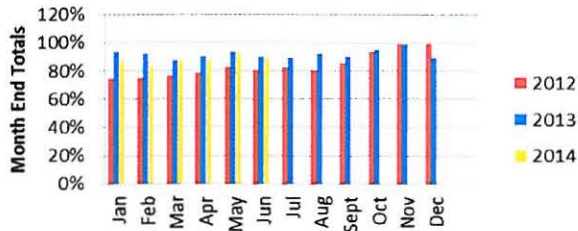
Calendar Reminder Items of Events and Activities

- Pillar Point Harbor>>>>Tenant Appreciation Event September 26 at 5PM-7PM
- Pillar Point Harbor>>>>Lighted Boat Festival December 13th.
- Oyster Point Marina>>>Tenant Appreciation Event (Date to be determined)
- Oyster Point Marina>>>Lighted Boat Festival (Date to be determined)

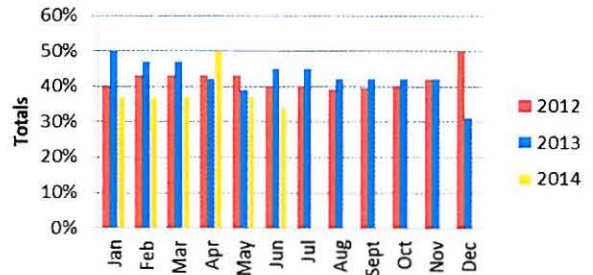
Pillar Point Harbor Dashboard

Monthly Marina Activity Report - June 2014

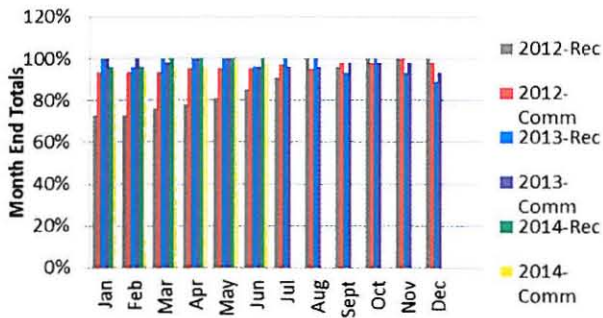
Overall Occupancy
369 slips available
(June 14- 89% occupied)



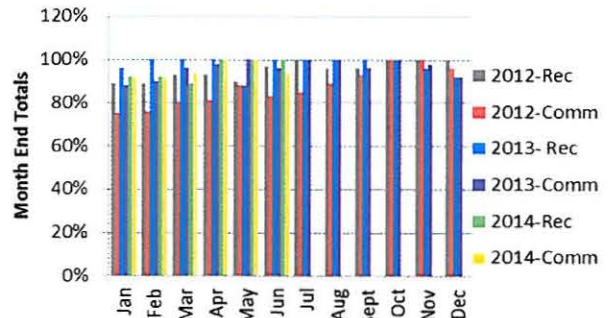
Mooring Occupancy
38 mooring available
(June 14 - 34% occupied)



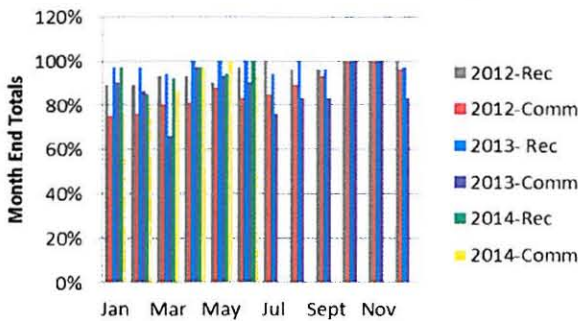
30 ft Slips
(Total: 27 rec, 54 comm)



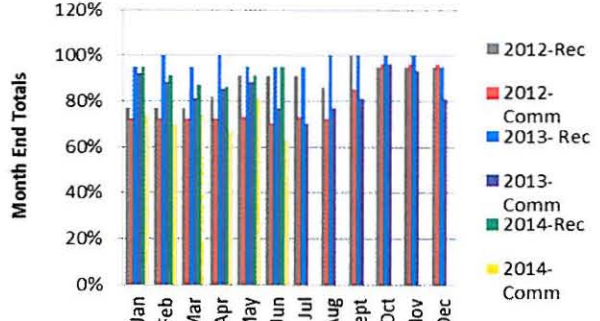
35 ft Slips
(Total: 26 rec, 48 comm)



40 ft Slips
(Total: 34 rec, 29 comm)



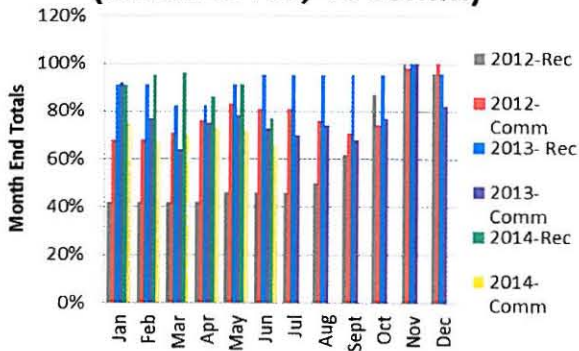
45 ft Slips
(Total: 22 rec, 27 comm)



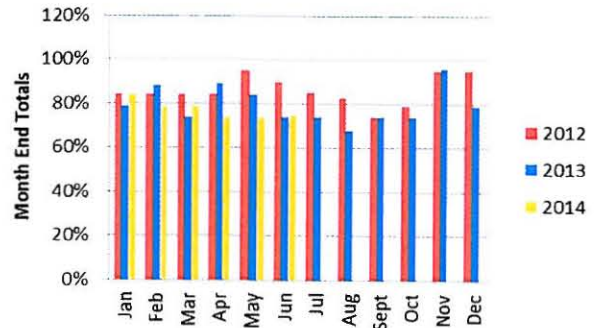
Pillar Point Harbor Dashboard

Monthly Marina Activity Report - June 2014

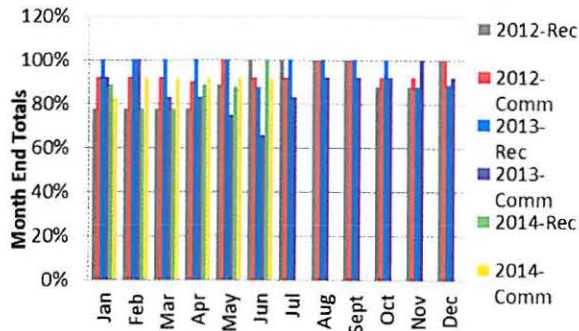
50 ft Slips (Total: 22 rec, 40 comm)



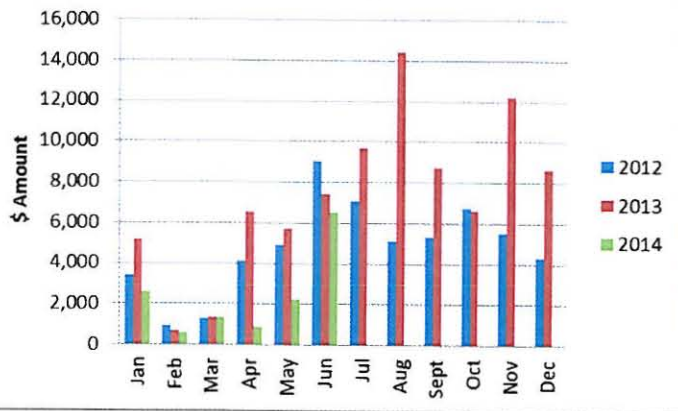
55 ft Slips (Total: 19 comm)



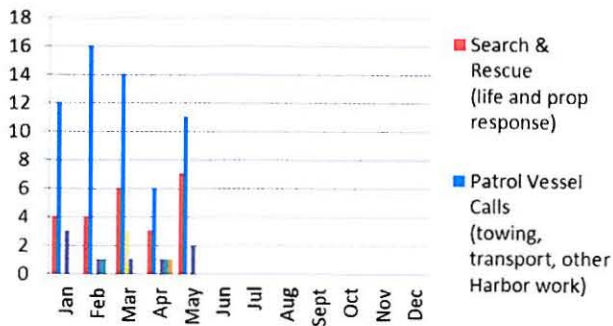
65 ft Slips (Total: 9 rec, 12 comm)



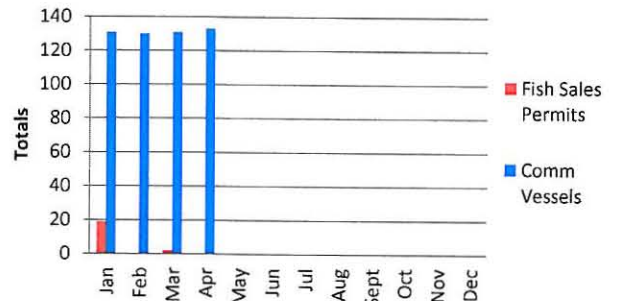
Launch Ramp Totals



Call Outs (PPH Harbor Patrol - 2014)



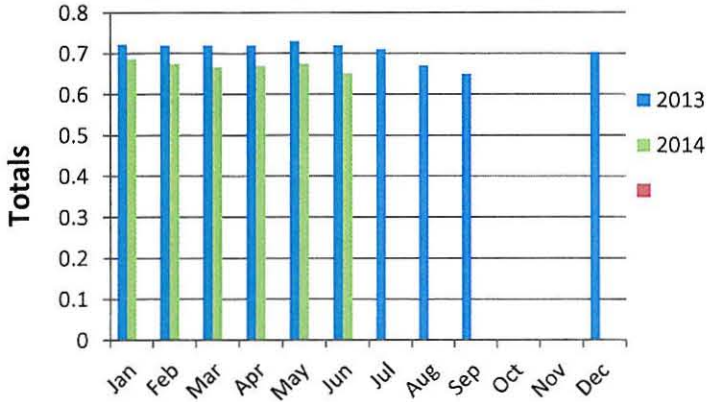
PPH Commercial Fishing Activity



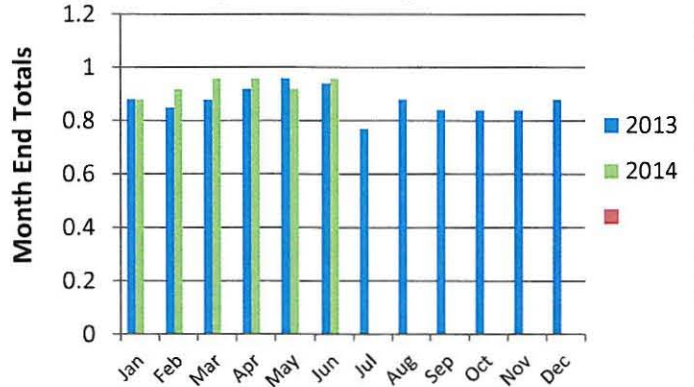
Oyster Point Marina

Monthly Marina Activity Report - June 2014

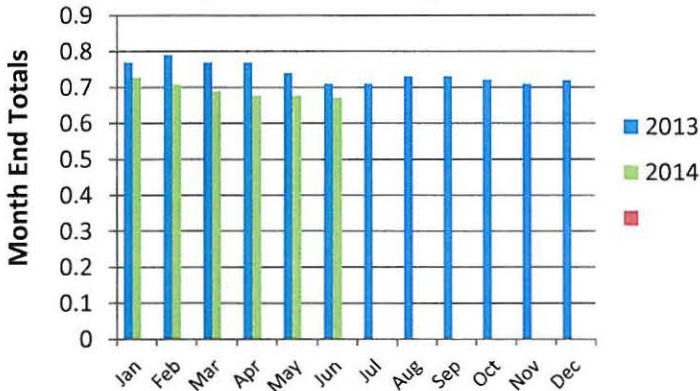
Overall Occupancy (428 Slips Available)



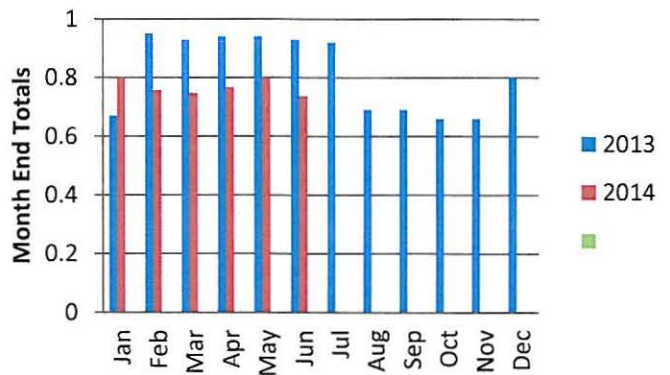
26 ft Slips (Total: 25)



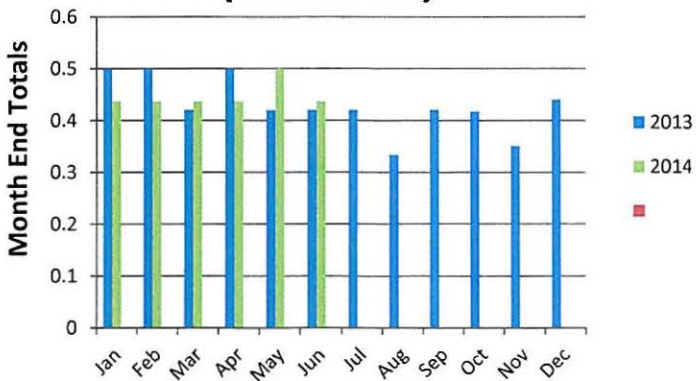
30 ft Slips (Total: 158)



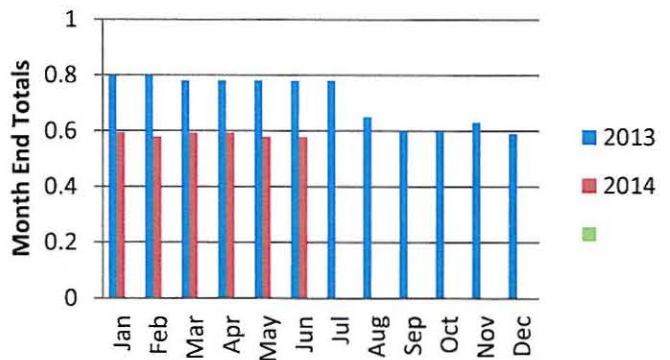
36 ft Slips (Total: 99)



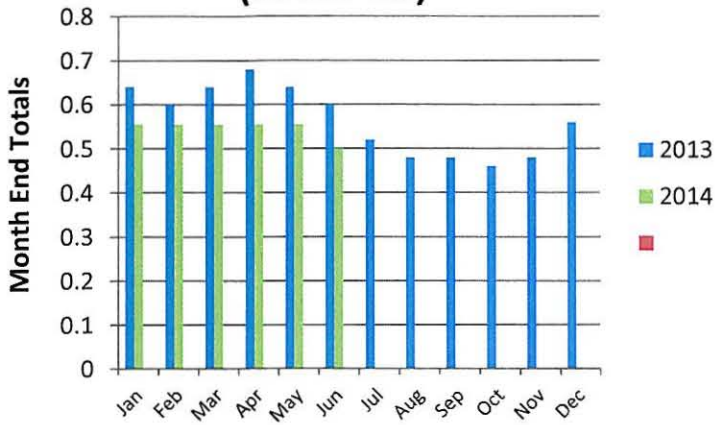
40 ft Slips (Total: 16)



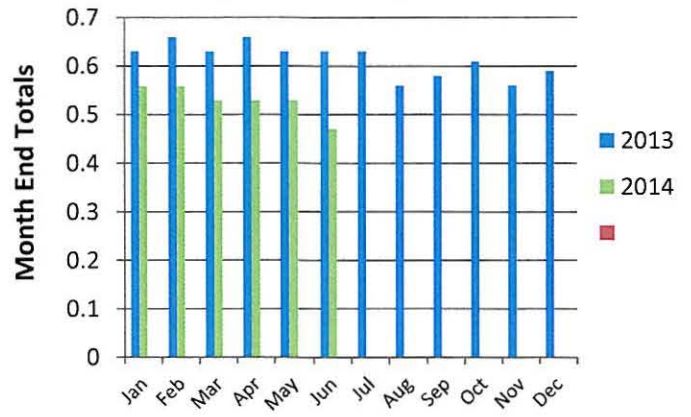
45 ft slips (Total: 64)



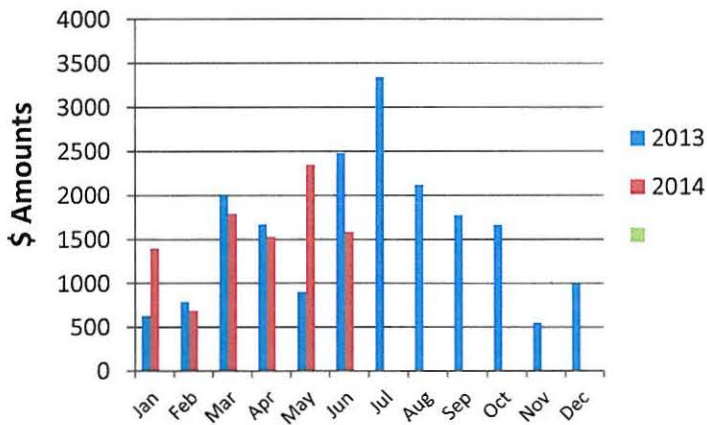
50 ft Slips (Total: 18)



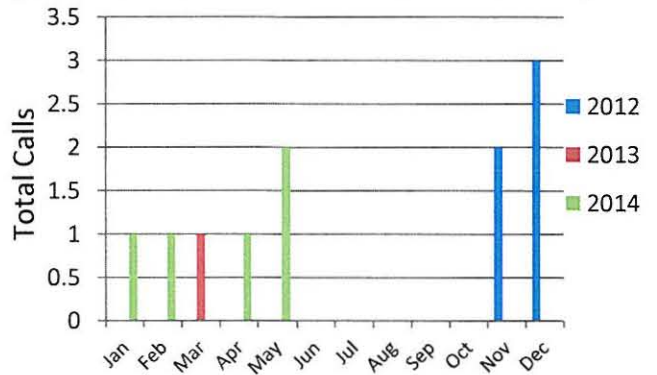
60 ft Slips (Total: 34)



Launch Ramp Totals



Call Outs (OPM Harbor Patrol - 2012-2014)





2014 OPM Classic a Huge Success

Coastside Fishing Club's 2014 OPM Classic Halibut and Striper Derby attracted over 130 anglers seeking fame and fortune on Saturday, June 21, 2014. Participants caught many halibut and striped bass and brought them to the weigh-in at Drake Marine at Oyster Point Marina. There were ten winners total in the Adult and Youth Categories. All winning fish were halibut.

Adult Category			
Name	City	Prize	Fish Weight (lbs)
Jim Wilkinson	San Jose	\$1000	30.95
Ken Valenzuela	Tracy	\$500	27.03
Pete Yeatrakas	San Mateo	\$500	26.84
Robert Gibbons	San Bruno	\$250	23.71
Ryan Jones	Union City	\$250	22.52
Paul Taylor	Folsom	\$250	20.81
Taj Sharma	Discovery Bay	\$250	20.52

Youth Category			
Name	City	Prize	Fish Weight (lbs)
J.P. Lyssenko	San Mateo	\$100	18.02
Nehemiah Holscher	Woodside	\$60	14.69
Ellianna Rutledge	Galt	\$40	13.36

In addition to \$3000 in “big fish” cash prizes, Coastside provided a free raffle with over \$2500 in goodies including a charter donated by Reel-Lentless Sportfishing and fishing tackle from P-Line and Bay Tackle. Coastside's celebrated Grill Crew served up delicious burgers and dogs.

Youths registered without charge and were eligible for the raffle and special prizes. In addition, each youth received a t-shirt, lunch, and a free rod and reel courtesy of Outdoor Pro Shop.

An event like the 2014 OPM Classic does not come together without the generous donation of time by volunteers and the contributions of sponsors.

Sponsors

San Mateo County Harbor District
Drake Marine
P-Line

Outdoor Pro Shop
Bay Tackle
Fisherman's Warehouse

Volunteers

Marie Boudreau
Pierre Granier
John Harrison
James Houston
Bruce MacKimmie

Mike Mansuy
Kelly Odom
William Odom
Rick Ross
Taj Sharma

Jean-Michel Sicaud
Rick Sturiza
Anatoli Trifonov
Pete Yeatrakas
Dave Douma



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CoastSide Fishing Club | P.O. Box 5928 | Napa | CA | 94581



San Mateo County Harbor District

Board of Harbor Commissioners

Pietro Parravano, President
James Tucker, Vice President
William Holsinger, Treasurer & Secretary
Sabrina Brennan, Commissioner
Robert Bernardo, Commissioner

Peter Grenell, General Manager

TO: Harbor Commissioners
General Manager

FROM: Scott Grindy, Harbor Master

DATE: July 10, 2014

SUBJECT: Customer Letter of Appreciation
Disabled Vessel Rescue at Pillar Point Harbor July 5, 2014

As Harbor Master, I am providing this letter with great appreciation for the work of specific staff of Deputy Harbor Master's David Arington and Cary Smith from Pillar Point Harbor as noted in the action below along with the copy of the customer's letter also noting the professionalism and rescue services provided:

At approximately 4pm July 5th, harbor staff received a cell phone call of a vessel in distress. The vessel was with 3 people on board and was ½ a mile west of San Gregorio in 60 feet of water.

No other vessels were in the area and the disabled vessel required assistance getting back to Pillar Point Harbor.

Harbor Staff responded and also performed normal cursory steps of notification of other emergency agencies and responders while in route.

As noted by the boater in the letter, our staff was quick to respond, very professional and also made sure the boaters put on their life jackets upon arrival to the disabled boat.

The boaters, vessel and staff all returned safely to Pillar Point Harbor.

CC: Employee Files

To whom it may concern:

I would like to commend the efforts of deputy Cary Smith and David Arington.

On Saturday July 5, 2014 my boat became disabled and I needed a rescue-tow-back to port. We were approximately 15 miles south and it was approx. 3:00 PM. I had my 14yr. old daughter and a family friend on board with me. We had cell phone communication with Pillar Point Harbor and they came out to us.

The response timing was very fast and Cary and David were very professional. They made sure we were safe with our life vests on and towed us without incident.

I am very pleased and appreciative that they came to our rescue and apologise for any incumbrances.

Thank you, Sincerely
Edward Kelly
Steve Kelly

SAN MATEO COUNTY HARBOR DISTRICT



Ebb And Flow

NEWSLETTER JULY/AUGUST 2014

ON THIS ISSUE

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UNDERGROUND SEWER REPAIR BY HARBOR OFFICE AT PILLAR POINT HARBOR P.1

OYSTER POINT MARINA /PARK: EASTER EGG HUNT P.2

SAN FRANCISCO FIRE DEPARTMENT: WATER RESCUE TEAM TRAINING P.2

CULINARY INSTITUTE OF AMERICA SINGAPORE STUDENTS VISIT PILLAR POINT HARBOR P.3

FEATURE: GATEWAY ENTRY IMPROVEMENT P.3

2013/2014 MAVERICKS INVITATIONAL SURF COMPETITION P.3

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NEW PUMP-OUT SERVICE FOR LIVEABOARD TENANTS P.4

JOHN PIER SEWER REPLACEMENT PROJECT P.4

SAN MATEO COUNTY HARBOR DISTRICT

400 OYSTER POINT BLVD, SUITE 300 SOUTH SAN FRANCISCO, CA 94080



PROJECTS

TENANT CONCESSIONS SEWER LINING PROJECT



Image features a contractor from Nor-Cal Pipe Line Services working in the man-hole to replace a cleanout.

The Tenant Concessions Sewer Lining Project sought to repair the larger sewer utilities that run underneath the tenant concessions building at Pillar Point Harbor. The 8" main line and the 3 4" lateral lines were lined with a cured in place liner. This was a much more efficient alternative to removing and replacing the pipes that serves the same purpose. In the duration of the project, the manhole by Princeton Seafood was also rehabilitated and brought up to code.

UNDERGROUND SEWER REPAIR BY HARBOR OFFICE AT PILLAR POINT HARBOR

A 60 foot section of pipe was found to be crushed by heavy loaded truck activity over the past years as they exited the Johnson Pier. The line was replaced and was put back in service, with additional sub structure improvements and a thicker layer of asphalt. This line specifically serves the pier's boat pump out and tenant (fishbuyers) building restrooms.



For the summer of 2014, the Harbor District will be doing camera inspections of the inside of the storm and sewer lines at Pillar Point Harbor to look for any needed corrections.

Additionally, staff will be installing storm water filtration units to capture any oils, and or heavy metals entering the storm water system to the bay from vehicle parking.

OYSTER POINT MARINA/PARK NEWS

OYSTER POINT MARINA/PARK: EASTER EGG HUNT



Local officials join in the fun with the coast guard, pictured; CEO Maria Martinucci with the SSF Chamber, Mayor Karyl Matsumoto and Councilmember Liza Normandy of South San Francisco, and Harbor Commissioner Robert Bernardo.

The first annual SMCHD Easter Egg hunt took place on Saturday, April 19, 2014 at Oyster Point Marina/Park located in South San Francisco.

The event, which was funded by the District, featured a myriad of family friendly events focused on the goal of familiarizing participants with the pleasure of the outdoors. Among the activities includes craft tables for the children, dragon boat rides for families, helicopter tours conducted by the US Coast Guard, a photo booth and free food.



Easter themed crafts for children



Pictures by the Coast Guard helicopters



Oyster Point Dragon's dragon boat demonstration



Culinary hot dog

Deputy Harbor Masters Gary Stern and Mark Hoff from Oyster Point Marina/Park

The Dragon Boat activities were provided by volunteers from Oyster Point Dragons. Oyster Point Dragons is a non-profit entity focused on promoting "the sport of dragon boating in a fun and safe environment while fostering team spirit and friendship." Their current members range from a diverse age group as well as athletic background and health conditions with individuals from ages 11 to 70 participating.

The ODP participated in the Oyster Point Marina/Park Easter Egg Hunt by providing opportunities for families to experience firsthand what it is like to paddle on a dragon boat. On the perfect spring day, families were given the chance to cool down on the waters while learning the basics of teamwork and dragon boating.

SAN FRANCISCO FIRE DEPARTMENT: WATER RESCUE TEAM TRAINING

Deputy Harbormaster Greg Gubser of Oyster Point Marina is actively involved with the San Francisco Fire Department Water Rescue Teams. He was invited by the SF Fire Department to assist in the training of their Water Rescue Teams. He was involved in this five day program that took place in the span of two weeks. During the first week of May, Deputy Harbor Master Gubser trained and worked with 20 Firemen and Firewomen covering a wide range of topics such as surf rescue techniques, instruction on handling rip currents, long shore currents as well as general wave dynamics. The training program also provided a demonstration of a hands on rescue at Ocean Beach to allow trainees to instill and use the skills that they have learned. The second week of May, he trained 24 Fire personnel and all Chief Officers on these same topics.



Over 125 individuals and their families attended the first annual SMCHD Easter Egg Hunt.



The US Coast Guard also volunteered at the event staging a daring rescue of an Easter Bunny under great distress. Children learned about different controls and mechanism of the helicopter as families were given tours.

PILLAR POINT HARBOR NEWS

FEATURE: GATEWAY ENTRY IMPROVEMENT



Deputy Harbor Master Dante Madrigal led the project to improve the gateway entry to the charter and party boat dock. Staff had the desire to improve our gateway to charter fishing at Pillar Point Harbor to a more welcoming entry. Dante is pictured with Commissioner James Tucker with big smiles of the project completion and effort.

CULINARY INSTITUTE OF AMERICA SINGAPORE STUDENTS VISIT PILLAR POINT HARBOR



Commissioner Pietro Parravano and General Manager Peter Grenell speaking to a group of culinary students from Singapore visiting the Bay

A group of students attending the Culinary Institute of America in Singapore were given a tour of Pillar Point Harbor during their visit to California. During their travels to Pillar Point Harbor, they expanded their knowledge about fresh catch fish, along with the local goat cheese farm, and local produce cultivating farms.

The students are given the chance to see the complete food process starting from the earth to the table. This is an experience that would be rare in Singapore as the country imports the vast majority of the meat and produce that are consumed. Thus, seeing the initial food sources and tasting fresh fruits and fish for the first time is a valuable experience for these aspiring chefs.

2013/2014 MAVERICKS INVITATIONAL SURF COMPETITION

The Mavericks Invitational Surf Competition was held earlier this year on January 24, 2014. Over 24 internationally renowned surfers and six alternatives participated in this event. Veteran surfer, Jeff Clark, who pioneered the Mavericks waves in the 1970s, was the Director for this contest.

Each year, the contest is on hold until the perfect weather condition arises that would facilitate the most ideal waves. The contest waiting period this year spans between November 1, 2013 to March 31, 2014. Surfers on call for this event are given 24 hour advance notice to mobilize and get on site.

Thousands were in attendance, watch-

ing from the giant screens broadcasting the event from the Oceano Hotel and Spa where the Viewing Festival and Award Ceremony were held. The actual contest takes place 0.5 miles off shore. Out of the competitors, Grant, "Twiggy" Baker emerged as the victor of the 2013/2014 Mavericks Invitational Surf Contest.

The San Mateo County Harbor District's Deputy Harbor Masters were out on the waters providing support in case of an emergency situation. They participated in maintaining general organization of the area while assisting in locating and rehabilitating surfers as they complete their run.



Deputy Harbor Master Dante Madrigal on PWC (Personal Water Craft) providing support during event



Veteran surfer Jeff Clark picking up a contestant after run.

Boat Clean and Green in California

To schedule a visit, call 1-800-CLEANUP

To clean boating or dockwalker information, call 1-800-COAST4U

To report an oil spill, call 1-800-424-6802 or 1-800-852-7850

Logos for National Coastal Clean-up, National Dockwalkers, and other organizations.

CLEAN MARINA: DOCKWALKERS PROGRAM

In an effort to improve boater awareness, the Harbor District is supporting the Dockwalkers program which is funded through the California State Parks Division of Boating and Waterways. In the next few months, boaters at Pillar Point Harbor may be approached by a Dockwalker volunteer. They will be clearly identified by their official name tag and tan/black Dockwalker's cap.

If you have some time, please stop by to chat about clean boating practices, fill out a brief survey and receive a free Boaters Kit. The Kit includes a medley of information and brochures essential for any boater, new or veteran. There will also be an oil absorbent pillow included in the kit for your boating needs.

PILLAR POINT HARBOR NEWS

TIGER GRANT TO RETROFIT OUTDATED HARBOR INFRASTRUCTURE

The San Mateo County Harbor District submitted the first ever TIGER Grant application sponsored by the US Department of Transportation.

The Department of Transportation has been appropriated \$600 million to be available for award under the TIGER Discretionary grant (Transportation Investment Generating Economic Recovery Grant).

The overall goal of this grant request is to modify the pier to have the ability to load three trucks at one time, correct all access points (4) to meet and or exceed semi-trailer truck traffic needs, and to improve public access to adjacent pier and docks. This project will greatly improve and enhance the safety, mobility, traffic flow and general circulation of this highly used traffic flow area as it enters and exits California Highway 1 that serves the cargo flow of unloading fish products, as well as general public access for personal occupied vehicles, and vehicles towing recreational vessels to the boat launch ramp. For pier area enhancements, sea level rise best practices for long term project life will be a major component of any work performed. Improvements implemented will also greatly improve the coastal areas in terms of emergency and safety, such as spill and tsunami response as the Harbor is the only boat ramp launch point from San Francisco to the Santa Cruz area with the primary waterborne Search and Rescue team located in the Harbor.

Though the grant has already been

submitted, results of the review will take about another year to be determined. If chosen, funds will be obligated in the Fall of 2016. Upon obligation of the funds, a public comment meeting for users including fisherman, fish buyers and boaters would be called to begin preliminary design discussions based on the initial pre-design proposals used for the application. The project will then begin in 2017 and be completed by 2021.



Map depicts the location of corrections, shown above



Concept drawing of amended routes of large trucks that would mitigate safety issues featured

NEW PUMP-OUT SERVICE FOR LIVEBOARD TENANTS

The San Mateo County Board of Harbor Commissioners approved on May 7, 2014 that all boaters who are presently liveaboards or will become liveaboards at either Pillar Point Harbor or Oyster Point Marina/Park will have available to them one free basic pump-out from BayGreen on a monthly basis. All additional services provided by BayGreen will be charged to the respective boat owners. This new service will be implemented beginning July 1, 2014. Please sign up with BayGreen via the link below and schedule a slot during the regularly planned pump-out service dates. Please make sure to put "liveboard free monthly" in the additional notes section to redeem this complimentary service.

<https://baygreen.net/register.php>

For those who are already registered on the BayGreen website, please send an email to notify BayGreen of your liveboard status.

Further information will soon be available on the San Mateo County Harbor District website. Additionally, this information will also be mailed out to each liveboard tenant. Please stop by the Harbor Master's office if you have any questions or concerns.

JOHNSON PIER SEWER REPLACEMENT PROJECT

Johnson Pier Sewer Replacement Project began around the end of December 2013 and was completed in the beginning of March 2014. The old water line was removed and the new sewer line was installed in its place. Upon tie-in of the new sewer line, the old sewer line was removed. The company that completed the project was Valentine Corporation. Valentine Corp. also worked with the Harbor District on a few other projects at Pillar Point.

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if you have any comments or questions. Please let us know what types of information or updates you personally would like to see in this monthly newsletter. Suggestions are always welcomed!

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All the best,
SMCHD Newsletter Staff