

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

April 1, 2015
6:30 p.m.

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

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Roll Call

Commissioners

- Sabrina Brennan, President
- x Tom Mattusch, Vice President
- Nicole David, Secretary
- x Robert Bernardo, Commissioner
- Pietro Parravano, Commissioner

Staff

- Scott A. Grindy, Acting General Manager & Treasurer
- x Debra Galarza, Director of Finance
- Vacant, Human Resource Manager
- Jim Merlo, Acting Harbor Master - OPM
- John Draper, Acting Harbor Master - PPH
- Debbie Nixon, Deputy Secretary
- Steve Miller, District Counsel

x- absent

A.) Public Comments/Questions – None

B.) Staff Recognition-

Grindy thanked the Administrative Staff: Debbie Nixon, Debra Galarza, David Doyle and Belen Cruz for a job well done while he was on vacation.

C.) Consent Calendar (1:46)

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

- 1 **TITLE:** **Minutes of *Special* Meeting February 18, 2015**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 2 **TITLE:** **Minutes of Meeting February 18, 2015**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 3 **TITLE:** **Application for Public Members Appointed to Committees**
 REPORT: Draft application
 PROPOSED ACTION: Approval

Action: Motion by Parravano, second by David to approve the Consent Calendar.

Ayes: Brennan, David, Parravano

Absent: Bernardo, Mattusch

D.) New Business

(2:53)

- 5 **TITLE:** **Immediate Technology Procurement**
 REPORT: Galarza, Memo, Well Connected Office
 PROPOSED ACTION: Approve an amount not to exceed \$39,500 for Technology consulting and equipment with the Well Connected Office

Public Comment: Brian Rogers stated the quotes were too high and it would be best to look into a different configuration. (28:58)

Leonard Woren urged the Commissioners to go out to bid and to get more quotes. (31:35)

John Ullom stated the firewalls are more than what the District needed, and a reevaluation of IT services was necessary. (34:33)

David Eblovi passed out material and made a presentation. (39:01)

- 8 TITLE: **Draft District Rates and Fees Schedule for FY2015/16 for Pillar Point Harbor**
REPORT: Galarza, Memo
PROPOSED ACTION: To be determined
- 9 TITLE: **Draft District Rates and Fees Schedule for FY2015/16 for Oyster Point Marina/Park**
REPORT: Galarza, Memo
PROPOSED ACTION: To be determined
- 10 TITLE: **Suspension of Hiring Freeze and Possible Hiring of One or More Temporary Employees for a Six Month Period to Complete Immediate Tasks**
REPORT: Galarza, Memo
PROPOSED ACTION: Suspend the hiring freeze in order to hire temporary staff to complete immediate tasks
- 11 TITLE: **Committee Assignment: Oyster Point Marina Liaison Committee**
REPORT: Brennan, Memo
PROPOSED ACTION: Appoint two (2) Harbor District *Commissioners* to the Liaison Committee with the City of South San Francisco (City) pursuant to the Joint Powers Agreement with the City
- 12 TITLE: **Adoption of List of Norms for the San Mateo County Harbor District as follow-up to the Board Dynamics Workshop**
REPORT: Parravano, Memo
PROPOSED ACTION: Adopt the list of norms
- 13 TITLE: **Framework for Potential Water Quality Monitoring Efforts**
REPORT: David
PROPOSED ACTION: Approve water quality monitoring framework for inclusion in the FY 2015/16 budget
- 14 TITLE: Bills and Claims in the Amount of \$141,044.20
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$141,044.20 to cover payment of Bills and Claims

E.) Staff Reports: a) Administration and Finance

- 15 Acting General Manager – Grindy**
- 16 Director of Finance & Human Resources – Galarza**

F.) b) Operations

- 17 Oyster Point Marina/Park – Merlo**
- 18 Pillar Point Harbor – Draper**

G.) Board of Harbor Commissioners

- 19 A. Committee Reports**
- B. Commissioner Statements and Requests**
 - 1. The Board of Harbor Commissioners may make public statements limited to five (5) minutes.
 - 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

H.) Closed Session

- 20 TITLE: Conference with Real Property Negotiators. California Government Code Section 54956.8.**
- PROPERTIES:**
 - **504 Avenue Alhambra, El Granada, CA 94018**
 - **400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080**
 - **270 Capistrano Road, Half Moon Bay, CA 94019**
 - **985 Marina Blvd., South San Francisco, CA 94080**
- DISTRICT NEGOTIATORS: Scott Grindy and Randy Kinghorn**
 - **Working Dirt LLC, Abraham Farag**

**NEGOTIATING
PARTIES:**

- **Cushman and Wakefield, Scott Ennis**
- **Point Pillar Properties Developers LLC, Keet Nerhan**
- **San Mateo County Harbor District, Scott Grindy**

**UNDER
NEGOTIATION:**

Price and terms of payment

Charli Micallef spoke highly of Steve Almes. (1:14:40)

(1:37:48)

4 TITLE: **Presentation from LAFCo**
REPORT: Martha Poyatos
PROPOSED ACTION: Information only

Martha Poyatos made a presentation.

Public Comment: Leonard Woren stated the Municipal Service Review is to evaluate efficiencies, and one way would be to stop wasting money.

(1:58:35)


6 TITLE: **Presentation from Phondini Partners LLS regarding
Fishline Community Program**
REPORT: Joe Falcone, Letter
PROPOSED ACTION: To be determined

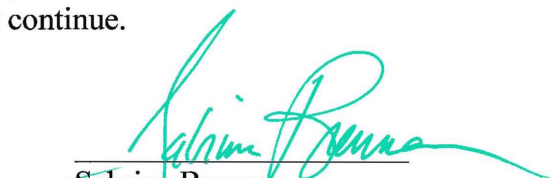
Action: Motion by Brennan, second by David to authorize the Acting General Manager to write a letter in support of the National Fish and Wildlife Foundation grant. The motion passed.

Ayes: Brennan, David
Nays: Parravano
Absent: Bernardo, Mattusch

Adjournment

At 9:22 p.m. Legal Counsel announced there was no longer a quorum (only Commissioners David and Parravano were present), so the meeting would not continue.


Debbie Nixon
Deputy Secretary


Sabrina Brennan
President

***These items were not addressed.**

7 TITLE: **Draft Preliminary Operating and Capital Budget for
Fiscal Year 2015/16**
REPORT: Draft Preliminary Budget, Memo
PROPOSED ACTION: Information only