

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

October 19, 2010  
7:00 p.m.

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

## Roll Call

### Commissioners

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

### Staff

- Peter Grenell, General Manager
- Genevieve Frederick, Director of Finance
- Marietta Harris, Human Resource Manager
- Kathleen Kane, District Counsel
- Debbie Nixon, Deputy Secretary
- X Charles White-Assistant Harbormaster (OPM)
- John Draper-Assistant Harbormaster (PPH)

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 Special Meeting October 5, 2011**
- REPORT: Draft minutes
- PROPOSED ACTION: Approval

- 2     **TITLE:**                             **Minutes of Meeting October 5, 2011**  
       **REPORT:**                         Draft minutes  
       **PROPOSED ACTION:**             Approval

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

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

## **New Business**

- 3     **TITLE:**                             **Acceptance of a Vessel as a Partial Settlement for a Cash Debt and Write-Off of Remaining Debt Balance on Account**  
  
       **REPORT:**                         Frederick, Memo  
       **PROPOSED ACTION:**             Approve acceptance of a vessel as a partial settlement for a cash debt and write-off of remaining debt balance on account

This item will be continued at the next meeting.

- 4     **TITLE:**                             **Possible Cancellation of Harbor Commission Meetings on December 21, 2011 and/or January 4, 2012**  
  
       **REPORT:**                         Grenell  
       **PROPOSED ACTION:**             To Be Determined

**Action:** Motion by Padreddii, second by Campbell to cancel the Harbor Commission meetings on December 21, 2011 and January 4, 2012. The motion passed unanimously.

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

- 5     **TITLE:**                             **Possible Cancellation of Harbor Commission Meetings on July 4, 2012 and/or November 21, 2012**  
  
       **REPORT:**                         Grenell  
       **PROPOSED ACTION:**             To Be Determined

**Action:** Motion by Campbell, second by Padreddii. The motion passed unanimously.

Ayes:             4  
Nays:             0



Nothing further to add to written report.

**9 Human Resources Manager – Harris**

Nothing further to add to written report.

## **Operations**

**10 Oyster Point Marina/Park - White**

Nothing further to add to written report.

**11 Pillar Point Harbor – Draper**

Bernardo asked what contributed to the 3% occupancy increase at Pillar Point Harbor. Draper stated that it is due to crab season and expects that by November 1st he will be at 100% occupancy.

Padreddii stated that crab season starts on November 5<sup>th</sup>. Draper clarified that recreational crab season starts on the 5<sup>th</sup>, but the commercial season starts on the 15<sup>th</sup>.

Campbell asked Draper if the kitchen at Crab Landing was open. She had heard that the County had closed down their kitchen due to cleanliness. Draper stated he did not hear that and that to him it looked like they were open.

## **Board of Harbor Commissioners**

**12 A. Committee Reports**

Tucker stated that Grenell's evaluation will be discussed in closed session.

**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 Campbell, second by Bernardo to adjourn to closed session. The motion passed unanimously at 7:15 p.m.

## **Closed Session**

**13 TITLE: Conference with Labor Negotiator Peter Grenell:**

**Pursuant to Government Code Section §54957.6,  
Unrepresented Employee, Harbor Master**

- 14 TITLE: Public Employee Performance Evaluation: General Manager, pursuant to Government Code §54957.6**
- 15 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 Campbell to adjourn to open session. The motion passed unanimously at 8:01 p.m.

## **Open Session, Continued**

There was no reportable action from closed session.

- 16 TITLE: Revised Harbor Master Job Description and Suspend Hiring Freeze and Prepare New Certified Employment List for Harbor Master Classification**  
**REPORT: Grenell, Memo, Attachments**  
**PROPOSED ACTION: Approve revised Harbor Master job description and authorize General Manager to prepare Certified Employment List and suspend hiring freeze and authorize the General Manager to prepare a certified employment list for the Harbor Master classification following Commission approval of revised Harbor Master job description and present to Commission for consideration and possible action**

**Action:** Motion by Campbell, second by Padreddii to revise the Harbor Master job description and suspend the hiring freeze and authorize the General Manager to prepare a new certified employment list for the Harbor Master classification. The motion passed unanimously by a roll call vote.

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

- 17 TITLE: **Employment Agreement with General Manager**  
REPORT: Tucker, Agreement  
PROPOSED ACTION: Approve employment agreement with General Manager

Tucker stated that Grenell handed out a memo that suggested three things regarding his employment agreement: 1) approve a 4 year term, 2) suspend cap of paid time off (PTO) accrual as he will not be able to stay under the 480 hour cap nor take time off due to several District priorities that have urgent need; he requested a 6 month cap suspension or until June 2012, 3) he is not requesting an increase in pay.

Tucker stated that the committee recommended a 1 year agreement, but will support a 2 year agreement. He stated that he is in favor of suspending the vacation accrual cap. He stated that Grenell did not request an increase but will receive the yearly COLA (Cost of Living Adjustment). He stated that top priorities should be hiring of Harbor Master, Oyster Point Capital Project Improvement, Perched Beach and alternate locations for Administration office, Paid parking and cleaning up of the crab pots.

Campbell stated she agreed with the 2 year contract. She stated that it was wise and stellar that he isn't requesting an increase. She stated that she would like to see him receive another \$100 added to his car allowance for the next 60-90 days since he will be traveling back and forth to the Harbors. Tucker clarified the time frame, Campbell stated for the next 60 days. Tucker stated that he would like to see it for the life of the contract. Campbell agreed.

Padreddii stated that he supports the 2 year contract.

Bernardo agreed with his colleagues with the two year agreement and thanked Grenell for the no amendment to the salary especially during these tough times.

Tucker stated that the Commission is prepared to offer him a two year contract beginning October 17, 2011 and expires on October 17, 2013, suspend the cap of the vacation accrual, and an additional \$100 to his car allowance.

**Action:** Motion by Campbell, second by Bernardo to approve the General Mangers employment agreement. The motion passed by a roll call vote.

Ayes: 4  
Nays: 0

Absent: 1 (Parravano)

## **Adjournment**

**Action:** Motion by Campbell, second by Bernardo to adjourn the meeting. The motion passed unanimously at 8:11 p.m.

The next scheduled meeting will be held on November 2, 2010 at the Comfort Inn, 2930 Cabrillo Highway, Half Moon Bay at 7:00 p.m.

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Debbie Nixon  
Deputy Secretary

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Pietro Parravano  
President