



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

### MEETING MINUTES

March 16, 2016  
6:30 PM

Municipal Services Building  
33 Arroyo Drive  
South San Francisco, CA 94080

- A.) Roll Call – All Present**
- B.) Public Comments/Questions**

Jim Merlo  
Cary Smith  
John Draper  
Dave Arrington  
Mike Williams  
Dante Madrigal

All these members of the public spoke about labor negotiations at the Harbor.

- C.) Consent Calendar**

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

**4 TITLE:** Minutes of Meeting 6:30 PM February 17, 2016

**Action:** Motion by Brennan, second by Kiraly to approve minutes of February 17, 2016.

Unanimously approved

- 1 TITLE: Bills and Claims in the Amount of \$155,917.06

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

- 2 TITLE: Minutes of Meeting 6:30 PM January 20, 2016 (2)

**Action:** Motion by Brennan, second by Kiraly to approve minutes of January 20, 2016 with corrections.  
Unanimously approved

- 3 TITLE: Minutes of Meeting 6:30 PM February 3, 2016

**Action:** Motion by Kiraly, second by Bernardo to approve minutes of February 3, 2016 with corrections.  
Unanimously approved

- 5 TITLE: Fiscal Year 2015 – 2016 Write-Off Request

**Action:** Motion by Brennan, second by Bernardo to write-off \$24,905.48 in bad debt and Adopt Resolution 06-16.  
Unanimously approved

- 6 TITLE: Investment Policy

**Action:** Motion by Kiraly, second by Brennan to authorize Commissioner Parravano, District Treasurer to execute Acknowledgement of Receipt of San Mateo County Investment Policy.  
Unanimously approved

#### **D.) Discussion**

- 7 TITLE: Discussion regarding locating a copy of Exhibit 1 to the JPA Agreement, "Master Plan for Development of Oyster Point Marina/Park", prepared by Daniel, Mann, Johnson & Mendenhall. Discussion of the implications of not having Exhibit 1.

Informational Only; No action taken.

8 TITLE: Division of Boating and Waterways; Retirement of Debt  
Direction was provided to staff.

9 TITLE: Preliminary Review of Capital Improvement  
Plan/Receipt of Public Input and Commission Direction  
to Staff for 2016-2017 Fiscal Year Budget

**Action:** Motion by Parravano, second by Bernardo to direct Staff to include proposed 16/17 Capital Projects, as revised and attached, in initial budget documents; and for additional review prior to the adoption of the Final Budget for the 2016-2017 Fiscal Year.  
Ayes: Bernardo, Kiraly, Parravano, Mattusch  
Nays: Brennan

10 TITLE: First Look, San Mateo County Harbor District Budget  
2016/17 Fiscal Year

Direction was provided to staff.

11 TITLE: Strategic Plan

Direction was provided to staff.

### **E.) Staff Reports:**

#### **Administration and Finance**

12 Interim Director Administrative Services - Lazof

**Public Comment:** Greg Sanchez – Stated that he had spoken to the Department of Boating and Waterways about the Bait Shop Lease.

### **F.) Adjournment**

**Meeting adjourned at 9:30 PM.**

The next scheduled meeting will be held on April 6, 2016 at Sea Crest School, Think Tank, Room #19, 901 Arnold Way, Half Moon Bay, CA 94019 at 6:30 PM.



Melanie Hadden  
Temporary Deputy Secretary



Tom Mattusch  
President