



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

August 3, 2016

6:30 PM

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

A.) Roll Call – Brennan, Chang Kiraly, Mattusch
Absent – Bernardo, Parravano

B.) Public Comments/Questions - None

C.) Staff Introductions:

John Moren, Director of Operations
Armando Medina, Deputy Harbor Master A, Oyster Point Marina
Ben Andrews, Deputy Harbor Master A, Pillar Point Harbor

D.) Commissioner Comments - None

E.) Consent Calendar

All items were pulled from the Consent Calendar

F.) Discussion

- 1 **TITLE:** **Bills and Claims in the Amount of \$127,891.76 (Chan)**
Motion to approve Bills and Claims by Chang Kiraly/Mattusch.
Ayes: Chang Kiraly, Mattusch
Nays: 0
Abstain: Brennan

- 2 **TITLE:** **4th Quarter Budget Review (Lazof)**
Informational Item
Motion to approve by Chang Kiraly/Mattusch.
Ayes: Brennan, Chang Kiraly, Mattusch

- 3 **TITLE:** **Cancellation of August 17, 2016 (Lazof)**
Cancellation of August 17, 2016 Meeting of the
Board of Harbor Commissioners; pre-approval of
Bills and Claims in an amount not to exceed
\$540,000
Motion to approve by Chang Kiraly/Brennan.
Ayes: Brennan, Chang Kiraly, Mattusch
- 4 **TITLE:** **Harassment, Discrimination, Retaliation Prevention:**
Policy update (Lazof)

Motion by Brennan/Chang Kiraly to Adopt Resolution
24-16 (8-03-2016) approving amended District Policy
6.2.5, titled Harassment, Discrimination, and Retaliation
Prevention Policy update.
Ayes: Brennan, Chang Kiraly, Mattusch
- 5 **TITLE:** **Master Agreement for Taxing Entity Compensation**
with the City of South San Francisco(Lazof)

Authorize the General Manager to execute the Master
Agreement for Taxing Entity Compensation with the City
of South San Francisco
Motion to approve by Chang Kiraly/Brennan.
Ayes: Brennan, Chang Kiraly, Mattusch
- 6 **TITLE:** **California Special Districts Association Annual**
Conference (McGrath)
Authorize attendance at the 2016 California Special
Districts Conference in San Diego for a majority of the
Board of Harbor Commissioners
Motion to approve by Chang Kiraly/Brennan.
Ayes: Brennan, Chang Kiraly, Mattusch
- 7 **TITLE:** **Fish Fees Report and Discussion (Commissioner**
Brennan)
Item 7 was pulled for future discussion and action.
- 8 **TITLE:** **Fish buyer leases: amendments to leases reducing**
fees, addressing exterior spaces and share of costs
for common areas (McGrath)
Item 8 was pulled for future discussion and action.
- 9 **TITLE:** **Romeo Pier: Access and Disposition (McGrath)**

Authorize General Manager to execute an agreement with Romeo Packing, subject to District Counsel review and approval, to allow access over Romeo Packing property, and transfer ownership of the remaining portion of the pier, post-demolition, to Romeo Packing

Direction to Staff to bring Agreement back to the Commission for review before being executed.

10 TITLE:

Professional Services Agreements Per Request for Qualifications. (Lazof)

Authorize the General Manager to negotiate and execute 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 the following firms:

- 1) Moffatt and Nichol
- 2) Cannon Corp
- 3) GHD Inc.
- 4) COWI Inc.

Motion to approve by Chang Kiraly;
Brennan offers an amendment to the motion to Authorize the General Manager negotiate and execute Professional Services Agreement with: Moffatt and Nichol, Cannon Corp and COWI, Inc. Chang Kiraly accepts amendment to Amended Motion. Second Brennan.

Ayes: Brennan, Chang Kiraly

Nay: Mattusch

G.) Board of Harbor Commissioners

11 Committee Reports

H.) Adjournment

The next scheduled meeting will be held on September 7, 2016 at Sea Crest School, Think Tank #19, 901 Arnold Avenue, Half Moon Bay, CA 94019, at 6:30 PM.

Agenda Posted As Required:

July 29, 2016 at 2:00 PM



Melanie Hadden
Temporary Deputy Secretary



Tom Mattusch
President

San Mateo County Harbor District —Meeting Agenda for August 3, 2016