

**San Mateo County Harbor District
Board of Harbor Commissioners
Meeting Minutes****June 4, 2014
6:00 p.m.****Multi-Purpose Room
901 Arnold Way
Half Moon Bay, Ca. 94019**

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Roll Call**Commissioners**Robert Bernardo, President
Pietro Parravano, Vice President
James Tucker, Treasurer & Secretary
Sabrina Brennan, Commissioner
William Holsinger, Commissioner**Staff**Peter Grenell, General Manager
x Debra Galarza, Director of Finance
Marietta Harris, Human Resource Manager
Scott A. Grindy, Harbor Master
Debbie Nixon, Deputy Secretary
Jean Savaree, District Counsel

x-absent

Action: Motion by Brennan, second by Parravano to adjourn to closed session. The motion passed unanimously by a roll call vote at 6:01 p.m.

Ayes: Bernardo, Brennan, Holsinger, Parravano, Tucker

Closed Session

- 1 TITLE: **PUBLIC EMPLOYEE APPOINTMENT: Government Code Section 54957. Legal Counsel**

At 6:46 p.m. Brennan excused herself from closed session.

Action: Motion by Bernardo, second by Parravano to adjourn to open session. The motion passed by a roll call vote at 6:52 p.m.

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

Open Session

There was no reportable action from closed session.

New Business

- 2 **TITLE:** **Bills and Claims in the Amount of \$105,922.77**
 REPORT: Bills and Claims Detailed Summary
 PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in
 the amount of \$105,922.77 to cover payment of Bills and
 Claims

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

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

- 3 **TITLE:** **Emergency Repair of Pillar Point Harbor Sewer Line**
 (Underground Between Harbor Office and Restroom)
 REPORT: Grenell, Grindy, Memo, Attachment
 PROPOSED ACTION: Authorize payment to Andreini Bros., Inc. for emergency
 repair of Pillar Point Harbor sewer line in an amount not to
 exceed \$29,440.00

Action: Motion by Tucker, second by Parravano to authorize payment to Andreini Bros., Inc. for emergency repair of Pillar Point Harbor sewer line in an amount not to exceed \$29,440.00. The motion passed unanimously.

Ayes: Bernardo, Brennan, Holsinger, Parravano, Tucker

- 4 TITLE: **General Election 2014 for Harbor Commission: Provision of Information to Chief Elections Officer**
REPORT: Grenell, Memo, Attachment
PROPOSED ACTION: Decide provisions of the required Policy Statements and authorize the General Manager to submit the Administrative Contract & Incumbent List and Candidate Policy for Special Districts Forms for the Statewide General Election, November 4, 2014, to the Chief Elections Officer of San Mateo County

Action: Motion by Holsinger, second by Tucker to have the candidate statement be 200 words and to have the candidate pay for their statement. The motion passed.

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

- 5 TITLE: **Rate Adjustment for Liebert Cassidy and Whitmore Legal Services**
REPORT: Grenell, Memo, Letter
PROPOSED ACTION: Approve revised rate schedule for Liebert Cassidy and Whitmore Legal Services as set forth in attached letter and fee schedule

Action: Motion by Tucker, second by Parravano to approve revised rate schedule for Liebert Cassidy and Whitmore Legal Services as set forth in attached letter and fee schedule. The motion passed.

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

- 6 TITLE: **Special Event Permit for Coastside Fishing Club**
REPORT: Harris, Memo
PROPOSED ACTION: Waive fee for Special Event Permit for Coastside Fishing Club for Oyster Point Fishing Derby

Action: Motion by Tucker, second by Brennan to waive fee for Special Event Permit for Coastside Fishing Club for Oyster Point Fishing Derby. The motion passed unanimously.

Ayes: Bernardo, Brennan, Holsinger, Parravano, Tucker

Public Comments/Questions — Tom Mattusch, Leonard Woren

Continued Business

- 7 TITLE: **Extension of General Manager’s Employment Contract**
REPORT: Grenell, Attachment
PROPOSED ACTION: Approve General Manager’s contract extension

Public Comment – John Ullom, Leonard Woren

Action: Motion by Tucker, second by Holsinger to approve the General Manager’s contract extension. The motion passed.

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

Public Hearing

- 8 TITLE: **Continuance of Hearing: Preliminary Operating
and Capital Budget for Fiscal Year 2014/15**
- A. Declare Hearing Open: President Bernardo
B. Report of Notice Given: Grenell
C. Staff Report and
Recommendation: Preliminary Budget FY 2014/15
D. Public Testimony:
E. Harbor Commission
Questions:
F. Close Public Testimony: President Bernardo
G. Commission Deliberation:
H. Recommended
Commission Action: To be determined

Bernardo declared the hearing open. Grenell stated notice had been given.

Public Comment – Bud Ratts, John Ullom, Leonard Woren, Dan Haggerty

Action: Motion by Holsinger, second by Tucker to adopt budget as proposed. The motion passed.

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

Consent Calendar

All items on the consent calendar are approved by one motion unless a Commissioner requests that an item be withdrawn or transferred to the regular agenda. Any item on the regular agenda may be transferred to the consent calendar.

Items 9-14 were removed from the Consent Calendar.

New Business, Continued

- 9 TITLE: **Minutes of Special Meeting April 16, 2014 – Budget Workshop**
REPORT: Draft minutes
PROPOSED ACTION: Approval

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

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

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

- 11 TITLE: **Minutes of Meeting May 7, 2014**
REPORT: Draft minutes
PROPOSED ACTION: Approval

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

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

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

- 13 TITLE: **Minutes of Special Meeting May 27, 2014**
REPORT: Draft minutes
PROPOSED ACTION: Approval

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

- 14 TITLE: **Minutes of Special Meeting May 28, 2014**
REPORT: Draft minutes
PROPOSED ACTION: Approval

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

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19B Agenda Setting

Action: Motion by Holsinger, second by Tucker to add an item to the next agenda under closed session regarding renegotiating the financial terms of the fish buyers leases. The motion passed.

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

Action: Motion by Brennan, second by Bernardo to add an item to the next agenda regarding permitting for Pillar Point Harbor repair and hoist on Johnson Pier. The motion failed.

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

Staff Reports: a) Administration and Finance

15 General Manager - Grenell

Grenell suggested the Board consider and adopt a Proclamation of Appreciation of the firm Aaronson Dickerson Cohn and Lanzone for their numerous years of service to the District.

16 **Director of Finance – Galarza**

Grenell presented Galarza's report.

17 **Human Resources Manager – Harris**

Harris stated that she hoped everyone could stay civil and to keep comments non-racial. She stated that the "ghetto" comment made earlier by Brennan was a little bit racial and she felt uncomfortable.

b) Operations

18 **Oyster Point Marina/Park and Pillar Point Harbor – Grindy**

Grindy presented his report.

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19 A. Committee Reports

None.

C. Commission Statements and Requests

The Board of Harbor Commissioners may make public statements and requests. Requests may be made to place items on future agendas.

Holsinger stated there were several Brown Act violations made by Brennan during the meeting and asked that she not discuss closed session items.

Tucker stated that the refrigerators at the end of Johnson Pier that the fish buyers occupy to store their bait pose a safety and sanitary issue. He stated they are improperly plumbed and the electrical is faulty along with rotting timber.

Brennan stated she was unclear what Brown Act violations Holsinger was speaking about. She addressed the Human Resource Manager's concern regarding her use of the word ghetto when referring to the condition of Pillar Point Harbor earlier in the meeting and apologized.

Tucker asked if the report regarding the Commissioner's medical benefits was ready. Grenell started it was. Tucker asked that the item be added to the next agenda.

Staff Recognition — Bernardo recognized the staff for their continued work.

Adjournment

Action: Motion by Brennan, second by Parravano to adjourn the meeting. The motion passed at 9:47 p.m.

The next scheduled meeting will be held on June 18, 2014 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 6:00 p.m.

Debbie Nixon
Deputy Secretary

Pietro Parravano
President