



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, well managed, financially sound and environmentally pleasant marinas.”

Amended Meeting Minutes

February 3, 2016

6:30 PM

Sea Crest School, Think Tank, Room #19

901 Arnold Way

Half Moon Bay, CA 94019

A.) Roll Call –Meeting called to order at 6:30 PM. Absent is Commissioner Mattusch

B.) Public Comments/Questions

Public Comment:

Leonard Woren – Spoke regarding issues with incompatible office.

C.) Consent Calendar

Agenda Item 1, 3 and 5 were pulled from consent. Agenda Items 3 and 4 were removed from consent and will be brought back at a later date.

1 TITLE: Bills and Claims in the Amount of \$233,986.71
Recommend approval

Action: Motion by Parravano, second by Brennan to approve bills and claims.
Unanimously approved

2 TITLE: 2nd Quarter Rent Report
PROPOSED ACTION: Receive Second Quarter Rent Report

Action: Motion by Bernardo, second by Parravano to approve 2nd Quarter Rent report.

Unanimously approved

- 5 TITLE: **Support for the Appointment of Marc Gorelnik to At-Large Seat on Pacific Fishery Management Council**
REPORT: Glenn Lazof
PROPOSED ACTION: Approve Sending the Attached Letter to Governor Jerry Brown recommending the appointment of Mark Gorelnik to the At-large seat on the Pacific Fishery Management Council

Action: Motion by Parravano, second by Bernardo not to recommend an at-large member for the Council-and that the District takes no position on the President's recommendation.

Ayes: Bernardo, Kiraly, Parravano

Nays: Brennan

Motion passed

- 3 TITLE: **Repair of Fish Buyer Building Roof**
PROPOSED ACTION: Authorize the General Manager to execute Contract with Andy's Roofing, Inc. for \$27,700 for repair of the Roof of the Fish Buyers Building

Removed; will be brought back at next meeting.

- 4 TITLE: **Asphalt Slurry Seal at Oyster Point Marina/Park**
PROPOSED ACTION: Authorize General Manager to Execute Contract with Sunrise Grading and Paving for \$56,758, and further authorize a 10% contingency of \$5,676 subject to the written approval of the General Manager

Removed; will be brought back at next meeting.

D.) Discussion

- 6 TITLE: **Increase Agreement With Cox, Wootton, Lerner, Griffin, Hansen & Poulos LLP In The Matter Of The "Spirit Of Sacramento" Vessel \$5,000, Proposed Contract Not To Exceed Total Amount \$50,000.**
PROPOSED ACTION: Authorize the General Manager to extend the contract with Cox, Wootton, Lerner, Griffin, Hansen & Poulos LLP in the amount of an additional \$5,000 for continuation of legal services for the arrest and removal of the vessel at Oyster Point Marina/Park by the name "Spirit of Sacramento".

Action: Motion by Parravano, second by Brennan to accept the proposed action.
Unanimously approved

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- 7 TITLE: **New Classifications and Compensation for new and renamed positions: recommend approval**
REPORT: Steve McGrath
PROPOSED ACTION: (1) Adopt Resolution 04-16 adopting the new classifications of Director of Operations, Director of Administrative Services, Planner Analyst, and Administrative Analyst and
(2) Approve the following salary ranges and modifications
- Director of Administrative Services of between \$91,874 and \$128,286 per year.
 - Director of Operations of between \$91,874 and \$128,286 per year.
 - Planner Analyst of between \$29.40 and \$39.83 per hour, subject to any meet and confer with the bargaining unit representative.
 - Administrative Analyst of between \$29.40 and \$39.83 per hour, subject to any meet and confer with the bargaining unit representative
 - Re-title Assistant Harbor Master to Harbor Master and approve a salary range for both Harbor Masters of between \$40.43 and \$46.80 per hour, subject to any meet and confer with the bargaining unit representative.

Public Comment:

Leonard Woren – Spoke regarding classifications and General Manager’s performance.

Action: Motion by Brennan, second by Kiraly to adopt Resolution 04 -16 and to approve the proposed salary ranges and modifications.
Unanimously approved

- 8 TITLE: **Pedestrian Crossing Light at Capistrano Road and The Shops at Harbor Village**
REPORT: Glenn Lazof
PROPOSED ACTION: Commissioners may wish to direct staff regarding this request of the Mid-Coast Community Council (MCC) to eliminate this additional contribution to light pollution in the Pillar Point/ El Granada area. Staff further recommends that the appropriate engineering or traffic study be commissioned prior to any action.

Public Comment:

Dave Olson – Supports removal of the light.
Leonard Woren – Supports removal of the light.
Albert Dunne – Spoke regarding traffic patterns.
Bridget Moser – Supports keeping the traffic light.

Action: Motion by Parravano, second by Bernardo to refer to the Public Safety Committee for further discussion and maintain the light at the cross walk.
Unanimously approved

- 9 **TITLE:** **General Manager Procurement Authority; Increase to Twenty Five Thousand Dollars**
- PROPOSED ACTION:** (1) Adopt Resolution 03-16 authorizing the General Manager to approve the purchase of goods and services in an amount not to exceed \$25,000.
- (2) Amend Policy 4.3.4 as shown to increase the General Manager's procurement authority to twenty five thousand dollars (\$25,000).
- (3) Amend Policy 4.3.3 (Emergency Expenditures) to maintain consistency.

Action: Motion by Bernardo, second by Brennan to approve proposed action.
Passed unanimously.

E.) Staff Reports:

Administration and Finance

- 10 General Manager – McGrath
- 11 Special Projects Consultant – Lazof

Operations

- 12 Oyster Point Marina/Park and Pillar Point Harbor – Merlo/Draper

F.) Board of Harbor Commissioners

- 13 Public Comment:
John Ullom – Stated that Pillar Point RV Park is breaking the terms of their lease by not having the bathrooms open.

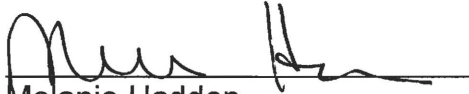
Committee Reports


Commissioner Statements and Requests

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

G.) Adjournment

Meeting adjourned at 8:30 PM. The next scheduled meeting will be held on February 17, 2016 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