



## 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.”

### MEETING MINUTES

September 7, 2016  
6:30 PM

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

- A.) Roll Call**  
Mattusch, Brennan, Bernardo, Chang Kiraly, Parravano
- B.) Public Comments/Questions - None**
- C.) Staff Introductions: -**  
Harbor Worker B: James Coldrick  
Planner Analyst: Rebecca McCoy  
Administrative Assistant III/Deputy Secretary: Debbie Gehret
- D.) Commissioner Comments**
- Commissioner Brennan commented and discussed the Fish and Fleet Festival at Pillar Point Harbor on September 18<sup>th</sup>. The vessel, ‘Spirit of Sacramento,’ that had been docked at Oyster Point, sank on the way to the Delta. Would like to see vessels such as this dismantled, with grant funds due to the possible environmental impacts of it breaking apart.
  - Commissioner Chang Kiraly welcomed new employees.
- E.) Consent Calendar.**  
All items were taken off of the Consent Calendar.

**1 TITLE: Review Pre-Approved Bills and Claims in the Amount of \$495,217.86, Pre Approval Bills and Claims not to exceed up to \$350,000 (Chan)**

**Action:** Motion to approve by Commissioner Parravano/  
Brennan.  
**Ayes:** Unanimous.

2    **TITLE:**                            **4th Quarter Rent Report (Lazof)**  
:    **Informational Item**

**Action:** Motion to approve by Commissioner Chang Kiraly/Parravano.  
Ayes: Unanimous.

3    **TITLE:**                            **Resource Conservation District Water Quality**  
:    **Report (Moren)**  
    **Informational Item**

**Action:** Motion to accept report by Commissioner Bernardo/Chang Kiraly.

4    **TITLE:**                            **Reserve Policy (Lazof)**  
:    **Adoption of Resolution Establishing San Mateo**  
    **County Harbor District Reserve Policy**

**Action:** Motion to adopt Resolution 26-16, establishing updated SMCHD Reserve Policy, by Chang Kiraly/Parravano.  
Ayes: Unanimous

5    **TITLE:**                            **Romeo Pier Access Agreement (McGrath)**  
    **Authorize General Manager to Execute Agreements**  
    **Granting District Land Access to Romeo Pier**

**Action:** Motion to Authorize the General Manager to execute an agreement with Romeo Packing, to allow access over Romeo Packing property, and transfer ownership of the remaining portion of the pier, post-demolition, to Romeo Packing.  
Ayes: Unanimous.

**F.) Discussion**

6    **TITLE:**                            **GHD Presentation on Application for CDP and Long**  
    **Term Options for West “Mavericks” Trail (Moren)**  
    **Direction to Staff regarding Long Term Options**  
    **Public Comments:**  
    Lisa Ketcham of Midcoast Community Council  
    comments on storm water to the marsh, aesthetics and  
    hillside protection.  
    Mary Larenas commented on public involvement, that  
    Surfriders does not support armoring or dredging, and  
    that dredging and beach nourishment should be

pursued..

Ed Larenas commented that he would like to see the public be more involved with future decision making by including stakeholders.

**Action:** Motion by Commissioner Chang Kiraly, directing staff to consider Alternative 5, shotcrete and soil nail, as the preferred method, with Alternative 4, beach nourishment, as maintenance. Second by Parravano.

Ayes: Unanimous.

7 TITLE:

**Professional Services Agreement with GHD (Commissioner Chang Kiraly)**

Authorize Professional Services Agreements for specialty services: Civil, Structural, Electrical, Marine, and/or Mechanical Engineering, Architectural Design, Surveying, Landscape Architecture, Construction Support, and Project Management with GHD Inc.;

**Action:** Motion by Commissioner Mattusch/Chang Kiraly for the General Manager to enter into agreement with GHD, Inc for professional services as needed.

Ayes: Bernard, Chang Kiraly, Parravano, Mattusch  
Nay: Brennan

8 TITLE:

**Fish Fees Report and Discussion (Commissioner Brennan)**

Informational Only

Recuse: Parravano

9 TITLE:

**Fish buyer leases: amendments to leases reducing fees, addressing exterior spaces and share of costs for common areas (McGrath)**

Public Comment: Mike McHenry – Commented that he would agree to Alternative 3.

Larry Furtado – Commented about a change in footage in Leases. Should be 15 feet in front of space.

**Action:** Motion by Brennan/Chang Kiraly to approve Lease Amendments 1, 2 & 3 Fee Structure Alternative #3 and retroactive as in Alternative 6(c).

Ayes: Bernardo, Brennan, Chang Kiraly, Mattusch

Recuse: Parravano

**Motion** by Chang Kiraly/Mattusch to Extend the Meeting until 10:00 p.m.

Ayes: Mattusch, Bernardo, Chang Kiraly, Parravano

Nay: Brennan

10 TITLE: **Commissioner Travel Reimbursement Policy (Lazof)**  
**Adoption of Resolution 25-16 Updating and Revising Commissioner Reimbursement Policy**

Action: Motion by Brennan/Bernardo to Adopt Resolution 25-16 Updating and Revising Commissioner Reimbursement Policy.  
Ayes: Unanimous

11 TITLE: **Discussion of Ordinance 2.05.030 Conduct of meetings, Direction to Staff re: Citation of Roberts Rules of Order, Board Actions by Less than A Majority of the Commission (Lazof)**  
Action: None

12 TITLE: **Civil Grand Jury Update to Board of Supervisors (McGrath)**  
: Action: The General Manager was directed to draft a letter to the Board of Supervisors for signature by the President.

13 TITLE: **Cancel Regular Commission Meeting of September 21; Direct Staff to Prepare Ordinance Amending Schedule of Regular Meeting of the Board of Harbor Commissioners to Once Monthly. (Lazof)**

Cancel Meeting of September 21, 2016; Direct staff to prepare an Ordinances to Comply with Harbors and Navigation Code Section 6063 that establishes that Regular Meetings of the Harbor District Board of Commissioner be the First Wednesday of each Month, and that meeting location shall be San Mateo County Coastsides in odd numbered months, San Mateo County Bayside in even numbered months.

Action: Motion to cancel the Commission Meetings of 9/21, 10/19, 11/26 and revisit the matters in the New Year.  
Ayes: Unanimous

**Meeting Adjourned at 10:00 without the remaining items being heard.**

14 TITLE: **California Marine Affairs and Navigation Conference (CMNA) Election of Officers (McGrath)**  
The Commission may consider voting for officers of CMANC.

**Action:**

**G.) Board of Harbor Commissioners**

- 15 Committee Reports- Finance Committee August 11, 2016

**H.) Closed Session**

- 16 TITLE: Pursuant to Government Code §54957: Performance evaluation, nine months – General Manager  
DISTRICT: Steve McGrath, General Manager  
REPRESENTATIVES:  
EMPLOYEE  
ORGANIZATIONS:

**I.) Adjournment**

The next scheduled meeting may be held on at Sea Crest School, Think Tank Room #19, 901 Arnold Way, HMB, CA 94019 at 6:30 PM on October 5, 2016.

Agenda Posted As Required:  
September 2, 2016 at 2:00 PM



Melanie Hadden  
Temporary Deputy Secretary



Tom Mattusch  
President