

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

August 6, 2014
6:00 p.m.

Sea Crest School, **Think Tank, Room #19**
901 Arnold Way
Half Moon Bay, Ca. 94019

All Harbor District Commission meetings are recorded and televised on PCT and replayed the following Friday at 6:00 a.m. and the following Saturday at 7:00 a.m. Copies can also be purchased from PCT and mailed for \$18.

Persons requiring special accommodation with respect to physical disability are directed to make such requests per the Americans With Disabilities Act to the Deputy Secretary to the Board at 650-583-4400.

Roll Call

Commissioners

Pietro Parravano, President
James Tucker, Vice President
William Holsinger, Treasurer &
Secretary
Sabrina Brennan, Commissioner
Robert Bernardo, Commissioner

Staff

Peter Grenell, General Manager
x Debra Galarza, Director of Finance
Marietta Harris, Human Resource Manager
Scott A. Grindy, Harbor Master
Steven Miller, District Counsel
Debbie Nixon, Deputy Secretary

x-absent

Public Comments/Questions – None.

Staff Recognition – None.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

These items were removed from the consent calendar.

New Business

- 1 TITLE: **Revised Minutes of Meeting May 21, 2014**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

Action: Motion by Holsinger, second by Tucker to approve the Revised Minutes of Meeting May 21, 2014. The motion passed.

Ayes: Bernardo, Holsinger, Parravano, Tucker
Nays: Brennan

- 2 TITLE: **Minutes of Meeting June 18, 2014**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

Action: Motion by Holsinger, second by Bernardo to approve the Minutes of Meeting June 18, 2014. The motion passed.

Ayes: Bernardo, Holsinger, Parravano
Nays: Brennan
Abstention: Tucker

- 3 TITLE: **Minutes of Meeting July 16, 2014**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

Parravano stated a correction needed to be made on item 19 on page 4. Parravano is recorded as providing a Nay vote, but he abstained. Miller clarified that the Minutes for July 16th are accurate and reflect the vote that happened for the first and second item under 19B. He stated that Brennan asked Miller to reconsider whether the motions failed. Miller stated that the motions did indeed pass and will be agendized for a future meeting.

Action: Motion by Bernardo, second by Holsinger to approve the Minutes of Meeting July 16, 2014. The motion passed.

Ayes: Bernardo, Holsinger, Parravano
Nays: Brennan
Abstain: Tucker

New Business

- 4 TITLE: **Bills and Claims in the Amount of \$416,021.22**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in
the amount of \$416,021.22 to cover payment of Bills and
Claims

Action: Motion by Holsinger, second by Tucker to approve the bills and claims. The motion passed.

Ayes: Bernardo, Holsinger, Parravano, Tucker
Nays: Brennan

- 5 TITLE: **Response to Civil Grand Jury Report on Website
Transparency**
REPORT: Grenell, Harris, Draft Response
PROPOSED ACTION: Approve the response and authorize submittal to the Superior
Court, County of San Mateo

Action: Motion by Tucker, second by Holsinger to approve Option A as per the staff report for Recommendations 4, 6 and 7 of the Civil Grand Jury Report on Website Transparency. The motion passed.

Ayes: Bernardo, Brennan, Holsinger, Parravano, Tucker

Action: Motion by Tucker, second by Holsinger to authorize submittal of the report to the Superior Court, County of San Mateo with Option A for Recommendations 4, 6, and 7. The motion passed.

Ayes: Bernardo, Holsinger, Parravano, Tucker
Nays: Brennan

- 6 TITLE: **Response to Civil Grand Jury Report on San Mateo
County Harbor District**
REPORT: Parravano
PROPOSED ACTION: Establish timeline and procedure for preparing a District
response to the Civil Grand Jury report

Public Comment – John Ullom

Action: Motion by Tucker, second by Holsinger to calendar the discussion for the August 20, 2014 Board of Harbor Commissioners meeting regarding the findings and recommendations of the Grand Jury and possible response by a report and that each Board member submit their comments in writing to Grenell who will compile their comments and bring a draft back to the Board. The motion passed.

Ayes: Bernardo, Holsinger, Parravano, Tucker
Nays: Brennan

Parravano recused himself from item 7.

- 7 TITLE: **Amend District Rates and Fees Schedule for Pillar Point Harbor for FY2014/15**
REPORT: Galarza, Attachments, Resolution
PROPOSED ACTION: Adopt Resolution 23-14 to amend the District Rates and Fees Schedule for Pillar Point Harbor for FY2014/15

Action: Motion by Holsinger, second by Bernardo to amend the District Rates and Fees Schedule for Pillar Point Harbor for FY2014/15. The motion passed.

Ayes: Bernardo, Holsinger, Tucker
Nays: Brennan
Recusal: Parravano

- 8 TITLE: **Amend District Rates and Fees Schedule for Oyster Point Marina/Park for FY2014/15**
REPORT: Galarza, Attachments, Resolution
PROPOSED ACTION: Adopt Resolution 22-14 to amend the District Rates and Fees Schedule for Oyster Point Marina/Park for FY2014/15

Action: Motion by Holsinger, second by Tucker to amend District Rates and Fees Schedule for Oyster Point Marina/Park for FY2014-15. The motion passed.

Ayes: Bernardo, Holsinger, Parravano, Tucker
Nays: Brennan

- 9 TITLE: **Special Use Permit for Grays Harbor Historical Seaport Authority to Visit Pillar Point Harbor November 6, 2014 – November 20, 2014**
REPORT: Grindy, Memo, Attachment
PROPOSED ACTION: Approve the Special Use Permit for Grays Harbor Historical Seaport Authority for November 6 through November 20, 2014 with a fee waiver in exchange for inclusive marketing activities advertising San Mateo County Harbor District for its west coast ship visitations

Action: Motion by Tucker, second by Brennan to approve the Special Use Permit for Grays Historical Seaport Authority to visit Pillar Point Harbor November 6-20, 2014. The motion passed unanimously.

Ayes: Bernardo, Brennan, Holsinger, Parravano, Tucker

- 10 TITLE: **Quarterly Investment Report**
REPORT: Galarza, Report
PROPOSED ACTION: Accept the Quarterly Investment Report

Action: Motion by Holsinger, second by Tucker to accept the quarterly investment report. The motion passed.

Ayes: Bernardo, Holsinger, Parravano, Tucker
Nays: Brennan

- 11 TITLE: **Informational Report: California Maritime Infrastructure Authority**
REPORT: Grenell, Report

Grenell presented the report.

Staff Reports: a) Administration and Finance

12 General Manager – Grenell

Public Comment – John Ullom

Grenell spoke on his report.

13 Director of Finance – Galarza

Grenell spoke on behalf of Galarza on her report.

14 Human Resources Manager – Harris

Harris spoke on her report.

b) Operations

15 Oyster Point Marina/Park and Pillar Point Harbor – Grindy

Grindy presented his report.

Board of Harbor Commissioners

16 A. Committee Reports

None.

B. Commissioner Statements and Requests

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

Holsinger stated that in FY2013/14 the Board approved an expenditure of money to demolish Romeo Pier in a safe way due to its deterioration and approved the expansion of the sidewalks in front of the concessionaires building at Pillar Point Harbor. He stated that those projects were defunded while approving the FY14/15 budget. Holsinger stated that the quarterly report showed that there was almost \$4 million more than what was expected going into the current fiscal year and asked his fellow Commissioners to consider refunding the projects for the current fiscal year so the projects can move forward.

Parravano thanked staff for acquiring the Think Tank meeting room at Sea Crest school.

2. Any Commission wishing to place an item on a future agenda may make a motion to place such an item on a future agenda.

Action: Motion by Brennan, second by Bernardo to agendize an item on the next agenda to consider attending training through the California Special District Association (CSDA) on September 29th through October 2nd. The motion failed.

Ayes: Bernardo, Brennan
Nays: Holsinger, Parravano, Tucker

Action: Motion by Brennan to agendize an item on the next agenda for an informational report on badges. The motion failed due to lack of a second.

Action: Motion by Brennan, second by Bernardo to agendize an item on the next agenda to discuss and direct the General Manager to broaden the scope of outreach regarding the sale of the District's surplus land. The motion passed.

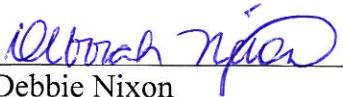
Ayes: Bernardo, Brennan, Parravano
Nays: Holsinger, Tucker

Public Comment – Leonard Woren, Mike McHenry

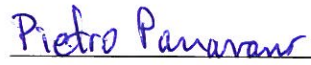
Adjournment

Action: Motion by Tucker, second by Bernardo to adjourn the meeting. The motion passed unanimously at 9:01 p.m.

The next scheduled meeting will be held on August 20, 2014 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 6:00 p.m.



Debbie Nixon
Deputy Secretary



Pietro Parravano
President