

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

December 3, 2014

Sea Crest School, Think Tank, Room #19
901 Arnold Way
Half Moon Bay, Ca. 94019
6:00 p.m.

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, Acting General Manager
Charles White, Acting Harbor Master - OPM
John Draper, Acting Harbor Master - PPH
Debbie Nixon, Deputy Secretary
Steven Miller, District Counsel

x-absent

Brennan arrived at 6:09 p.m.

Public Comments/Questions — Tim West congratulated the new Commissioners, spoke about jetty erosion and wanted to see the PO Lot be used to better the community. (0:50)

Staff Recognition - Grenell stated this was his last Board meeting before his retirement and recognized the entire staff of the Harbor District. (3:20)

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

(5:00)

- 1 TITLE: **Minutes of Meeting November 19, 2014**
REPORT: Draft minutes
PROPOSED ACTION: Approval

- 2 TITLE: **Amendment to Existing Special Use Permit for Mavericks Invitational, Inc.**
REPORT: Harris, Memo
PROPOSED ACTION: Approve amendment to existing Special Use Permit for Mavericks Invitational, LLC and Cartel Management

- 4 TITLE: **Terminate Harbor Worker B Certified Employment List and Authorize General Manager to Prepare New Harbor Worker B Certified Employment List**
REPORT: Harris, Memo
PROPOSED ACTION: Terminate Harbor Worker B Certified Employment List and authorize general manager to prepare new Harbor Worker B Certified Employment List

Item 3 was removed from the Consent Calendar.

Action: Motion by Tucker, second by Holsinger to approve the consent calendar. The motion passed.

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

New Business

(5:35)

- 3 TITLE: **Reinstate January 7, 2015 Board of Harbor Commissioners Regular Meeting**
REPORT: Grenell, Memo
PROPOSED ACTION: Reinstate January 7, 2015 Regular Meeting of the Board of Harbor Commissioners

Action: Motion by Tucker, second by Holsinger to not reinstate the regular meeting of January 7, 2015. The motion passed.

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

(7:00)

5 TITLE: **Proclamation for Peter Grenell**
REPORT: Parravano, Proclamation
PROPOSED ACTION: Approve proclamation

Action: Motion by Tucker, second by Holsinger to approve the Proclamation. The motion passed.

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

(11:50)

6 TITLE: **District Annual Financial Statement and Independent Auditor's Report**
REPORT: Doyle, Report
PROPOSED ACTION: Accept the Financial Statement and Independent Auditor's Report

Action: Motion by Tucker, second by Holsinger to accept the Financial Statement and Independent Auditor's report. The motion passed.

Ayes: Bernardo, Brennan, Holsinger, Parravano, Tucker

(38:50)

7 TITLE: **Bills and Claims in the Amount of \$212,936.19**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$212,936.19 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

(40:54)

8 TITLE: **Authorization to Pay Bills and Claims Occurring Between December 4, 2014 and the first Regular Meeting in January 2015 in an Amount Not to Exceed \$650,000.00**
REPORT: Grenell, Memo
PROPOSED ACTION: Authorize Payment of Bills and Claims Occurring Between December 4, 2014 and the date of the first Regular meeting in January 2015 in an Amount Not to Exceed \$650,000.00

Action: Motion by Tucker, second by Holsinger to authorize payment of Bills and Claims occurring between December 4, 2014 and the date of the first Regular meeting in January 2015 in an amount not to exceed \$650,000.00. The motion passed.

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

(41:30)

9 TITLE: **Policy on Confidential Communications**
REPORT: Miller, Memo, Draft Policy
PROPOSED ACTION: To be determined

Action: Motion by Tucker, second by Holsinger to continue the item to the next regular scheduled meeting. The motion passed.

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

(51:43)

URGENCY ITEM

Action: Motion by Bernardo, second by Tucker to place the urgency item on the agenda

TITLE: **Addition of Contractors Pollution Liability Insurance coverage for the District as required by the State Abandoned Vessel Abatement Fund Grant Program and Adoption of Resolution 36-14 to amend FY 2014-2015 Budget to add \$5, 660.00**
REPORT: Memo, Attachments
PROPOSED ACTION: Adopt Resolution 36-14 to amend FY 2014-2015 Budget to add \$5, 660.00 to cover addition of contractors pollution liability insurance coverage for the district as required by the State Abandoned Vessel Abatement Fund

Action: Motion by Tucker, second by Holsinger to adopt Resolution 36-14 to amend FY 2014-2015 Budget to add \$5, 660.00 to cover addition of contractor's pollution liability insurance coverage for the district as required by the State Abandoned Vessel Abatement Fund. The motion passed.

Ayes: Bernardo, Brennan, Holsinger Parravano, Tucker

Staff Reports: a) Administration and Finance

10 General Manager – Grenell (57:03)

Grenell presented his report.

11 Acting General Manager – Grindy (1:02:40)

Grindy presented his report.

12 Director of Finance – Galarza (1:03:46)

Grenell presented Galarza's report.

13 Human Resources Manager – Harris (1:03:53)

Harris presented her report.

b) Operations

14 Oyster Point Marina/Park – White (1:05:57)

White presented his report.

15 Pillar Point Harbor – Draper (1:06:26)

Draper presented his report.

Board of Harbor Commissioners

(1:07:45)

16

A. Committee Reports

B. Commissioner Statements and Requests

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

(1:07:55) Bernardo thanked Grenell for his years of dedicated service to the District. He also extended his thanks to Grindy for keeping a steady pace during the transition. Bernardo stated that he was looking forward to working with Commissioner-Elect David and Mattusch. He gave thanks to Commissioners Tucker and Holsinger for their years of service.

(1:09:40) Tucker stated that he applied in 1998 to the Board of Harbor Commissioner to fill a vacancy and didn't think he would serve for sixteen years. He stated that he enjoyed serving on the Board and all the accomplishments they achieved, one being paying down the debt to the Division of Boating and Waterways. He thanked Grenell for his dedicated service and wished him well. Tucker stated that Grindy was doing a great job.

(1:12:50) Holsinger stated he was grateful for the opportunity to serve on the Board and wished the new Commissioners all the best. He stated he appreciated all the staff he worked with over the three years and wish them the very best in continuing to serve the public. He wished Grenell all the best.

(1:13:40) Parravano thanks Grenell for his dedication to the Harbor District. He gave thanks to Tucker and Holsinger for their dedication and years of public service. He thanked David and Mattusch for their willingness to serve on the Board.

(1:20:00) Parravano presented Tucker with a gavel and plaque.

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

(1:21:00)

17 TITLE: **Identification of District Real Property Negotiator**
REPORT: Parravano
PROPOSED: Designate District Real Property Negotiators Peter Grenell,
ACTION: Jan Gray, and Barbara LaVey

Parravano identified Grenell, Grindy, Gray and LaVey as the real property negotiators.

Public Comment

Jane Pray Silver spoke regarding the PO Lot and would like to see a community center on the lot.

Michael Ferreira from the Sierra Club Loma Prieta Chapter stated that their great preference was that public use be given to the property.

Anthony Basso stated he hoped the Commission would choose a more public use for the property that would give benefit to the community.

Dan Haggerty turned in a petition of 414 signatures from the community supporting turning the PO Lot into a public recreation area.

Michael Cadigan supported the Granada Community Service District acquiring the PO Lot.

Fran Pollard asked the Commissioners to consider the communities' needs above everything else. She asked the item be postponed until the new Commissioners are sworn in.

Tom Mattusch asked the Commission to defer the decision of the sale of the property until their due diligence can be performed.

Action: Motion by Tucker, second by Holsinger to adjourn to closed session. The motion passed unanimously at 7:38 p.m.

Closed Session

18 TITLE: **Conference with Real Property Negotiators Peter Grenell, Jan Gray, and Barbara LaVey: Pursuant to Government Code Section 54956.8**

PROPERTY: **"Post Office Lot", El Granada, San Mateo County, APN # 047-261-030**

NEGOTIATING PARTIES: San Mateo County Harbor District, Coastside Fire Protection District, Granada Community Services District, Global Quality Foods, Inc.

UNDER NEGOTIATION: Price, Terms of Payment for Sale of Property

Action: In closed session held pursuant to Government Code Section 54956.8, the Board of Harbor Commissioners voted to approve and execute an agreement to sell the real property identified on the agenda as “the Post Office Lot” to the Coastside Fire Protection District. The terms of the agreement call for a sale price of \$845,000 with the closing date set for no later than 90 days. The Board voted as follows:

Brennan No
Bernardo No
Parravano Yes
Tucker Yes
Holsinger Yes

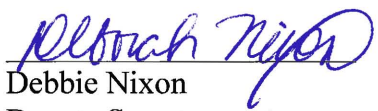
The final approval also included authorization to the President of the Board to finalize execution of the sales agreement and also authorization to the General Manager to sign additional forms and documents necessary to finalize escrow and effectuate the closing consistent with the Board’s action.

Adjournment

Action: Motion by Holsinger, second by Tucker to adjourn the meeting. The motion passed unanimously at 8:33 p.m.

***The meetings for December 17, 2014 and January 7, 2015 have been cancelled.**

The next scheduled meeting will be held on January 21, 2014 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 6:00 p.m.


Debbie Nixon
Deputy Secretary


Sabrina Brennan
President