

# San Mateo County Harbor District Board of Harbor Commissioners Meeting Agenda

April 15, 2015  
6:30 p.m.

Oyster Point Yacht Club  
911 Marina Blvd  
South San Francisco, Ca. 94080

All Harbor District Commission meetings are recorded and posted at [www.PacificCoast.tv](http://www.PacificCoast.tv) within 24-48 hours of the meeting. Pacifica residents can tune into Comcast Chanel 26 and residents from Montara through Pescadero can tune into Comcast Chanel 27. Copies of the meetings can also be purchased from PCT and mailed for \$18.

Persons requiring special accommodation with respect to physical disability are directed to make such requests per the Americans With Disabilities Act to the Deputy Secretary to the Board at 650-583-4400

## A.) Roll Call

### Commissioners

Sabrina Brennan, President  
Tom Mattusch, Vice President  
Nicole David, Secretary  
Robert Bernardo, Commissioner  
Pietro Parravano, Commissioner

### Staff

Scott A. Grindy, Acting General Manager & Treasurer  
Debra Galarza, Director of Finance  
Vacant, Human Resource Manager  
Jim Merlo, Acting Harbor Master - OPM  
John Draper, Acting Harbor Master - PPH  
Debbie Nixon, Deputy Secretary  
Steven Miller, District Counsel

## B.) Public Comments/Questions -

The Public may directly address the Board of Harbor Commissioners for a limit of three minutes, unless a request is granted for more time, on any item of public interest within the subject matter jurisdiction of the San Mateo County Harbor District, Board of Harbor Commissioners that is not on the regular Agenda. If a member of the public wishes to address the Board on an Agenda Item, that person must complete a Public Speaker Form and wait until that Item comes up for discussion. Agenda material may be reviewed at the administration offices of the District, 400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080 or online at [www.smharbor.com](http://www.smharbor.com).

## C.) Consent Calendar

- 1 TITLE: **Minutes of *Special* Meeting March 4, 2015**  
REPORT: Draft minutes  
PROPOSED ACTION: Approval
- 2 TITLE: **Minutes of Meeting March 4, 2015**  
REPORT: Draft minutes  
PROPOSED ACTION: Approval
- 3 TITLE: **Minutes of Meeting March 18, 2015**  
REPORT: Draft minutes  
PROPOSED ACTION: Approval
- 4 TITLE: **Support Letter for Coastside Fishing Club: Project Proposal for Release of Juvenile Salmon from Pillar Point Harbor**  
REPORT: Grindy, Memo, Letter  
PROPOSED ACTION: Approve General Manager sending support letter for the Coastside Fishing Club project
- 5 TITLE: **Adoption of List of Norms for the San Mateo County Harbor District as follow-up to the Board Dynamics Workshop**  
REPORT: Parravano, Memo  
PROPOSED ACTION: Adopt the list of norms

## D.) New Business

- 6 TITLE: **Information Item: Resource Conservation District First Flush Study Results**  
REPORT: Kellyx Nelson, Brittani Bohlke  
PROPOSED ACTION: Information only
- 7 TITLE: **Bills and Claims in the Amount of \$208,416.52**  
REPORT: Bills and Claims Detailed Summary  
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$208,416.52 to cover payment of Bills and Claims

- 8      **TITLE:**                               **Commercial Activity Permit for California Canoe and Kayak**  
**REPORT:**                                Draper, Memo  
**PROPOSED ACTION:**                Deny request for Commercial Activity Permit
- 9      **TITLE:**                               **Commercial Activity Permit Half Moon Bay Kayak Company**  
**REPORT:**                                Draper, Memo  
**PROPOSED ACTION:**                Approve the expansion proposal
- 10     **TITLE:**                               **Adjust the Salary Schedule for FY2014/15**  
**REPORT:**                                Grindy, Memo  
**PROPOSED ACTION:**                Adjust the salary schedule for FY2014/15 to reflect adjustment to General Manager salary schedule
- 11     **TITLE:**                               **Committee Assignment: Oyster Point Marina Liaison Committee**  
**REPORT:**                                Brennan, JPA  
**PROPOSED ACTION:**                Appoint two (2) Harbor District Commissioners to the Liaison Committee with the City of South San Francisco (City) pursuant to the Joint Powers Agreement with the City

## **E.) Staff Reports: a) Administration and Finance**

- 12     **Acting General Manager - Grindy**
- 13     **Finance Report & Human Resources - Galarza**

## **b) Operations**

- 14     **Oyster Point Marina/Park – Merlo**
- 15     **Pillar Point Harbor – Draper**

## **F.) Board of Harbor Commissioners**

**16**      A. Committee Reports

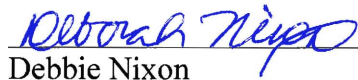
          B. Commissioner Statements and Requests

1. The Board of Harbor Commissioners may make public statements limited to five (5) minutes.
  
2. Any Commissioner wishing to place an item on a future agenda may make a motion to place such an item on a future agenda

## **G.) Adjournment**

The next scheduled meeting will be held on May 6, 2015 at Sea Crest School, Think Tank, Room #19, 901 Arnold Way, Half Moon Bay at 6:30 p.m.

Agenda Posted As Required:  
April 10th at 10:00 a.m.

  
Debbie Nixon  
Deputy Secretary