

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

August 20, 2014
6:00 p.m.

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

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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
Debra Galarza, Director of Finance
Marietta Harris, Human Resource Manager
Scott A. Grindy, Harbor Master
Steven Miller, District Counsel
Debbie Nixon, Deputy Secretary

Public Comments/Questions — Ed Larenas, Mary Larenas, Keet Nerhan

Staff Recognition — None

Consent Calendar

This item was moved to New Business for discussion.

New Business

- 1 **TITLE:** **Minutes of Meeting August 6, 2014**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

Action: Motion by Tucker, second by Holsinger to approve the minutes of August 6, 2014. The motion passed.

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

- 2 **TITLE:** **Bills and Claims in the Amount of \$144,665.08**
 REPORT: Bills and Claims Detailed Summary
 PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$144,665.08 to cover payment of Bills and Claims

Public Comment – John Ullom

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

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

Continued Business

- 3 **TITLE:** **Response to Civil Grand Jury Report on San Mateo County Harbor District**
 REPORT: Grenell, Draft Response
 PROPOSED ACTION: Discussion, consideration and possible approval of Draft Response for submittal to Civil Grand Jury

Parravano stated that each Commissioner and member of the public would be given 5 minutes to speak on the draft response to the Civil Grand Jury report.

Action: Motion by Tucker, second by Bernardo to allow Brennan five (5) additional minutes to speak regarding the draft introductory statement of proposed District response to civil grand jury report filed on July 9, 2014. The motion passed.

Public Comment – Leonard Woren, John Ullom, Nicole David, Bud Ratts

Action: Motion by Parravano, second by Tucker to approve the draft response including introduction and the auditor’s comments. The motion passed.

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

- 4 TITLE: **El Granada Post Office Lot: Research, Listing, and Property Disposition Services**
REPORT: Grenell, Memo
PROPOSED ACTION: (1) Determine that the best interest of the District would be served without the necessity of request for proposal;
(2) Pursuant to Section 2.7.2.2 of the District Ordinance Code, waive any provisions of Chapter 2.7 of the Ordinance Code which require request for proposals, and
(3) Approve hiring of Janet Hill Gray for research, listing and property disposition services with respect to the District’s Post Office Lot property in El Granada, APN 047-261-030, on a commission basis not to exceed 6% of ultimate property disposition amount

Public Comment – Leonard Woren, Fran Pollard, Dan Haggerty

Action: Motion by Tucker, second by Bernardo to determine that the best interest of the District would be served without the necessity of request for proposal and to forego the request for proposal process and approve the hiring of Janet Hill Gray for research, listing and property disposition services with respect to the Post Office Lot property in El Granada. The motion passed unanimously.

Ayes: Bernardo, Brennan, Holsinger, Parravano, Tucker

- 5 TITLE: **Discuss and Direct General Manager to Broaden Scope of Outreach Regarding the Sale of the District’s Surplus Land**
REPORT: Brennan
PROPOSED ACTION: To be determined

Brennan stated that this item was not needed because it was taken care of during item 4.

Public Comment – Dan Haggerty, Fran Pollard, Leonard Woren

Board of Harbor Commissioners

6 A. Committee Reports

None.

Public Comment – John Ullom

Brennan asked staff to provide her with the date of the meeting where the report from the New Administration Office, Post Office Lot Committee took place.

B. Commissioner Statements and Requests

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

Brennan stated there was a Brown Act violation regarding the posting of the revised agenda for the meeting.

Brennan stated she was disappointed that an additional document for the grand jury report from the District's auditor was sent to the Commission at 2:30 p.m. the day of the meeting and stated it wasn't enough time to review the document.

Brennan stated that it is unacceptable that committees are meeting and the Commission is not being notified about this and hopes that it won't happen in the future.

Bernardo thanked Parravano and staff for keeping the Board on track and keeping the meeting in order regarding the Civil Grand Jury report. He stated it was very complex and challenging and thanked him for his leadership.

Tucker applauded Parravano for organizing the discussion regarding the response to the Civil Grand Jury report and thanked him for his efforts.

Holsinger gave thanks to Parravano for his efforts.

Parravano thanked his fellow Commissioners for their support and stated that this was a challenging and complicated process. He thanked

staff for their hard work and for a thorough draft response.

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.

Brennan asked for a list to be included in the Board packet that lists requested future agenda items to keep track of what has been approved by the Board. Grenell stated he will provide a list of outstanding items that have not been placed on an agenda. Brennan asked if she needed to make a motion to have this done. Grenell stated staff will provide the information and that he felt a motion wasn't needed.

Action: Motion by Brennan to agendize an item on a future agenda to discuss having an active Finance Committee. The motion failed due to lack of a second.

Action: Motion by Parravano, second by Tucker to send a nomination letter to the California Harbor Masters and Port Captains Association to nominate District staff for the Certificate of Appreciation Nomination Award. The motion passed.

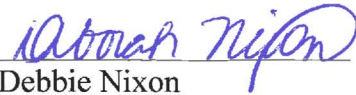
Ayes: Bernardo, Brennan, Holsinger, Parravano, Tucker


Action: Motion by Brennan to agendize an item on a future agenda for discussion about the District's membership status with the California Maritime Infrastructure Bank/Authority. The motion failed due to lack of a second.

Adjournment

Action: Motion by Tucker, second by Holsinger to adjourn the meeting. The motion passed at 9:04 p.m.

The next regular scheduled meeting will be held on September 3, 2014 at Sea Crest School, Think Tank, Room #19, 901 Arnold Way, Half Moon Bay at 6:00 p.m.


Debbie Nixon
Deputy Secretary


Pietro Parravano
President