

# San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

September 3, 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  
x 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

Brennan entered the room at 6:04 p.m.

**Public Comments/Questions** — Ed Larenas, Mary Larenas, Keet Nerhan,  
Brian Rogers

**Staff Recognition** — Grindy recognized Assistant Harbormaster Draper and Deputy Harbormaster Pemberton for their life saving rescue efforts and Deputy Harbormaster C. Smith for preventing an intoxicated gentleman from going out on his dingy.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

- 1     **TITLE:**                                 **Minutes of Meeting August 20, 2014**  
       **REPORT:**                             Draft minutes  
       **PROPOSED ACTION:**             Approval

**Action:** Motion by Tucker, second by Holsinger with edits to item 3 as provided prior to the meeting. The motion passed.

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

# New Business

- 2     **TITLE:**                                 **Nomination for Certificate of Appreciation from California Association of Harbor Masters and Port Captains to San Mateo County Harbor District Harbor District Staff**  
       **REPORT:**                             Parravano, Draft Letter  
       **PROPOSED ACTION:**             Approve letter for nomination of certificate of appreciation

**Action:** Motion by Tucker, second by Holsinger to approve letter for nomination of certificate of appreciation. The motion passed.

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

- 3     **TITLE:**                                 **Special Use Permit for City of South San Francisco Department of Parks and Recreation for Thanksgiving Fun Run Saturday November 15, 2014**  
       **REPORT:**                             Harris, Memo, Application  
       **PROPOSED ACTION:**             (1) Approve a Special Use Permit for City of South San Francisco Department of Parks and Recreation for Thanksgiving Fun Run to be held on Saturday November 15, 2014  
  (2) Fee waiver

**Action:** Motion by Tucker, second by Brennan to approve a Special Use Permit for City of South San Francisco Department of Parks and Recreation for Thanksgiving Fun Run to be held on Saturday November 15, 2014 and waive the fees for the permit. The motion passed.

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

- 4 TITLE: **Bills and Claims in the Amount of \$469,385.26**  
REPORT: Bills and Claims Detailed Summary  
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$469,385.26 to cover payment of Bills and Claims

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

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

## **Reports for Possible Discussion/Action Administration and Finance**

### **5 General Manager - Grenell**

Grenell presented his report.

Grenell announced his retirement from the District effective January 3, 2015.

### **6 Director of Finance - Galarza**

Grenell presented Galarza's report.

### **7 Human Resources Manager – Harris**

Harris presented her report.

# Operations

## 8 Oyster Point Marina/Park and Pillar Point Harbor – Grindy

Grindy presented his report.

## Board of Harbor Commissioners

### 9 A. Committee Reports

None

### B. Commissioner Statements and Requests

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

Brennan stated at the last meeting she asked for a list of items that were previously passed by the Commission to be placed on a future agenda be added to Agendas and she didn't see the list.

Holsinger expressed his gratitude for Grenell.

Holsinger welcomed Robert Grant, who is running for Harbor Commissioner.

Tucker stated that he is aware that the Fair Political Practice Committee has investigated a complaint regarding the District's membership with the California Maritime Infrastructure Authority Bank (CMIA/B) and found the complaint unwarranted and there was no conflict. Tucker stated he was contacted by the San Mateo County District Attorney's Office and was interviewed regarding his knowledge of CMIA/B. At the conclusion of the interview he was told that the report would be that there was no conflict of interest.

Parravano stated he admired the work staff has done in dealing with the fuel dock situation and there was no reason for anyone to doubt the efficiency of the Harbor Patrol staff and Harbor Master. He stated that Commissioners were notified of the events and thanked the Harbor Master for keeping the Commission informed of the situation. Parravano stated that revenue was lost and reputations were damaged.

Parravano stated that he was contacted by the San Mateo County District Attorney's Investigation Unit regarding a complaint they had received regarding the California Maritime Infrastructure Bank and Grenell.

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.


**Action:** Motion by Tucker, second by Holsinger to place an item on the November 5, 2014 Agenda for a Proclamation honoring Grenell. The motion passed.

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

## Adjournment

**Action:** Motion by Tucker, second by Parravano to adjourn the meeting. The motion passed at 7:04 p.m.

The next scheduled meeting will be held on September 17, 2014 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 6:00 p.m.



Debbie Nixon  
Deputy Secretary



Pietro Parravano  
President