



Board of Harbor  
Commissioners

Tom Mattusch, President  
Virginia Chang 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 that the public is provided with clean, safe, well-managed,  
financially sound and environmentally pleasant marinas.”

### MEETING MINUTES

July 20, 2016

6:30 p.m.

Municipal Services Building

33 Arroyo Drive

South San Francisco, CA 94080

**A.) Roll Call** – All Commissioners present.

**B.) Public Comments/Questions**

James Lee Han – Expressed his desire to have members of the public on Committees.

Shaunn Cartwright – Stated her concern about Commissioner Chang Kiraly being on two boards at the same time.

**C.) Commissioner Comments**

Commissioner Bernardo and Commissioner Chang Kiraly said they did not receive there Board Package in a timely manner.

Commissioner Brennan wanted to encourage the public to look at the article in the Half Moon Bay review talking about the Volleyball Court and liability issues.

Commissioner Mattusch discussed the LAFCO issue and how the -Harbor Commission was spoken about in a positive way.

**D.) Consent Calendar**

Items 1, 2, 3 and 5 pulled from consent.

- 4 TITLE: Public Employee Retirement System (PERS); Employee Paid Member Contribution  
PROPOSED ACTION: Approve Resolutions 21-16 (7/20/16) and 24-16

(7/20/16) to reflect reduction in District share of Employee Member Contribution as reflected in current Memoranda of Understanding with Operating Engineers 3, and Teamsters Local 856

**ACTION:** Motion by Chang Kiraly/Bernardo to approve Item 4.  
Ayes: Unanimous.

- 1     **TITLE:**                               Bills and Claims in the Amount of \$309,848.45  
  Recommend approval

**ACTION:** Motion by Parravano/Brennan to approve Item 1  
Ayes: Unanimous

- 2     **TITLE:**                               Destruction of Records  
       **PROPOSED ACTION:**           Approve Resolution 20-16 Authorizing the Destruction of the Following Documents:  
  Prior to June 2011: Accounts Payable, Accounts Receivable, Bank Reconciliations, Deposit Slips.  
  Prior to June 2006: Completed Projects: Shower Door replacement, Pay and Display Station, Fishing Pier Repairs, Liability Insurance;  
  Prior to December 2000: Publication Logs, Chronological Files, Staff and Commission Handbooks. Employer/Employee Relations Policy dated September 1990, Mission Statement Dated January 1994; Inventory of District Services Dated March 1996; MOU with OE3; Dated July 1996; Laws and Operating procedures impacting Board Meetings Dated August 1996

Public Comment:  
Shaunn Cartwright - Has no faith in Harbor sending boxes off.  
James Lee Han - Believes we should be scanning all boxes.

**ACTION:** Motion by Bernardo/Parravano to approve Item 2.  
Ayes: Bernardo, Parravano, Mattusch  
Nays: Brennan, Chang Kiraly

- 3     **TITLE:**                               California Canoe and Kayak  
       **PROPOSED ACTION:**           Adopt Resolution 22-16, amending Resolution 15-15, Clarifying Fee is the greater of \$2.25 per passenger or \$100 per month, not \$25/week

Item removed from Agenda by staff; no action necessary.

- 5     **TITLE:**                             Consolidation of General Election  
      **PROPOSED ACTION:**       Adopt Resolution 23-16 requesting the District's 2016  
  Biennial Election be consolidated with the November 8,  
  2016 San Mateo County General Election

**Action:** Motion by Chang Kiraly/Bernardo to approve Item 5.  
**Ayes:** Unanimous.

**E.)     Discussion**

- 6     **TITLE:**                             Perched Beach Volleyball Court  
  
      **PROPOSED ACTION:**       Direct Staff Regarding Waiver of Insurance  
  Requirements

**Public Comment:**

John Ullom believes the bathrooms at the RV Park should be open to the public.  
James Lee Han commented that the location was going to be a parking lot.  
Shaunn Cartwright believes that area is going to become a parking lot.  
Neil Merrilees is supporting the volleyball court.

**Action:** Motion by Brennan/Bernardo to approve Item 6 as follows:

Motion to recognize the ongoing maintenance costs and liability responsibility that remain with the District, authorize volunteers to develop a volleyball court at no cost to the District, and to District specifications and direct staff to develop operational and maintenance guidelines for use of the facility.

**Ayes:** Bernardo, Brennan, Chang Kiraly, Mattusch  
**Nays:** Parravano

**F.)     Staff Reports:**

**Administration and Finance**

- 7     General Manager – McGrath  
  
8     Interim Director Administrative Services – Lazof  
  
9     Interim Director of Operations – Murphy

**Public Comment:**

James Lee Han commented on the West Trail Project.

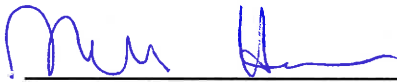
- 10    Oyster Point Marina/Park and Pillar Point Harbor – Merlo/Draper

**G.) Board of Harbor Commissioners**

11 Committee Reports - None

**H.) Adjournment**

The next scheduled meeting will be held on August 3, 2016 in Half Moon Bay, Sea Crest School, Think Tank, Room #19, 901 Arnold Drive at 6:30 PM.



Melanie Hadden  
Temporary Deputy Secretary



Tom Mattusch  
President