

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

**April 16, 2014
6:00 p.m.**

**Oyster Point Yacht Club
911 Marina Blvd
South San Francisco, Ca. 94080**

All Harbor District Commission meetings are recorded and televised on PCT and replayed the following Friday at 6:00 a.m. and the following Saturday at 7:00 a.m. Copies can also be purchased from PCT and mailed for \$18.

Roll Call

Commissioners

Robert Bernardo, President
Pietro Parravano, Vice President
James Tucker, Treasurer & Secretary
Sabrina Brennan, Commissioner
William Holsinger, Commissioner

Staff

Peter Grenell, General Manager
Debra Galarza, Director of Finance
Marietta Harris, Human Resource Manager
Scott A. Grindy, Harbor Master
Jean Savaree, District Counsel
Debbie Nixon, Deputy Secretary

Public Comments/Questions — Jonathan Wolfman, Porter McHenry, Mike McHenry, David Mallory, Sabrina Brennan

Staff Recognition — Grindy recognized White, Stern, Gubser, McGeehan, Dometita, Hoff, Merlo, and Smith from Oyster Point Marina/Park for a job well done with the West Basin Restroom Showers and Draper, Williams, Walding, Pemberton, Madrigal, Bankord, Coats and C. Smith from Pillar Point Harbor for a job well done with the H-Dock entry area. He stated commendation letters will be placed in their files.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 April 2, 2014**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 2 TITLE: **Minutes of Meeting March 12, 2014**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

Action: Motion by Tucker, second by Holsinger to approve the consent calendar. The motion passed.

Ayes: 4
Nays: 1 (Brennan)

Public Hearing

- 3 TITLE: **Draft Preliminary Operating and Capital Budget
 for Fiscal Year 2014/15**

- A. Declare Hearing Open: President Bernardo
- B. Report of Notice Given: Grenell
- C. Staff Report and
 Recommendation: Galarza, Draft Preliminary Budget FY 2014/15

- D. Public Testimony:
- E. Harbor Commission
 Questions:
- F. Close Public Testimony: President Bernardo
- G. Commission Deliberation:
- H. Recommended
 Commission Action: To be determined

Bernardo declared the hearing open. Grenell stated notice had been given. Galarza presented the budget. Bernardo closed the public hearing.

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

Ayes: 5

- 4 TITLE: **Draft District Rates and Fees Schedule for FY2014/15 for Oyster Point Marina/Park**
REPORT: Galarza, Draft Rates and Fees Schedule
PROPOSED ACTION: To be determined

Galarza presented the Rates and Fees Schedule.

- 5 TITLE: **Draft District Rates and Fees Schedule for FY2014/15 for Pillar Point Harbor**
REPORT: Galarza, Draft Rates and Fees Schedule
PROPOSED ACTION: To be determined

Parravano recused himself. Galarza presented the Rates and Fees Schedule.

Public Comment – Leonard Woren

The Commission took a break at 7:20 p.m.

The Commission reconvened at 7:26 p.m.

New Business

- 6 TITLE: **Insurance Renewal Forecasting and Broker Renewal**
REPORT: Grenell, Presentation, Attachment
PROPOSED ACTION: Approve broker renewal with MacCorkle Insurance Services in an amount not to exceed \$40,000 per year for three (3) years

MacCorkle Insurance Services presentation.

Action: Motion by Holsinger, second by Tucker to approve the broker renewal with MacCorkle Insurance Services in an amount not to exceed \$40,000 per year for three (3) years. The motion passed unanimously.

Ayes: 5

- 10 TITLE: **Commercial Activity Permit for Wind Over Water Kiteboarding, LLC**
REPORT: Harris, Memo, Application
PROPOSED ACTION: Approve Commercial Activity Permit for Wind Over Water Kiteboarding, LLC

Action: Motion by Tucker, second by Parravano to approve Commercial Activity Permit for Wind Over Water Kiteboarding, LLC. The motion passed unanimously.

Ayes: 5

- 7 TITLE: **TIGER Grant Application (Transportation Investment Generating Economic Recovery Grant)**
REPORT: Grenell, Grindy, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 08-14 to authorize the General Manager to submit a TIGER Grant application for \$3,440,000 to the U.S. Department of Transportation

Action: Motion by Parravano, second by Brennan to adopt Resolution 08-14 to authorize the General Manager to submit a TIGER Grant application. The motion passed unanimously.

Ayes: 5

- 8 TITLE: **Turbo Data Contract for Parking Citation Processing**
REPORT: Harris, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 09-14 to approve the contract with Turbo Data

Action: Motion by Brennan, second by Parravano to adopt Resolution 09-14 to approve the contract with Turbo Data. The motion passed unanimously.

Ayes: 5

- 9 TITLE: **Special Event Permit for Dolphin South End Runners Club**
REPORT: Harris, Memo, Application
PROPOSED ACTION: Waive fee for Athletic Event Permit for non-profit organization Dolphin South End Runners for two (2) race events at Oyster Point Marina/Park on June 29, 2014 and September 21, 2014

Action: Motion by Brennan, second by Holsinger to waive fee for Athletic Event permit for Dolphin South End Runners for 2 races at Oyster Point Marina/Park. The motion passed unanimously.

Ayes: 5

- 11 TITLE: **Bills and Claims in the Amount of \$278,355.79**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$278,355.79 to cover payment of Bills and Claims

Action: Motion by Tucker, second by Holsinger to approve the bills and claims. The motion passed.

Ayes: 4
Nays: 1 (Brennan)

The Commission took a break at 8:27 p.m.

The Commission reconvened at 8:34 p.m.

Continued Business

- 12 TITLE: **Pillar Point Harbor Dock Fingers Replacement: Augment GHD, Inc.'s project budget by \$5,070 to respond to Coastal Commission new and additional information requests regarding project permit application**
REPORT: Grenell, Grindy, Memo
PROPOSED ACTION: Authorize General Manager to direct GHD, Inc. to respond to additional Coastal Commission information requests regarding the Pillar Point Harbor dock fingers replacement permit application as part of GHD's permit assistance task in an amount not to exceed \$5,070

Action: Motion by Tucker, second by Parravano to augment GHD, Inc.'s project budget by \$5,070 to respond to Coastal Commission new and additional information requests regarding Dock Fingers Replacement project permit application. The motion passed unanimously.

Ayes: 5

- 13 TITLE: **Amend Fiscal Year 2013/14 Integrated Operating and Capital Budget**
REPORT: Galarza, Memo, Resolution
PROPOSED ACTION: Adopt Resolution 07-14 to amend the fiscal year 2013/14 Integrated Operating and Capital Budget by an increase of \$307,515 for operating expenditures

Action: Motion by Tucker, second by Parravano to adopt Resolution 07-14 to amend the FY13/14 Integrated Operating and Capital Budget by an increase of \$307,515 for operating expenditures. The motion passed unanimously.

Ayes: 5

Public Comment – John Ullom

Staff Reports: a) Administration and Finance

14 General Manager - Grenell

Grenell spoke on his report.

15 Finance Report - Galarza

Grenell spoke on behalf of Galarza on her report.

16 Human Resources Manager – Harris

Harris spoke on her report.

b) Operations

17 Oyster Point Marina/Park and Pillar Point Harbor – Grindy

Grindy spoke on his report.

Board of Harbor Commissioners

18 A. Committee Reports

None

B. Commission Statements and Requests

The Board of Harbor Commissioners may make public statements limited to 5 minutes.

Brennan requested that the Board read the flyer regarding Fish Line that was handed out at the three o'clock Special Meeting and to consider the flyer request.

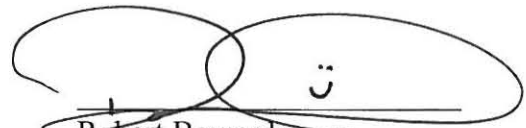
Adjournment

Action: Motion by Brennan, second by Parravano to adjourn the meeting. The motion passed unanimously at 9:09 p.m.

The next scheduled meeting will be held on May 7, 2014 at Sea Crest School, Multi-Purpose Room, 901 Arnold Way, Half Moon Bay at 6:00 p.m.



Debbie Nixon
Deputy Secretary



Robert Bernardo
President