



San Mateo County Harbor District Board of Harbor Commissioners

"To assure that the public is provided with clean, safe, well-managed, financially sound and environmentally pleasant marinas."

REGULAR MEETING MINUTES

**August 16, 2017
6:30 PM**

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

Teleconference Location:
Hyatt Place Bloomington
217 W Kirkwood Ave, Bloomington, IN 47404

A.) Roll Call 6:30 PM

- Present at SMCHD Conference Room: Commissioners Bernardo, Brennan, Larenas, Mattusch.
A quorum of the Harbor District Commission Board was represented in San Mateo County.
- Present at Teleconference Location in Bloomington, IN: Commissioner Chang Kiraly. Commissioner Chang Kiraly stated that an Agenda was available in the hotel lobby, an Agenda was posted on her door, and the door to her hotel room was open. There were no members of the public there; no public comment.

B.) Resolution – Glenn Lazof

- Resolution for Glenn Lazof read by President Tom Mattusch.

C.) 1. Public Comments/Questions

- Clay Hooper – Comments directed toward Commissioner Brennan. Suggested that she resigns or be recalled.
- Bob Chow – Comments directed to Commissioner Brennan. Suggested that she remove herself and resign from the Commission.
- General Manager, Steve McGrath – Comments regarding Cartel Management. No motion has been filed as of 6:00 PM regarding sale of assets. A special meeting of the Board is recommended if a motion is filed.
- Commissioner Chang Kiraly stated that there were no public comments.

2. Commissioner Comments

- Commissioner Larenas commented on no action by the Commission regarding the review of California's National Marine Sanctuaries.
He expressed frustration that the Beach Replenishment Committee has been unable to meet. He suggested an alternate Commissioner be placed on this committee.
- Commissioner Brennan read the letter of support that was written jointly by Commissioners Brennan and Larenas regarding the review of California's National Marine Sanctuaries. *Letter distributed.
Commissioner Brennan also read an "Op Ed" that she authored which was published in the San Mateo Journal entitled "California is Shrinking" regarding Sea Level Rise.
- President Mattusch stated that as a result of recent events and that "actions have consequences" the Finance Committee will be repopulated appointing Commissioner Chang Kiraly to replace Sabrina Brennan.
- Commissioner Chang Kiraly commented that she has an outstanding Public Records Request for emails between Commissioners Brennan and Larenas on their personal devices. Also commented regarding the Oyster Point Joint Liaison Committee meeting and appreciates the patience of those at South San Francisco. She also thanked the members of the public who spoke tonight.
- Commissioner Bernardo thanked the members of the public at the meeting; the regular attendees, as well as the new attendees for coming and for following the District.

Public Comment:

- John Ullom – no updates from Commissioner Chang Kiraly regarding emails from her personal email account.

D). Consent Calendar

ITEMS PULLED FROM THE CONSENT CALENDAR WILL BE HEARD AFTER DISCUSSION ITEMS.

Items 1,3,4,8,9,10 were pulled.

2. Minutes – Regular Meeting July 19, 2017 (Gehret)

Recommendation: Approve Minutes of the Regular Board Meeting of July 19, 2017.

5. Fourth Quarter Investment Report (Pyle)

Information only.

6. Update Policy 4.6.2 to include Accounting Manager on List of District Bank Accounts (Pyle)

Recommendation: Approve addition of Accounting Manager to list of District Bank accounts; adopt revised Policy 4.6.2.

7. Authorized List of Signatures with San Mateo County Treasurer's Office; Adopt Resolution No.17-16 (Pyle)

Recommendation: Approve list and adopt Resolution No. 17-16 authorizing updated list of signatures.

Motion: (Brennan/Bernardo) Approve Consent Items 2,5,6,7.

Ayes: All in favor.

E). Discussion

11. Oyster Point Marina; South San Francisco Implementation Agreement Re: 2011 Agreement and Fuel System (McGrath)

- Commissioner Brennan handed out a document.

Public Comment:

- John Ullom – supportive of moving this item to discuss on next month's meeting. Safety concerns at Oyster Point.
- Chad Hooper – supportive of moving this item to next month's meeting until more data is available. Discussed fuel dock.

Motion: (Brennan/Larenas) Move that this item be continued to the September 20th, 2017 meeting as it was originally scheduled.

Ayes: Brennan, Larenas

Nays: Bernardo, Chang Kiraly, Mattusch

Motion failed.

7:35 PM - Power outage. Break.

7:41 PM – Resume

Motion: (Chang Kiraly/Bernardo) Approve the Implementation Agreement as drafted, authorize the General Manager to approve non-material changes to the text as may arise between this approval and that of the City, and sign the agreement, conditioned on approval by the City, and City and developer consent to formation of the Community Facilities District (CFD).

Ayes: Bernardo, Chang Kiraly, Mattusch

Nays: Brennan, Larenas

12. Oyster Point Marina Committee Scope (McGrath)

Public Comment:

- John Ullom –Commented regarding the time of day that the OPM Liaison Committee meetings are held.

Motion: (Bernardo/Chang Kiraly) Approve Oyster Point Committee Scope as drafted.

Ayes: All in favor.

13. Finance Committee Scope (Pyle)

Motion: (Chang Kiraly/Bernardo) Approve Finance Committee Scope as drafted.

Ayes: All in favor.

- Commissioner Larenas resigned from the Finance Committee.

14. Board of Commissioners Devices Policy 3.1.1 (McGrath)

- Revised Policy and list of devices distributed.

Motion: (Brennan/Larenas) Adopt Policy 3.1.1 District Provided Electronic Devices for Commissioners, therefore allowing the District to provide, for the duration of their term in office, a smart phone and personal tablet or laptop computer to each Commissioner to use.

Ayes: All in favor.

15. Response to San Mateo County Civil Grand Jury Report on “San Mateo County’s Independent Special Districts Website Transparency Update” (Pyle)

Motion: (Bernardo/Chang Kiraly) Approve the response to the Grand Jury Report as drafted.

Ayes: All in favor.

F). Commissioner Items

16. Commissioner Report and Board Discussion Regarding the Fuel System at Oyster Point and the Draft Implementation Agreement between the City of South San Francisco and the San Mateo County Harbor District (Brennan)

Information only.

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

1. Bills and Claims (Chan)

Motion: (Brennan/Larenas) Approve Bills and Claims in the amount of \$340,772.43 and pre-approve bills and claims not to exceed up to \$350,000.

Ayes: All in favor.

3. Fourth Quarter Budget Review; Authorize Amendment to 2016/17 Annual Budget, Decreasing Salaries and Benefits by \$300,000 and Increasing Operations in the same amount (Pyle)

Motion: (Bernardo/Chan Kiraly) Authorize Staff to decrease the appropriation level for Salaries and Benefits to \$4,473,514 and increase the appropriation level for Operating Expenses to \$3,554,997.

Ayes: All in favor.

4. Fourth Quarter Rent Report (Pyle)

Motion: (Larenas/Bernardo) Approve Fourth Quarter Rent Report.

Ayes: All in favor.

8. July Activity Reports (McGrath/Pyle/Moren)

Information only.

9. Report on Attendance at Special District Leadership Foundation Conference (Brennan)

Motion: (Chang Kiraly/Larenas) Receive Report.

Ayes: All in favor.

10. Report on Attendance at Special District Leadership Foundation Conference (Chang Kiraly)

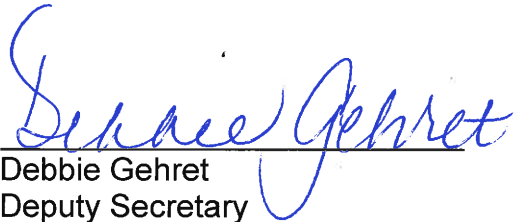
Motion: (Chang Kiraly/Bernardo) Receive Report.


Ayes: All in favor.

H). Adjournment 9:04 PM

Motion: (Bernardo/Chang Kiraly) to adjourn.

Ayes: All in favor.


Debbie Gehret
Deputy Secretary


Tom Mattusch
President