

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

November 4, 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
x Marietta Harris, Human Resource Manager
Robert Johnson, Harbormaster
Dan Temko, Harbormaster
Marc Zafferano, District Counsel

x-absent

Public Comments/Questions - None

Staff Recognition- Grenell commended the Oyster Point Harbor Patrol for their response on very short notice to enable emergency ferry service due to the Bay Bridge closure on Monday, November 2, 2009. He stated that we are clearly able to respond in a matter of hours.

Johnson thanked Grenell for the recognition and stated that there would be more updating on this during his staff report.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 October 21, 2009**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 2 **TITLE:** **Adopt Resolution 21-09 for the Memorandum of Understanding Between the San Mateo County Harbor District and Teamsters Local Union 856 previously approved on October 21, 2009**

 REPORT: Memo, Resolution
 PROPOSED ACTION: Adopt Resolution 21-09

Action: Motion by Tucker, second by Lundie to approve items one and two. The motion passed.

Ayes: 2
Nays: 0
Absent: 1 (Campbell)
Abstention: Tucker (on item one), Lundie (on item two)

Public Hearing - None

Continued Business - None

New Business

- 3 **TITLE:** **Presentation of Lease Proposal by the Gulf of the Farallones National Marine Sanctuary for Pillar Point Harbor Parcel 5; Vacant Premises**

 REPORT: Sanctuary Presentation
 PROPOSED ACTION: To Be Determined

Grenell stated that the Gulf of the Farallones National Marine Sanctuary intends to set up a visitor center on the coast. He stated that there is a working group in place to develop a concept for the visitor center. He then turned this item over to Sanctuary Education Coordinator Carol Preston for her presentation. The Marine Sanctuary has been around since 1981. Their goal is to target the coastside community as well as weekend visitors. She touched on examples of a few exhibits that they would like to have and referred to different programs, visitor services, school programs, tide pool research, a touch tide pool exhibit, ecotourism and a Mavericks surfing display.

Parravano stated that he is a member of the working group and is very impressed with the ideas that have been brought forward. The Harbor staff has been called on for education exhibits and he feels that this will enhance the work of the Harbor District.

- 4 TITLE: **Presentation of Lease Proposal by Hirohito Shigeta for Pillar Point Harbor Parcel 5; Vacant Premises**
 REPORT: Shigeta Presentation
 PROPOSED ACTION: To Be Determined

Grenell stated that he was informed earlier that Shigeta was unable to attend and recommended putting this item over.

Action: This item was put over.

- 5 TITLE: **Proclamation for Jerry “Jeremiah” Brady**
 REPORT: Campbell, Proclamation
 PROPOSED ACTION: Approve Proclamation

Grenell stated that Campbell recently brought to his attention that Jerry Brady, who was known as Jeremiah, had passed and wanted to recognize him with the proclamation.

Action: Motion by Tucker, second by Lundie to approve proclamation. The motion passed.

Ayes: 4
Nays: 0
Absent: 1 (Campbell)

- 6 **TITLE:** **Possible cancellation of Harbor Commission Meetings on December 16, 2009 and/or January 6, 2010**
 REPORT: Grenell
 PROPOSED ACTION: To Be Determined

Grenell stated that past practice of the Commission has been to cancel one or both of these meetings during the holidays.

Tucker stated that both the last December meeting and the first January meeting were cancelled last year and asked how that worked for the Administration office.

Grenell stated that it was fine and that the Bills and Claims were able to be presented ahead of time for Board action.

Action: Motion by Tucker, second by Lundie to cancel both December 16, 2009 and January 6, 2009 Harbor Commission meetings. The motion passed.

Ayes: 4
Nays: 0
Absent: 1 (Campbell)

- 7 **TITLE:** **Quarterly Investment Balances Report**
 REPORT: Schnapp, Quarterly Investment Report
 PROPOSED ACTION: To Be Determined

Schnapp stated that this report is as of September 30, 2009 and at that time the District had \$6.5 million in restricted funds and \$2.5 million in unrestricted funds. The District is sending \$1.4 million to the Department of Boating and Waterways as of December 31, 2009 as its debt service payment for this year, pursuant to the District's recently executed refinancing agreement with The Department of Boating and Waterways.

Tucker wanted to know what the District's indebtedness would be once the check to the Department of Boating and Waterways is written. Schnapp stated \$10.9 million. Tucker asked her if she agreed with the number. Schnapp stated yes.

- 8 **TITLE:** **Bills and Claims in the Amount of \$132,632.62**
 REPORT: Bills and Claims Detailed Summary

PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$132,632.62 to cover payment of Bills and Claims
Parravano stated that he reviewed the bills and claims and found them in order. He recommended approval.

Action: Motion Parravano, second by Tucker to approve the bills and claims in the amount of \$132,632.62. The motion passed.

Lundie asked what the \$20,000 to Bishop Diving was for. Johnson answered that it was for the demolition of five boats.

Ayes: 4
Nays: 0
Absent: 1 (Campbell)

Reports for Possible Discussion/Action Administration and Finance

- 9 General Manager - Grenell**
Nothing further to add to written report.
- 10 Director of Finance - Schnapp**
Nothing further to add to written report.
- 11 Human Resources Manager – Harris**
Nothing further to add to written report.

Operations

- 12 Oyster Point Marina/Park - Johnson**
Johnson stated that on November 2, 2009, the District was approached by Genentech for assistance in arranging emergency Ferry services for their employees due to the closure of the Bay Bridge. Due to the resources that he and Grenell have in place already, they were able to assist the company to obtain ferry service for their employees. Genentech chose not to initiate service the prior week but did contact Johnson on Sunday November 1, 2009. Service was provided by a private charter operation to Genentech for 59 passengers within 24 hours' notice.

Padreddii stated that he received a call from Grenell regarding the ferry assistance request and he gave him the go ahead as it was an emergency and didn't have time to call a meeting. He stated it was very successful.

Parravano asked Johnson if the high and low tide last week affected bringing the vessel in. Johnson stated that they used the end tie on dock thirteen so there was no problem.

13 Pillar Point Harbor – Temko

Lundie stated that he was approached by a live-aboard regarding the condition of the dock push carts stating that the tires are worn. He asked Temko to look into having the wheels replaced. Temko stated that he will check into that and get those replaced as he is aware that they are relied upon by the live-aboards.

Board of Harbor Commissioners

14 A. Committee Reports

Grenell stated that Campbell was unable to attend the Ferry Terminal Committee meeting. He also informed the Board that they have a report of minutes from the meeting.

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.

15 TITLE: **Identify Labor Negotiator Pursuant to Government Code §54957.6**

REPORT: Zafferano

PROPOSED ACTION: Identify Labor Negotiator Peter Grenell

16 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 the labor negotiator and real property negotiator for items 15 and 16, and closed session items 17 and 18.

Action: Motion by Lundie, second by Tucker to adjourn to closed session. The motion passed unanimously at 7:40pm.

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 Real Property Negotiator: Pursuant to Government Code Section §54956.8**
PROPERTY: **Parcel 5, One Johnson Pier, Lessees Building, APN 047-083-060, Pillar Point Harbor, El Granada, San Mateo County**
REPORT: **San Mateo County Harbor District and Gulf of the Farallones National Marine Sanctuary and Hirohito Shigeta**
NEGOTIATING PARTIES: **National Marine Sanctuary and Hirohito Shigeta**
UNDER LEASE: **Lease terms and conditions**
NEGOTIATION:

Action: Motion by Tucker, second by Lundie to adjourn to open session. The motion passed unanimously at 8:14 pm.

Open Session, Continued

There was no reportable action from closed session.

Adjournment

The next scheduled meeting will be held on November 18, 2009 in the Marie Peterson room at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 7:00 p.m.

Debbie Nixon
Deputy Secretary

Leo Padreddii
President