

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

**August 6, 2003
7:00 p.m.**

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

Roll Call

Commissioners

James J. Tucker, President
Leo Padreddii, Vice President
Pietro Parravano, Secretary / Treasurer
Sally R. Campbell, Commissioner
Ken Lundie, Commissioner

Staff

Peter Grenell, General Manager
Lindsay A. Marks, Director of Finance
Robert Johnson, Harbormaster
John Draper, Assistant Harbormaster
Beverly Fontana, Deputy Secretary
Linda Noeske, District Counsel

**Public Comments/Questions — Public and Staff
Recognition**

Harbormaster Johnson thanked the crew at Oyster Point Marina/Park for the great work they are doing. The crew has meshed together well and it shows in their teamwork.

Padreddii added that he had received a complaint from the South San Francisco Scavengers about a garbage pick up problem by Dominic's restaurant. Padreddii stated the problem was immediately taken care of by Oyster Point's harbor crew. He was pleased with their immediate attention to the concern.

Craig Mead of El Granada addressed the Board. Mr. Mead stated he had many questions and requested an extra 2 minutes. Tucker stated the Board could not

answer questions in the public comments section of the meeting and he would allow Mead to speak until his time ran out. Mead stated he understood that and then proceeded to speak. Mead had many questions and concerns regarding staff members of Pillar Point Harbor and some safety situations at the harbor. He was asked to supply the questions in writing for staff to review and get back to him.

Consent Calendar

All items on the consent calendar are approved by one motion unless a request is made at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 July 2, 2003 Meeting**
RECOMMENDATION: Approval

2 TITLE: **Minutes of July 16, 2003 Meeting**
RECOMMENDATION: Approval

Action: Motion by Parravano, second by Lundie to approve the Consent Calendar. Padreddii abstained from item 1. Motion carried by a unanimous vote.

Public Hearing — none

New Business

3 TITLE: **Renewal of Insurance Program for FY
2003-04**
RECOMMENDATION: Adopt Resolution 29 — 03 Authorizing the
Renewal of the San Mateo County Harbor
District's Liability, Property and Other
Insurance Policies for Fiscal Year 2003-04

Action: Grenell stated insurance renewal was due. A full insurance package was provided to each Board member. Staff recommends adopting Resolution 29—03.

Jim Hackworth of Hackworth and Company addressed the Board. Hackworth briefly reviewed this year's package. He stated not much has changed, but rates have gone up as well all insurance. He stated that the District achieved a \$28,000 saving in Worker's Compensation premium because of the staff's working with the insurance carrier on compliance codes. He stated he would answer any questions.

Motion by Padreddii, second by Lundie to adopt Resolution 29—02. Motion carried by 5 ayes, 0 nays.

Continued Business

Commissioner Parravano recused himself from item 4 at 7:14 p.m.

**4 TITLE: Consulting Services for an
Environmental Site Study of the
Princeton Boatyard**
RECOMMENDATION: To Be Determined

Action: Grenell presented the report on this item.

Lundie presented the minutes of the Boatyard Committee meeting. He stated the Committee agreed with the decision to keep the boatyard closed until the rails are repaired. The Committee also suggested the District purchase the Boatyard property and keep it as a boatyard but not manage it. If a time comes when the boatyard is not successful, even if run by someone other than the District, the property itself is a good investment for the District.

Lundie stated he had read all the responses to the Request for Proposals and stated they were all excellent. He did feel however that one particular company had boatyard cleanup experience. Lundie added that he felt the boatyard would be free of environmental problems. A representative from that company was in the audience to explain a few details of his proposal.

Jeff Peters of Questa Engineering Corporation addressed the Board. Mr. Peters explained his company's qualifications and went into detail on the phases stated in the proposal. It was felt by Mr. Peters that the boatyard would only need a minimal amount of environmental clean up, thus lowering the initial cost proposed.

Campbell stated the committee's plan was to not have the District pay for the environmental study at the boatyard but the outside individual who takes it over should carry the costs.

Motion by Lundie, second by Campbell to approve the consulting services for an environmental study of the boatyard to Questa Engineering Corporation in an amount not to exceed \$13,456.

Tucker stated he had concerns. He stated he never was in favor of purchasing the boatyard. He feels spending \$13,000 on a boatyard the District is not in a position to purchase is a waste the money.

Padreddii stated he has always been in support of the boatyard. He said he would be in favor of repairing it but not purchasing the property. He also expressed his desire to have the boatyard run by someone other than the District. He, too, was not in favor of supporting the environmental study.

Lundie added repairing the boatyard now without purchasing the property would be money not well spent since the lease is up in November.

Motion vote was as follows. 2 ayes, 2 nays (Tucker, Padreddii). Motion failed. Parravano having recused himself from the item cast no vote.

Commissioner Parravano returned to the meeting room at 7:55 p.m.,

5	TITLE:	OPM East Basin Gatehouse and Gate Renovation: Contract Extension for Grossman Design Group for Construction Management
	RECOMMENDATION:	Approve Contract Extension with Grossman Design Group for Construction Management Services and Authorize the General Manager to Augment the Contract in an Amount not to Exceed \$6,000

Action: Harbormaster Johnson presented the report on this item. He stated the entire \$6,000 might not be used.

Motion by Lundie, second by Padreddii to approve a contract extension for Grossman Design Group for construction management. Motion carried by 4 ayes, 1 nay (Campbell).

Commissioner Campbell left the Board meeting room for the evening at 7:57 p.m. stating she had another appointment.

31, 2003 in an amount not to exceed \$17,000. Motion carried by 3 ayes, 0 nays, 2 absent (Campbell, Lundie).

11 TITLE: **Bills and Claims in the Amount of
\$215,613.42**
RECOMMENDATION: Approval

Action: Parravano stated he had reviewed the Bills and Claims and found them to be in order. He did add hand checks to increase the amount by \$506.43 to \$217,406.57.

Tucker stated backup information was missing for a credit card and he requested the amount be removed until the information is supplied.

The amended amount for approval is now \$216,724.65. Motion by Parravano, second by Padreddii to approve the amended amount. Motion carried by 3 ayes, 0 nays, 2 absent (Campbell, Lundie).

Reports for Possible Discussion/Action

Administration and Finance

12 General Manager Grenell

Action: Grenell provided a written report. He added to his report that the Water Transit Authority (WTA) has just published its final Implementation and Operations Plan. The District will continue to work with the WTA to obtain funding at a Federal and State levels. He has one copy of the Plan in his office and would be happy to get more if the Board would like to review it.

Grenell also stated California Special Districts Association (CSDA) has contacted him via the District mail. There is an open seat on the CSDA Board for the region in which the District is located, and two people are running for the seat one is a local man from the Montara Sanitary District; the other is a harbor Commissioner from another harbor. Tucker requested information be provided to the Board at the next meeting for their review before voting on the seat.

13 Director of Finance Marks

Action: Marks provided an Accounts Receivables Report. She added that there was nothing else to report except that the auditors will be in next week.

Operations

14 Oyster Point Marina/Park — Johnson

Action: Johnson expanded a little on some of the items in his written report. He stated he had met with Jim Winzler of GKO and had a chance to review the breakwater reconfiguration plans. Johnson found them to be encouraging. He will be taking the plans to the Army Corps of Engineers on the 12th of August.

Work on the concrete beam repair is coming to an end on dock 12. Johnson stated he would be coming back to the Board with a request for the final amount to finish docks 13 and 14. Dock 14 will require substantial repair, as dock 13 will require less work.

15 Pillar Point Harbor — Draper

Action: Draper had no written report. He gave an oral report. Draper stated the Request for Proposals on the paving project is going well with 4 – 5 requests received already.

Occupancy is at 98%, with 100% on the weekends.

The Vagabundos had a fishing derby this past weekend that was successful.

Board of Harbor Commissioners

16 A. Committee Reports

1. Restroom Committee

Action: Parravano updated the Board on the Restroom Committee meeting of July 23.

Grenell stated an updated Request for Proposals (RFP) has been produced and he needed dates from the Committee for the site inspection, after which he will publish the RFP.

2. Boatyard Committee

Action: The Boatyard Committee meeting was discussed earlier in the meeting with Item 4 in Continued Business.

- 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.

Action: No Commission statements or requests.

Continued Business — continued

- 17 TITLE: **Identify Real Property Negotiator Pursuant to Government Code §54956.8**
 PROPOSED Identify General Manager Peter Grenell as
 ACTION: District Property Negotiator

- 18 TITLE: **Identify Labor Negotiator Pursuant to Government Code §54957.6**
 PROPOSED Identify General Manager Peter Grenell as
 ACTION: District Labor Negotiator

Action: Grenell was identified as both District's Labor and Property negotiator for the following closed session.

Motion by Padreddii, second by Parravano to break for closed session. Motion carried by unanimous vote at 8:22 p.m.

Closed session began at 8:35 p.m.

Closed Session

- 19 TITLE: **Conference With Real Property Negotiator, Government Code Section 54956.8**
 PROPERTY: Parcel A at Oyster Point Marina/Park, City of South San Francisco
 NEGOTIATING San Mateo County Harbor District and Raiser
 PARTIES: Resources, LLC
 UNDER Price and Terms of Payment for Lease
 NEGOTIATION:

- 20 TITLE: **Conference with Real Property Negotiator, Pursuant to Government Code §54956.8**
PROPERTY: Parcels E, E-1, E-2, E-3, E-4 at Oyster Point Marina/Park, City of South San Francisco
NEGOTIATING PARTIES: Marine Collections, LLC.
UNDER NEGOTIATION: Lease Terms and Conditions
- 21 TITLE: **Conference with Real Property Negotiator, Pursuant to Government Code §54956.8**
PROPERTY: Median Strip AP #047-262-010
NEGOTIATING PARTIES: KN Properties, Half Moon Bay Fire District, Granada Sanitary District, Midcoast Park Lands
UNDER NEGOTIATION: Lease Terms and Conditions
- 22 TITLE: **Conference with Labor Negotiator Pursuant to Government Code § 54957.6: Operating Engineers Local 3**
AGENCY NEGOTIATOR: Peter Grenell
PROPOSED ACTION: To Be Determined

Action: No reportable action on Items 19, 20, 21 and 22.

- 23 TITLE: **Public Employee Performance Evaluation: General Manager Pursuant to Government Code §54957**
REPORT: Tucker, Parravano
PROPOSED ACTION: To Be Determined

Action: Item 23 will be continued to the August 20, 2003 Board meeting when t all Commissioners are present.

Motion by Padreddii, second by Parravano to reconvene to open session.
Motion carried by unanimous vote at 9:06 p.m.

Adjournment

Motion by Parravano, second by Tucker to adjourn the meeting. Meeting adjourned by unanimous vote at 9:07 p.m.

APPROVED BY:

ATTESTED BY:

James J. Tucker
President

Beverly Fontana
Deputy Secretary