ITEM 6

San Mateo County Harbor District
Board of Harbor Commissioners

Meeting Minutes

October 7, 2015
6:30 p.m.

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

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A.) Roll Call

Commissioners
Tom Mattusch, President
Nicole David, Vice President
Robert Bernardo, Secretary
Pietro Parravano, Treasurer
Sabrina Brennan, Commissioner

Staff
Glenn Lazof, Interim General Manager
Marcia Schnapp, Interim Administrative Services Manager
Scott A. Grindy, Harbor Master
Melanie Hadden, Temporary Deputy Secretary
Steven Miller, District Counsel

B.) Public Comments/Questions –

The Public may directly address the Board of Harbor Commissioners for a limit of three minutes, unless a request is granted for more time, on any item of public interest within the subject matter jurisdiction of the San Mateo County Harbor District, Board of Harbor Commissioners that is not on the regular Agenda. If a member of the public wishes to address the Board on an Agenda Item, that person must complete a Public Speaker Form and wait until that Item comes up for discussion. Agenda material may be reviewed at the administration offices of the District, 504 Avenue Alhambra, 2nd Floor, El Granada, CA 94018 or online at www.smharbor.com.

(0:43)
James Lee Hon: Suggested we split up board packages.
Brian Rogers: Commented on legal fees.

Catherine Slater Carter: Stated that this new management needs clear solid policies and clear job descriptions.

C.) Staff Recognition - None

D.) Consent Calendar

All items on the consent calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda. Any item on the regular agenda may be transferred to the consent calendar.

Request by Commissioner to pull all three items.

1	TITLE:	**Performance-based Compensation Agreement with Brad Damitz, the planning and implementation of a Pilot Beach Nourishment Project (Project) to address ongoing coastal erosion issues at Surfer's Beach, for an amount not to exceed $50,000, to be exclusively funded by grants or other non district sources. (Commissioner David)**
	REPORT:	**Lazof/Memo ; David/Memo**
	PROPOSED ACTION:	1) Approve finding that approval of proposed agreement with Brad Damitz is in the best interest of the District. Approve Resolution 48-15 approving agreement with Brad Damitz not to Exceed $50,000.

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Public Comment:
(19:41)
James Lee Hon – For
Leonard Warren - For

Action: Motion to David to approve performance based compensation agreement with Brad Damitz, Second by Brennan.

Ayes: Bernardo, Brennan, David, Parravano, Mattusch

2	TITLE:	**Approve Contract with Robert Half Account Temps Professional Services, not to exceed $64,000**
	REPORT:	Schnapp, Memo
	PROPOSED ACTION:	Approve resolution 47-15 to authorize Interim General Manger to enter into contract with Robert Half/Account Temps for temporary staffing services in an amount not to exceed $64,000.

Action: Motion by Bernardo to approve resolution 47-15 to authorize Interim General Manager to enter into contract with Robert Half/Account Temps for temporary staffing service in an mount not to exceed $64,000, Second by Brennan.

Ayes: Bernardo, Brennan, David, Parravano, Mattusch

3	TITLE:	**Amend Resolution 19-13, to Clarify Deadlines for Reports and Materials for Commissioner Submitted Agenda Items.**
	REPORT:	Lazof, Memo
	PROPOSED ACTION:	Approve Resolution 50-15 amending resolution 19-13 to add that reports and additional information submitted for Agenda be supplied by the same (8 day prior to meeting) deadline as Agenda Items.

Public Comment:
(38:57)
Bill Kehoe – Informational

Action: Motion by David to approve Resolution 50-15 amending resolution 19-13 to add that reports and additional information submitted for Agenda be supplied by the same (8 day prior to meeting) deadline as Agenda Items, second by Bernardo.

Ayes: Bernardo, Brennan, David, Parravano, Mattusch
(42:05)

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E.) Old Business

4	TITLE:	**Fish Buyer Leases. Discussion and Possible Action reflecting the September 15 Workshop with Fish Buyers and Other Stakeholders**
	REPORT:	Grindy/Lazof, Memo
	PROPOSED ACTION:	The Commission may take action to authorize amending leases to revise the fee structure.

Parravano recused himself.

Public Comment:
(50:07)
William Smith – Informational
Mike McHenry – Informational

Action: Motion by Mattusch to table this item, Second by Brennan.

Ayes: Bernardo, Brennan, David, Mattusch
Absent: Parravano

5	TITLE:	**Appointment of General Manager**
	REPORT:	Miller, Memo

PROPOSED ACTION: Re-affirm Resolution 45-15, appointing a new General Manager and Authorizing President Mattusch to execute employment agreement

(1:14:00)
Public Comments:
Mike McHenry – Against
Catherine Slater Carter – Against
James Lee Han - Against
Bill Kehoe - Against
Leonard Warren - Against
Dan Haggerty - Against
Sabrina Brennan speaking for Budd Ratts - Against

Action: Motion by David, second by Bernardo to Re-affirm Resolution 45-15, appointing a new General Manager and Authorizing President Mattusch to execute employment agreement.

Ayes: Bernardo, David, Parravano, Mattusch
Nays: Brennan

(1:40:18)

6 TITLE: **Discussion and possible action regarding the City of South San Francisco Oyster Point Marina JPA Study Session held on Sept. 16, 2015 at 6:30pm. (Commissioner Brennan)**

REPORT: Brennan, Memo; Lazof, Memo

PROPOSED ACTION:
1) Schedule a Commission Special Meeting Study Session
2) Schedule a Special Meeting Site Visit of Oyster Point Marina

Public Comments:
(1:58:24)
James Lee Han – Informational
Leonard Warren – Informational

Action: Motion by Brennan to pull study session and have a site visit at a date that works for the staff, second by Mattusch.

Ayes: Bernardo, Brennan, David, Parravano, Mattusch

F.) New Business

7 TITLE: **Bills and Claims in the Amount of $416,219.15**

REPORT: Bills and Claims Detailed Summary

PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of $416,219.15 to cover payment of Bills and Claims

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Action: Motion by Parravano, second by Bernardo to approve bills and claims in the amount of $416,219.15

Ayes: Bernardo, David, Parravano, Mattusch
Nays: Brennan
(2:09:21)

8	TITLE:	**Pillar Point Seafood Retroactive Electrical Bill**
	REPORT:	Lazof/Grindy Memo
	PROPOSED ACTION:	Direct Staff regarding pursuing collection of $2,558 for estimated cost past electrical usage based on past oral agreement.

Action: Motion by Brennan to waive fee, second by David.

Ayes: Bernardo, Brennan, David, Parravano, Mattusch

Public Comments:
Mike McHenry - For
Larry Fortado - Against
James Lee Han - For
John Dooley - Against

(2:25:35)

9	TITLE:	**Special Use Permit for City of South San Francisco Department of Parks and Recreation for Thanksgiving Fun Run Saturday November 14, 2015**
	REPORT:	Grindy, Memo, Application
	PROPOSED ACTION:	Approve a Special Use Permit for City of South San Francisco Department of Parks and Recreation for Thanksgiving Fun Run to be held on Saturday November 14, 2015

Action: Motion by Brennan to approve a special use permit for City of South San Francisco Department of Parks and Recreation for Thanksgiving Fun Run to be held on Saturday, November 14, 2015 and waive fees, Second by Brennan.

Ayes: Bernardo, Brennan, David, Parravano, Mattusch

(2:26:54)

Item 10 Closed Session moved to end of meeting.

H.) Staff Reports: a) Administration and Finance

11 Interim General Manager – Lazof

12 Interim Administrative Services Manager – Schnapp

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b) Operations

13 **Oyster Point Marina/Park and Pillar Point Harbor – Grindy**

I.) Board of Harbor Commissioners

14 A. Committee Reports

(2:47)
B. Commissioner Statements and Requests

1. The Board of Harbor Commissioners may make public statements limited to five (5) minutes.

2. Any Commissioner wishing to place one item on a future agenda may do so at this time. Any Commissioner wishing to place more than one item on any future agenda may make a motion to place such item(s) on the agenda and must have a majority vote of the Board to do so.

(2:49:11)

Commissioner David resigns effective immediately.

G.) Closed Session

10 TITLE: **Conference with Labor Negotiator Pursuant to Government Code Section 54957.6**

REPORT: Scott Grindy, Deborah Glasser, Glenn Lazof

PROPOSED ACTION: Operating Engineers Local Union 3 and Teamsters Local Union 856

J.) Adjournment

The meeting adjourned at 8:20 PM. The next scheduled meeting will be held on October 21, 2015 at Municipal Services Building, 33 Arroyo Drive, South San Francisco, CA 94080 at 6:30 p.m.

Melanie Hadden
Temporary Deputy Secretary

Tom Mattusch
President

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