

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

**May 5, 2010
7:00 p.m.**

**Comfort Inn
2930 Cabrillo Highway
Half Moon Bay, Ca. 94019**

Roll Call

Commissioners

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

Staff

- Peter Grenell, General Manager
- Marietta Harris, Human Resource Manager
- Robert Johnson, Harbormaster
- Kathleen Kane, District Counsel
- Debbie Nixon, Deputy Secretary

x-absent

Public Comments/Questions — None.

Staff Recognition- Grenell introduced the new Director of Finance, Julie Turner, who was in the audience. He stated that her first official day is May 7, 2010.

Johnson recognized the efforts of Merlo and White on the pump out facility at Oyster Point Marina/Park. The District did not pay for the upgrade due to grant funds that were received. The California Boating and Safety Association will be awarding Officer of the Year to two Pillar Point staff but Johnson did not say their names.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 Meeting April 21, 2010**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 2 **TITLE:** **Support Letters for HR 4844 and S 3213: Ensure 100% of**
 Amounts Credited to the Harbor Maintenance Trust
 Fund Are Used for Harbor Maintenance
 REPORT: Grenell, Memo, Legislation, Letters
 PROPOSED ACTION: Approve letters of support for HR 4844 and S 3212 and
 authorize General Manager to send the letters to Senators
 Feinstein and Boxer and Representative Eshoo

Action: Motion by Tucker, second by Padreddii. The motion passed.

Ayes: 3
Nays: 0
Abstention: 1 (Tucker for item 1)
Absent: 2 (Campbell, Lundie)

New Business

- 3 **TITLE:** **Trawl Fisherman’s request for support of West Coast**
 Catch Share groundfish trawl program funding
 REPORT: Grenell, Memo
 PROPOSED ACTION: To be determined

Tucker asked for a report from Grenell. Grenell referenced two pieces of information that he handed out. The first one was a summary of the FY2011 NOAA Budget requests. The second one was a copy of a support letter that was provided by John Dooley. If the NOAA budget requests are passed as shown in the handout, there would be slightly less than \$13 million available for the West Coast for the Trawl Catch Share Rationalization Program.

Geoff Bettencourt addressed the Commission and stated that if the Commission can’t take a position to support the program, he asked that they take no position at all.

Parravano referred to Alternative 3 from the staff report that states take no action at this time pending further information on the Administration's intentions, proposals, and budget allocations.

Action: Motion by Padreddii, second by Tucker to approve Alternative 3.

Ayes: 3
Nays: 0
Absent: 2 (Campbell, Lundie)

Continued Business

- 4 TITLE: **Consideration and Possible Action Regarding Proclamation, Memorial Plaque or Bench for Gary Christensen**
REPORT: Grenell, Memo
PROPOSED ACTION: To be determined

Grenell stated that this is a dual recommendation. There was a request for placement of a plaque on an existing bench. The Commission at the last meeting asked staff to obtain more information and bring it back to them at this meeting. Johnson and Walding contacted the family to clarify what their wishes are. Walding also spoke to the local fishermen and the live-aboard tenants for comments and ideas regarding what to do in the future. Staff recommended a pair of memorials for fishermen who have been taken by sea be placed at the harbor. Staff recommended a plaque for Christensen and for approval to proceed with obtaining information regarding a general memorial.

Tucker asked if he knew the size of the rock to be used as the memorial. Johnson mentioned a size and Tucker asked if he was thinking of a pretty good sized boulder. He also asked if there was going to be one plaque that would be mounted on the boulder or several. He stated that staff should develop the item further, before approval of concept. Criteria should be defined for each of the two memorials.

Action: Motion by Tucker, second by Padreddii to approve recommendation 1 and recommendation 2 as amended.

- 5 TITLE: **Minor Amendment to District Ordinance Code §2.5.1.2**
REPORT: Grenell, Memo, Resolution 05-10, Code Amendment
PROPOSED ACTION: Adopt Resolution 05-10 and approve Code Amendment to District Ordinance Code **§2.5.1.2**

Grenell stated that this item was introduced at the March 3, 2010 meeting and had been published for public review and comment.

Public Hearing -

- 6 TITLE: **District Rates and Fees Schedule for FY2010-2011 for Oyster Point Marina**
REPORT: Grenell, Resolution 06-10, Rates and Fees Schedule
PROPOSED ACTION: Adopt Resolution 06-10 to approve Rates and Fees Schedule

Grenell stated that the only change is the live a board discount if they pay for one year in advance just as with the berthing fees.

Action: Motion by Tucker, second by Padreddii to adopt resolution 06-10 and approve the rates and fees schedule. The motion passed.

Ayes: 3
Nays: 0
Absent: 2 (Campbell, Lundie)

- 7 TITLE: **District Rates and Fees Schedule for FY2010-2011 for Pillar Point Harbor**
REPORT: Grenell, Resolution 07-10, Rates and Fees Schedule
PROPOSED ACTION: Adopt Resolution 07-10 to approve Rates and Fees Schedule

Parravano recused himself and turned the meeting over to Tucker.

Action: Motion by Tucker, second by Padreddii. The motion passed on necessity.

Ayes: 2
Nays: 0
Absent: 2 (Campbell, Lundie)
Abstention: 1 (Parravano)

- 8 TITLE: **Continuance of Hearing: Preliminary Operating and Capital Budget for Fiscal Year 2010-2011**

- A. Declare Hearing Open: President Campbell
B. Report of Notice Given: Grenell
C. Staff Report and Recommendation: Draft Budget FY 2010/11
D. Public Testimony:
E. Harbor Commission Questions:
F. Close Public Testimony: President Campbell
G. Commission Deliberation:
H. Recommended Commission Action: Adopt Resolution 08-10 to approve Preliminary Operating

and Capital Budget for Fiscal Year 2010-2011 and authorize issuance of a public notice for public review and comment

Grenell stated that notice had been given.

Action: Motion by Padreddii, second by Tucker to adopt the Preliminary Operating and Capital Budget for Fiscal Year 2010-2011 and issuance of a public notice for public review and comment. The motion passed.

Ayes: 3

Nays: 0

Absent: 2 (Campbell, Lundie)

New Business, Continued

- 10** TITLE: **Nomination of David Altscher for San Mateo County Local Agency Formation Commission (LAFCO)**
REPORT: Grenell, Memo, Attachments
PROPOSED ACTION: Authorize Board of Harbor Commissioners President Sally Campbell to nominate David Altscher for election to the San Mateo County Local Agency Formation Commission

Grenell stated that Campbell was contacted by Altscher to nominate David Altscher. The Commission needs to give Campbell approval to nominate Altscher.

Action: Motion by Tucker, second by Padreddii to authorize Campbell to nominate Altscher. The motion passed.

- 11** TITLE: **Quarterly Investment Balances Report**
REPORT: Grenell, Report
PROPOSED ACTION: Accept quarterly investment balances report

Grenell stated that the Commission has the report and is available for questions.

Tucker questioned the LAIF fund and stated that the percentage is under 1%. He asked if the District was going to be more aggressive and move some money around. Harris stated that there was only \$6,774.35 in that account. Tucker stated that he thought there was more money in the account than that.

Action: Motion by Tucker, second by Padreddii to approve the quarterly investment balance report. The motion passed.

Ayes: 3

Nays: 0

Absent: 2 (Campbell, Lundie)

- 12** TITLE: **Bills and Claims in the Amount of \$87,644.71**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$87,644.71 to cover payment of Bills and Claims

Tucker stated that he reviewed the bills and claims and found them in order. He recommended approval.

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

Ayes: 3

Nays: 0

Absent: 2 (Campbell, Lundie)

Reports for Possible Discussion/Action Administration and Finance

13 General Manager - Grenell

Nothing further to add to written report.

14 Finance Report - Harris

Harris stated that the Director of Finance was starting on Friday May 7, 2010.

15 Human Resources Manager - Harris

Nothing further to add to written report.

Operations

16 Oyster Point Marina/Park - Johnson

Nothing further to add to written report.

17 Pillar Point Harbor – Johnson

Johnson stated that he met with the Coastal Commission staff and toured the bulkhead project. They are very supportive of the direction the District is heading. They were very impressed that all of their concerns were being addressed and were very supportive of a government/visitor center on site. Tucker asked if there was discussion regarding the sea level rise project. Johnson stated that there was and it is a component of the design. Tucker asked about the positioning of the bulkhead. Johnson stated that the design team has come up with a preliminary design which includes the berthing project. Grenell added that he would like to meet with the Ad Hoc Committee immediately to discuss possibilities of a new administration office and other possibilities at perched beach.

Board of Harbor Commissioners

18 A. Committee Reports

None.

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 stated that he would like to see if staff can utilize the short salmon season in July. It will consist of a 8 day season: 4 days the first week of July and 4 days the second week of July. He suggested organizing with As Fresh As It Gets to see about advertising and to check with other organizations as well.

- 19 TITLE: **Identify Real Property Negotiator Pursuant to Government Code §54956.8**
REPORT: Zafferano
PROPOSED ACTION: Identify Real Property Negotiator Peter Grenell

Kane identified Grenell as the real property negotiator for item 21.

20 TITLE: **Identify Labor Negotiator Pursuant to Government Code §54957.6**
REPORT: Zafferano
PROPOSED ACTION: Identify Labor Negotiator Peter Grenell

Kane identified Grenell as the labor negotiator for item 22.

Cassandra Clark stated that they have been reviewing the lease and although this is difficult times, they are working through all of the issues. The Commission will be discussing one issue in closed session and she will be outside if any questions need to be answered. Grenell stated that he would like her to remain.

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

Closed Session

22 TITLE: **Conference with Labor Negotiator: Pursuant to Government Code Section §54957.6**
Unrepresented Employees, Harbor Masters
REPORT: Grenell
PROPOSED ACTION: To Be Determined

Action: Motion by Tucker, second by Padreddii to adjourn to open session. The motion passed unanimously.

Open Session, Continued

There was no reportable action from closed session.

24 TITLE: **Adjustment of Compensation for Harbor Master Robert Johnson (Oyster Point Marina and Interim Pillar Point Harbor)**
REPORT: Grenell, Memo, Attachment
PROPOSED ACTION: Approve adjustment of compensation in the employment agreement Memorandum of Understanding (MOU) of Robert Johnson as set forth in Exhibit I, 2nd Amendment to MOU

Adjournment

Action: Motion by Tucker, second by Padreddii to adjourn the meeting. The motion passed unanimously at 8:19 p.m.

The next scheduled meeting will be held on May 19, 2010 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 7:00 p.m.

Debbie Nixon
Deputy Secretary

Pietro Parravano
Acting President