



## 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**

**June 21, 2017  
6:30 PM**

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

**A.) Roll Call** – All Commissioners present

**B.) Proclamations** - None

**C.) 1. Public Comments/Questions** - None

**2. Commissioner Comments**

- Commissioner Brennan distributed a packet of email correspondence and read a statement of her concerns regarding General Counsel and Permit No. 2016-01.
- President Mattusch commented about how well the Commissioners has been working together, and also reminded the Board, after he received communication from another agency, about the proper protocol for interagency communications which should be through the General Manager or elected peers and each should maintain sufficient decorum with other agencies.

President Mattusch also stated that since the scope and duties have not been defined by each of the committees to this point, that no committee shall meet in any official capacity, until the scope and duties have been defined and brought to the Board. Committees can only meet to define the scope and duties of each committee.

**D.) Consent Calendar**

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

*Items 1, 3 and 7 pulled*

2. Special Meeting Minutes May 17, 2017 (Gehret)
4. Special Meeting Minutes June 5, 2017 (Gehret)
5. Special Meeting Minutes June 7, 2017 (Gehret)
6. Bad Debt Write-Off (Henthorne)
8. Harbor Commissioner Report from Special District Leadership Foundation (SDLF) Conference in San Luis Obispo (Mattusch/Larenas)
9. Harbor Commissioner Report from California Special District Association (CSDA) Legislative Days, Sacramento (Brennan)

**Motion:** (Brennan/Bernardo) to approve Consent Items 2,4,5,6,8 and 9.

**Ayes:** All in favor

## **E.) Discussion**

10. Resource Conservation District Presentation; Pillar Point Harbor Water Quality Update (Moren)

Report received.

Public Comment:

- TJ Glauthier – Board of Directors of RCD – appreciative of the good relationship between RCD and SMCHD, and is supportive of aggressive efforts to track down source contaminants.
- Kathryn Slater-Carter – Chair of Sewer Authority Mid-Coastside (SAM) Appreciative of the updated report and information.

- Revised presentation distributed.

11. Rates and Fees Effective August 1, 2017 and Subsequent Adjustments by Consumer Price Index (CPI) (Pyle/Lazof)

**Motion:** (Brennan/Bernardo) Approve Amended Motion to Approve rates and fees amended to reflect increases per Consumer Price Index for 2016 (San Francisco – Oakland – San Jose All Urban Consumers Index 1984=100) and as shown in Amended Exhibit A, effective August 1, 2017, and by said CPI on July 1 of each subsequent year, and adopt Resolution No.17-12.

President Mattusch would like a note added to the Schedule, noting the varied rate paid for Passenger Service Fees.

**Ayes:** All in favor.

- Amended Rates and Fees Schedule distributed; tracked and clean.

12. Approve and Adopt 2017/18 Fiscal Year Final Budget (McGrath/Pyle/Lazof)

**Motion:** (Chang Kiraly/Bernardo) Approve FY 2017-18 Final Budget; Adopt Resolution No.17-09.

**Ayes:** Bernardo, Chang Kiraly, Mattusch

**Nays:** Brennan, Larenas

**13. Adoption of Public Records Act Policy (McGrath)**

**Motion:** (Chang Kiraly/Bernardo): Approve Public Records Act Policy 5.4.0; Adopt Resolution No.17-08.

**Ayes:** Bernardo, Chang Kiraly, Mattusch

**Nays:** Brennan, Larenas

**14. Reimbursement of Commissioner Legal Costs Related to Public Records Act Compliance (McGrath)**

**Motion:** (Chang Kiraly/Bernardo):

- Make no change to existing Reimbursement Policy 4.2.4.
- Commissioner Brennan did not request reimbursement of legal expenses.

**Ayes:** Bernardo, Chang Kiraly, Mattusch

**Nays:** Brennan, Larenas

**15. Amendment to Ordinance Code 3.30.140 (D); Oil Spill Prevention Requiring the Use of Absorbent Pads in Vessel Bilges (Moren)**

Public Comment:

Dave Olson – supportive of this Ordinance, but suggests that the wording be changed from “any vessel,” which would include canoes, kayaks, etc., that don’t use oil.

**Motion:** (Bernardo/Chang Kiraly): Approve amendment to Ordinance 3.3.140 (D); Adopt Resolution No. 17-10.

**Ayes:** All in favor.

**16. Peninsula Clean Energy (PCE); Move to ECO100; 100% Clean and Renewable Energy (McGrath)**

**Motion:** (Brennan/Chang Kiraly): Approve 100% participation in Clean Energy Program; Adopt Resolution No.17-11.

**Ayes:** All in favor.

**F.) Commissioner Items**

**19. Update on West Trail (Larenas)**

Report Received.

**Motion** (Brennan/Larenas) to extend the meeting for half an hour, and for a 5-minute recess.

**Ayes:** All in favor

**1. Bills and Claims (Chan)**

**Motion:** (Larenas/Chang Kiraly) Bills and Claims in the Amount of \$650,175.48. Pre-Approval Bills and Claims not to exceed \$350,000.

**Ayes:** All in favor.

9:30 Commissioner Chang Kiraly leaves.

**17. Nominations for Special District Risk Management Authority (SDRMA) 2017 Board of Directors Election (McGrath)**

**Motion:** (Mattusch/Brennan) Nominate David Aranda of Mountain Meadows Community Services District for the SDRMA Election and adopt Resolution No. 17-07.

**Ayes:** Bernardo, Brennan, Larenas, Mattusch

**Nays:** None

**Absent:** Chang Kiraly

- Additional SDRMA candidate letter distributed.

**18. Nominations for California Special Districts Association (CSDA) 2017 Board Elections (McGrath)**

**Motion:** (Brennan/Mattusch) Nominate Robert Silano of Menlo Park Fire Protection District for CSDA Board Elections.

**Ayes:** Bernardo, Brennan, Larenas, Mattusch

**Nays:** None

**Absent:** Chang Kiraly

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

**3. Regular Meeting Minutes May 17, 2017 (Gehret)**

**Motion:** (Brennan/Bernardo) Approve Minutes of the Regular Meeting of May 17, 2017.

**Ayes:** Bernardo, Brennan, Larenas, Mattusch

**Nays:** None

**Absent:** Chang Kiraly

- Email/item distributed by Commissioner Brennan to be added to the May 17 Regular Meeting Minutes.

**7. May Activity Reports (McGrath/Lazof/Moren)**

Commissioner Brennan requested the Activity Reports be read orally.

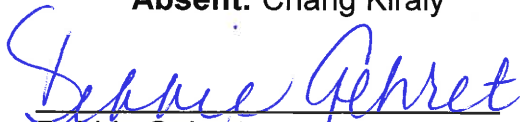
**H.) Adjournment 9:55 p.m.**


**Motion:** (Bernardo/Mattusch) Adjourn meeting.

**Ayes:** Bernardo, Larenas, Mattusch

**Nays:** Brennan

**Absent:** Chang Kiraly

  
Debbie Gehret  
Deputy Secretary

  
Tom Mattusch  
President