



## Board of Harbor Commissioners

Virginia Chang Kiraly, President  
Vice President  
Edmundo Larenas, Secretary  
Tom Mattusch, Treasurer  
Sabrina Brennan, Commissioner  
Nancy Reyerling, Commissioner

John Moren, Interim General Manager  
Steven D. Miller, District Counsel

### San Mateo County Harbor District Board of Harbor Commissioners

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

## SPECIAL MEETING MINUTES

January 10, 2019  
5:30 PM

San Mateo County Harbor District  
Conference Room  
504 Avenue Alhambra, Ste. 200  
El Granada, CA 94018

- A) Roll Call** 5:36 PM Commissioners Brennan, Larenas, Reyerling present.  
Commissioners Chang Kiraly, Mattusch absent.  
5:55 PM Commissioner Chang Kiraly arrives.
- B) Closed Session** 5:38 PM No public comments. Adjourn to closed session.
- TITLE: Conference with Legal Counsel—Anticipated Litigation**  
Significant exposure to litigation pursuant to Government Code Section §54956.9(d)(2); Claim by John Schulz.
    - No reportable action.
  - TITLE: Public Employee Performance Evaluation**  
pursuant to Government Code Section 54957; General Counsel.
    - No reportable action.
- 6:23 PM Motion:** (Larenas/Brennan) Adjourn Closed Session.  
**Ayes:** Brennan, Chang Kiraly, Larenas, Reyerling  
**Nays:** None  
**Absent:** Mattusch  
**Motion passed**
- C) Open Session** 6:25 PM

**1. Board Retreat – Consider Hiring a Facilitator**

- Set Goals and Priorities for 2019
- Schedule Retreat (in advance of Strategic Planning meetings)
- Retreat open to the public

Board discussion to have a Board Retreat to discuss goals and priorities for 2019, held possibly at the Admin office or Half Moon Bay Yacht Club. February 8<sup>th</sup> is the date that works for all commissioner's present. Board discussion regarding the current contract with Martin Rauch of Rauch Communication Consultants; direct staff to see if the current contract can be amended allowing for change order to have the consultant facilitate a Board Retreat. Commissioners in agreement to hold the Board Retreat at Half Moon Yacht Club if available.

**Motion:** (Reyering/Brennan) Direct the Interim General Manager to amend Martin Rauch's contract to facilitate an all-day Board Retreat to be held on February 8<sup>th</sup>.

**Ayes:** Brennan, Chang Kiraly, Larenas, Reyering

**Nays:** None

**Absent:** Mattusch

**Motion passed**

**2. Public Outreach, Education Program and Social Media Policy: Consider Hiring a Director of Community Engagement – Discussion and Possible Action**

- Outreach and Education Program Plan
  - Bilingual
- Social Media Program Plan
  - Facebook, Instagram, Twitter and LinkedIn
- Social Media Policy
  - Review San Mateo County Policy
  - Deadline
- Consider hiring a Director of Community Engagement
  - This role may include developing countywide outreach program, education programs, social media content and email news blasts
- Consider hiring a consultant to act as Director of Community Engagement
  - This role may include developing countywide outreach program, education programs, social media content and email news blasts

Board discussion to form a Social Media committee, to be populated at the regular Board meeting of January 16, 2019. Also, discussion to obtain the

services of Phondini Partners, who previously brought a proposal to the Harbor District.

Commissioner Brennan introduced Dan Blick, of Phondini Partners, who explained Phondini Partners services, including the setup of the FishLine Community Program, which has been available on the District's website.

Board of Commissioner directed the Interim General Manager to enter into a Professional Services Agreement with Phondini Partners, not to exceed the General Manager's procurement authority without further approval.

### **3. Discussion and Possible Action Regarding Hiring a New General Counsel**

Board discussion led by Commissioners Larenas and Brennan of obtaining new General Counsel for the Harbor District. Commissioners Larenas and Brennan suggested Wittwer Parkin LLP of Santa Cruz, who also represents Granada Community Services District. Commissioner Larenas stated that this firm has extensive experience with land use law and is very familiar with the Coastal Act. Commissioners Chang Kiraly and Reyering suggested an RFP process for the hire of new General Counsel. Commissioner Brennan suggested that commissioners contact other law firms and have interested firms submit a proposal before the January 16th Board meeting rather than have an RFP.

#### Public Comments:

- **T.J. Gauthier** – Suggested the Board take their time to get qualifications of other law firms.
- **John Ullom** – Agrees with previous speaker. Stated that the optics of this do not look good. Take the time to do it right. The Harbor District already has issues with credibility.
- **Mary Larenas** – The new firm has worked with other agencies on the coast; is not an unknown firm.

### **4. Committee Policy – Discussion and Possible Action**

Board discussion to approve amending Policy 3.0 Standing Committees to reinstate members of the public to serve on Standing Committees, per the policy guidelines.

#### Public Comment:

- **John Ullom** – Community members are a useful tool. Suggests eliminating the OPM Committee.

**Motion:** (Larenas/Reyering) Approve amendment to Policy 3.0 on Standing Committees, with minor amendments.

**Ayes:** Brennan, Chang Kiraly, Larenas, Reyering

**Nays:** None

**Absent:** Mattusch  
**Motion passed**

5. **Future Agenda Items - Discussion re: Placing Items on Future Agenda**

- **Commissioner Larenas** – Hire new employment/labor counsel.
- **Commissioner Reyering** – Consider the Lease Amendment with Oyster Point Yacht Club
- **Commissioner Brennan** – Resolution to hold all Regular meetings only at the District office in El Granada.

**Motion:** (Brennan/Reyering) Adjourn meeting.

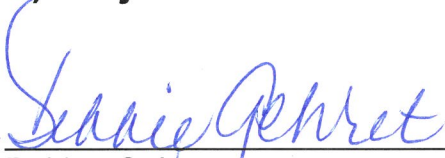
**Ayes:** Brennan, Chang Kiraly, Larenas, Reyering

**Nays:** None

**Absent:** Mattusch

**Motion passed**

**D) Adjournment 8:50 PM**



Debbie Gehret  
Deputy Secretary



Sabrina Brennan  
President