



## 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.”

### Meeting Minutes

December 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  
Robert Bernardo, Secretary  
Pietro Parravano, Treasurer  
Sabrina Brennan, Commissioner  
Virginia Chang Kiraly,  
Commissioner

##### Staff

Steve McGrath, General Manager  
Marcia Schnapp, Interim Administrative  
Services Manager  
Melanie Hadden, Temporary Deputy  
Secretary  
Steven Miller, District Counsel

#### **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, 2<sup>nd</sup> Floor, El Granada, CA 94018 or online at [www.smharbor.com](http://www.smharbor.com).

(:58)

Larry Fortado – Stated that his bill went way up and wants to know what happened.  
Bud Ratts – Commented on the Water District money that we got back.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

- 3** TITLE: **1<sup>st</sup> Quarter Investment Balances Report**  
REPORT: Schnapp  
PROPOSED ACTION: For information only

**Action:** Motion by Kiraly to accept consent item 3, second by Bernardo.

Ayes: Bernardo, Brennan, Kiraly, Parravano, Mattusch

- 1** TITLE: **Bills and Claims in the Amount of \$1,490,111.18**  
REPORT: Bills and Claims Detailed Summary  
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$1,490,111.18 to cover payment of Bills and Claims

**Action:** Motion by Brennan, second by Kiraly to approve bills and claims in the amount of \$1,490,111.18.

Ayes: Bernardo, Brennan, Kiraly, Parravano, Mattusch

- 2** TITLE: **1<sup>st</sup> Quarter Rent Report**  
REPORT: Schnapp  
PROPOSED ACTION: For information only

No Action taken informational only.

## **E.) Old Business**

- 4      **TITLE:**                                **January 30, 2016 Crab Festival – Request for Change of Theme**  
       **REPORT:**                                Lazof  
       **PROPOSED ACTION:**                Recommend approval

**Action:** Motion by Brennan to support, in the amount committed to the 2016 Half Moon Bay Crab Fest, for the 2016 Sustain Our Seas Festival, subject to completion of, or agreement to, all required District Special Conditions, and approval by all other agencies as necessary, second by Kiraly.

Ayes: Bernardo, Brennan, Kiraly, Parravano, Mattusch

## **F.) New Business**

- (9:49)  
5      **TITLE:**                                **Terminology Matrix regrading Definitions and Authorities**  
       **REPORT:**                                McGrath  
       **PROPOSED ACTION:**                Recommend approval

**Action:** Motion by Kiraly to approve terminology matrix, second by Parravano.

**Action:** Motion by Kiraly to withdraw motion and bring the revised matrix to next meeting.

**Action:** Mattusch agreed to bring this back at the next meeting.  
(28:23)

## **G.) Staff Reports: a) Administration and Finance**

- 6      **General Manager – McGrath**  
7      **Interim Administrative Services Manager – Schnapp**

### **b) Operations**

- (41:42)  
8      **Oyster Point Marina/Park and Pillar Point Harbor – Merlo/Draper**

Public Comments:  
(42:19)  
John Ullom – Informational

## **H.) Board of Harbor Commissioners**

### **9 Committee Reports**

#### Commissioner Statements and Requests

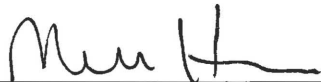
1. The Board of Harbor Commissioners may make public statements limited to five (5) minutes.

## **I.) Closed Session**

**10 TITLE: Conference with Legal Counsel – Anticipated Litigation. Initiation of litigation pursuant to Government Code Section 54956.9(d)(4) (one case)**

## **J.) Adjournment**

Meeting was adjourned at 7:20 PM. The next scheduled meeting will be held on December 16, 2015 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