

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

**February 6, 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
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
Marc Zafferano, District Counsel

Public Comments/Questions - None

Staff Recognition - None

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

Action: Motion by Tucker, second by Campbell to approve Item 1. The motion passed.

Ayes: 5
Nays: 0

Public Hearing - None

New Business

- 2 TITLE: **Board Committee Assignments**
 REPORT: Lundie, 2006 & 2007 Assignments
 PROPOSED ACTION: To Be Determined

This item has been moved to the February 20th Agenda.

- 3 TITLE: **Limited Commercial Activity Permit for Lisa Brady at
 Pillar Point Harbor**
 REPORT: Grenell, Memo, Application
 PROPOSED ACTION: Approve Limited Commercial Activity Permit for Lisa Brady
 at Pillar Point Harbor

Grenell informed the Board that Lisa Brady would like to renew her permit for the 2008 calendar year. Grenell recommended a \$5 increase in use fees from \$50 to \$55 per event and said that Ms. Brady is alright with this. The Board agreed.

Campbell stated that she would like this item to be approved conditioned upon the permit including verbiage that states the permittee is allowed a maximum of 15 bonfires per year. The Board agreed.

Action: Motion by Campbell, second by Parravano to approve Item 3 conditioned upon the permit including verbiage that allows a maximum of 15 bonfires per year.

Ayes: 5
Nays: 0

- 4 TITLE: **Limited Commercial Activity Permit for Tall Ship *LYNX*
 at Pillar Point Harbor**
 REPORT: Temko, Application
 PROPOSED ACTION: Approve Limited Commercial Activity Permit for Tall Ship
 LYNX at Pillar Point Harbor

Action: Motion by Tucker, second by Campbell to approve Item 4. The motion passed.

Ayes: 5
Nays: 0

- 5 TITLE: **Limited Commercial Activity Permit for Leukemia and Lymphoma Society at Pillar Point Harbor on Saturday, March 1, 2008**
REPORT: Temko, Application
PROPOSED ACTION: Approve Limited Commercial Activity Permit for Leukemia and Lymphoma Society at Pillar Point Harbor on Saturday, March 1, 2008

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

Ayes: 5

Nays: 0

- 6 TITLE: **Oyster Point Marina/Park Trash Compactor Purchase**
REPORT: Johnson, Memo
PROPOSED ACTION: Authorize General Manager to Purchase Trash Compactor in an Amount Not to Exceed \$23,955.53

Johnson informed the Board that the trash compactor unit at Oyster Point has deteriorated and is not feasible for repair. He recommended approving the purchase of a new trash compactor through Superior Equipment Company, the lowest responsible bidder.

Campbell asked if a warranty comes with the purchase of a new trash compactor. Johnson said one year for parts and service and he expects the trash compactor to last up to eight years.

Lundie asked how the old trash compactor will be removed. Johnson stated that Superior Equipment Company will remove it.

Action: Motion by Padreddii, second by Campbell to approve Item 6. The motion passed.

Ayes: 5

Nays: 0

- 7 TITLE: **Attendance at CMANC Washington Week of March 10-13 2008 and Contribution to the Golden State Reception**
REPORT: Grenell
PROPOSED ACTION: To Be Determined

Grenell stated that the District currently has no pending appropriations and feels it's best to forego attendance this year in order to save money and help balance the budget. The Board agreed.

Grenell asked the Board if they would like to make a contribution as they did last year with the donation of the smoked salmon. Campbell suggested a \$500 contribution in kind or cash to maintain visible presence with CMANC. The Board agreed.

Action: Motion by Campbell, second by Tucker to approve Item 7 and a \$500 contribution in kind or cash to CMANC, to be decided by the President with the General Manager.

Ayes: 5
Nays: 0

- 8** TITLE: **Authorization to Issue Request for Proposals (RFP) for GASB 45**
REPORT: Schnapp, Memo, RFP
PROPOSED ACTION: Authorize Issuance of Request for Proposal

Schnapp informed the Board that law passed several years ago requiring all government agencies to perform an actuary study by a third party which must be updated every two years, to determine the amount of post-employment health benefits that must be booked.

Action: Motion by Tucker, second by Parravano to approve Item 8. The motion passed.

Ayes: 5
Nays: 0

- 9** TITLE: **December 31, 2007 Quarterly Investment Balances Report**
REPORT: Schnapp, Report
PROPOSED ACTION: Accept December 31, 2007 Quarterly Investment Balances Report

Action: Motion by Tucker, second by Campbell to approve Item 9. The motion passed

Ayes: 5
Nays: 0

- 10** TITLE: **Bills and Claims in the Amount of \$110,642.90**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$110,642.90 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 Campbell to approve the Bills and Claims in the amount of \$110,642.90. The motion passed.

Ayes: 5
Nays: 0

Board of Harbor Commissioners

Committee Reports

16 A. Promotions and Marketing (Campbell, Parravano)

The Board moved Item 16A (Promotions & Marketing Committee) in order to let Mary Botham from Princeton Seafood speak.

Botham informed the Board that she is working with the District to put together a two-page ad on the District and its lessees for the Half Moon Bay Review's activity guide book that comes out in Spring and Fall. She added that the cost of the ad will be split among the District and lessees', with the District paying in full and billing out the lessees. Botham said that Chris Manchester of Half Moon Bay Kayak will design the ad; this way the ad can be controlled by us and used in other publications.

Campbell asked if Oyster Point Marina will be included. Grenell said that since the ad will be created around the District's 75th Anniversary, recognition of Oyster Point Marina will be included. Campbell added that the Board approved the 75th Anniversary Committee to expend up to \$20,000 for anniversary events in 2008.

Tucker asked what the timeline to complete this ad is. Botham said the HMB Review has a deadline of February 20th. Campbell said she would like to hold a Promotions and Marketing Committee meeting before the deadline in order to approve the design before it goes to the HMB Review.

Action: Motion by Tucker, second by Padreddii to authorize the Promotions and Marketing Committee to expend up to \$3,000 to create a 2 page ad for both issues of the HMB Review activity guide. The motion passed.

Ayes: 5
Nays: 0

Campbell and Parravano thanked Botham for her work putting this together.

Reports for Possible Discussion/Action

Administration and Finance

11 General Manager - Grenell

Grenell informed the Board that Keet Nerhan has retained Farhad Mortazavi from

Mortazavi Consulting Services to expedite his permits through the County for the Post Office Lot project in El Granada.

Campbell asked if there has been any further input from DBW regarding money for the Ferry Terminal service. Grenell said it is still in review and staff is currently updating the District's business plan.

Campbell requested that Grenell prepare a specific report for the next meeting regarding potential developer partners for the parcels being created at Oyster Point Marina.

Grenell informed the Board that Brian Overfelt, a resident of Half Moon Bay, has approached him about restoring Surfers Beach with clean sand from Pillar Point.

Brian Overfelt, resident of Half Moon Bay, stated that he had met with Grenell at Commissioner Campbell's suggestion to discuss the erosion at Surfers Beach and action to address the problem. Overfelt said he represents many community residents who are also in support of this. He added that he plans to attend the Joint Monterey Bay/Gulf of the Farallones Marine Sanctuary Advisory Council meeting on February 15th to make a statement regarding the community's concern with the issue and to seek Sanctuary support.

Grenell asked the Board for direction on how much time he should spend moving forward with this issue. The Board agreed a reasonable amount of time should be spent in supporting this issue and moving forward with it.

Campbell stated that she supports this and has been concerned with this issue for the entire sixteen years she has been on the Board. Campbell thanked Overfelt for his outreach and support with the issue.

12 Director of Finance - Schnapp

Schnapp informed the Board that the District will receive an extra \$300,000 from ERAF funds in addition to the \$180,000 that has been projected.

13 Human Resources Manager - Harris

Nothing further to add to written report.

Operations

14 Oyster Point Marina/Park - Johnson

Nothing further to add to written report

15 Pillar Point Harbor – Temko

Temko informed the Board that an order has been put together for 75th Anniversary flags which will be put up down Johnson pier and the main parking lot and at the Harbor entrance. He passed around a mockup of the flags and colors.

Campbell stated that since the haul-out facility looks like it won't be done she would like to see some type of alternative for emergencies.

Lundie said that Leland Parsons suggested using the area where the *F/V Irene* is being rebuilt as a facility to work on vessels that are hauled out.

Grenell said that this idea has been discussed along with the idea of a tidal grid as short term haul out facilities and said that Temko would be following up on these alternatives.

Board of Harbor Commissioners, Continued

16 A. Committee Reports
71-Berth and Haul-Out (Tucker, Lundie)

Tucker stated that the Haul-Out Facility for the 71-berth project is not feasible at this time, but alternatives are being discussed. Tucker added that the Committee would like to take the bulkhead and continue all the way down to Perched Beach and to continue the study of dredging and haul out should the idea of the 71-Berth become feasible in the future.

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.

None

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

Zafferano identified Grenell as Real Property Negotiator.

Action: Motion by Tucker, second by Campbell to move to Closed Session. The motion passed unanimously at 8:12 p.m.

Closed Session- None

18 TITLE: **Conference with Real Property Negotiator: APN 047-262-010, Median Strip, El Granada, San Mateo County. Negotiating Parties Naren Nath and Arti Srivastava: Regarding Sale or Lease, Price and Terms and Conditions Pursuant to Government Code Section §54956.8**

REPORT: None

PROPOSED ACTION: To Be Determined

19 TITLE: **Counsel with Legal Counsel-Anticipated Litigation, Significant Exposure to Litigation Pursuant to Government Code §54956.9 (1 Case)**

REPORT: None

PROPOSED ACTION: To Be Determined

Item 19 was taken up first.

Action: Motion by Parravano, second by Tucker to adjourn to Open Session. The motion passed unanimously.

Adjournment

There was no reportable action from Closed Session.

Action: Motion by Tucker, second by Padreddii to adjourn. The motion passed unanimously at 9:01 p.m.

APPROVED BY:

Ken Lundie

Ken Lundie
President

ATTESTED BY:

Theresa DellaSanta

Theresa DellaSanta
Deputy Secretary