

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

**September 7, 2011
7:00 p.m.**

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

Roll Call

Commissioners

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

Staff

- Peter Grenell, General Manager
- Genevieve Frederick, Director of Finance
- Marietta Harris, Human Resource Manager
- x Robert Johnson, Harbormaster
- x Jean Savaree, District Counsel
- Debbie Nixon, Deputy Secretary

x-absent

Public Comments/Questions - Merrill Bobele spoke on behalf of himself, and the Coastal Issues Committee of the Loma Prieta Chapter of the Sierra Club. He stated that about 2 months ago he attended a Board meeting and at that time spoke about the Pillar Point RV Park and restrooms. He would like to focus on answers to questions that were raised. He stated that he has seen the Harbor District's list for the tenant who operates Pillar Point Recreational Vehicle Park. He stated that he wanted to know if there have been any amendments or changes to the lease. He also asked for the boundary of the property to be defined. Bobele stated that there has been a problem with the restrooms and parking since 1987.

Leonard Woren stated that he wished the Commission would deal with restroom issues at the RV Park. He stated that he will write a letter to the Attorney General that the District is gifting public funds to the lessees. He asked the Commission to write a letter asking the lessee to remove everything that was done without a permit. Public restroom was built with public funds and should be open to public. He asked the Commission to direct the General Manager to put this item on the next Coastside agenda.

Bill Kehoe thanked Grenell for setting up the public meeting that will be on October 3rd to update the public on Pillar Point Harbor and Perched Beach. He stated that he has received emails from people regarding the public restroom issues and has read different views and needs more information. He would like the item put on the agenda. He thinks it is a health hazard to not have access to a public restroom. He is aware that there are jurisdictional issues that need to be clarified. He asked for either a public meeting to discuss the issue or for the Commission to inform him of who to talk to.

Tracy Pearson stated he has been a berth renter 24 years. Recently he sent a letter to Grenell and Parravano about raw sewage being pumped into harbor at C dock. He stated that he started reporting the issue in May. He stated that water quality is important and that the Harbor Patrol needs to be more proactive. He stated that these incidents are not being logged into the log book. He suggested putting die packs in the system so it will be visible as to who is doing this. He stated that he has noticed and heard that the staff seems to be split into 2 groups which causes a big morale problem and if no one is in charge, it will continue to get worse.

Staff Recognition- Grenell stated he received a letter recognizing three Deputy Harbor Masters, Arington, Smith, and Williams, who rescued a boater and helped him back to the harbor safely. They were commended on how quick they responded. Grenell stated that this letter will be put in each of their files along with a letter he will write.

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.

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| 1 | TITLE: | Minutes of Meeting August 17, 2011 |
| | REPORT: | Draft minutes |
| | PROPOSED ACTION: | Approval |

Action: Motion by Padreddii, second by Bernardo to approve the consent calendar. The motion passed unanimously.

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

New Business

- 2 **TITLE:** **Adopt Resolution 18-11 and Authorize Destruction of Abandoned Vessels at Pillar Point Harbor**
 REPORT: Johnson, Memo, Agreement
 PROPOSED ACTION: Adopt Resolution 18-11 to authorize the General Manager to execute the grant agreement with the Department of Boating and Waterways for an amount not to exceed \$23,760.00

Grenell stated that this is another effort to deal with abandoned vessels in the Harbor. He recommended approval.

Bernardo asked what the budget amount for the abandoned vessels for the fiscal year. Grenell stated that the budgeted amount is \$20,000 for each harbor.

Action: Motion by Padreddii, second by Bernardo to adopt Resolution 18-11 and authorize destruction of abandoned vessels at Pillar Point Harbor. The motion passed unanimously by a roll call vote.

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

Public Hearing — None

New Business, Continued

- 3 **TITLE:** **Bills and Claims in the Amount of \$187,964.44**
 REPORT: Bills and Claims Detailed Summary
 PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$187,964.44 to cover payment of Bills and Claims

Padreddii stated that there was an adjustment to the bills and claims and the total is now \$187,916.92. He recommended approval.

Action: Motion by Padreddii, second by Bernardo to approve the bills and claims. The motion passed unanimously by a roll call vote.

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

URGENCY ITEM

Action: Motion by Padreddii, second by Bernardo to add the item to the agenda. The motion passed unanimously.

TITLE: **Resolution 20-11 to Make Findings of No Significant Impact as Determined by the Environmental Assessment and Finding of No Significant Impact (FONSI) for the Oyster Point Marina Floating Breakwater (Wave Attenuator) Project**

REPORT: Memo, Attachment

PROPOSED ACTION: Adopt Resolution 20-11 and authorize President of the Board of Harbor Commissioners to execute the Resolution and the Negative Declaration

Grenell stated that staff recommended approval of Resolution 20-11 and authorization to execute the negative declaration.

Action: Motion by Padreddii, second by Bernardo to adopt Resolution 20-11 and authorize the President of the Board of Harbor Commissioners to execute the resolution and the negative declaration. The motion passed.

Bernardo asked who did the environmental review. Grenell stated that the U.S. Army Corps of Engineers had the report done. He stated that this item was on the August agenda, but the U.S. Army Corps of Engineers asked to have the resolution redone to have the date be in September.

Ayes: 4
Nays: 0
Absent: 2 (Campbell, Tucker)

URGENCY ITEM

Action: Motion by Padreddii, second by Bernardo to add the item onto the agenda. The motion passed unanimously.

TITLE: **Amendment to Project Cooperation Agreement (PCA) Between the Department of the Army and the San Mateo County Harbor District Regarding the Oyster Point Marina Floating Breakwater (wave attenuator) Project**

REPORT: Memo, Attachment

PROPOSED ACTION: Authorize General Manager to execute Amendment No. 1 of the PCA with the Department of the Army, and authorize District General Counsel to execute Certificate of Authority

Parravano asked if there was a deadline for this item. Grenell stated there is. The funding for this project will expire and the opportunity to move forward with it will not come back. He stated that it is the end of federal fiscal year. The amendment to the PCA needs to be fully executed, and signed by both the District and the U.S. Army Corps on the same day, between now and September 14th. He stated that this is the last chance for the project to move ahead. Parravano asked why there was an increase in the funding limit. Grenell stated that it is Federal funds and the Corps had requested and obtained their funding. He stated that as the local sponsor, 20% is our share as the local sponsor. Grenell stated that the original funding limit for the project was \$4 million and now it is capped off at \$7 million, although it won't cost near \$7 million. Parravano stated that since the project amount will increase so will our 20% share. Grenell stated that was correct and the amount would be about \$640,000. Parravano stated that was a significant amount. Grenell reminded the Commission that upon the City of South San Francisco's approval of the Capital Improvements Program and the Occupancy and Revenue Plan, then we will receive \$2.6 million from the City and some of that money could be used to offset this cost.

Action: Motion by Padreddii, second by Bernardo to approve the amendment to the project cooperation agreement. The motion passed unanimously by a roll call vote.

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

Parravano stated that he is still not clear on our share increased by \$640,000.00. Grenell clarified that the amount is up to \$640,000, not that it had increased by that amount. Parravano asked if the budget needed to be realigned. Grenell stated that there is \$565,000 in Oyster Point Marina/Park dock reconstruction allocated, which is a little under what is needed. Grenell informed the Commission that the U.S. Army Corps allows a payment option. One option is to pay the entire amount upfront, or we could pay 10% now and finance the remaining 10% over 30 years.

Reports for Possible Discussion/Action Administration and Finance

4 General Manager - Grenell

Grenell updated the Commission on SB 931 Vargas, which would have prohibited the District to obtain outside counsel for labor-related matters, and stated that the bill is now inactive. He stated that SB293 Padilla, which if passed would reduce the amount the District could withhold for contractor payments from 10% down to 5%, is still in the Assembly.

Bernardo asked Grenell when the water quality study report be brought to them. Grenell stated he is hoping to have that item on the October 5th agenda. He stated that the Harbor circulation study is complete and the efforts are continuing.

5 Director of Finance - Frederick

Nothing further to add to written report.

Bernardo asked what an aging report was. Frederick stated it is a report that shows all the accounts and how many are 30, 60, and 90 days past due so the department knows how to proceed with the collections process.

6 Human Resources Manager - Harris

Nothing further to add to written report.

Operations

7 Oyster Point Marina/Park - Johnson

Nothing further to add to written report.

8 Pillar Point Harbor – Johnson

Nothing further to add to written report.

Board of Harbor Commissioners

9 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.

Action: Motion by Padreddii, second by Bernardo to adjourn to closed session. The motion passed unanimously at 7:45 p.m.

Closed Session

10 TITLE: **Conference with Labor Negotiator Peter Grenell Pursuant to Government Code §54957.6: Operating Engineers Local Union No. 3**

11 TITLE: **Conference with Real Property Negotiator Peter Grenell Pursuant to Government Code Section §54956.8**
PROPERTY: **Half Moon Bay Sportfishing, Parcel 4, Concessionaires Building, Pillar Point Harbor, El Granada, APN 047-083-060**
REPORT: **060**

NEGOTIATING
PARTIES:

San Mateo County Harbor District, Half Moon Bay Sportfishing

UNDER

NEGOTIATION:

Lease Price, Terms and Conditions

Action: Motion by Bernardo, second by Padreddii to adjourn to Open Session. The motion passed unanimously at 8:18 p.m.

Report out from Closed Session- A side letter agreement to the Operating Engineers Local Union No. 3 memo will be placed on the September 21, 2011 Commission Agenda for action.

Adjournment

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

The next scheduled meeting will be held on September 21, 2011 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 7:00 p.m.

Debbie Nixon
Deputy Secretary

Pietro Parravano
President