

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

April 15, 2015
4:00 p.m.

Oyster Point Marina Yacht Club
911 Marina Blvd.
South San Francisco, CA

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A.) Roll Call

Commissioners

Sabrina Brennan, President
Tom Mattusch, Vice President
Nicole David, Secretary
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
Steven Miller, District Counsel

x- absent

B.) Public Comments/Questions- Leonard Woren stated it was a horrible location for the meeting, the acoustics were terrible and it was not a good time for most people of the county to get to. (55:54)

C.) New Business

(56:47)

- 1 TITLE: **Proclamation for Gary Stern**
REPORT: Parravano, Proclamation
PROPOSED ACTION: Approve proclamation

Action: Motion by Brennan, second by Mattusch to approve the proclamation. The motion passed unanimously.

Ayes: Bernardo, Brennan, David, Mattusch, Parravano

(1:00:56)

- 4 TITLE: *Approval of IT Vendor for Harbor District Move Activities*
REPORT: *Grindy, Memo, Proposals*
PROPOSED ACTION: *Approve IT vendor for a not to exceed amount of \$10,000*

Public Comment: Brian Rogers was curious why a proposal came in before the spec went out by the Board. He asked why a Commissioner was dealing with a vendor directly, and how a vendor knew the Board needed a proposal before asking for one. (1:06:25)

Leonard Woren stated it was not a good idea to change more than one thing at a time, and stated to arrange to take care of only things that need to be done for the move. (1:09:10)

John Ullom asked where Caspian IT came from. Ullom was concerned that there is \$35,000 worth of equipment and none of it has been delivered. Ullom stated the Board should gather bids and let the public evaluate them. (1:10:51)

Debra Galarza stated that when she was the Acting General Manager, she had a meeting with Brennan and Mattusch and stated that she felt an RFP was need but no direction was given. (1:15:29)

Action: Motion by Mattusch, second by David to select Option 2: to accept the selection of Caspian IT Group of Campbell, California in a not to exceed amount of \$10,000 for performing IT related activities for efforts and actions related to the moving of the Harbor District administrative offices upon contract legal review. The motion failed.

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

Action: Motion by Parravano, second by Bernardo to direct the Acting General Manager to contact other agencies that can collaborate and provide IT services for the Harbor District, and for the Acting General Manager to select the contractor and initiate a contract in an amount not to exceed \$10,000. The motion passed.

Ayes: Bernardo, David, Mattusch, Parravano
Abstain: Brennan

(1:35:07)

- 2 TITLE: **Presentation: Facilities Condition Study for Oyster Point Marina/Park and Pillar Point Harbor**
REPORT: Grindy, Presentation
PROPOSED ACTION: Information Only

Grindy presented the item.

No action taken. Information only.

(2:20:03)

- 3 TITLE: **Budget Workshop for FY2015/16 Budget**
REPORT: Draft Preliminary Budget, Memo
PROPOSED ACTION: Information only

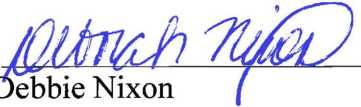
Galarza presented the item.

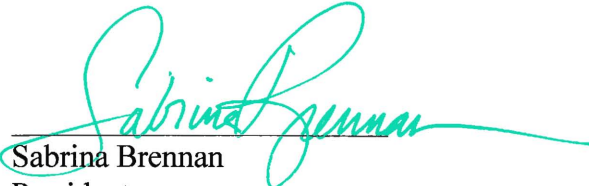
Public Comment: Brian Rogers was concerned with how the capital projects would get paid for. Rogers also stated he support getting all of the projects done.

Ullom stated the Harbor District doesn't have \$14 million in the bank to spend. He stated the Harbor District will not have money in the next two to three years because of the large deficit. **(2:40:22)**

D.) Adjournment

Action: Motion by Mattusch, second by Parravano to adjourn the meeting. The motion passed at 7:20 p.m. The motion passed unanimously.


Debbie Nixon
Deputy Secretary


Sabrina Brennan
President