

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

**April 1, 2009
7:15 p.m.**

**Comfort Inn
2930 Cabrillo Highway
Half Moon Bay, CA 94019**

Roll Call

Commissioners

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

Staff

Peter Grenell, General Manager
Marcia Schnapp, Director of Finance
Marietta Harris, Human Resource Manager
Robert Johnson, Harbormaster
x Dan Temko, Harbormaster
Marc Zafferano, District Counsel

X - absent

Draper attended on behalf of Temko

Public Comments/Questions - none

Staff Recognition- Grenell stated that at Farm Day on March 28, 2009 an award was presented to Duncan MacLean as Half Moon Bay Farmer of the year and wanted to recognize that the award was given to a Fisherman for the first time this year.

Parravano was surprised that the Commissioners were not notified of this and would have liked the District to present an award to MacLean as well. Grenell stated that it was a surprise announcement and he did not know ahead of time and stated that next year he will ask ahead of time who the award will be presented to so the Harbor District can act accordingly.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 (Budget) Meeting March 18, 2009**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

- 2 **TITLE:** **Minutes of Regular Meeting March 18, 2009**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

Motion by Lundie, second by Parravano to continue to approve items 1 and 2.

Lundie recused himself from item 1 because he did not attend the Special Budget Meeting. Padreddii recused himself from both items 1 and 2 because he did not attend the meetings.

Ayes: 3
Nays: 0
Abstentions: 2 (Padreddii and Lundie)

URGENCY ITEM

Action: Motion by Lundie, second by Campbell to add Urgency item to agenda. The motion passed.

Ayes: 5
Nays: 0
Abstentions: 0

Grenell stated that there probably will be a Federal hearing regarding finding relief for local agencies whose monies were lost due to the Lehman Brothers bankruptcy. Grenell recommended that the Commission approve and send the letters to Congresswoman Eshoo, Congresswoman Speier, Congressman Frank and Senator Feinstein and urge that the hearing be held.

Action: Motion by Campbell, second by Lundie to approve the letters and have Padreddii sign the letters. The motion passed.

Ayes: 5
Nays: 0
Abstentions: 0

Public Hearing

- 3 TITLE: Continuanace of Hearing: Draft Preliminary Operating and Capital Budget for Fiscal Year 2009-10**
- A. Declare Hearing Open: President Padreddii
 - B. Report of Notice Given: Schnapp
 - C. Staff Report and Recommendation: Draft Budget FY 2009/10
 - D. Public Testimony:
 - E. Harbor Commission Questions:
 - F. Close Public Testimony: President Padreddii
 - G. Commission Deliberation:
 - H. Recommended Commission Action: To Be Determined

Grenell informed the Board the Notice was issued.

Schnapp stated that this is a continuation from the March 18, 2009 meeting. The Board asked that she do some calculations regarding Rates and Fees which is the next item. Until the Commission has a chance to review the Rates and Fees, no changes will be made to the budget.

Grenell stated that this item is on the agenda for the Commission or staff to ask questions or make recommendations or for public questions and comments.

Action: Motion by Tucker, second by Lundie to continue public hearing to the April 15th meeting.

Ayes: 5
Nays: 0
Abstentions: 0

Continued Business

- 4 TITLE: **District Rates and Fees for FY2009-2011**
REPORT: Schnapp, Report
PROPOSED ACTION: To Be Determined

Schnapp stated that the Commission asked for a report showing an alternative potential increases in rates and fees. Oyster Point Marina and Pillar Point Harbor have different competitive environments. Pillar Point has no other harbor within close proximity where as Oyster Point has 3 harbors in very close proximity. In her report she showed rate increases of 2%, 3%, 5% and 7 ½%. She stated staff's recommendation is to maintain Rates and Fees where they are at present due to the economy.

Parravano asked if Schnapp could tell him if the vacancies at Pillar Point Harbor are in the East end or the West end.

Zafferano clarified that 1 or 2 commissioners may need to recuse themselves from any discussion regarding Pillar Point Harbor Rates and Fees due to a financial conflict of interest. At this time he advised that the discussions of both Pillar Point Harbor and Oyster Point Marina need to be separate, and that the 2 commissioners may speak as members of the public but may not partake in any discussion while sitting on the dais.

Campbell stated that they would like to know where the boat loss is.

Draper stated that it is on both commercial and recreational sides. For the last 10 years staff has been putting recreational berths on the commercial side and it has been about 50/50 for the last 10 years.

Campbell wanted to know why there has been a loss. Draper stated that there is no fishing and that people are now taking their boats over to the Bay for halibut fishing.

Schnapp stated that she doesn't think that the rates should be raised at all this year due to the economy.

Padreddii stated that he feels that the rates should not be raised at this time.

Tucker agreed with Padreddii and recommended leaving it at no increase.

Padreddii stated that they would move on to discuss Oyster Point Marina. He informed the 2 commissioners that there will be no increase at Pillar Point Harbor.

Grenell stated that it was staff's intention and expectation to place this item on the next Agenda in South San Francisco to give a chance to the Public for comment and questions.

Reports for Possible Discussion/Action

Administration and Finance

9 General Manager - Grenell

Nothing further to add to written report.

10 Director of Finance - Schnapp

Schnapp stated that in response to a prior question from Commissioner Campbell, on page 2 of her report it shows the importance of using ADP to process our payroll rather than have it done in-house. ADP acts as our outside legal council, tax accountant and tax council. She stated that no one on the District staff has this expertise. ADP also assumes liability and penalties for improper tax filings as well as retro-active tax filing if there are any errors.

Padreddii asked if the 1% tax increase will affect the budget. Schnapp stated that it will affect our purchases.

Schnapp also stated that if payroll was brought in-house that we would need to purchase additional software.

11 Human Resources Manager – Harris

Harris stated that she contacted the Holman Group to do some additional training for Pillar Point Harbor and Oyster Point Marina staff.

Operations

12 Oyster Point Marina/Park - Johnson

Johnson handed out the registration form for the Oyster Point Marina fishing derby. He met with the lessees and has come up with a structure that everyone has agreed upon.

Tucker questioned Oyster Point Marina's current occupancy. Johnson confirmed that currently they are at 58%. He stated that there is a shift in tenants but has seen a strong increase in the 30 foot berths.

Tucker asked about the boats moving out and the new boats moving in, if we are getting a better boat and better client. Johnson stated that he is and in fact he has turned down a previous tenant who was not a positive member to the community.

Johnson stated that Oyster Point Marina is presenting itself very well right now.

Campbell stated that she heard that Oyster Point Marina will have 10-12 boats coming from Pillar Point for halibut fishing. Johnson confirmed that those boats are

already at Oyster Point Marina.

Padreddii stated that he toured Oyster Point Marina the other day and commented on how well the Harbor looks and commended the Harbor staff for their hard work. He stated that it is very well maintained and commended the staff's hard work.

13 Pillar Point Harbor – Draper

Draper stated that he was approached by the Small Boat Commercial Salmon Fishers Association regarding holding a group function at the Harbor. They would like to have a small group swap meet and BBQ on Sunday, May 3rd.

Board of Harbor Commissioners

14 A. Committee Reports

Tucker stated that the committee that meets with SKS can report progress and attends all meetings when asked to be there. Not much to report but there has been progress.

Parravano stated that he watched the TV program “Eye on the Bay” and the topic was Seafood. The 1st segment was an interview with Marty and Mary Botham of Princeton Seafood. Parravano stated that it was very good exposure for Pillar Point Harbor.

Tucker stated that the Insurance Committee met.

Campbell stated that they had a very good meeting and is expecting not more than an 8% increase in insurance. A proposal will be delivered to Grenell by the broker before June 1st.

Tucker stated that Worker’s Compensation may increase by 12% and the 8% increase in Insurance could be a little high.

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.

- 15 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 the real property negotiator.

Action: Motion by Tucker, second by Campbell to adjourn to closed session. The motion passed unanimously at 8:15 p.m.

Closed Session

- 16 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 King Ventures Regarding Lease Price, Terms and Conditions, Pursuant to Government Code §54956.8**
- REPORT: Grenell
PROPOSED ACTION: To Be Determined
- 17 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
- 18 TITLE: Conference with Real Property Negotiator: Median Strip, APN 047-262-010, El Granada, San Mateo County: Regarding Sale or Lease Price and Terms and Conditions Pursuant to Government Code Section §54956.8**
- REPORT: Grenell
PROPOSED ACTION: To Be Determined
- 19 TITLE: Conference with Real Property Negotiator: Rental space at Suite 300, 400 Oyster Point Blvd., SSF, Ca. 94080, San Mateo County; San Mateo County Harbor District with Cushman and Wakefield, Inc. for Kashiwa Fudosan America, Inc. Regarding Lease Price and Terms and Conditions, Pursuant to Government Code §54956.8**
- REPORT: Grenell
PROPOSED ACTION: To Be Determined

