

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

November 21, 2007  
7:00 p.m.

Municipal Services Building  
33 Arroyo Drive  
South San Francisco, CA 94083

## Roll Call

### Commissioners

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

### Staff

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

x-absent

Assistant Harbormaster Charles White was present for Johnson.

Wilkerson was present as Acting General Manager.

## Public Comments/Questions - None

**Staff Recognition** — Wilkerson acknowledged Johnson and Temko for their immediate involvement with local agencies regarding the oil spill and their networking through teleconferencing to help Wilkerson keep the Board informed of the situation. Wilkerson recognized the both the Oyster Point and Pillar Point crews for immediately mobilizing their oil spill plan to protect the harbor.

Wilkerson recognized Temko for his article on the District website regarding the impact the oil spill has on crab fishing and the pictures of the rescued birds released at Pillar Point.

Temko thanked the Pillar Point and Oyster Point crew for their efforts with the oil spill.

Temko thanked Campbell for all of her help in preparing for the boat decorating contest.

## 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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 3, 2007**  
          REPORT:                                Draft minutes  
          PROPOSED ACTION:                  Approval

**Action:** Motion by Lundie, second by Campbell to approve Item 1. The motion passed unanimously.

- 2**      TITLE:                                    **Minutes of Special Meeting October 10, 2007**  
          REPORT:                                Draft minutes  
          PROPOSED ACTION:                  Approval

**Action:** Motion by Padreddii, second by Lundie to approve Item 2. The motion passed.

Ayes: 4

Nays: 0

Abstention: 1 (Campbell)

- 3**      TITLE:                                    **Minutes of Meeting November 7, 2007**  
          REPORT:                                Draft minutes  
          PROPOSED ACTION:                  Approval

Campbell clarified that her decision at that the last meeting for her vote on Item 17 was because she perceived that it was a misuse of public funds and she would like this to be added to the minutes of November 7<sup>th</sup>.

**Action:** Motion by Padreddii, second by Lundie to approve Item 3 with the change. The motion passed unanimously.

- 4**      TITLE:                                    **Approval of Written Decision Regarding Discipline for Don Coats**  
          REPORT:                                Letter  
          PROPOSED ACTION:                  Approve Written Decision Regarding Discipline for Don Coats

**Action:** Motion by Lundie, second by Parravano to move Item 4 to the December 5<sup>th</sup> Agenda. The motion passed unanimously.

**Public Hearing - None**

## **Continued Business - None**

## **New Business**

- 5 TITLE: Bills and Claims in the Amount of \$206,351.77**  
**REPORT: Bills and Claims Detailed Summary**  
**PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$206,351.77 to cover payment of Bills and Claims**

Padreddii informed the Board that he has reviewed the Bills and Claims and found them in order. He recommended approval.

**Action:** Motion by Padreddii, second by Campbell to approve the Bills and Claims in an amount of \$206,351.77. The motion passed.

Ayes: 5

Nays: 0

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

### **Administration and Finance**

**6 General Manager – Grenell (Wilkerson was present as Acting G.M.)**

Campbell asked when the restroom renovation will be sent out for bid. Wilkerson said she will look into it and report back to the Board.

**7 Director of Finance - Schnapp**

No Report written.

**8 Human Resources Manager - Wilkerson**

Wilkerson informed the Board that oral panel interviews for finance positions are scheduled for Tuesday, November 27<sup>th</sup>.

### **Operations**

**9 Oyster Point Marina/Park – Johnson (White was present)**

White informed the Board that the West Basin dredging is preceding well and looks on schedule to be completed by November 30<sup>th</sup>.

## 10 Pillar Point Harbor – Temko

Temko stated that Caffè Riace began construction but did not have the proper permits and had to stop.

Temko said he has preliminary drawings for the parking lot in front of Ketch Joanne's; however, changes are still in process.

Campbell recommended that from now on whenever the District approves a new lease or permit that the lessee or permittee be informed of all permits and requirements that need to be met with the different County agencies.

Tucker asked if any Oregon or Washington crabbers have unloaded at Pillar Point Harbor. Temko said no.

## Board of Harbor Commissioners

- 11 A. Committee Reports - None  
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 thanked Temko for allowing him to relocate his boat.

Campbell applauded Temko and his staff for their efforts with the oil spill situation. She added that it was also recognized by the public.

Padreddii acknowledged the Pillar Point crew for saving an overturned vessel and recovering a stolen ship.

## Closed Session - None

## Adjournment

**Action:** Motion by Campbell, second by Lundie to adjourn. The motion passed unanimously at 7:12 p.m.

APPROVED BY:

*James Tucker*

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James Tucker  
President

ATTESTED BY:

*Theresa DellaSanta*

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Theresa DellaSanta  
Deputy Secretary

