

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

June 3, 2009
7:00 p.m.

Comfort Inn
2930 Cabrillo Highway
Half Moon Bay, CA 94019

Roll Call

Commissioners

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

Staff

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

x-absent

Public Comments/Questions — None.

Staff Recognition- Temko stated that the Pillar Point Harbor water heater broke and the bids that came in for repairs were very high. He recognized the efforts of the staff to save money and fix it in house as opposed to hiring a company to fix it. This saved the District \$3,000 and it did not interrupt service at the west end bathroom and laundry facility.

Padreddii stated that the plans for the sidewalk design were on the table for viewing and Temko added he was available if anyone had any questions.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 May 20, 2009**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 2 **TITLE:** **Minutes of Special Meeting May 27, 2009**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

Action: Motion by Tucker, second by Lundie to approve item 1 and item 2. The motion passed.

Ayes: 4
 Nays: 0
 Abstentions: 1 (Parravano)

Public Hearing

- 3 **TITLE:** **Preliminary Operating and Capital Budget for
 Fiscal Year 2009-10**

- A. Declare Hearing Open: President Padreddii
- B. Report of Notice Given: Schnapp
- C. Staff Report and
 Recommendation: Preliminary Budget FY 2009/10
- D. Public Testimony:
- E. Harbor Commission
 Questions:
- F. Close Public Testimony: President Padreddii
- G. Commission Deliberation:
- H. Recommended
 Commission Action: To Be Determined

Schnapp stated that the budget has not changed from the prior meeting. At the next meeting she will present the final budget and there will be some carry over items added including Pillar Point Harbor sidewalk expansion.

Grenell stated that Notice was given.

Action: Motion by Tucker, second by Lundie to continue this item to the June 17, 2009 Board Meeting. The motion passed.

Continued Business — None.

New Business

- 4 **TITLE:** **CSDA Board of Directors call for nominations Seat A**
 REPORT: CSDA Memo
 PROPOSED ACTION: To Be Determined

Grenell stated that there is a vacant seat on the CSDA Board and the Board can consider whom they would like to nominate. Ballots will be mailed out July 28, 2009 and are due back September 16, 2009, so there is some time to consider.

Padreddii asked Grenell if there was someone he wanted to recommend. Grenell said not at this time. Padreddii asked that this item be continued to the next Board meeting and Tucker asked that Grenell develop a recommendation as to who to nominate for the Board.

- 5 **TITLE:** **Oyster Point South Shoreline Bay Trail Repairs and Slurry Sealing; Contractor Selection**
 REPORT: Staff Report, Attachments
 PROPOSED ACTION: Accept bid of the firm American Asphalt as the lowest responsible bidder in an amount not to exceed \$32,262.60 and authorize the General Manager to execute a contract with American Asphalt in an amount not to exceed \$32,262.60

Johnson stated that American Asphalt came in as the lowest responsible bidder. He recommended the bid be accepted not to exceed \$32,262.60.

Tucker asked if money is available in his budget.

Johnson replied affirmatively.

Action: Motion by Lundie, second by Parravano to accept the bid from American Asphalt as the lowest responsible bidder in an amount not to exceed \$32,262.60. The motion passed.

Ayes: 4

Nays: 0

Abstention: 0

- 6 **TITLE:** **Bad Debt Write-Offs**
 REPORT: Schnapp, Memo, Resolution 13-09
 PROPOSED ACTION: Approve Bad Debt Write-Offs and Adopt Resolution 13-09

Schnapp asked that the Board adopt Resolution 13-09 to write-off \$16,849.03 of bad debts which is comprised of \$7,331.79 for Oyster Point Marina and \$9,517.24 for Pillar Point Harbor.

Tucker asked Temko who the \$5,981.49 account belongs to.

Lundie stated that the information was confidential and should not be discussed.

Temko stated that he believes it was for a boat demolition but could not recall.

Noeske stated that she believed that this was public information as it is a bad debt against the District, therefore it could be discussed.

Lundie stated that he recalled that this issue has come up before and that Zafferano stated that this was confidential information. Noeske will look into the matter and let Grenell know.

Action: Motion by Tucker, second by Lundie to approve Resolution 13-09 Bad Debt Write-Offs. The motion passed.

Ayes: 4
Nays: 0
Abstention: 0

- 7 **TITLE:** **Bills and Claims in the Amount of \$ 97,472.44**
 REPORT: Bills and Claims Detailed Summary
 PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$97,472.44 to cover payment of Bills and Claims

Parravano informed the board that he reviewed the bills and claims and found them in order. He recommended approval.

Action: Motion by Parravano, second by Lundie to approve the bills and claims in the amount of \$97,472.44. The motion passed.

Ayes: 4
Nays: 0
Abstentions: 0

Reports for Possible Discussion/Action

Administration and Finance

- 8 **General Manager - Grenell**
 Grenell stated that he checked with SKS because he had heard of a delay in the

process of closing the sale between King Ventures and SKS/Shorenstein and was informed by SKS that the creditor for King Ventures “dropped the ball” on getting investors’ approval, and the lender should have the necessary approval by the end of next week at the latest and should have the sale closed a few days after that.

Grenell stated that he met with Chad and Jim Viso and their architect. They requested the meeting to introduce and explore a possible project with the District on their property that overlooks Pillar Point Harbor. The long-term proposal would be to build a boat storage facility, a chandlery and possibly a hotel. This property is almost adjacent to Sam’s Chowder House. The short-term plan is to put a luxury RV Park as the first step. They are asking the Harbor District to consider if there is any issue we may have with this proposal. One concern is that they would like to provide access to their property using the District’s access road to the Launch Ramp and then up into the C lot parking lot. The RV tenants would be driving in and out of the parking lot. The launch ramp is grant-funded by the Department of Boating and Waterways and they would have a problem with the usage of the access road. Grenell also informed Visos that the Harbor District is lessor of Keet Nerhan’s RV Park and there might be some negative implications regarding revenue flow.

Grenell mentioned that he and Padreddii looked at the area in question. Padreddii stated that if there is a RV Park there, then that is not short term. There would be permanent residence there and The Department of Boating and Waterways will not allow this type of operation.

Lundie stated that the Coastal Commission who would frown on this proposal.

Parravano stated that he noticed that when he was reviewing the bills and claims that there was some movement regarding the Interpretive Signs Design account. Grenell stated that the District has been working with Pillar Point Harbor fisherman to develop and finalize the content of the various panels. There will be a total of six panels, five of which are directly fishing-related and will focus on different fisheries accessed from Pillar Point Harbor. The other one will be focused on the Marine Sanctuary program, as they are our financial partners in this project.

Grenell stated that there is a parallel effort under way by the County Parks and Recreation Department regarding the Fitzgerald Reserve. They are putting in their own Interpretive Signs. They are also going to do a sign for Mavericks. The County Parks Department apparently has the money to do it so they will talk to the Mavericks staff.

Temko stated that there are two county signs on the trail out to Mavericks related to the marsh. One sign is still a little legible and the other one is not. There will also be a sign placed on the Harbor premises as well.

Parravano asked if there was a more specific timeline for the Interpretive Sign project completion. Grenell stated that we are close. Temko stated that we are waiting for

the fishermen who have the last draft.

9 Director of Finance - Schnapp

Schnapp stated that there is a typo on her report at the bottom regarding last year's write-offs. Pillar Point Harbor's write-offs were approximately \$24,623.17.

Schnapp mentioned that at the next Board Meeting she will be asking the Board to consider allocating 30% of the OPEB (Other Post Employment Benefits) liability to restricted reserves.

10 Human Resources Manager - Harris

Padreddii stated that it was a very good report.

Operations

11 Oyster Point Marina/Park - Johnson

Johnson stated that he met with the (DMMO) Dredge Material Management Office and the settlement analysis plan was approved. Kennetics laboratory will be doing sediment testing this Thursday and Friday. They are successfully fast tracking the engineering and permitting for the East Basin Dredging.

12 Pillar Point Harbor – Temko

Temko stated that he received a call from Anna Clayton with the San Mateo County Environmental Health Department today and he has a construction date of July 9 to remove the used oil containers off the end of the pier. This is being done with grant money from Integrated Waste Management. The new location of the receptacle will be safer and environmentally friendly.

Temko stated that he has brought the final layout for the Pillar Point Harbor sidewalk-widening project.

Tucker asked Temko when was the last time that he was down to 86% occupancy. Temko stated that in 1995 when he first became Harbor Master he was at 75% occupancy. He believes it is now due to the economy and the salmon fishing situation.

Padreddii asked Temko if he thought that once rock fish season begins on June 13th, occupancy will rise. Temko said yes. He has been in contact with some tenants who moved to Oyster Point Marina. They are planning to return to Pillar Point, as well as an influx of trailer boats who will want to berth for a few months.

Board of Harbor Commissioners

13 A. Committee Reports

Grenell stated on behalf of Campbell, that the Promotion and Marketing

Committee (Lundie absent) met on May 28th and reviewed the sidewalk improvement that Temko just showed the Board. He stated that Campbell was very impressed with the designs.

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.

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

Noeske identified Grenell as the Labor Negotiator.

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

Grenell recommended that items 18, 19 and 20 be moved to the next meeting. Therefore item 15 is not necessary. So ordered by Padreddii.

Motion: Motion by Tucker, second by Lundie to adjourn into close session. The motion passed unanimously at 7:30 pm.

Closed Session

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

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

- 18** TITLE: **Conference with Real Property Negotiator: Parcels APN 015-010-060, 015-010-260, 015-010-270, Oyster Point Marina/Park, City of South San Francisco, San Mateo County; San Mateo County Harbor District with San Francisco Bay Water Emergency Transportation Authority (WETA) Regarding Lease Price, Terms and**

Conditions, Pursuant to Government Code §54956.8
REPORT: Grenell
PROPOSED ACTION: To Be Determined

Action: Motion by Tucker, second by Lundie to adjourn to Open Session. The motion passed unanimously at 7:44 pm.

Open Session, Continued

There was no reportable action from Closed Session.

Continued Business

- 19 TITLE: **Settlement Agreement between San Mateo County Harbor District and The Department of Boating and Waterways**
REPORT: Grenell, Memo, Settlement Agreement, Resolution 06-09
PROPOSED ACTION: Adopt Resolution 06-09 to approve and authorize the General Manager to execute Settlement Agreement
- 20 TITLE: **Lease Agreement with San Francisco Bay Water Emergency Transit Authority (WETA) for Construction and Operation at Oyster Point Ferry Terminal**
REPORT: Grenell, Lease Agreement, Resolution 01-09
PROPOSED ACTION: Adopt Resolution 01-09 to Approve Lease Agreement with San Francisco Bay Water Emergency Transit Authority (WETA) for Construction and Operation at Oyster Point Ferry Terminal

Items 19 and 20 were put on to the next Board Meeting.

Adjournment

Action: Motion by Tucker, second by Lundie to adjourn the meeting. The motion passed unanimously at 7:45 pm.

The next regularly scheduled meeting will be held on June 17, 2009 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, CA 94083 at 7:00 p.m.

Peter Grenell
Acting Deputy Secretary

Leo Padreddi
President