



Board of Harbor
Commissioners

Tom Mattusch, President
Virginia Chang Kiraly, Vice President
Robert Bernardo, Secretary
Pietro Parravano, Treasurer
Sabrina Brennan, Commissioner

Steve McGrath, General Manager
Steven D. Miller, District Counsel

San Mateo County Harbor District Board of Harbor Commissioners

“To assure the public is served with clean, safe, well-managed,
financially sound and environmentally pleasant marinas.”

SPECIAL MEETING MINUTES

November 2, 2016

3:00 p.m.

Harbor District Conference Room
504 Avenue Alhambra - Second Floor
El Granada, CA 94018

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

B.) Closed Session

PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to
Government Code 54957

TITLE: General Manager

Reportable Items:

- The Harbor Commission has received, reviewed and accepted the General Manager's 2016 Performance Evaluation.

- Motion (Chang Kiraly/Parravano) to note that Commissioner Brennan intentionally chose not to attend the scheduled Harbor Commission's Board meeting to discuss and evaluate the General Manager's first annual performance evaluation review.

Ayes: Chang Kiraly, Parravano

Nays: None

Abstain: Mattusch

Absent: Bernardo, Brennan

Closed Session adjourned at 3:47 p.m.

Open Session began at 4:00 p.m.

C.) Public Comments/Questions

- Brian Rogers – Concerned about Facebook page that is misleading.
- Tim West Jr – Introduced himself and his proposed new business, “The Mavericks Experience.”
- Mike Alifano – Concerned that Commissioner Brennan attended the California Coastal Commission meeting as a citizen, rather than the SMCHD Board meeting, her elected office.

D.) Board of Harbor Commissioners

- Commissioner Chang Kiraly requested information of Interim Administrative Services Director, Glenn Lazof, regarding any outstanding Public Records Act requests.
- Motion (Parravano/Chang Kiraly) to obtain and make public the following information: The number of Commissioners who provided input to the June mid-year review and the 2016 annual review of the General Manager.

Ayes: Chang Kiraly, Parravano,

Nays: None

Abstain: Mattusch

Absent: Bernardo, Brennan

Items pulled from the Consent Calendar were heard after Discussion items.

E.) Consent Calendar

Items 11, 13 pulled.

Motion (Chang Kiraly/Parravano) to approve Items 1-10, 12 and 14.

- | | | |
|----------|-------------------------------------|---|
| 1 | TITLE:
ACTION: | Cancel 6:30 PM Regular Meeting November 2, 2016
Cancellation of Meeting. |
| 2 | TITLE:

ACTION: | Bills and Claims in the Amount of \$515,520.21.
Recommend approval and Pre-Approval not to exceed \$300,000
Approve Bills and Claims and Pre-approval of \$300,000. |
| 3 | TITLE:
ACTION: | Special Meeting Minutes of October 5, 2016 (Gehret)
Approve Minutes. |
| 4 | TITLE:
ACTION: | Meeting Minutes of October 5, 2016 (Gehret)
Approve Minutes. |

- 5 **TITLE:** **Commercial Activity Permit: Grays Harbor Historical Seaport Authority’s HMB Lady Washington Tall Ship to Visit Pillar Point Harbor November 3, 2016 through November 10, 2016 (Moren)**
- ACTION:** Approve the Commercial Activity Permit and Fee Waiver; Grays Harbor Historical Seaport Authority’s HMB Lady Washington Tall Ship to Visit Pillar Point Harbor November 3, 2016 through November 10, 2016.
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- 6 **TITLE:** **First Quarter Rent Report (Lazof)**
- ACTION:** Information Only.
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- 7 **TITLE:** **Destruction/Disposal of Records (Lazof/Gehret)**
- ACTION:** Approve and adopt Resolution No. 33-16, authorizing the destruction of the following documents:
Prior to 2001 – Budget Preparation and Detail, PPH Launch Ramp Opposition, MOU Negotiations, Completed Contracts, Abalone Farming Proposal PPH, (Former) Lessee Information, H&N Fish Co., Producers Seafood, Hilton Hotel at OPM (Environmental Documents), Storm Damage, Lease Info, Commercial Activity Permits, Fish Sale Permits.
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- 8 **TITLE:** **Obtaining Health Insurance through Special Districts Risk Management; Approval of Resolution No. 35-16, Authorize Execution of Memoranda of Understanding and Program Participation Agreement (Lazof)**
- ACTION:** Adopt Resolution No. 35-16 approving the form of and authorizing execution of the MOU authorizing participation SDRMA’s Medical Benefits. Authorize the General Manager to execute MOU and agreements.
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- 9 **TITLE:** **Regional Government Service (RGS) Contract Extension through June 30, 2017, Seventh Amendment (McGrath)**
- ACTION:** Approve Contract Increase of \$52,000.
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- 10 **TITLE:** **Consideration of Amendment to the San Mateo County Harbor District Ordinance 2.30.030 Adopting Personnel Rules (Lazof)**
- ACTION:** Approve Resolution 34-16; revising Ordinance 2.30.030, that General Manager may revise Personnel Rules and Regulations, except that final approval regarding

compensation remains with the Board of Harbor Commissioners.

- 12 **TITLE:** **Commercial Activity Permit for Tideland Marine Group, INC., to Operate as a Water Taxi/Tour Service out of Oyster Point Marina for a one year period (Moren)**
- ACTION:** Recommend approval of Commercial Activity Permit for Tideland Marine Group, INC., to operate Water Taxi/Tour Service out of OPM.

- 14 **TITLE:** **Approve Athletic Event Permit and Fee waiver for South San Francisco Parks and Recreation Department for Thanksgiving Fun Run**
- ACTION:** Approve Athletic Permit and Fee waiver for the City of South San Francisco Parks and Recreation Dept.

F.) Discussion

- 15 **TITLE:** **Rates and Fees Effective January 1, 2017
Call for Public Hearing (Lazof)**
Pulled due to lack of quorum.
- Public Comment:** Brian Rogers commented that comparison of marinas is not correct.

- 16 **TITLE:** **First Quarter Budget Review/ Open Gov
Demonstration (Lazof)**
Information Only.

Pulled Consent Items:

- 11 **TITLE:** **Commercial Activity Permit “The Mavericks Experience” Guided Eco-Tour Offering (Moren)**
- ACTION:** **Motion:** (Chang Kiraly/Parravano) – Approval of Commercial Activity Permit for the requested trial period through December 31, 2017.
Ayes: Chang Kiraly, Parravano, Mattusch
Nays: None
Abstain: None
Absent: Bernardo, Brennan

- 13 **TITLE:** **Spirit of Sacramento Update and Authorization for the General Manager to Modify Agreement with Cox, Wootton, Lerner, Griffin, Hansen & Poulos (Moren)**

Approve authorizing the General Manager to make the final payment \$456.82 for final close-out of legal services related to disposition of abandoned vessel Spirit of Sacramento (SOS)

Motion: (Chang Kiraly/Parravano) to approve authorizing the General Manager to make the final payment of \$456.82 for final close-out of legal.

Ayes: Chang Kiraly, Parravano, Mattusch

Nays: None

Abstain: None

Absent: Bernardo, Brennan

G.) Staff Reports

17 General Manager – McGrath

Report on CSDA Conference

Received.

18 Interim Director Administrative Services – Lazof – Farewell to SMCHD

Commissioner Comments:

- Commissioner Chang Kiraly thanked Glenn Lazof very much for his leadership, tolerance, kindness and collaboration in his duties at the SMCHD and for doing his job as the residents of San Mateo County would expect for his year tenure.
- Commissioner Parravano commented on Glenn's strength from Day 1 at the District, which helped to stabilize the District. Wished him well and much happiness.

Motion (Mattusch/Chang Kiraly) to have a Proclamation in commendation and appreciation for Glenn.

Ayes: Chang Kiraly, Parravano, Mattusch

Nays: None

Abstain: None

Absent: Bernardo, Brennan

19 Director of Operations – Moren

1. Harbor Masters Port Captain Conference

2. Lighted Boat Festival

Received.

H.) Adjournment



Debbie Gehret

Deputy Secretary



Tom Mattusch

President