



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

January 18, 2017
6:30 PM

Municipal Services Building, 33 Arroyo Drive
South San Francisco, CA 94080

A.) ROLL CALL – Meeting called to order by President Mattusch at 6:32 P.M.

- Commissioners Bernardo, Brennan, Larenas, Mattusch present.
- Commissioner Chang Kiraly absent.

- Commissioner Chang Kiraly arrived at 6:51 P.M.

B.) PUBLIC COMMENTS/QUESTIONS

None

C.) BOARD OF HARBOR COMMISSIONERS COMMENTS

- Commissioner Brennan welcomed Commissioner Ed Larenas.
- Commissioner Larenas said that he was excited to be on the Board after being on the other side over the years, and stated that he was looking forward to working together with his fellow Commissioners.
- President Mattusch welcomed new Commissioner Ed Larenas.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 1, 5, 7 and 10 pulled.

Motion (Brennan/Bernardo) to approve Items 2, 3, 4, 6, 8, 9, 11, 12, 13.

Ayes: Bernardo, Brennan, Larenas, Mattusch

Nays: None

Absent: Chang Kiraly

2. **Minutes –Special Meeting December 7, 2016 (Gehret)**
Recommendation: Approval of Minutes of the Special Board Meeting of December 7, 2016.
3. **Minutes – Regular Meeting December 7, 2016 (Gehret)**
Recommendation: Approval of Minutes of the Regular Board Meeting of December 7, 2016.
4. **Minutes –Special Meeting January 9, 2017 (Gehret)**
Recommendation: Approval of Minutes of the Special Board Meeting of January 9, 2017.
6. **Budget Calendar (Lazof)**
Receive Budget Calendar; Information only.
8. **Second Quarter Financial Report (Lazof/Doyle)**
Receive Financial Report; Information only.
9. **Mid-Year Budget Review (Lazof)**
Receive Budget Review; Information only.
11. **Activity Reports from Management Staff (McGrath/Lazof/Moren/Draper/Merlo)**
Receive Reports; Information only.
12. **Commercial Activity Permit – Oyster Point Dragons (Moren)**
Recommendation: Approve Commercial Activity Permit for Oyster Point Dragons (Dragons) with fee waiver to store their vessels and operate their community based club at Oyster Point Marina (OPM); Authorize General Manager to execute CAP.
13. **California Marine Affairs Conference (McGrath)**
Recommendation: Authorize General Manager’s attendance and travel to conference at the annual meeting of the California Marine Affairs Conference in Washington D.C. March 6-9, 2017.

E.) DISCUSSION

Agenda reordered by President Mattusch.

21. **Mavericks Update (Brennan)**
Information only.

Public Comments:

- Tyler Paetkau, attorney representing Cartel Management, Inc., and Titans of Mavericks, LLC. Available to answer any legal questions that may come up at the meeting.
- Brian Waters, Titans of Mavericks. Working with the Coast Guard to get the final permit which is in a draft. Addressed Commission Brennan’s concerns about large vessels blocking the views.

Commissioner Comments:

- Commissioner Brennan commented regarding the recent judgement against Cartel Management and Titans of Mavericks and is concerned about funding for the Mavericks event and specifically, monies for winning athletes. Suggested a Trust for purse funds. Also commented on payment of fees, and asked that the calendar of blackout dates be placed on the website.

18. Pillar Point Harbor Sidewalk Expansion and Parking Lot Improvement; Agreement with CSG for Phase II Services for Final Design, Engineering Bid Documents and Construction Support (Moren)

~~Receive presentation; authorize General Manager to execute agreement with CSG to authorize allocating funds for Phase II of the project; recommend approval.~~

Revised Recommended Motion: Authorize the General Manager to issue a Task Order under the existing contract with CSG for the Not-To-Exceed Amount of \$133,970 for final design, preparation of bid documents, and construction support services.

Action: (Brennan/Chang Kiraly) Authorize the General Manager or his designee to execute a contract amendment for additional funding for Public Outreach; not to exceed \$5,000.00.

Ayes: All in favor.

14. Organization of the Commission – Election of Officers (McGrath)

Recommendation: Nominate and elect Officers.

Nominations for President~

Motion: (Larenas/Brennan) Nomination of Commissioner Brennan for President.

Ayes: Brennan, Larenas

Nays: Bernardo, Chang Kiraly, Mattusch

Motion fails.

Motion: (Brennan/Larenas) Nomination of Commissioner Larenas for President.

Ayes: Brennan, Larenas

Nays: Bernardo, Chang Kiraly, Mattusch

Motion fails.

Motion: (Larenas/Bernardo) Nomination of Commissioner Mattusch for President.

Ayes: All in favor

Nominations for Vice President~

Motion: (Larenas/Brennan) Nomination of Commissioner Brennan for Vice President.

Ayes: Brennan, Larenas

Nays: Bernardo, Chang Kiraly, Mattusch

Motion fails.

Motion: (Bernardo/Chang Kiraly) Nomination of Commissioner Chang Kiraly for Vice President.

Ayes: Bernardo, Chang Kiraly, Mattusch

Nays: Brennan, Larenas

Nominations for Secretary~

Motion: (Chang Kiraly/Bernardo) Nomination of Commissioner Bernardo for Secretary.

Ayes: Bernardo, Chang Kiraly, Mattusch

Nays: Brennan, Larenas

Nominations for Treasurer~

Motion: (Mattusch/Chang Kiraly) Nomination of Commissioner Larenas for Treasurer.

Ayes: All in Favor

Commission Officers for 2017:

President - Mattusch

Vice President - Chang Kiraly

Secretary - Bernardo

Treasurer - Larenas

15. Committee Review and Assignments (McGrath)

Recommendation: The President appoints two Commissioners to each Committee as necessary.

Committee appointments by President Mattusch:

Standing Committees~

- **Beach Replenishment Committee:** Bernardo, Larenas
- **Finance Committee:** Brennan, Larenas
- **Oyster Point Liaison Committee:** Chang Kiraly, Mattusch
- Water Quality/Public Safety Committee on hold**

Ad Hoc Committee~

- **Strategic Planning Committee:** Brennan, Mattusch

16. Goals and Objectives 2017 (McGrath)

Discuss and begin prioritization of 2017 Goals and Objectives.

No further discussion. Board will take time to develop goals; to be discussed at February 15, 2017 Board Meeting.

17. Rates and Fees – Direction on Passenger Service Fees; Fish Sales off Boats (Lazof)

Recommendation: Direction to staff for upcoming rates and fees discussion regarding Passenger Service Fees (PSF) and off the boat fish sales.

President Mattusch recuses himself and left the room during discussion of this item.

Motion:(Brennan/Larenas) Hold a Special Meeting that is on the Coastside/Pillar Point Harbor, that the meeting is to be very well noticed and discuss topics: Direct off the Boat Fish Sales, Passenger Service Fees and Leases and come up with a comprehensive fee structure, and work with the Half Moon Bay Seafood Marketing Association and work with a facilitator to come up with a recommendation for a fee structure, to be held sometime in March

Ayes: Larenas, Brennan

Nays: Chang Kiraly, Bernardo

Motion fails.

Motion: (Chang Kiraly/Bernardo) Hold a well noticed, facilitated, Special Meeting on the Coastside in March to discuss topics including Off the Boat Fish Sales and Passenger Service Fees.

Ayes: Bernardo, Chang Kiraly

Nays: Brennan, Larenas

Motion fails.

9:24 PM – Motion: (Brennan/Larenas) to extend the Board Meeting to 10:00 PM after a 5-minute break.

Ayes: Bernardo, Brennan, Chang Kiraly, Larenas, Mattusch

Nays: None

9:27 PM - Commissioner Chang Kiraly leaves.

After break: Resume Discussion of Item 17 – Rates and Fees – Direction on Passenger Service Fees; Fish Sales off Boats.

Item 17 Tabled. No Action to be taken at this time.

19 Lease Update (Lazof)

Recommendation: Receive report on lease status.

Direction to staff to bring back specific leases on the agenda for future meetings. February meeting will be the K&N RV Lot; March Meeting Ketch Joanne.

DISCUSSION/ACTION ON PULLED CONSENT ITEMS

1. Bills and Claims; Recommend Approval (Chan)

Amended Item 1 Recommended Motion:

1) Accept Bills and Claims in the amount of \$530,823.41, including \$449,655.82 pre-approved on December 07, 2016 and \$81,167.59 approved January 18, 2017.

2) Pre-Approve \$350,000 in Bills and Claims until next meeting date.

Motion: (Mattusch/Brennan) to approve Bills and Claims in the amount of \$530,823.41 and pre-approve \$350,000 in Bills and Claims until the next meeting.

Ayes: Bernardo, Brennan, Larenas, Mattusch

Nays: None

Absent: Chang Kiraly

5. Regional Government Service (RGS) Contract Extension Increasing the Not to Exceed Amount to \$864,000 (McGrath)

Recommendation: Approval of RGS Contract Extension Increasing the Not to Exceed Amount to \$864,000.

Motion: (Mattusch/Bernardo) to approve RGS Contract Extension increasing the Not to Exceed Amount to \$864,000.

Ayes: Bernardo, Brennan, Larenas, Mattusch

Nays: None

Absent: Chang Kiraly

Items 7 and 10, pulled Consent Items, and Item 20, were unheard. At the request of President Mattusch, these items will be on the agenda for February 15, 2017.

7. Second Quarter Rent Report (Doyle)

Receive Rent Report; Information only.

10. Progress Update on Fiscal Year 2016/17 Capital Projects (Moren)

Receive Report; Information only.

20. Harbor Commissioner Salary and Compensation (McGrath)

Recommendation: Receive report and provide direction to staff

F.) ADJOURNMENT: 10:00 PM

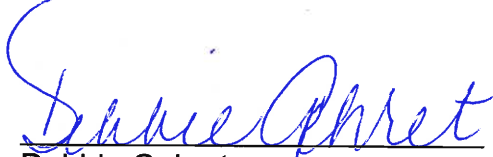
Motion: (Larenas/Mattusch) to adjourn the meeting.

Ayes: Bernardo, Brennan, Larenas, Mattusch

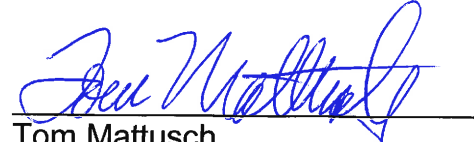
Nay: None

Absent: Chang Kiraly

The next scheduled Regular Meeting will be held on at on February 15, 2017 San Mateo County Harbor District Conference Room, 504 Avenue Alhambra, 2nd Floor, El Granada, CA 94018 at 6:30 PM.



Debbie Gehret
Deputy Secretary



Tom Mattusch
President