

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

**March 5, 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 — Temko recognized Assistant Harbormaster John Draper and Deputy Harbormaster Don Coats for their response to an intoxicated boater who was crashing into other boats.

Lundie thanked Cynthia O'Neill, District Labor Counsel for the ethics training she conducted for the Board.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 February 20, 2008**
REPORT: Draft minutes
PROPOSED ACTION: Approval

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

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

2 TITLE: **Proclamation Honoring Ed Ueber**
REPORT: Proclamation
PROPOSED ACTION: Approve Proclamation Honoring Ed Ueber

Action: Motion by Tucker, second by Campbell to approve Item 2. The motion passed.

Ayes: 5
Nays: 0

Public Hearing –

3 TITLE: **Draft Preliminary Operating and Capital Budget for Fiscal Year 2008-2009**

A. Declare Meeting Open: President Ken Lundie
B. Report of Notice Given: Grenell
C. Staff Report and Recommendation: To Be Determined
D. Public Testimony:
E. Harbor Commission Questions:
F. Close Public Testimony: President Ken Lundie
G. Commission Deliberation:
H. Recommended Commission Action: To Be Determined

Lundie declared the meeting open.

Grenell report that notice was given.

There was no public testimony.

Action: Motion by Tucker, second by Campbell to continue the item to the next meeting. The motion passed unanimously.

Continued Business

- 3.5 TITLE: **Selection of Lowest Responsible Bidder for Pillar Point Harbor Restroom Renovation Project and Authorize Contract Execution**
- REPORT: Temko, Staff Report
- PROPOSED ACTION: Approve Lowest Responsible Bidder for Pillar Point Harbor Restroom Renovation Project and Authorize General Manager to Execute a Contract in an Amount Not to Exceed \$324,950

Temko informed the Board that eight bids were received for the project. He added that there have been four protests on the top three bids. He recommended moving this item to the next Agenda.

Barry Day, Owner of Anzus Construction, the lowest bidder, stated that he feels the protest against his firm is out of order and a waste of time. Campbell asked Day if he does electrical and plumbing. Day confirmed yes. Campbell asked Day if he is confident enough in his bid to not bring any change orders to the Board if his firm is selected. Day said yes.

Action: Motion by Tucker, second by Parravano to continue the item to the next Agenda. The motion passed unanimously.

New Business

- 4 TITLE: **Support for Alliance of Communities for Sustainable Fisheries**
- REPORT: Grenell, Memo, Resolution 03-08, Attachment
- PROPOSED ACTION: Adopt Resolution 03-08 to Approve Support for Alliance of Communities for Sustainable Fisheries in an Amount Not to Exceed \$1,000.00

Tucker asked Grenell for more information on this item. The Board would like to know where the Alliance of Communities for Sustainable Fisheries spends their money.

Grenell said he will collect more information and bring it back to the April 2nd Board meeting.

Action: Motion by Tucker, second by Parravano to move this item to the next Agenda. The motion passed unanimously.

URGENCY ITEMS 1A and 1B

Action: Motion by Campbell, second by Tucker to place Urgency Items 1A and 1B on the Agenda. The motion passed.

Ayes: 5

Nays: 0

- 1A TITLE: Limited Commercial Activity Permit for American Legion Post 474 July Fourth 2008 Fireworks Fundraiser Event**
REPORT: Memo, Attachments
PROPOSED ACTION: Approve Limited Commercial Activity Permit for American Legion Post 474 July Fourth 2008 Fireworks Fundraiser Event
- 1B TITLE: Limited Commercial Activity Permit for American Legion Post 474 July Fourth 2008 Fireworks Display**
REPORT: Memo, Attachments
PROPOSED ACTION: Approve Limited Commercial Activity Permit for American Legion Post 474 July Fourth 2008 Fireworks Display

Action: Motion by Campbell, second by Parravano to approve Urgency Items 1A and 1B. The motion passed.

Ayes: 5
Nays: 0

URGENCY ITEM 1C

Action: Motion by Campbell, second by Tucker to place Urgency Item 1C on the Agenda. The motion passed.

Ayes: 5
Nays: 0

- 1C TITLE: 75th District Anniversary Promotion: Contribution to Half Moon Bay Coastside Chamber of Commerce 2008 “Rock the Block” Event on May 16th**
REPORT: Grenell, Memo
PROPOSED ACTION: Approve 75th District Anniversary Promotion: Contribution to Half Moon Bay Coastside Chamber of Commerce 2008 “Rock the Block” Event on May 16th in an amount not to Exceed \$2,500.00

Campbell said that this would enable the District to be a part of this year’s “Rock the Block” and would enable the District to have a booth at the event. Campbell concluded that the District would also be promoted through the Chamber’s banners and fliers.

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

Ayes: 5
Nays: 0

URGENCY ITEM 1D

Action: Motion by Campbell, second by Padreddii to place Urgency Item 1D on the Agenda. The motion passed.

Ayes: 5

Nays: 0

- 1D TITLE:** **Authorization to Pay Bills and Claims Occurring Between February 27, 2008 and March 12, 2008 in an Amount Not to Exceed \$250,000.00**
- REPORT:** Memo, Attachments
- PROPOSED ACTION:** Approve Authorization to Pay Bills and Claims Occurring Between February 27, 2008 and March 12, 2008 in an Amount Not to Exceed \$250,000.00

Schnapp stated that this will cover payments for the extra time in between meetings, due to the cancellation of the March 19th meeting that the Board will not meet.

Action: Motion by Campbell, second by Tucker to approve Urgency Item 1D in an amount not to exceed \$250,000.00. The motion passed.

Ayes: 5

Nays: 0

- 5 TITLE:** **Bills and Claims in the Amount of \$72,427.32**
- REPORT:** Bills and Claims Detailed Summary
- PROPOSED ACTION:** Approval of Bills and Claims for payment and a transfer in the amount of \$72,427.32 to cover payment of Bills and Claims

Padreddii informed the Board that he had 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 an amount not to exceed \$72,427.32. The motion passed.

Ayes: 5

Nays: 0

Reports for Possible Discussion/Action

Administration and Finance

6 General Manager - Grenell

Grenell said he received a letter from the Sewer Authority Mid-Coastside stating that they are still interested in possible purchase of the median strip.

Grenell informed the Board that he met with a couple of citizens from the Coastside and discussed a feral cat program they are running in attempts to reduce the number of feral cats at Pillar Point. The meeting enabled staff to learn about the programs efforts and to help improve activities.

7 Director of Finance - Schnapp

Schnapp informed the Board that an update to the audit will be presented after April 15th.

Schnapp stated that finance unit is currently reconstructing fixed assets from the 1950's and up. She concluded that she expects an audit to take place by October.

8 Human Resources Manager - Harris

Nothing further to add to written report.

Operations

9 Oyster Point Marina/Park - Johnson

Johnson informed the Board that change order number one for the Launch Ramp project has been approved by DBW and will be brought to the Board for approval at the next meeting.

Johnson added that a Notice of Completion for the West Basin Dredge project has been filed and the waiting period will expire on March 21st.

10 Pillar Point Harbor – Temko

Temko said he plans to attend the San Mateo County Planning Department public hearing tomorrow in which he will seek approval of street names for Pillar Point Harbor.

Board of Harbor Commissioners

- 11 A. Committee Reports**
Promotions and Marketing/75th Anniversary Committee (Campbell, Parravano)

Campbell stated that the meeting was attended by staff, Pillar Point Lessees, Coastside citizens, Russ Bissonette, Leland Parsons, and Debbie Iseley, who will be coordinating the District's 75th Anniversary events on a voluntary basis. Campbell concluded that future meetings will be held to put these events together.

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.

Padreddii informed the Board that he met with a reporter from the San Mateo County Times. He and Grenell showed her around Oyster Point and discussed the ferry terminal and service. He concluded that the District can expect an article in the San Mateo County Times.

Tucker asked for a report on the remodel of Caffè Riace at Pillar Point. Grenell said the County had told Carrubba that he needed a use permit. Grenell added that it was later decided that they will not need a use permit. Carrubba is now proceeding on the remodel.

Action: Motion by Tucker, second by Campbell to adjourn to Closed Session. The motion passed unanimously at 7:58 p.m.

Closed Session

12 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

Action: Motion by Tucker, second by Parravano to adjourn to Open Session. The motion passed unanimously at 9:04 p.m.

Adjournment

There was no reportable action from Closed Session.

Action: Motion by Padreddii, second by Campbell to adjourn. The motion passed unanimously at 9:05 p.m.

APPROVED BY:

Ken Lundie

Ken Lundie
President

ATTESTED BY:

Theresa DellaSanta

Theresa DellaSanta
Deputy Secretary