

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

August 5, 2015  
6:30 p.m.

Sea Crest School, Think Tank, Room #19  
901 Arnold Way  
Half Moon Bay, CA 94019

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## A.) Roll Call

### Commissioners

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

### Staff

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

x - Absent

## B.) Public Comments/Questions –

Mike Futrell, currently the City Manager of South San Francisco, looks forward to working with the Commission regarding Oyster Point Marina. (1:32)

Marc Hurd wanted Item 4 pulled from the consent calendar. He said lots of people want to comment on it. (4:12)

Bud Ratts emphasized how important the task of getting a new General Manager is. (5:30)

Cassandra Clark asked for Item 4 to be pulled off the consent calendar. She is committed to the long term success of the Mavericks event. (7:33)

(9:52)

- C.) Staff Recognition** – Scott Grindy acknowledged James Smith who is the Lead Maintenance Supervisor at Oyster Point Marina employee who has received many positive comments from tenants. Scott also acknowledged Deputy Harbor Master Cary Smith from Pillar Point Harbor for helping him with Tour de Fleurs on Saturday, August 1<sup>st</sup>.

(11:04)

**D.) Consent Calendar**

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

Items 2, 3, 4 and 7 were pulled from the Consent Calendar.

- |          |   |  |
|----------|---|--|
| <b>1</b> | TITLE:<br>REPORT:<br>PROPOSED ACTION:     | <b>Minutes of May 26, 2015</b><br>Draft Minutes<br>Approve   |
| <b>5</b> | TITLE:<br><br>REPORT:<br>PROPOSED ACTION: | <b>Extension of Current Services from McCoy's Patrol Service at Oyster Point Marina/Park through November 2015</b><br><br>Schnapp, Memo<br>Approve extension of current services from McCoy's Patrol Service at Oyster Point Marina/Park through November 2015 |
| <b>6</b> | TITLE:<br>REPORT:<br>PROPOSED ACTION:     | <b>Fiscal Year 2014-15 Salary Schedule Correction</b><br>Corrected Salary Schedule<br>Approve correction to FY2014-15 salary schedule  |

(11:35)

**Action:** Motion by Mattusch, second by Bernardo to approve items 1, 5 and 6 from the consent calendar. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

- 2      TITLE:                                    **Review and Renew Investment Policy for FY2015/16**  
REPORT:                                      Galarza, Memo, Resolution  
PROPOSED ACTION:                      Adopt Resolution 36-15 to renew District Investment Policy

This item was pulled from the agenda and will be brought back to the Commission at a later date.

**(12:35)**

- 3      TITLE:                                    **Increase Agreement With Cox, Wootton, Lerner, Griffin, Hansen & Poulos LLP In The Matter Of The “Spirit Of Sacramento” Vessel Arrest To Increase The Not To Exceed Contract Amount By \$25,000, And Approve Budget Amendment In The Same Amount**  
REPORT:                                      Grindy, Memo, Resolution  
PROPOSED ACTION:                      Adopt Resolution 34-15 and approve \$25,000 increase to agreement for legal services related to “Spirit of Sacramento” and necessary budget revisions

**Action:** Motion by Parravano, second by Brennan to adopt Resolution 34-15 to approve the \$25,000 increase to agreement for legal services related to “Spirit of Sacramento” and approve the necessary budget revisions. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

**(15:21)**

- 4      TITLE:                                    **CARTEL Application for 5 Year Extension Permit for Big Wave Contest Event through March 2021**  
REPORT:                                      Lazof, Memo  
PROPOSED ACTION:                      Staff is recommending that topic of granting multi-year permits to promoter be postponed until April 6, 2016 meeting of the Board of Commissioners

**Public Comments:**

**(21:34)**

**Support**

Charise McHugh  
Matt Cavaco  
Brian Overfelt  
Jeff Clark  
Darryl Virostko  
Kelsey Kaulukukui  
Cassandra Clark



## F.) New Business

Item 13 was moved to the beginning of new business.

(1:06:55)

- 13 TITLE: Discussion and Possible Action on Fees for Fish Off-Loading, Fees for Wholesale Purchase and Fees for Retail Sales (Requested by Commissioner Brennan)
- REPORT: Memo, Lazof/Grindy
- PROPOSED ACTION: Discussion of Fish Buyer Fees and direction to Staff for future action

**Public comment:**

**Supports lower fees**

Bud Ratts  
Mike McHenry  
Jim Anderson  
John Dooley  
Brian Rogers  
Larry Fortado

**Action:** Motion by Brennan, second by David to direct staff to work with tenants to amend all three leases changing wet fish from \$10 per ton to \$3 per ton and bring the amendment back to the commission. The motion passed.

Ayes: Bernardo, Brennan, David, Mattusch  
Recused: Parravano

**Action:** Motion by Brennan, second by David to direct staff to meet with stakeholders to devise a feasible plan regarding retail fish sales assessment and enforceability. The motion passed.

Ayes: Bernardo, Brennan, David, Mattusch  
Recused: Parravano

- 14 TITLE: **Bills and Claims in the Amount of \$635,301.70**
- REPORT: Bills and Claims Detailed Summary
- PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$635,301.70 to cover payment of Bills and Claims

**Action:** Motion by Parravano second by Bernardo to approve bill and claims for payment and transfer in the amount of \$635,301.70 to cover payment of Bills and Claims. The motion passed.

Ayes: Bernardo, David, Mattusch, Parravano

Nays: Brennan

- 9      TITLE:                            **Amend Interagency Agreement With Regional Government Services And Approve Budget Amendment Re Same**
- REPORT:                            Lazof, Memo
- PROPOSED ACTION:                Amend Agreement with RGS to (a) increase not to exceed contract amount by \$30,000 and (b) authorize General Manager to use additional project manager administrative services in a variety of finance-related areas and approve necessary budget revision

**Public Comment:**

**Support**

Bud Ratts

**Action:** Motion by Brennan, second by Bernardo to adopted resolution 35-15 to amend the agreement with RGS. Increasing the not to exceed contract amount by \$30,000 and to authorize the general manger to use additional project administrative services in a variety of finance related items. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

- 10     TITLE:                            **Romeo Pier Update (Requested by Commissioner David)**
- REPORT:                            Memo, Grindy
- PROPOSED ACTION:                Staff will provide an informational report concerning status of actions regarding Romeo Pier, including report on bids, permits, funding options, and proposed timeline. The Commission may provide direction to staff.

**Public Comments:**

**Supports taking down Romeo Pier**

Brian Rogers

Mike McHenry

**Action:** Motion by David second Parravano to obtain all permits to demolish Romeo Pier and issue RFP for bids. The motion passed unanimously.

**Action:** Motion by David, second by Bernardo to extend meeting to 10:45 PM.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

- 11 TITLE: **Commissioner Attendance at CSDA September Conference**  
REPORT: Memo, Lazof  
PROPOSED ACTION: The Commission may elect to send up to five members to the September CSDA Conference and consider approving the necessary budget revision

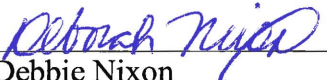
**Action:** Motion by Brennan second Bernardo to adopt resolution 33-15 to elect to send up to five members to the September CSDA Conference and approve the necessary budget revision. The motion passed unanimously.


Ayes: Bernardo, Brennan, David, Mattusch, Parravano

## J.) Adjournment

Meeting adjourned at 10:50 PM.

The next scheduled meeting will be held on August 19 at the Municipal Services Building, 333 Arroyo Drive, South San Francisco, CA at 6:30 p.m.

  
Debbie Nixon  
Deputy Secretary

  
Tom Mattusch  
President

The following items were not taken up at the meeting.

- 12 TITLE: **Half Moon Bay Art And Pumpkin Festival-Harbor District Participation October 17-18**  
REPORT: Memo, Grindy  
PROPOSED ACTION: The Commission may consider sponsorship of this event at a cost of up to \$5,000

## G.) Staff Reports: a) Administration and Finance

- 15 **Interim General Manager – Lazof**  
16 **Director of Finance – Galarza**  
17 **Interim Administrative Services Manager – Schnapp**

## **b) Operations**

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

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

**19 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 one item on a future agenda may do so. For additional items, any Commissioner may make a motion to place the item on the Agenda and must have a majority vote to pass.

### **I.) Closed Session**

<b>20</b>	<b>TITLE:</b>	<b>Conference with Labor Negotiator Pursuant to Government Code Section 54957.6</b>
	<b>DISTRICT REPRESENTATIVES:</b>	Scott Grindy, Deborah Glasser, Glenn Lazof
	<b>EMPLOYEE ORGANIZATIONS:</b>	Operating Engineers Local Union 3 and Teamsters Local Union 856

No closed session.