

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

October 3, 2007  
7:00 p.m.

Coastside County Water District Office  
766 Main Street  
Half Moon Bay, CA 94019

## Roll Call

### Commissioners

James Tucker, President  
Ken Lundie, Vice President  
Leo Padreddii, Treasurer  
Sally Campbell, Secretary  
Pietro Parravano, Commissioner

### Staff

Peter Grenell, General Manager  
Eileen M. Wilkerson, Human Resource Manager  
Marcia Schnapp, Director of Finance  
Robert Johnson, Harbormaster  
Dan Temko, Harbormaster  
\*Theresa N. Hayes, Deputy Secretary  
Marc Zafferano, District Counsel

\*Absent

## Public Comments/Questions

Dave Harrison, Operating Engineers addressed the Board regarding concerns about Salt River Construction providing dredging services to the District.

## Public and Staff Recognition

Temko congratulated Michael Bushnell, Deputy Harbor Master, on his newly expanded family.

## 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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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:	<b>Minutes of Meeting September 19, 2007</b>
	REPORT:	Draft minutes

PROPOSED ACTION: Approval

**Action:** Motion by Parravano, second by Tucker to approve item 1. The motion passed.

Ayes: 3

Nays: 0

Abstain: 2 (Campbell, Lundie)

## **Public Hearing - None**

## **Continued Business**

- 2 TITLE: Pillar Point Harbor Restroom Renovation Project: Approval of Plans and Specifications and Authorize Issuance of Sealed Construction Bid Notice**
- REPORT: Temko, Staff Report, Attachments
- PROPOSED ACTION: Approve Plans and Specifications and Authorize General Manager to Publish Bid Notice

Temko reported that the plans have been sent through the design review process and there were no comments. The plans are now moving through the permit process.

- 3 TITLE: Amend Oyster Point Marina/Park Rates and Fees Schedule**
- REPORT: Johnson, Staff Report
- PROPOSED ACTION: Adopt Resolution 30-07 and Approve Amendment to Oyster Point Rates & Fees Schedule

Johnson requested an amendment to the Oyster Point Marina/Park Rates and Fees Schedule to include “Lien Fees: District Costs – Minimum \$175 per filed Lien”.

**Action:** Motion by Padreddii, second by Campbell to adopt Resolution 30-07 and approve amendment to Oyster Point Rates & Fees Schedule. The motion passed.

Ayes: 5

Nays: 0

## **New Business**

- 4 TITLE: Bills and Claims in the Amount of \$104,192.46**
- REPORT: Bills and Claims Detailed Summary
- PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$104,192.46 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 Bills and Claims in the amount of \$104,192.46. The motion passed.

Ayes: 5

Nays: 0

## **Reports for Possible Discussion/Action**

### **Administration and Finance**

#### **5 General Manager – Grenell**

In addition to his written report, Grenell reported that he has met with both Keet Nerhan, lessee for the Pillar Point RV Park, and the Manager of the Beach House regarding issues concerning unauthorized use of the fence for beach access. Access is and will continue to be for disabled and handicapped persons only. The Beach House will put up signage and the District will be an additional insured on the Beach House insurance.

A temporary Deputy Harbor Master has been hired to deal with the short term staffing issues at Pillar Point Harbor. Grenell will consult with the Board prior to hiring new temporary employees as well as any possible future regular hires.

#### **6 Director of Finance - Schnapp**

Campbell thanked Schnapp for attending SAMFOG meetings on behalf of the District.

#### **7 Human Resources Manager - Wilkerson**

Nothing further to add.

### **Operations**

#### **8 Oyster Point Marina/Park - Johnson**

Johnson presented information regarding LED lighting for parking areas. He will look into the possibility of using LED lighting at Oyster Point Marina.

#### **9 Pillar Point Harbor – Temko**

Temko reported that he has been working with the planning issues related to the Lessees' building including the sidewalk and shifting the parking sideways. The process of naming the roads within Pillar Point Harbor has begun.

## Board of Harbor Commissioners

- 10 A. Committee Reports  
Promotions and Marketing Committee (Campbell, Parravano)

Parravano reported the Board has received the minutes of the Committee's and Lessees' meeting about the concept design. The Committee is now looking at permits and costs.

Grenell stated that minutes of the meeting have been forwarded to Donald Sibbett. A final design is expected in the next three weeks.

Campbell cautioned that if Ketch Joanne builds a second floor, the possible Pillar Point Harbor sign on the roof would not be workable.

- 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.**

Lundie requested that the Board meet in Closed Session to clarify the employee discipline from the October 2, 2007 Special meeting. Lundie requested specific information to be provided by Grenell.

Tucker requested that Grenell provide information on the District policy regarding personnel records.

- 11 TITLE: **Identify Real Property Negotiator Pursuant to Government Code §54956.8**  
REPORT: Zafferano  
PROPOSED ACTION: Identify Real Property Negotiators Sally Campbell and Pietro Parravano

Tucker identified Campbell and Parravano as Real Property Negotiator.

**Action:** Motion by Lundie, second by Parravano to move to Closed Session. The motion passed.

Ayes: 5

Nays: 0

## Closed Session

- 12 TITLE:** **Conference with Real Property Negotiator: Ketch Joanne Restaurant and Harbor Bar, Parcel 3, One Johnson Pier, Lessees Building, APN 047-083-060, Pillar Point Harbor, El Granada, San Mateo County Regarding Lease, Price, and Terms and Conditions Pursuant to Government Code Section §54956.8**
- REPORT: Campbell and Parravano  
PROPOSED ACTION: To Be Determined
- 13 TITLE:** **Public Employee Performance Evaluation: General Manager, Pursuant to Government Code Section §54957.6**
- REPORT: None  
PROPOSED ACTION: To Be Determined

## Open Session, Continued

No reportable action from Closed Session.

- 14 TITLE:** **Discussion Item: Ketch Joanne Restaurant and Harbor Bar Lease**
- REPORT: Campbell  
PROPOSED ACTION: To Be Determined
- 15 TITLE:** **General Manager's Compensation**
- REPORT: None  
PROPOSED ACTION: To Be Determined

Items 14 and 15 were put over to the October 17 Board meeting.

## Adjournment

**Action:** Motion by Campbell, second by Lundie to adjourn the meeting. The motion passed unanimously at 8:29 p.m.

APPROVED BY:

*James Tucker*

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James Tucker  
President

ATTESTED BY:

*Eileen M. Wilkerson*

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Eileen M. Wilkerson  
Acting Deputy Secretary