

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

September 3, 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
x Sally Campbell, Treasurer
x 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

x- Absent

Public Comments/Questions - None

Staff Recognition- None

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

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

Ayes: 3
Nays: 0

The Board took up Urgency Items next.

Action: Motion by Tucker, second by Padreddii to add Urgency Item A to the Agenda. The motion passed unanimously.

URGENCY ITEM A

TITLE:	Appraisal for District's El Granada Median Strip Property APN 047-262-010
REPORT:	Grenell, Memo
PROPOSED ACTION:	Authorize General Manager to Obtain Real Estate Services to Prepare an Appraisal for the Median Strip Property Jointly with the Granada Sanitary District, on Condition that (a) All Costs of the Services are Equally Divided Between the Two Districts; (b) the Two Districts Agree on an Appraiser; and (c) the Two Districts Agree on Instructions to the Appraiser

Grenell informed the Board that he spoke with Chuck Duffy at Granada Sanitary District (GSD) and Duffy said GSD is maintaining that the property is worth less than the District's counter offer of \$900,000. Duffy requested a copy of the District's appraisal; Grenell said he would like a copy of GSD's appraisal and instructions given for the appraisal.

Tucker suggested that since GSD is offering \$800,000 and the District wants \$900,000 that the Districts meet in between at \$850,000. Tucker added that if they do not accept, the District should cease discussions and land bank the parcel.

Lundie stated that he would not vote to go any lower than \$900,000 as the property is valued at over a million. He feels that the District has gone down low enough.

Padreddii concurred with Tucker.

Jan Gray stated that she is pleased to see the compromise at \$850,000, and is hopeful that GSD will accept. Padreddii suggested showing GSD the District's appraisal.

Action: Motion by Tucker, second by Padreddii to Authorize General Manager to offer a sale price of \$850,000 to the Granada Sanitary District. The motion passed.

Ayes: 2
Nays: 1 (Lundie)

The Board took up Urgency Item B next.

URGENCY ITEM B

Action: Motion by Tucker, second by Padreddii to add Urgency Item B to the Agenda. The motion passed unanimously.

TITLE: **Support Letter for the Pacific Fisheries Management Council for Continuing the Exempted Fishing Permit for the Nature Conservancy for a Second Year**

REPORT: Grenell, Memo

PROPOSED ACTION: Approve Support Letter for Pacific Fisheries Management Council for Continuing the Exempted Fishing Permit for the Nature Conservancy

Action: Motion by Tucker, second by Padreddii to approve Urgency Item B. The motion passed.

Ayes: 3

Nays: 0

Continued Business

- 2 TITLE: **Draft Updated Business Plan for Department of Boating and Waterways (DBW)**
- REPORT: Grenell, Memo, Draft Amended Business Plan
- PROPOSED ACTION: To Be Determined

Grenell commended Schnapp for her efforts in getting the draft amended business plan together in a timely fashion. He added that a copy has been sent to DBW with information that the Board's Committee reviewed it, but not the full Board and the District is awaiting DBW's comments. DBW wants to bring it to the Boating and Waterways Commission for approval on October 24th.

No action was taken.

- 3 TITLE: **General Manager's Employment Agreement: Extension**
- REPORT: Tucker
- PROPOSED ACTION: To Be Determined

Tucker stated that Grenell was given an evaluation in Closed Session at the last Board meeting. He stated that based on the evaluation he is in support of the contract extension.

Action: Motion by Tucker, second by Padreddii to approve Item 3. The motion passed.

Ayes: 3

Nays: 0

New Business

- 4 TITLE: **Proclamation Honoring Rusty Johnson**
 REPORT: Campbell, Proclamation
 PROPOSED ACTION: Approve Proclamation Honoring Rusty Johnson

Action: Motion by Padreddii, second by Tucker to approve Item 4. The motion passed.

Ayes: 3
Nays: 0

- 5 TITLE: **Proposed Commercial Sublease for Philip Shaw Designs, Marine Collections LLC, Oyster Point Marina/Park**
 REPORT: Grenell, Memo, Sublease
 PROPOSED ACTION: Approve Commercial Sublease for Philip Shaw Designs, Marina Collections LLC

Action: Motion by Tucker, second by Padreddii to approve Item 5. The motion passed.

Ayes: 3
Nays: 0

- 6 TITLE: **Bills and Claims in the Amount of \$174,652.49**
 REPORT: Bills and Claims Detailed Summary
 PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$174,652.49 to cover payment of Bills and Claims

Padreddii informed the Board that he has reviewed the Bills and Claims. He stated that there has been an increase due to a summation function error in the software and an increase in Teamster's Health and Welfare premium. A memorandum reflecting the difference was handed out. Padreddii stated that he found the Bills and Claims in order and recommended approval.

Action: Motion by Padreddii, second by Tucker to approve the Bills and Claims in the of \$235,014.53. The motion passed.

Ayes: 3
Nays: 0

Reports for Possible Discussion/Action

Administration and Finance

7 General Manager - Grenell

Grenell stated that he has received another article from the San Mateo County Convention and Visitors Bureau that named Pillar Point Harbor in it. He added that this article was out of St. Louis and came from the Travel Writers group that visits the Harbor periodically.

8 Director of Finance - Schnapp

Nothing further to add to written report.

The Board commended Schnapp for her work on the Business Plan.

9 Human Resources Manager - Harris

Nothing further to add to written report.

Operations

10 Oyster Point Marina/Park - Johnson

Nothing further to add to written report.

11 Pillar Point Harbor – Temko

Temko informed the Board that Labor Day weekend drew large crowds to the Harbor and that it turned out to be a very good weekend.

Temko stated that the restroom project has had some floor tile issues regarding loose tiles and drainage. He added that the contractor is working to fix the problems.

Tucker asked what the reaction is to the windows that were installed in the restrooms. Temko said nothing but positive.

Board of Harbor Commissioners

12 A. Committee Reports

Padreddii stated that minutes for the Oyster Point Ad Hoc Committee were handed out. He added that Oyster Point will cut back their hours of staff operations from

12:00 p.m. to 10:00 p.m. on a 30-day trial basis.

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.

Tucker requested that staff not copy any future proposed sublease for Board packets anymore, in order to reduce the use of paper. If a Board member would like to review it, a copy will be made available to them.

- 13** TITLE: **Identify Real Property Negotiator Pursuant to Government Code §54956.8**
REPORT: Zafferano
PROPOSED ACTION: Identify Real Property Negotiator Peter Grenell

Lundie identified Grenell as Real Property Negotiator.

Action: Motion by Tucker, second by Padreddii to adjourn to Closed Session. The motion passed unanimously at 7:30 p.m.

Closed Session

- 14** TITLE: **Conference with Real Property Negotiator: Parcels APN 015-010-060, 015-010-260, 015-010-270, Oyster Point Marina/Park, City of South San Francisco, San Mateo County; San Mateo County Harbor District with San Francisco Bay Water Emergency Transportation Authority (WETA) Regarding Lease Price, Terms and Conditions, Pursuant to Government Code §54956.8**
REPORT: Grenell
PROPOSED ACTION: To Be Determined
- 15** TITLE: **Conference with Real Property Negotiator: Parcel 5, APN 047-083-060, Pillar Point Harbor, San Mateo County; SMCHD with Franco Carrubba dba Caffe Riace Regarding Lease Price, Terms, and Conditions, pursuant to Government Code §54956.8**
REPORT: Grenell
PROPOSED ACTION: To Be Determined

Action: Motion by Tucker, second by Padreddii to adjourn to Open Session. The motion passed unanimously at 7:39 p.m.

Open Session, Continued

There was no reportable action from Closed Session

Adjournment

Action: Motion by Padreddii, second by Tucker to adjourn the meeting. The motion passed unanimously at 7:40 p.m.

APPROVED BY:

ATTESTED BY:

Ken Lundie
President

Theresa DellaSanta
Deputy Secretary