

**San Mateo County Harbor District
Board of Harbor Commissioners
Minutes**

**May 7, 2008
7:00 p.m.**

**Coastside County Water District Office
766 Main Street
Half Moon Bay, CA 94019**

Roll Call

Commissioners

Ken Lundie, President
Leo Padreddii, Vice President
Sally Campbell, Treasurer
Pietro Parravano, Secretary
x James Tucker, Commissioner

Staff

Peter Grenell, General Manager
Marcia Schnapp, Director of Finance
Marietta Harris, Human Resource Manager
Robert Johnson, Harbormaster
Dan Temko, Harbormaster
Theresa DellaSanta, Deputy Secretary
Linda Noeske, District Counsel

x- Absent

Public Comments/Questions - None

Staff Recognition — Temko recognized former Deputy Harbormaster Mike Bushnell who has received a commendation from the San Mateo County Sheriffs Office for his assistance in a body recovery at the foot of Devils Slide. Campbell recommended that Temko send a commendation from the District.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 Special Meeting April 16, 2008
	REPORT:	Draft minutes
	PROPOSED ACTION:	Approval

2 TITLE: **Minutes of Meeting April 16, 2008**
REPORT: Draft minutes
PROPOSED ACTION: Approval

Action: Motion by Padreddii, second by Parravano to approve Item 1 and 2. The motion passed.

Ayes: 4

Nays: 0

Abstentions: 1 (Lundie) Item 1

Public Hearing –

3 TITLE: **Preliminary Operating and Capital Budget for Fiscal Year 2008-2009, to Set the Public Hearing Date of June 18, 2007 for Fixing the Final Budget, and Authorize a Public Notice to that Effect Pursuant to Harbors and Navigation Code §6093.1**

A. Declare Hearing Open: President Ken Lundie
B. Report of Notice Given: Grenell
C. Staff Report and Recommendation: Resolution 05-08, Preliminary Budget
D. Public Testimony:
E. Harbor Commission Questions:
F. Close Public Testimony: President Ken Lundie
G. Commission Deliberation:
H. Recommended Commission Action: Adopt Resolution 05-08 Adopting the Preliminary Fiscal Year 2008-2009 Budget and Authorize Publication Public Notice

Grenell informed the Board that proper notice was given and approval of this item would allow staff to publish a public notice for statutory 30-day public comment and review.

Grenell said that the current draft preliminary budget includes projected loss of revenue in the amount of \$186,000 due to the cancellation of salmon season.

Grenell concluded that staff is currently preparing a full packet of information which will include everything the Board requested at the April 16th workshop in regard to a five-year and three-year financial outlook, a worst case scenario for fiscal action, comparison of District wages and benefits, alternative benefits and wages, early retirement incentives, possible

arrangements with King Ventures and various graphs and charts. This information will be presented at the May 21st Board meeting.

Lundie asked if the proposed \$15 increase in liveaboard fees for Oyster Point has changed. Grenell said no. Lundie requested that Oyster Point tenants be notified as soon as possible of the May 21st Board meeting public hearing for the rates and fees. Johnson said that tenants have already been notified and are aware of the date.

Action: Motion by Campbell, second by Parravano to approve Item 3. The motion passed.

Ayes: 4

Nays: 0

4 TITLE: Discussion Item: Rates and Fees Schedule for FY2008-2009 at Oyster Point Marina/Park

- B. Report of Notice Given: Grenell
- C. Staff Report and Recommendation: To Be Determined
- D. Public Testimony:
- E. Harbor Commission Questions:
- F. Close Public Testimony: President Ken Lundie
- G. Commission Deliberation:
- H. Recommended Action: To Be Determined

This item was moved to the May 21st Board Agenda.

Continued Business

- 5 TITLE: Amended Limited Commercial Activity Permit for Sam's Chowder House at Pillar Point Harbor**
- REPORT: Temko, Staff Report
- PROPOSED ACTION: Approve Amended Limited Commercial Activity Permit for Sam's Chowder House at Pillar Point Harbor

Temko informed the Board that Sam's Chowder House has previously held these events at the beach and they have all been well organized and under control. He added that staff will coordinate with the existing permittee who does the same type of activity on a first come, first serve basis.

Paul Shenkman, Sam's Chowder House Proprietor, stated that although he is requesting up to fifteen bonfires it is not likely he will have that many.

Campbell stated her concerns for public access to the beach. Shenkman said that the issue has been raised and there is a provision in his permit to always allow public access to the beach during these events.

Action: Motion by Padreddii, second by Parravano to approve Item 5. The motion passed.

Ayes: 3

Nays: 1 (Campbell)

- 6** TITLE: **GASB 45 Actuarial Analysis and Report on Other Post-Employment Benefits and Liabilities Other Than Pensions**
REPORT: Schnapp, Staff Report, Attachment
PROPOSED ACTION: Approve Proposal of Bickmore Risk Services and Authorize General Manager to Execute an Agreement with Bickmore Risk Services in an Amount Not to Exceed \$5,250.00

Schnapp stated that Bickmore Risk Services will prepare a report for the District which will show the total liability to date plus future expenses for retiree healthcare.

Schnapp stated that the District received five proposals and Bickmore Risk Services came in as the lowest cost proposal. She added that staff chose not to include the \$1,250 option for a CALPERS software package at this time, but may decide to at a later date in which it will be brought back to the Board for approval. Campell recommended approving the item for a total of \$6,500 to include the option in case staff decides to use the option.

Action: Motion by Campbell, second by Padreddii to approve Item 6 in an amount not to exceed \$6,500. The motion passed.

Ayes: 4

Nays: 0

New Business

- 7** TITLE: **District Quarterly Investment Balances through March 31, 2008**
REPORT: Investment Report
PROPOSED ACTION: Accept District Quarterly Investment Balances

Action: Motion by Campbell, second by Padreddii to approve Item 7. The motion passed.

Ayes: 4

Nays: 0

- 8** TITLE: **Bills and Claims in the Amount of \$129,908.18**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approve Bills and Claims for payment and a transfer in the amount of \$129,908.18 to cover payment of Bills and Claims

Padreddii informed the Board that he has reviewed the Bills and Claims and found them in order. He recommended approval.

Action: Motion by Padreddii, second by Parravano to approve the bills and claims in an amount of \$129,908.18. The motion passed.

Ayes: 4

Nays: 0

- 9** **TITLE:** **Amendment to General Manager Employment Agreement**
 REPORT: Amendment
 PROPOSED ACTION: Approve Amendment to General Manager Employment Agreement

Action: Motion by Padreddii, second by Parravano to approve Item 9. The motion passed.

Ayes: 4

Nays: 0

Reports for Possible Discussion/Action

Administration and Finance

10 General Manager – Grenell

Grenell informed the Board that a meeting with DBW is tentatively planned for next week to discuss the WETA lease.

Grenell reported that the San Mateo County Convention and Visitors Bureau will host their annual Media Tour on May 29th from 2:30 p.m. to 3:00 p.m. at Pillar Point Harbor.

11 Director of Finance - Schnapp

Nothing further to add to written report.

12 Human Resources Manager - Harris

Nothing further to add to written report.

Operations

13 Oyster Point Marina/Park - Johnson

Johnson informed the Board that the boat launch ramp reconstruction has begun.

14 Pillar Point Harbor – Temko

Temko reported that occupancy has dropped to 89%.

Temko informed the Board that the restroom renovation project is going well and is ahead of schedule.

Temko apologized for the trimming of a tree at Pillar Point Harbor which was trimmed too much by a contractor who he told to only trim a few branches.

Campbell asked if there is still a waiting list for berths. Temko said there is a list for recreational 30 to 45 foot berths and the people on the list have been notified that there is space on the commercial docks. He said none of them are interested. Campbell suggested making a row of docks on the commercial side more appealing to recreational users and requested that Temko and Schnapp look into what this would cost. Lundie requested looking into bringing cable to the commercial docks. Temko will research it.

Board of Harbor Commissioners

15 A. Committee Reports

Oyster Point Hotel Development/ New Administration Office (Campbell, Tucker)
Meeting was cancelled and rescheduled for May 9th.

Padreddii informed the Board that he toured Oyster Point with South San Francisco Councilman Kevin Mullin.

75th Anniversary (Campbell, Parravano)

Campbell requested that Commissioners sign up to run the District's booth at the Rock the Block event in Half Moon Bay on May 16th.

B. 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.

Parravano informed the Board that he attended the annual Fisheries Forum in Sacramento and sensed a lack of urgency about impacts of the closure of salmon season. He added that the District needs to vocalize the effects it will have on businesses, fishermen and their families to the State legislators. Grenell said he would work with Parravano on drafting a letter to the legislator.

Parravano suggested using Lot C at Pillar Point Harbor for events to business and citizens in order to generate more revenue to the District.

Parravano handed out a flyer for a salmon aid benefit being held in Oakland. For more information visit www.salmonaid.org

- 16 TITLE: Identify Labor Negotiator pursuant to Government Code §54957.6**
REPORT: Zafferano
PROPOSED ACTION: Identify Labor Negotiator Peter Grenell

Noeske identified Grenell as Real Property Negotiator.

Action: Motion by Campbell, second by Parravano to adjourn to closed session. The motion passed unanimously at 8:00 p.m.

Closed Session

- 17 TITLE: Conference with Labor Negotiator pursuant to Government Code §54957.6: Operating Engineers Local Union No. 3**
REPORT: Grenell
PROPOSED ACTION: To Be Determined

- 18 TITLE: Conference with Labor Negotiator pursuant to Government Code §54957.6: Teamsters Local Union 856**
REPORT: Grenell
PROPOSED ACTION: To Be Determined

Action: Motion by Campbell, second by Padreddii to adjourn to Open Session. The motion passed unanimously at 8:35 p.m.

No reportable action from closed session.

Adjournment

Action: Motion by Campbell, second by Parravano to adjourn the meeting. The motion passed unanimously at 8:38 p.m.

APPROVED BY:

ATTESTED BY:

Ken Lundie
President

Theresa DellaSanta
Deputy Secretary