

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

**April 16, 2008  
7:00 p.m.**

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

**Roll Call**

**Commissioners**

Ken Lundie, President  
Leo Padreddii, Vice President  
Sally Campbell, Treasurer  
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

**Public Comments/Questions - None**

**Staff Recognition-** Temko thanked Grenell and the Pillar Point staff for taking care of the Harbor while he was on vacation. He added that staff responded to four search and rescue operations and all went well.

Lundie recognized Lead Maintenance Specialist Mike Williams and the Pillar Point crew for installing 75<sup>th</sup> Anniversary banners around the Harbor. He said they look great.

Johnson recognized the Oyster Point staff for a job well done with replacing the roof on the fishing pier restroom.

Schnapp wished Johnson a Happy Birthday.

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

Zafferano identified Grenell as Real Property Negotiator.

The Board took up Items 3 through 6 next.

## 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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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.

- 3** TITLE: **Minutes of Meeting April 2, 2008**  
REPORT: Draft minutes  
PROPOSED ACTION: Approval

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

Ayes: 3

Nays: 0

Abstentions: 2 (Campbell, Parravano)

- 4** TITLE: **U.S. Bank Master Signature Card**  
REPORT: Schnapp, Attachment  
PROPOSED ACTION: Authorize Execution of Master Signature Card

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

Ayes: 5

Nays: 0

## Public Hearing –

- 5** TITLE: **Draft Preliminary Operating and Capital Budget for Fiscal Year 2008-2009**

- A. Declare Meeting Open: President Ken Lundie  
B. Report of Notice Given: Grenell  
C. Staff Report and Recommendation: To Be Determined

- D. Public Testimony:
- E. Harbor Commission Questions:
- F. Close Public Testimony: President Ken Lundie
- G. Commission Deliberation:
- H. Recommended Commission Action: To Be Determined

Grenell informed the Board that proper notice has been given.

Grenell stated that the Board reviewed the budget during the special meeting held earlier that day. He added that a finance and priorities workshop will be set up for May 21, 2008.

No action was taken.

**6 TITLE: Discussion Item: Rates and Fees Schedule for FY2008-2009 at Oyster Point Marina/Park**

- A. Declare Meeting Open: President Ken Lundie
- B. Report of Notice Given: Grenell
- C. Staff Report and Recommendation: To Be Determined
- D. Public Testimony:
- E. Harbor Commission Questions:
- F. Close Public Testimony: President Ken Lundie
- G. Commission Deliberation:
- H. Recommended Action: To Be Determined

Grenell informed the Board that proper notice has been given.

Grenell stated that staff intends to keep the berth rates at Oyster Point the same because it has resulted in increased occupancy. He concluded that staff is recommending a fifteen dollar increase in liveaboard fees.

Jessica Levant, Oyster Point liveaboard, stated that a \$15 increase on top of the already approved \$30 increase is much higher than surrounding marinas. She added that a net loss will decompensate for what the District will gain. Levant concluded that she is not alone in this protest.

The item was moved to the next Board meeting.

No action was taken.

The Board took up Closed Session item 2.

**Action:** Motion by Tucker, second by Parravano to move to Closed Session. The motion passed unanimously at 7:14 p.m.

The public and staff left the room.

## **Closed Session**

- 2 TITLE: **Conference with Real Property Negotiator: APN 047-262-010, Median Strip, El Granada, San Mateo County. Negotiating Party Granada Sanitary District: Regarding Sale or Lease, Price and Terms and Conditions Pursuant to Government Code Section §54956.8**
- REPORT: None
- PROPOSED ACTION: To Be Determined

## **Continued Business**

The public and staff re-entered the room at 7:28 pm.

Zafferano stated that there was no reportable action from closed session.

- 7 TITLE: **Amend Limited Commercial Activity Permit for Sam's Chowder House at Pillar Point Harbor**
- REPORT: Temko, Staff Report
- PROPOSED ACTION: Approve Amended Limited Commercial Activity Permit for Sam's Chowder House at Pillar Point Harbor

Item 7 was moved to the next Board meeting.

- 8 TITLE: **Change Order Number 1 for JMB Construction for Oyster Point Launch Ramp Reconstruction Project**
- REPORT: Johnson, Memo, Attachment
- PROPOSED ACTION: Approve Change Order Number 1 with JMB Construction for Oyster Point Launch Ramp Reconstruction Project in an Amount not to Exceed \$31,100.00

Johnson informed the Board that the contractor's expenses have been justified and that the change order consists of very manual, labor intensive work.

**Action:** Motion failed due to lack of a second.

Grenell informed the Board that this was brought to the Board's attention when the project was originally formally approved. He added that the Board's reservations with change orders were made clear, but that this was a unique situation the City of South San Francisco said they would not permit the project unless ADA-accessible restrooms have been added to the project.

Johnson clarified that the Board was informed of this and that there would be one change order at the meeting when the project was formally approved. He added that if the Board decides not to approve this change order the District would owe the contractor for pre-cast panels, the DBW grant would be lost, and the project would end.

Tucker said he recalled the information was given at the meeting when the project was approved.

Parravano asked Johnson if the project can be approved based on the original proposal and still comply with ADA access. Johnson said no. He added that there were long negotiations with the City regarding the fishing pier restroom and the condition of the permit was for this change order to be added.

**Action:** Motion by Tucker, second by Padreddii to approve Item 8. The motion passed.

Ayes: 5

Nays: 0

**9 TITLE: Preliminary Draft of Updated District Business Plan**  
**REPORT: Grenell, Schnapp, Draft Plan**  
**PROPOSED ACTION: To Be Determined**

Grenell stated that he provided a draft updated business plan to Department of Boating and Waterways (DBW) who are currently reviewing it. He said he will be contacting DBW tomorrow to talk about the options for modified debt service that are in the report. Grenell added that he is proposing to reduce principal payments and will know more tomorrow when he talks with DBW.

No action was taken.

## **New Business**

**10 TITLE: Commercial Activity Permit for Princeton Waters at Pillar Point Harbor**  
**REPORT: Grenell, Temko, Application**  
**PROPOSED ACTION: To Be Determined**

Item 10 was moved to the May 7<sup>th</sup> Board meeting.

- 11 TITLE: Limited Commercial Activity Permit for Seventh Wave Productions at Pillar Point Harbor**  
REPORT: Temko, Staff Report, Application  
PROPOSED ACTION: Approve Limited Commercial Activity Permit for Seventh Wave Productions at Pillar Point Harbor

Temko informed the Board that this event happens every year at Pillar Point Harbor and it brings in great crowds.

**Action:** Motion by Tucker, second by Campbell to approve Item 11. The motion passed.

Ayes: 5  
Nays: 0

- 12 TITLE: Bills and Claims in the Amount of \$132,291.34**  
REPORT: Bills and Claims Detailed Summary  
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$132,291.34 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 Item 12. The motion passed.

Ayes: 5  
Nays: 0

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

### **Administration and Finance**

**13 General Manager - Grenell**

Grenell informed the Board that the parcel survey at Oyster Point is moving ahead.

Grenell said the progress on the El Granada Post Office lot is moving ahead and said that Keet Nerhan is in the audience to speak.

Keet Nerhan stated that he has been working to get this approved for three years and keeps getting postponed. He said he plans to go to the County Planning Commission and the Board of Supervisors next.

Lundie asked if there is any new development with the Vandenberg Air Force Base project on water diversion into Pillar Point Harbor. Grenell said he and Temko have had positive communications with the Air Force Base and they are working with the District for the best possible solution.

Campbell asked whose responsibility it is to trim the trees on the median strip. Nerhan said he had just spoken with Temko and is working with him on trimming the trees.

**14 Director of Finance - Schnapp**

Schnapp reviewed her written report with the Board.

**15 Human Resources Manager - Harris**

Nothing further to add to written report.

## **Operations**

**16 Oyster Point Marina/Park - Johnson**

Johnson said the City of South San Francisco has the Oyster Point utilities as a topic of discussion at their study session that night. Johnson said he gave them information for their report and he will know more the following day.

**17 Pillar Point Harbor – Temko**

Temko informed the Board that occupancy is down 2% and said it was probably due to the closure of the salmon season.

Temko recognized Deputy Harbormaster Jacob Walding for taking the lead on designing and ordering the 75<sup>th</sup> Anniversary banners that were put up at the Harbor.

## **Board of Harbor Commissioners**

**18 A. Committee Reports**  
75<sup>th</sup> Anniversary Committee (Campbell, Parravano)

Campbell reported that the District is participating in the “Rock the Block” event on May 16<sup>th</sup> in Half Moon Bay. She asked that each Board member schedule a certain amount of time at the booth that night along with the Harbormaster and patrolmen. Campbell added that the Fireworks fundraiser is scheduled for June 14<sup>th</sup> and the 75<sup>th</sup> Anniversary celebration and fundraiser for the F/V Irene at Pillar Point Harbor will take place on August 16<sup>th</sup>. Campbell said that invitations will be sent to dignitaries.

Campbell added that the 75<sup>th</sup> anniversary will coincide with the groundbreaking of the Oyster Point breakwater in early July and a ribbon cutting ceremony for the construction completion in September.

Padreddii added that he and DellaSanta will go to the City of South San Francisco to view their time capsule and speak with their City Clerk about what it consists of.

Campbell added that she is happy with staff's work and cooperation thus far on planning the District's 75<sup>th</sup> Anniversary events.

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 stated that he has heard that a lot of home owners are requesting a reassessment on their homes in attempts to devalue their property and wondered if this will lessen the property taxes. Schnapp said that she heard from the County Assessor that the people who bought property in 2005 and 2006 are at risk for their homes to be devalued, but that they represent a small portion of the total property tax pool. She added that 95% of people don't want a reassessment on their homes.

Lundie asked what the estimated costs for the election expenses will be this year. Schnapp said she has no definite estimate, but is checking with the County on a monthly basis.

**Action:** Motion by Parravano, second by Padreddii to adjourn to closed session. The motion passed unanimously at 8:09 p.m.

## Closed Session, Continued

<b>19</b> TITLE:	<b>General Manager's Mid-Year Performance Evaluation Pursuant to Government Code Section §54957</b>
REPORT:	None
PROPOSED ACTION:	To Be Determined

**Action:** Motion by Campbell, second by Parravano to adjourn to Open Session. The motion passed unanimously at 8:46 p.m.

## Adjournment

There was no reportable action from Closed Session.



**Action:** Motion by Campbell, second by Padreddii to adjourn. The motion passed unanimously at 8:47 p.m.

APPROVED BY:

*Ken Lundie*

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Ken Lundie  
President

ATTESTED BY:

*Theresa DellaSanta*

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Theresa DellaSanta  
Deputy Secretary