

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

February 19, 2014
6:00 p.m.

Municipal Services Building
BUTTERFLY ROOM
33 Arroyo Drive
South San Francisco, Ca. 94080

Roll Call

Commissioners

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

Staff

Peter Grenell, General Manager
x Debra Galarza, Director of Finance
Marietta Harris, Human Resource Manager
x Scott A. Grindy, Harbor Master
Jean Savaree, District Counsel

X=absent

Public Comments/Questions — Brian Rogers, John Ullom

Staff Recognition- Harris introduced the Harbor District's two new employees, David Doyle (Accountant) and Abigail Dometita (Accounting Technician/Administrative Assistant).

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

A motion was made my by Tucker, second by Parravano to approve the Consent Calendar.

Brennan asked to remove Items 1 and 2 from the Consent Calendar.

- 1 TITLE: **Minutes of Meeting February 5, 2014**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

Action: Motion by Tucker, second by Parravano to approve the minutes of meeting February 5, 2014 with corrections. The motion passed unanimously.

Ayes: 4
Nays: 0

- 2 TITLE: **Minutes of Meeting January 15, 2014**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

Action: Motion by Brennan, second by Tucker to approve the minutes of meeting January 15, 2014 with corrections. The motion passed unanimously.

Ayes: 4
Nays: 0

Agenda Setting

Harbor Commissioners may suggest future agenda items.

Brennan stated she wanted to discuss Accounts Receivable reports and that Bernardo made a motion to put Accounts Receivable reports on a future agenda. She stated she voted in support of putting the Accounts Receivable on a future agenda, and also stated that Bernardo was in favor of it as well; however, there were three votes against the Accounts Receivable item. Brennan stated she was confused why there was an Accounts Receivable report on this agenda.

Grenell made a point of order that this was Agenda Setting and if Brennan wanted to discuss it, then she could at another time during the meeting. Brennan stated this was an agenda item that tried to get onto the agenda but failed.

Bernardo stated since it was currently discussed, to finish the AR reports in the Agenda Setting. He asked staff what they thought of the item.

Harris stated staff listened to the tape and there were two votes: one to sending redacted AR reports which failed and the other was another vote for presenting alternatives to the Board which passed.

Brennan stated the agenda item on Committees did not make it on this agenda and wondered what the status was.

Grenell made a point of order stating that Brennan's questions did not pertain to Agenda Setting.

Bernardo stated that Brennan was correct since it was for an agenda item and for her to finish the conversation. He stated his understanding was that it was an informational report on committees.

Bernardo proposed to agendize an updated informational report on committees.

Action: Motion by Bernardo, second by Brennan to agendize an updated informational report on committees on a future agenda. The motion passed unanimously.

Ayes: 4

Nays: 0

Grenell made a point of information that a future agenda means there is no specific date. Bernardo stated he understood and there are more urgent items that need to be handled first.

New Business

- | | | |
|----------|-------------------------|---|
| 3 | TITLE: | Mid-Year Budget Review for Period Ending December 31, 2013 |
| | REPORT: | Grenell, Budget Review |
| | PROPOSED ACTION: | To be determined |

Grenell spoke on the item.

Action: Motion by Tucker, second by Brennan to approve the Mid-Year Budget Review for period ending December 31, 2013. The motion passed unanimously.

Ayes: 4

Nays: 0

- 4 TITLE: **Mid-Year Budget Amendments**
 REPORT: Grenell, Memo, Resolution 05-14
 PROPOSED ACTION: Adopt Resolution 05-14 and approve budget amendments

Action: Motion by Tucker, second by Brennan to adopt Resolution 05-14 and approve budget amendments. The motion passed unanimously.

Ayes: 4

Nays: 0

- 5 TITLE: **Marine Science Institute: Earth Day On The Bay Sponsorship**
 REPORT: Grenell, Attachment
 PROPOSED ACTION: Approve sponsorship of Earth Day On The Bay at the bay advocate level (\$500)

Grenell spoke on the item.

Action: Motion by Parravano, second by Brennan to approve sponsorship of Earth Day On The Bay at the Bay Advocate Level (\$500). The motion passed unanimously.

Ayes: 4

Nays: 0

Action: Motion by Tucker, second by Parravano to approve option one on the list of alternative courses of action: to continue to provide redacted AR reports as previously. The motion failed.

Ayes: 2
Nays: 1 (Bernardo)
Abstain: 1 (Brennan)

10 TITLE: **Informational Report: Providing Free Wireless Communications To The District Harbor And Marina Facilities**
REPORT: Harris, Memo

Harris spoke on the report.

Action: Motion by Parravano, second by Brennan to approve option three on the list of recommendations: each location will need to include purchasing an additional Business Class account for each location of \$397.00 per location for a total of \$794.00 per month, plus \$200.00 installation of Comcast for each location. The motion passed.

Ayes: 4
Nays: 0

11 TITLE: **Informational Report: Health Benefits**
REPORT: Harris, Memo

Harris stated the report was not available due to the extended waiting time for additional information.

- 12 TITLE: **Informational Report: Public Records Act Information Requests**
REPORT: Grenell, Harris, Memo

Grenell spoke on the report.

Public Comment on Item 12: John Ullom

- 13 TITLE: **Informational Report: Obtaining An Attorney General's Opinion**
REPORT: Grenell, Harris, Memo

Grenell stated the report will be postponed until the next meeting when Holsinger is present.

- 14 TITLE: **Informational Report: Conflict Of Interest**
REPORT: Grenell, Harris, Memo

Grenell spoke on the report.

Staff Reports: a) Administration and Finance

15 **General Manager – Grenell**

Grenell spoke on his report.

16 **Director of Finance – Galarza**

Grenell spoke on behalf of Galarza.

17 **Human Resources Manager – Harris**

Harris spoke on her report.

b) Operations

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

Grenell spoke on behalf of Grindy

Board of Harbor Commissioners

19 A. Committee Reports

B. Commission Statements

Harbor Commissioners may make public statements limited to 5 minutes.

Brennan thanked Harris for putting together the recommendation on Wifi. She stated she was excited that it was approved.

Tucker stated that at the last meeting, he made two motions: one was to ask for and receive an update on the pending complaints, and the second motion was pertaining to the Avenue Alhambra property. He stated both motions passed; however, Tucker was informed by the General Manager that the item pertaining to the complaints that are pending would not be on the agenda because Liebert and Cassidy didn't have information to report and both Liebert Cassidy and District Counsel would not be at the meeting. Therefore, the item would not be placed on the agenda to avoid a possible Brown Act violation. Tucker stated he was disappointed to hear this, especially since the District has the responsibility to make sure that any alleged harassment complaint is being followed. Tucker stated the five Commissioners have a responsibility to take action.

Tucker stated the District misappropriated \$30,000 the night of the meeting to legal fees. He stated the District is digging a hole, and more legal fees will add up to \$60,000 to \$70,000. Tucker stated the District needs to be more aware of what is going on and the responsibilities that everyone has.

Parravano stated at the last meeting at the Comfort Inn in Half Moon Bay, the seating arrangements for the Commissioners were not arranged correctly. He stated upon entering the room, he realized his seat was switched with Brennan. Parravano stated it happened with an intention and asked people that were involved with setting up the chairs and was told the seating arrangement was set

up as it always is arranged. Parravano asked Brennan why she changed his seat. Brennan responded by stating that it was not a time for discussion and they could talk at another time. Parravano stated he did not appreciate the abuse, the way his seat was handled and exchanged, and it showed behavior that is unbecoming of a public official. He stated he never has seen or heard this happen and congratulated Brennan for being the first.

Parravano stated he wanted to make sure there was notification to the public for the new meeting location in Half Moon Bay. Grenell stated he didn't want to create any confusion, so he waited until this meeting, and would be putting out notification through a variety of mechanisms after this meeting.

Bernardo stated the informational reports are increasing and thanked staff. He stated he knows it takes a lot of time, energy and research to put the reports together. Bernardo stated he looked forward to the Health Benefits report and that it will be a complex report.

Bernardo stated there were anti-harassment trainings and he took classes for his day job, and that it was important for the public to know that these classes are available for public officials.

Bernardo thanked staff for continued hard work, and also thanked Grindy and Galarza who were not at the meeting.

20	TITLE:	Identification of District Real Property Negotiator
	REPORT:	Bernardo
	PROPOSED ACTION:	Designate District Real Property Negotiator Peter Grenell

Action: Motion by Bernardo, second by Parravano to designate District Real Property Negotiator Peter Grenell and to go into Closed Session. The motion passed.

Ayes: 4

Nays: 0

The meeting adjourned to Closed Session at 8:15 p.m.

Closed Session

- 21 TITLE: **Conference with Real Property Negotiator Peter Grenell:
Pursuant to Government Code Section 54956.8**
- PROPERTY: 504 Alhambra Road, El Granada, APN # 047-204-120
- NEGOTIATING PARTIES: San Mateo County Harbor District, Marlborough Group LLC
- UNDER NEGOTIATION: Price, Terms and Conditions for Lease or Purchase of
Property

Open Session, cont'd.

There was no reportable action from Closed Session.

Action: Motion by Tucker, second by Parravano to adjourn the meeting. The motion passed unanimously.

Ayes: 4

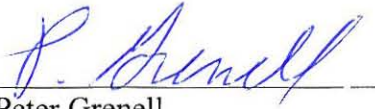
Nays: 0

The meeting adjourned at 8:59 p.m.

Adjournment

The next scheduled meeting will be held on March 5, 2014 at Sea Crest School, 901 Arnold Way, Half Moon Bay at 6:00 p.m.

Agenda Posted As Required:
February 13th at 3:30 p.m.



Peter Grenell
Acting Deputy Secretary



Robert Bernardo
President