



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

April 19, 2017
6:30 PM

(Revised Agenda)

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

A.) Roll Call – All Commissioners present.

B.) Public Comments/Questions

- General Manager Steve McGrath introduced Interim Director of Administrative Services Glenn Lazof for introductions of new employees. Mr. Lazof introduced and welcomed new Accounting Manager, Boomer Henthorne, and Administrative Assistant I, Lori Milward.
- Bruce McKimmie – Pleasure boater. Would like to see more slips added to the harbor. He is currently on a five-year waiting list.

C.) Commissioner Comments

- Commissioner Brennan; the Half Moon Bay Junior Lifeguard program, sponsored by the CA State Parks Association, will have two sessions over this summer; there will be tryouts at the HMBHS pool. Information at CSLSA (www.cslsa.org) or via the Commissioner’s website (www.sabrinabrennan.com).
- Commissioner Chang Kiraly asked General Manager to thank the City Manager of South San Francisco for hosting the meeting between both agencies regarding the Joint Powers Agreement (JPA) on April 17, 2017. She stated that it was a very fruitful meeting. She also thanked the residents who attended.

D.) Consent Calendar

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

Items pulled by Commissioner Brennan: 1, 2, 4 and 7.

3. **Special Meeting Minutes March 15, 2017 (Gehret)**
Recommendation: Approve Minutes of the Special Meeting of March 15, 2017.
5. **Special Event Permit Fee Waiver – Fish and Fleet Festival September 10, 2017 (Gehret)**
Recommendation: Approve Fee Waiver for Special Event Permit for 2017 Fish and Fleet Festival.
6. **California Marine Affairs Navigation Conference (CMANC) Report (McGrath)**
Information only.
8. **California Special District Association (CSDA) ‘Legislative Days’ May 2017 (McGrath)**
Recommendation: Approve attendance at CSDA Conference ‘Legislative Days’ May 16 and 17, 2017 in Sacramento.

Motion: (Bernardo/Chang Kiraly) to approve Consent Items 3, 5, 6 and 8.

Ayes: Motion passed unanimously.

E.) Discussion

9. **ADA Transition Plan Draft Review and Presentation (Moren)**
Information only. Consultant received input and final plan will be presented to the Board of Commissioners.
10. **Temporary Trailer Boat Storage Lot at Oyster Point Marina (Moren)**
Motion: (Chang Kiraly/Bernardo) to start discussion.

Public Comment:

- Jim Drake – Is not supportive of the Staff Report. He has been dealing with this situation since 2011. Is supportive of having a gravel lot set aside for boat storage.

Motion: (Chang Kiraly/Bernardo) That the District not sole source a short or long term ground lease to Drake Marine for the dry storage of trailered vessels, and additionally that the dry storage of the vessels be properly considered during the master planning of the east end of the marina and not before.

Ayes: Bernardo, Chang Kiraly, Mattusch

Nays: Brennan, Larenas

Motion: (Brennan/Larenas) Board decision to direct District staff to engage a consultant for planning, design, engineering and permitting in order to determine construction costs, timeframe and feasibility of constructing a temporary trailered boat storage lot to be managed by the District, Drake Marine or management offered for public Request for Proposal. After all costs and project overall feasibility are determined staff would return to the Board direction within spending limit.

Ayes: Brennan, Larenas

Nays: Bernardo, Chang Kiraly, Mattusch

11. Rates and Fees Effective July 1, 2017 (Lazof)

8:41 – Four (minute Break)

8:45 – Resume

Public Comment

- Diana Lacson – Disappointed with \$200.00 fee for crab pot staging, that not being returned even after cleanup.
- Marc Alley – Also disappointed with the \$200.00 fee for crab pot staging, that not being returned.
- William Smith – Opposed to raising berth fees as wells as additional rate increases.
- Lisa Damrosch (HMBSMA) – Not supportive of rate increases.
- William Smith – supportive of annual berth payment being made in order to receive one month free.

Motion: (Chang Kiraly/Bernardo) Direct staff to publish a notice calling for a public hearing to consider adoption of Rates and Fees schedule that will include a proposed increase equivalent to Consumer Price Index for 2016 (San Francisco – Oakland – San Jose All Urban Consumers Index 1984=100) and as shown in Exhibit A, as may be revised, effective July 1, 2017, and by said CPI in each subsequent year.

Ayes: Bernardo, Chang Kiraly, Larenas, Mattusch

Nays: Brennan

Motion: (Mattusch/Larenas) to extend the Board Meeting to 10:00 PM.

Ayes: Motion passed unanimously.

12. Adopt Preliminary Budget (Lazof)

Public Comment

- Bud Ratts – Complimented staff on the progress that has been made over the last few years on the Budget process. Recommends that to avoid confusion, the revenue and expenditures be listed separately and to include funding elements of Capital Improvement Projects.

Motion: (Chang Kiraly/Bernardo) Adopt Resolution No. 17-03 adopting the 2017/18 Preliminary Budget as recommended by staff, as revised at this meeting.

Ayes: Motion passed unanimously.

9:57 PM President Mattusch suggested to extend the meeting for 15 minutes to address Item 1.

Motion (Chang Kiraly/Bernardo) to extend the Board meeting.

Ayes: Motion passed unanimously.

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

1. Bills and Claims (Chan)

Motion: (Larenas/Chang Kiraly) as Treasurer, Commissioner Larenas stated that he has reviewed the Bills and Claims in the amount of \$404,916.53, including \$341,397.48 pre-approved on March 15, 2017 and \$63,519.05 awaiting approval. Pre-approve \$350,000 in Bills and Claims until next meeting date.

Ayes: Motion passed unanimously.

G.) Adjournment 10:05 PM

Motion (Chang Kiraly/Bernardo) to adjourn.

Ayes: Motion passed unanimously.

- *Items not heard at this Meeting:*

2. Special Meeting Minutes OPM Study Session February 15, 2017 (Gehret)

Recommendation: Approve Minutes of the Special Meeting of February 15, 2017.

4. Regular Meeting Minutes March 15, 2017 (Gehret)

Recommendation: Approve Minutes of the Regular Meeting

7. Activity Reports (McGrath/Lazof/Moren)

Information only.

13. Removed

14. Removed

15. Set 2017 District Goals and Objectives (McGrath)

Recommendation: Review and adopt Goals and Objectives for 2017.

16. Strategic Plan (McGrath)

Recommendation: Receive report on 2014 work product and report on Commission workshop by Brent Ives; provide direction to staff.

17. California Special District Association (CSDA); Nomination to Board of Directors (McGrath)

Policy: The Board may consider nomination to the CSDA Board of Directors.

18. Special District Risk Management Authority (SDRMA); Nomination to Board of Directors for SDRMA Election (McGrath)

Policy: The Board may consider adopting resolution for nomination to the SDRMA Board of Directors.

19. Review/Discussion – Pulled Consent 3/15 Meeting (Mattusch)

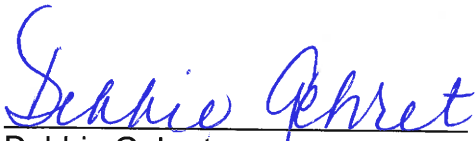
Recommendation: Provide opportunity for discussion as desired of certain accepted or decided items from the Consent agenda of March 15, 2017.

20. Update on KN Properties Lease (Larenas)

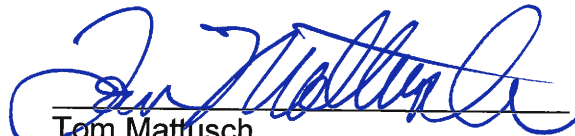
Recommendation: Receive update and discuss.

21. Wifi: Discussion of status at Pillar Point Harbor and Oyster Point Marina (Brennan)

Recommendation: Receive update and discuss.



Debbie Gehret
Deputy Secretary



Tom Mattusch
President