

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

January 20, 2010
7:00 p.m.

Municipal Services Building
33 Arroyo Drive
South San Francisco, Ca. 94080

Roll Call

Commissioners

Leo Padreddii, President
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
Marc Zafferano, District Counsel
Debbie Nixon, Deputy Secretary

Public Comments/Questions — None.

Staff Recognition- Grenell requested that Temko be allowed to speak. Temko read a letter regarding the rescue of a missing surfer on December 27, 2009. He recognized the efforts of Draper, Chang and Williams along with three Coastside Firemen Gary Silva, Mike Beverlin, and Rich Gallardo. Temko stated that he had the opportunity to speak with the rescued surfer afterwards and the surfer said that he was about to give up hope, and then he saw the lights from the rescue vessel and began to waive his arms and he was spotted.

Padreddii commended the staff for their efforts and thanked Temko for writing the commendation letters.

New Business

- 1 TITLE: **Reorganization of Harbor Commission: Selection of Officers**
 REPORT: Padreddii
 PROPOSED ACTION: To be determined

Action: Motion by Lundie, second by Tucker to nominate Campbell for President. The motion passed unanimously.

Ayes: 4
Nays: 0

Campbell thanked the commission for the vote of confidence. She addressed her health issues and stated that if at any time she feels her health is jeopardizing the District or the presidency, she will inform the Commission.

Action: Motion by Tucker, second by Lundie to nominate Parravano for Vice-President. The motion passed unanimously.

Ayes: 4
Nays: 0

Action: Motion by Padreddii, second by Lundie to nominate Tucker for Treasurer. The motion passed unanimously.

Ayes: 4
Nays: 0

Action: Motion by Tucker, second by Parravano to nominate Lundie for Secretary. The motion passed unanimously.

Ayes: 4
Nays: 0

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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.

- 2 TITLE: **Minutes of Meeting December 2, 2009**
 REPORT: Draft minutes

PROPOSED ACTION: Approval

- 3 TITLE: **Minor Lease Amendment for Huck Finn Sportfishing (Huck Finn Center)**
REPORT: Grenell, Minor Lease Amendment
PROPOSED ACTION: Approve Minor Lease Amendment

Action: Motion by Tucker, second by Padreddii to approve items 2 and 3. The motion passed.

Ayes: 4
Nays: 0
Abstentions: 1 (Lundie from item 2)

Public Hearing - None

Continued Business - None

New Business Continued

- 4 TITLE: **Other Post Employment Benefits (OPEB): GASB 45/OPEB Trust Services Request for Proposals (RFP)**
REPORT: Schnapp, Memo
PROPOSED ACTION: Authorize Publication of RFP

Schnapp stated that other post employment benefits also known as retiree health care. The District's liability for its current employees is 8 million dollars. She recommended that the Board authorize staff to publish a RFP to explore the options.

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

Ayes: 5
Nays: 0

- 5 TITLE: **Purchase of four (4) Honda Aqua Trax Rescue Water**

Craft currently on lease from American Honda, Inc.
REPORT: Staff Report
PROPOSED ACTION: Approve purchase of four (4) Honda Aqua Trax Rescue Water Craft in an amount not to exceed \$15,535.36

Grenell stated that the four (4) Honda Aqua Trax Rescue Water Craft at Pillar Point Harbor have been on lease through a program from Honda at no cost to the District. Honda is discontinuing the program and has offered the District a buyout price for all four water craft for \$15,535.36. The cost for one new water craft is around \$13,000 so the price that the District has been offered is a great price. He recommended the District take Honda up on this one time offer.

Action: Motion by Lundie, second by Parravano to approve the purchase of the four Honda Aqua Trax Rescue Water Crafts.

Parravano asked if Oyster Point should look into obtaining a water craft since the program is being discontinued.

Johnson stated that it was considered and Oyster Point Marina decided that it was not in the best interest of the District to purchase a water craft.

The motion passed unanimously.

6 TITLE: Independent Commercial Activity Permit for Dale Walters (CAP)
REPORT: Grenell, Permit Application
PROPOSED ACTION: Approve Independent Commercial Activity Permit (CAP)

Grenell stated that Walters has been operating his vessel through Huck Finn and now he would like to be independent. All CAP terms and conditions will remain the same, he will just have his own Independent Commercial Activity Permit.

Lundie asked if this is another 6-pack permit. He asked if we have exhausted our 6-pack limit. Grenell stated that it is a 6-pack boat but this does not increase the number of 6 packs because he has already been functioning at the Harbor.

Action: Motion by Lundie, second by Parravano to approve the Independent Commercial Activity Permit. The motion passed.

Ayes: 5

Nays: 0

- 7 TITLE: **Memorial Bench for Donna R. Crabtree**
REPORT: Grenell, Letter
PROPOSED ACTION: To Be Determined

Grenell stated that he received a letter from Ron Crabtree requesting permission to place a memorial bench at Pillar Point for his wife Donna R. Crabtree. There is a policy in place for this type of request. There is room out by the open area near the gate to docks A, B and C.

Action: Motion by Padreddii, second by Tucker to approve.

Campbell asked what the charge for the bench is. Grenell deferred to Harbormaster Johnson. Johnson stated \$2,500.00.

Ayes: 5

Nays: 0

- 8 TITLE: **Bills and Claims in the Amount of \$371,687.40 through January 12, 2010**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims processed and paid in the amount of \$371,687.40 to cover payment through January 12, 2010 due to cancelled Board meetings.

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

Action: Motion by Parravano, second by Tucker to approve the bills and claims in the amount of \$371,687.40 through January 12, 2010. The motion passed.

Ayes: 5

Nays: 0

URGENCY ITEM

TITLE: Proclamation Honoring Richard David Moran
REPORT: Campbell, Proclamation
PROPOSED ACTION: Approve a Proclamation honoring Richard David Moran

Action: Motion by Tucker, second by Lundie to add urgency item to the agenda. The motion passed unanimously.

Campbell stated that Moran has spent many years at Pillar Point Harbor. His family will be down on Saturday for a memorial and she felt it appropriate to present them with a proclamation from the Harbor District.

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

Ayes: 5
Nays: 0

- 9** **TITLE:** Bills and Claims in the Amount of \$25,763.39
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$25,763.39 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 by Parravano, second by Lundie to approve the bills and claims in the amount of \$25,763.39. The motion passed.

Ayes: 5
Nays: 0

Reports for Possible Discussion/Action Administration and Finance

- 10 General Manager - Grenell**
Nothing further to add to written report.
- 11 Director of Finance - Schnapp**
Schnapp informed the Commission that she received \$1.34 million from the City of South San Francisco.
- 12 Human Resources Manager - Harris**
Harris stated that the District received the savings from Operating Engineers for the change in the health care coverage with amounts to \$34,920 savings for the year.

Operations

- 13 Oyster Point Marina/Park - Johnson**
Johnson would like to defer to Temko and then he will make a report.

Temko stated that he is on vacation and his retirement pending. He stated that if anyone needs to contact him, they may do so. He stated that the Pillar Point Harbor sidewalk project is out to bid and that is his final project so he is happy to see that it is on its way.

Campbell thanked Temko for his dedicated service and what he has achieved for the District over the years.

Johnson addressed the current storms. He stated that Oyster Point Marina had a vessel that broke loose on the sales dock. Staff and Drake's Marine Service secured the vessel. At Pillar Point Harbor they had three vessels on moorings that broke loose. Draper and the staff got two boats safely back to the docks and one washed up on the beach by the yacht club. The owner has been contacted.

Campbell asked how Deer Creek held up during the storm. Johnson stated that he hasn't received any phone calls regarding it but he will check into it.

- 14 Pillar Point Harbor – Temko**

Board of Harbor Commissioners

15 A. Committee Reports

1. Oyster Point Marina/Park Development (Campbell, Tucker)

This item has been deferred to Closed Session.

2. New Administration Office (Campbell, Tucker)

This item has been deferred to Closed Session

3. Pillar Point Harbor Development/Perched Beach (Tucker, Parravano)

There are minutes included in the Board packet for review.

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.

Parravano thanked staff for looking into a new date for the Employee Recognition Dinner.

Grenell stated that Parravano informed him that there were employees that had a scheduling conflict and would not be able to attend the dinner. An e-mail was sent out using doodle.com to poll staff and give them an option of 3 other dates to come up with a date that the majority of the employees would be able to attend. Once that survey is complete, we will inform everyone of the new date.

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

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 the negotiator for items 16 and 17.

Action: Motion by Lundie, second by Parravano to adjourn to Closed Session. The motion passed unanimously at 7:38 p.m.

Closed Session

- 18** TITLE: **Conference with Labor Negotiator: Pursuant to Government Code Section §54957.6**
Unrepresented Employees, Harbor Masters
REPORT: Grenell
PROPOSED ACTION: To Be Determined
- 19** TITLE: **Conference with Real Property Negotiator, Pursuant to Government Code Section §54956.8**
PROPERTY: **Parcels APN 015-010-060, 015-010-260, 015-101-270, Oyster Point Marina/Park, City of South San Francisco, San Mateo County; San Mateo County Harbor District with The City of South San Francisco**
NEGOTIATING PARTIES: San Mateo County Harbor District and the City of South San Francisco
UNDER NEGOTIATION: Lease Price, Terms and Conditions
- 20** TITLE: **Conference with Real Property Negotiator: Pursuant to Government Code Section §54956.8**
PROPERTY: **“Post Office” Parcel, Northeasterly corner of Obispo Road and Avenue Portola, El Granada, San Mateo County, APN: 047-261-030**
REPORT:
NEGOTIATING PARTIES: San Mateo County Harbor District, KN Properties
UNDER NEGOTIATION: Lease Price, Terms and Conditions
- 21** 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:
NEGOTIATING PARTIES: San Mateo County Harbor District and (1) Cassandra and Jeff Clark, Mavericks Surf Shop, LLC; (2) National Oceanic and Atmospheric Administration (NOAA) of behalf of Gulf of the Farallones National Marine Sanctuary
UNDER NEGOTIATION: Lease Price, Terms and Conditions

Action: Motion by Tucker, second by Lundie to adjourn to Open Session. The motion passed unanimously at 9:29 p.m.

Open Session, Continued

There was no reportable action from Closed Session.

Adjournment

Action: Motion by Tucker, second by Lundie to adjourn the meeting. The motion passed unanimously at 9:30 p.m.

The next scheduled meeting will be held on February 3, 2010 at the Comfort Inn, 2930 Cabrillo Highway, Half Moon Bay at 7:00 p.m.

Debbie Nixon
Deputy Secretary

Sally Campbell
President