

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

May 20, 2015
6:30 p.m.

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

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A.) Roll Call

Commissioners

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

Staff

Glenn Lazof, Interim General Manager
x Debra Galarza, Director of Finance
Marcia Schnapp, Interim Human Resource Manager
Scott A. Grindy, Harbor Master & Treasurer
Steven Miller, District Counsel
Debbie Nixon, Deputy Secretary

x-absent

B.) Public Comments/Questions — None

C.) Staff Recognition- Lazof thanked staff for welcoming him and helping him learn about the Harbor District. He stated he looked forward to working cooperatively with staff. **(1:00)**

D.) Consent Calendar

All items on the consent calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda. Any item on the regular agenda may be transferred to the consent calendar.

(2:02)

- 1 TITLE: **Minutes of Meeting April 4, 2015**
REPORT: Draft minutes
PROPOSED ACTION: Approval

Action: Motion by Parravano, second by David to approve the Minutes of Meeting April 4, 2015. The motion passed.

Ayes: Bernardo, David, Parravano

Abstain: Brennan, Mattusch

E.) New Business

(2:45)

- 2 TITLE: **Special Use Permit for 2015/2016 for “Titans of Mavericks”/”Mavericks Invitational” Surf Event**
REPORT: Lazof, Memo
PROPOSED ACTION: Award Special Use Permit to Mavericks Invitational, Inc./Cartel Management for the 2015/2016 surf event

Mattusch recused himself from the discussion.

Public Comment: John Ullom stated the process was sloppy and there is no choice other than to issue a permit. (4:27)

Mark Hurd stated the permit was approved in June of 2013 for a three year permit, and he clarified Cartel didn't buy Mavericks. (8:20)

Brian Rogers stated the event was safer with the beach closed. He asked if the event doesn't happen, why not refund the money. (37:12)

John Ullom asked why the beach can't be closed for the event. (38:46)

Mark Hurd stated when going through the permit process, there was mention of whether the permit fee would be refundable. He stated since the Board pre-approved the three year term, the permit fee would not be refundable and would roll over until the next event.

(42:04)

Ken Collins, a contest athlete, stated he was complaining about what was best for the athletes, and people who are complaining aren't vested like him, as his life is at stake. (56:46)

Cassandra Clark stated the Harbor Commission is one of several agencies who approve the event, and the harbor is not in the event business and shouldn't go out for an RFP. She stated that none of the Commissioners have reached out to them to ask any questions. (1:00:17)

Doug Connor, owner of Half Moon Bay Kayak, stated his wife is a journalist and never had a problem getting information from Mavericks. (1:03:38)

Action: Motion by David, second by Bernardo to approve the Special Use Permit for 2015/2016 for "Titans of Mavericks"/"Mavericks Invitational" Surf Event with a condition that the permittee will work with the Harbor District's General Manager and Legal Counsel to include language to protect the District. The motion passed.

Ayes: Bernardo, David, Parravano
Abstain: Brennan
Recusal: Mattusch

(1:08:29)

- 3 TITLE: **Add the Proceeds from the Sale of the Post Office Lot to the Committed Reserves for the District Office**
REPORT: Galarza, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 16-15 to approve addition of the proceeds from the sale of the Post Office Lot to the 1) Committed Reserves for the District Office in the amount of \$794,008.05; or 2) Unrestricted Reserves

There was no action on this item.

(1:16:14)

- 4 TITLE: **Possible Action and Discussion: The Top Five Priorities**
REPORT: Lazof, Memo
PROPOSED ACTION: Recommend Priorities:
1) Comprehensive response to Municipal Services Review
2) Resolving Potential Budget Deficits
3) Projects: Permitting for removal of Romeo Pier, West Trail, and Repair of Pillar Point Harbor Dock (11) Finger
4) Refinance of DBW Loan
5) Bait Shop Lease Process

Public Comment: Brian Rogers stated he didn't mind if the item was tabled. He stated 1-3 were great but wasn't sure about 4. **(1:17:19)**

John Ullom stated that Grenell, the previous permanent General Manager, was asked to explain what the reserves and deficits were. **(1:18:35)**

Action: Motion by Bernardo, second by David to move the item to a future agenda. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

(1:24:17)

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| 5 | TITLE: | Agenda Procedure |
| | REPORT: | Lazof, Memo |
| | PROPOSED ACTION: | Review and potential revisions of current procedures for placing items on meeting agendas |

Public Comment: Sherry Ingles, owner of Half Moon Bay Sportfishing, stated that clarification on the items put on the agenda would be helpful. **(1:34:19)**

Action: Motion by David, second by Brennan to modify Resolution 19-13 and delete paragraph F and instead that the Commission is allowed one item per Commissioner per meeting. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

Public Comment: Kathryn Slater- Carter stated it would be best to designate Commissioner David and another Commissioner to work with the General Manager and Legal Counsel to make sure the language is correct in the Resolution. **(1:54:08)**

(1:55:59)

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| 9 | TITLE: | Removal of four (4) Abandoned Watercraft at Pillar Point Harbor |
| | REPORT: | Grindy, Memo |
| | PROPOSED ACTION: | Approve removal of four abandoned watercrafts at Pillar Point Harbor |

Action: Motion by Mattusch, second by Parravano to approve the removal of four abandoned watercrafts at Pillar Point Harbor. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

(1:57:02)

- 6 **TITLE:** **Commercial Activity Permit for California Canoe & Kayak Rate and Fee Structure**
 REPORT: Grindy, Memo
 PROPOSED ACTION: Request to table item to a future meeting

Action: Motion by David, second by Mattusch to request to table the item for the June 17, 2015 meeting. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

(2:05:08)

- 7 **TITLE:** **Discussion of Use of Ketch Café Property**
 REPORT: Grindy/Lazof, Memo
 PROPOSED ACTION: Information only

This item was information only.

(2:09:13)

- 8 **TITLE:** **Discussion of Topics to be Included in Coastal Commission Presentation to District**
 REPORT: Lazof
 PROPOSED ACTION: Provide direction to Interim General Manager for communication to Coastal Commission staff

Public Comment: Jim Steele asked the Commission to continue with public matters before going into Closed Session. **(2:10:48)**

F.) Staff Reports: a) Administration and Finance

11 Director of Finance- Galarza (2:12:12)

Schnapp presented the report.

10 Interim General Manager – Lazof (2:13:35)

Lazof presented the report.

12 Interim Human Resources Manager – Schnapp (2:15:14)

Schnapp presented the report.

b) Operations

13 Oyster Point Marina/Park and Pillar Point Harbor – Grindy (2:16:43)

Grindy presented the report.

G.) Board of Harbor Commissioners

14 A. Committee Reports- None (2:18:05)

B. Commissioner Statements and Requests

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

Mattusch stated the Beach Replenishment Grant is on the Division of Boating and Waterways website and is due February 2, 2016. **(2:18:32)**

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

David stated she would like to place an item on the next agenda for a discussion of a recommendation to the Board to ensure the District is the lead agency in the Sand Replenishment effort through the Beach Replenishment Committee **(2:19:22)**

Bernardo stated he would like to call a Special Meeting and would be sending an email to all Commissioners to set up a Special Meeting. (2:21:18)

Public Comment for Closed Session: John Ullom stated he filed a Public Record Request. He stated he hoped staff would supply him the information in the morning. (2:27:24)

Action: Motion by Mattusch, second by Parravano to extend the meeting until 10:30 p.m. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

The meeting adjourned into Closed Session. (2:29:45)

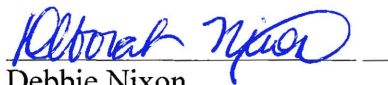
H.) Closed Session

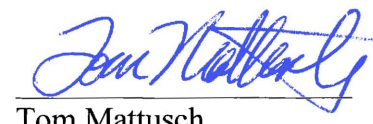
- 15 TITLE: CONFERENCE WITH LEGAL COUNSEL –
ANTICIPATED LITIGATION
California Government Code Section 54956.9(d)(2) and
(d)(4) Two Cases

There was no reportable action from Closed Session.

I.) Adjournment

The meeting adjourned with a unanimous vote.


Debbie Nixon
Deputy Secretary


Tom Mattusch
President