ITEM 4

San Mateo County Harbor District
Board of Harbor Commissioners

Meeting Minutes

September 2, 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
x Robert Bernardo, Secretary
Pietro Parravano, Treasurer
Sabrina Brennan, Commissioner

Staff

Glenn Lazof, Interim General Manager
Debra Galarza, Director of Finance
Marcia Schnapp, Interim Administrative Services Manager
Scott A. Grindy, Harbor Master
Debbie Nixon, Deputy Secretary
Steven Miller, District Counsel

x - absent

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.

(1:20) Shaunn Cartwright: Was concerned that not all commissioners are receiving correspondence sent out to them.
James Lee Han: Commented on Meeting comments from May 26, 2015.
John Ullum: Stated that he thought there was communication problems among the commissioners and stories were being leaked by employees.
Leonard Warren: Commented that this Board and the District itself are almost as dysfunctional as before the last election. Personal differences and past history need to be put aside in order to be able to work together and do the publics business.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

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2	TITLE:	**Minutes of Meeting August 5, 2015**
	REPORT:	Draft minutes
	PROPOSED ACTION:	Approval
4	TITLE:	**Minutes of Meeting August 17, 2015 - Special**
	REPORT:	Draft minutes
	PROPOSED ACTION:	Approval
5	TITLE:	**Minutes of Meeting August 19, 2015**
	REPORT:	Draft minutes
	PROPOSED ACTION:	Approval
6	TITLE:	**Minutes of Meeting August 24, 2015 - Special**
	REPORT:	Draft Minutes
	PROPOSED ACTION:	Approval
7	TITLE:	**Quarterly Investment Balances Report**
	REPORT:	Galarza, Report
	PROPOSED ACTION:	Accept quarterly investment balances report
9	TITLE:	**Award of Contract to ERBCO Construction Services Inc. in an amount of $50,550 for Repair of Pillar Point Public Hoist**
	REPORT:	Lazof/Grindy, Memo, Resolution
	PROPOSED ACTION:	Adopt Resolution 40-15 to approve a contract with ERBCO Construction in an amount of $50,550

Action: Motion by Brennan, second by David to approve items 2, 4,5,6,7, and 9. The motion passed. **(11:40)**

Ayes: Brennan, David, Parravano, Mattusch

Absent: Bernardo

(12:00)

1	TITLE:	**Minutes of Meeting July 14, 2015 - Special**
	REPORT:	Draft minutes
	PROPOSED ACTION:	Approval

Action: Parravano removed this item from the consent calendar. He abstained from this item because he was not present. Motion by David, second by Brennan to approve minutes. (12:16)

Ayes: Brennan, David, Mattusch

Abstain: Parravano

Absent: Bernardo

(12:30)

3	TITLE:	**Minutes of Meeting August 13, 2015 - Special**
	REPORT:	Draft minutes
	PROPOSED ACTION:	Approval

Action: Brennan abstained from this item because she was not present. Motion by David, second by Parravano to approve minutes.

(12:50)

Ayes: David, Parravano, Mattusch

Abstain: Brennan

Absent: Bernardo

(13:00)

8	TITLE:	**Approve Expenditure of Monies in an Amount Not to Exceed $1,500 to Advertise the Sustainable Seafood Saturday Event on September 26, 2015 and Fish & Fleet Fest on Sunday September 27, 2015**
	REPORT:	Lazof, Report
	PROPOSED ACTION:	Approve expenditure of monies to advertise for the Sustainable Seafood Saturday and Fish and Fleet Fest

(29:20)

Action: Motion by Brennan, second by Mattusch to approve

Up to $2,000 for online and print advertising for both events and for staff to confirm with the sponsors of the event on how to utilize the money and match the content with the event fees.

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(32:50)

Ayes: Brennan, David, Parravano, Mattusch

Absent: Bernardo

(33:15)

E.) Old Business

10 TITLE: **Joint Powers Agreement with City of South San Francisco for Operation of Oyster Point Marina - Information Session**

REPORT: Lazof, Memo

PROPOSED ACTION: Information only

(47:10)

Public Comment:
James Lee Han - Against
Leonard Warren – Against

(56:19)

F.) New Business

11 TITLE: **Bills and Claims in the Amount of $650,000**

REPORT: Bills and Claims Detailed Summary

PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of $650,000 to cover payment of Bills and Claims

(57:36)

Action: Motion by Parravano, second by David to approve to pay Bills and Claims from August 15, 2015 to September 11, 2015 in the amount not to exceed $650,000.

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

(57:50)

12 TITLE: **Presentation of California Special District Association Recognition in Special District Governance Certificate to Commissioners Mattusch**

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		and Brennan
	REPORT:	Schnapp, Memo, Certificates
	PROPOSED ACTION:	Presentation of Certificates by Vice President David

(58:45)

13	TITLE:	**Consideration of Redwood City "Guide to City Council Communications & Business Including Procedures for Public Participation." (Commissioner David)**
	REPORT:	Lazof, Memo
	PROPOSED ACTION:	Commission may direct Staff to prepare for Commission consideration a new District policy based on consideration of Redwood City Guide

Public Comments: (1:04:55)

Bill Kehoe - Against
James Lee Han - Against
Shaunn Cartwright - Against
Pamela Fisher - For
Leonard Warren - Against
Gus Peterson – Against
John Ullom – Against

No reportable action.

(1:36:55)

14	TITLE:	**IT Equipment Paid for and Not Received By District as Described in Letter From Interim General Manager to John Ullom. Information and Discussion Item, (Commissioner Brennan)**
	REPORT:	Lazof, Memo
	PROPOSED ACTION:	Information Item, direction may be given to staff for future agenda item

Public Comments:
John Ullom - Informational
James Lee Han - Informational
Shauun Cartwright - Informational
Leonard Bill – Informational
Brian Rogers – Informational (2:00:56)

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15	TITLE:	**Approve Award of Contract to Independent Outside Investigator**
	REPORT:	Miller, Memo
	PROPOSED ACTION:	Authorize President Mattusch to execute Contract with Michelle McGrath

Public Comments:
James Lee Han – Against (2:25:56)
Shauun Cartwright - Against
Leonard Warren - Against

Action: Motion by David, second by Parravano to pass item 15.
Ayes: David, Parravano, Mattusch
Abstain: Brennan
Absent: Bernardo

J.) Staff Reports: a) Administration and Finance

16 Interim General Manager – Lazof

17 Director of Finance – Galarza

18 Interim Administrative Services Manager – Schnapp

b) Operations

19 Oyster Point Marina/Park and Pillar Point Harbor – Grindy

K.) Board of Harbor Commissioners

20 A. Committee Reports

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 an item on any 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.

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(2:51:32) Motion to extend meeting to 10:45 PM passed unanimously.

G.) Closed Session

21	TITLE:	**Conference With Labor Negotiator Pursuant To Government Code 54957.6**
	AGENCY DESIGNATED REPRESENTATIVE:	Steven Miller
	UNREPRESENTED EMPLOYEE:	General Manager
22	TITLE:	**Conference With Legal Counsel – Anticipated Litigation: Government Code Section 54956.9(d)(2). Claim of Debra Galarza**
23	TITLE:	**Conference with Labor Negotiator Pursuant to Government Code Section 54957.6**
	DISTRICT REPRESENTATIVES:	Scott Grindy, Deborah Glasser, Glenn Lazof
	EMPLOYEE ORGANIZATIONS:	Operating Engineers Local Union 3 and Teamsters Local Union 856

No reportable action.

Adjournment

The next scheduled meeting will be held on September 16, 2015 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 6:30 p.m.

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Melanie Hadden
Temporary Deputy Secretary

Tom Mattusch
President