

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

March 4, 2015
6:30 p.m.

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

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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
x Debra Galarza, Director of Finance
Marietta Harris, Human Resource Manager
Charles White, Acting Harbor Master - OPM
John Draper, Acting Harbor Master - PPH
Debbie Nixon, Deputy Secretary
Steven Miller, District Counsel

x-absent

Public Comments/Questions — Martha Poyatos from LAFCo renewed an offer to do a presentation on the Coastside. **(1:55)**

John Ullom expressed his concern for the cost of the firewalls the District paid for. He also stated it was difficult for people to get to the 4 p.m. meetings. **(3:27)**

Dan Haggerty requested a thorough and transparent process with the General Manager search and asked for information to be posted on the Harbor District website. **(6:54)**

Charli Micallef asked the General Manager to extend the certified list for the Accounting Technician 1 position. (8:08)

Mike McHenry expressed concern regarding the language in the fish buyer lease. (10:23)

Staff Recognition- None

Consent Calendar

(14:26)

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

- 1 **TITLE:** **Minutes of *Special* Meeting February 04, 2015**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 2 **TITLE:** **Minutes of Meeting February 04, 2015**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

Action: Motion by Parravano, second by Bernardo to approve the minutes. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

Public Comment: John Dooley stated that all the hoists at Pillar Point Harbor should be engineered the same. He also stated the 2013 leases only speak to 1275 square feet and questioned why the fish buyers are getting space for free. (15:27)

New Business

(18:24)

- 3 **TITLE:** **Proclamation for Marietta Harris**
 REPORT: Parravano, Proclamation
 PROPOSED ACTION: Approve Proclamation

Public Comment: John Ullom mentioned he spent the last year digging into the District, and stated that everything in the Proclamation is true. **(20:34)**

Action: Motion by Bernardo, second by David to approve the Proclamation. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

(22:55)

- 4 **TITLE:** **Information Item: Resource Conservation District First Flush Study Results**
 REPORT: Grindy, Kellyx Nelson
 PROPOSED ACTION: Information Only

Item 4 was pulled from the agenda.

(23:30)

- 5 **TITLE:** **Possible Change in Location of Three Captains' Hoist at Pillar Point Harbor**
 REPORT: Brennan, Memo, Attachments
 PROPOSED ACTION: To be determined

Grindy presented a power point presentation for the item.

Public Comment: Brian Rogers did not agree with changing the contract. **(36:19)**

John Dooley stated he didn't agree with the location change for the hoist. **(38:50)**

Mark Scheer requested the Board take no action to change the location. **(41:40)**

Mike McHenry stated the hoist wasn't offered to the other two fish buyers. **(47:20)**

Geoff Bettencourt stated his concern for old practices in regards to the fish buyers. **(51:42)**

Larry Fortado stated he spoke to Grindy in regards to a late payment, and once it was paid, it was put in as a fish buying fee. **(54:51)**

Porter McHenry read the letter from the Half Moon Bay Marketing Association. **(56:06)**

Action: Motion by Brennan, second by David by to choose Option 2 from the memo: To authorize and direct the Acting General Manager to send a letter notifying Three Captains that the Harbor District is discontinuing the March 28, 2014 probationary agreement effective April 2, 2015. The lessee will have until July 2, 2015 to remove the hoist and apply for a location change and Authorize and direct the Acting General Manager to notify all three fish buyers in writing that future hoist installations and/or proposed hoist location changes will be

brought to the Harbor Commission for consideration during regular Harbor Commission meetings, prior to Harbor Master approval, and require that all necessary permits be provided to the Harbor District General Manager for verification before final approval of installation. The motion passed.

Ayes: Brennan, David, Mattusch

Abstain: Bernardo, Parravano

(1:29:45)

- 6 TITLE: **Athletic Event Permit for Ryan Coelho**
 REPORT: Harris, Memo
 PROPOSED ACTION: Approve Athletic Event Permit

Harris presented the item.

Action: Motion by Parravano, second by Bernardo to approve the athletic event permit for USA Productions for April 19, 2015, to waive the fee in the amount of \$2,350.00 but the permittee donate the \$2,350.00 to the Boys and Girls Club. The donation shall be made on behalf of the San Mateo County Harbor District the club’s marine science programs and workshops. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

(1:44:25)

Urgency Item (both Urgency Items were approved by one motion)

Action: Motion by Brennan, second by Mattusch to add the Urgency item to the agenda. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

- TITLE: **Sunken Vessel “BRUT” Removal From Pillar Point Harbor**
REPORT: Quotes
PROPOSED ACTION: Authorize the Acting General Manager to take immediate action to have Bishop Diving and Salvage Remove the vessel from Pillar Point Harbor in the amount of \$28,750.00

(1:45:38)

Urgency Item

Action: Motion by Mattusch, second by David to add the Urgency item to the agenda. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

TITLE: Sunken Vessel “KANDU” Removal from Pillar Point Harbor
REPORT: Quotes
PROPOSED ACTION: Authorize the Acting General Manager to take immediate action to have Broken Shark Diving and Salvage remove the vessel from Pillar Point Harbor in the amount of \$18,500.00

Action: Motion by Mattusch, second by Parravano to take immediate action to authorize the Acting General Manager to have Bishop Diving and Salvage remove the vessel “BRUT” from Pillar Point Harbor in the amount of \$28,750.00 and also take immediate action to authorize the Acting General Manager to have Broken Shark Diving and Salvage remove the vessel “KANDU” from Pillar Point Harbor in the amount of \$18,500.00. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

(1:50)

7 **TITLE:** Parity of Commissioner Benefits
REPORT: Harris, Memo
PROPOSED ACTION: To be determined

Harris presented the item.

Public Comment: Brian Rogers did not support the fact that Commissioners received benefits, but they legally couldn't be taken away. He stated the item coming before the Board was a waste of public funds and staff time.

Action: Motion by Mattusch, second by David to approve Option 2: Change District Policy such that upon commencement of any term of office, no Commissioner will receive health insurance benefits or cash pay-out in lieu of such benefit. The existing Policy will continue in place with regard to Commissioners presently in office, and any changes to the Policy will apply upon commencement of a re-elected Commissioner's new term of office. The motion passed.

Ayes: Brennan, David, Mattusch

Nays: Bernardo, Parravano

(2:10:09)

- 8** **TITLE:** **Review and Revisit RFP Process for Legal Services**
 REPORT: Parravano
 PROPOSED ACTION: To be determined

Action: Motion by Parravano, second by Bernardo to withdraw from the Request for Proposals process for Legal Services and have the Commission stay with Hanson Bridgett due to stability and continuity which they have provided for the Harbor District since July 2014. The motion failed.

Ayes: Bernardo, Parravano

Nays: Brennan, David, Mattusch

(2:20:12)

- 9** **TITLE:** **Authorize Award of Contract to Regional Government Services for Interim Management Services**
 REPORT: David
 PROPOSED ACTION: Approve contract

David presented the item.

Public Comment: Brian Rogers questioned what this item was for and was both confused and concerned by it.

No action was taken.

(2:33:04)

- 10** **TITLE:** **Quarterly Investment Report**
 REPORT: Galarza, Report
 PROPOSED ACTION: Accept report

Grindy presented the report.

Action: Motion by Parravano, second by Bernardo to accept the report. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

(2:36:09)

- 11 **TITLE:** **Bills and Claims in the Amount of \$147,990.11**
 REPORT: Bills and Claims Detailed Summary
 PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in
 the amount of \$147,990.11 to cover payment of Bills and
 Claims

Action: Motion by Parravano, second by Bernardo to approve the Bills and Claims for payment and a transfer in the amount of \$147,990.11 minus the entry of \$665.02 to cover payment of Bills and Claims. The motion passed.

Ayes: Bernardo, David, Mattusch, Parravano

Bayes: Brennan

Action: Motion by Mattusch, second by Bernardo to extend the meeting to 10:00 p.m. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

Staff Reports: a) Administration and Finance

12 **Acting General Manager – Grindy (2:42:12)**

Grindy presented the report.

13 **Director of Finance – Galarza (2:51:16)**

Harris presented the report on behalf of the Director of Finance

14 **Human Resources Manager – Harris (2:52:27)**

Harris presented the report.

b) Operations

15 **Oyster Point Marina/Park – White (2:57:45)**

White presented the report.

16 Pillar Point Harbor – Draper (2:59:41)

Draper presented the report.

Board of Harbor Commissioners

17 A. Committee Reports (3:02:42)

Communications and Marketing Committee – Brennan (2/16/15)

Beach Replenishment Committee – David, Parravano (2/17/15)

B. Commissioner Statements and Requests (3:05:32)

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

Parravano thanked Harris for her work at the Harbor District. He stated Human Resources is an extremely important role. Parravano stated it was a pleasure working with her and wished her much success and happiness.

Bernardo thanked Harris for all of her years serving the Harbor District. He stated she did a great job, it was a pleasure working with her and she will be missed.

Brennan attended the Plan Princeton Technical Advisory Committee Meeting and reviewed the draft report which will be provided to the public at a future public meeting. She stated the planners working on Plan Princeton have made progress and will inform the public via the Plan Princeton website as to when the future meetings will be held. Brennan also stated the Mid Coast Community website will have the schedule for the future meetings.

- C. 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.

Action: Motion by Bernardo, second by Parravano to agendaize an item on the next agenda for a proclamation for Acting Harbormaster Charles White. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

Action: Motion by Mattusch, second by Brennan to agendaize an item on a

future agenda, an informational report to discuss and provide possible action for the Lisa Wise Consulting contract. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

Action: Motion by Brennan, second by Mattusch to agendize an item on a future agenda to discuss appointing a member of the public to the Communications and Marketing Committee. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

Adjournment

Action: Motion by Parravano, second by Bernardo to adjourn the meeting. The motion passed at 10:03 p.m.

Debbie Nixon
Deputy Secretary

Sabrina Brennan
President