

San Mateo County Harbor District Board of Harbor Commissioners Meeting Minutes

November 2, 2011
7:00 p.m.

Comfort Inn
2930 Cabrillo Highway
Half Moon Bay, Ca. 94019

Roll Call

Commissioners

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

Staff

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

x-absent

Public Comments/Questions — Tracy Pearson stated that he attended the September 7, 2011 Board meeting and addressed an issue of raw sewage being pumped into the Harbor. He stated that two months ago he wrote a letter to Parravano and Grenell and nothing has happened. He stated that he spoke to the Harbor Patrol and they said that they know or suspect what boats are pumping the raw sewage but stated that they were told to stand down. He stated that with crab season approaching and the sewage problem, one could imagine the smell at the Harbor. He handed out a packet which contained the letter he wrote, the letter he received back from Grenell, an e-mail from Harbor Master Johnson, a document outlining what the Harbor Patrol is required to do, a page from the SMCHD berth agreement and the crab pot staging guidelines. He stated that in the crab pot guidelines it states that one is required to pay a deposit and if one's equipment is not cleaned up, the deposit will not be returned. He stated that there should be some ramification for these people who are polluting the Harbor.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 Meeting October 19, 2011**
 REPORT: Draft minutes
 PROPOSED ACTION: Approval

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

Ayes: 3
Nays: 0
Abstention: 1 (Parravano)
Absent: 1 (Bernardo)

Public Hearing - None

Continued Business

- 2 **TITLE:** **Pillar Point Harbor Circulation Study Presentation: San Mateo County Resource Conservation District**
 REPORT: Grenell, Kellyx Nelson, Presentation
 PROPOSED ACTION: To Be Determined

Kellyx Nelson, Executive Director of the San Mateo County Resource Conservation District, gave a brief update of their Pillar Point Harbor microbial water quality study. She summarized the now complete first stage analysis of Harbor water circulation. She also offered to train District Harbor staff in sampling techniques to facilitate the District's attempt to improve the Harbor's water quality. The General Manager said he would like to follow up on this offer of assistance.

New Business

- 3 **TITLE:** **Bills and Claims in the Amount of \$125,178.11**
 REPORT: Bills and Claims Detailed Summary
 PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in
 the amount of \$125,178.11 to cover payment of Bills and
 Claims

Action: Motion by Padreddii, second by Campbell to approve the bills and claims. The motion passed by a roll call vote.

Tucker stated that there are two charges on the bills and claims: one for Aramark Uniform Service and one for Mission Uniform Service, Inc. He asked if the District uses two different companies to clean the Harbor Patrol's uniforms. Harris stated we do. Campbell asked if we would receive a discount if we used one company. Harris stated that we do not and it is cheaper to use two different companies. Tucker asked if cleaning the uniforms was a labor negotiated item. Harris stated it was.

Parravano asked what the Comcast bill was for. Grenell stated it is for internet connection. Campbell stated that the amount seemed high. Harris explained that it is for a business account, not a residential account. Parravano asked if it was a Commission expense as it is in that respective column. Grenell stated that is in error and should be under the Administration column.

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

Reports for Possible Discussion/Action Administration and Finance

4 **General Manager - Grenell**

Nothing further to add to written report.

5 **Director of Finance - Frederick**

Nothing further to add to written report.

6 Human Resources Manager – Harris

Nothing further to add to written report.

Operations

7 Oyster Point Marina/Park - White

Nothing to add to written report.

8 Pillar Point Harbor – Draper

Nothing further to add to written report.

Board of Harbor Commissioners

9 A. Committee Reports

Perched Beach, New Berths/Haul Out, Development Committee
(Parravano, Tucker)

Tucker stated that there have been two public meetings regarding Perched Beach and the District has received good feedback from the community. Past presentations have shown that the District has been looking at Perched Beach to place the Administration building, which would have enough space to lease out space to other agencies like the Gulf of the Farallones National Marine Sanctuary and National Oceanic and Atmospheric Administration. He stated that now they might be leaning toward placing the District Administration office in a different location, perhaps where the maintenance building is now. He stated that it is just an idea. There has been feedback that putting the building on Perched Beach might be too busy and cause overcrowding.

Another concern that Tucker has is that when evaluating the General Managers priorities, there are many projects going on at one time. He stated that the Committee is recommending some form of assistant-type person to the General Manager who can be responsible for project development. He stated that the Committee is not looking at a consultant or a firm to avoid high overhead costs, but is looking around the County for someone who would be on a contract basis to provide more support and direction in developing these projects, not managing them.

Campbell stated that she knows a person who might fit the criteria. She deferred to Grenell for the gentleman's name. Grenell stated she was speaking

of Alex Bautista, who is an architect. He stated that Bautista has his own firm but does not feel like he is senior enough in his experience.

Tucker stated that the Committee has been exposed to many who are very sharp and feel that there is someone out there to help fill the District's needs.

Grenell clarified that the Committee is not looking to hire a firm which has services that the District does not need to utilize. He stated that he has begun to search for an individual(s).

Parravano stated that the two past public meetings have provided excellent feedback. He stated that it is important to navigate and balance our needs with the community's needs.

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 Parravano to adjourn to closed session. The motion passed unanimously at 7:34 p.m.

Closed Session

- 10 TITLE: **Public Employee Performance Evaluation: General Manager, pursuant to Government Code §54957.6**
- 11 TITLE: **Conference with Labor Negotiator Peter Grenell Pursuant to Government Code §54957.6: Operating Engineers Local Union No. 3**
- 12 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**
NEGOTIATING PARTIES: San Mateo County Harbor District, Half Moon Bay Sportfishing
UNDER NEGOTIATION: Lease Price, Terms and Conditions

- 13 TITLE: **Conference with Real Property Negotiator Peter Grenell:
Pursuant to Government Code Section §54956.8**
- PROPERTY: **Pillar Point Seafood, Area 3, Johnson Pier, Pillar Point
Harbor, El Granada, APN 047-083-060: Three Captains
Sea Products, Inc., Area 2, Johnson Pier, Pillar Point
Harbor, El Granada, APN 047-083-060: Morning Star
Fisheries, Area 1, Johnson Pier, Pillar Point Harbor, El
Granada, APN 047-083-060**
- NEGOTIATING
PARTIES: San Mateo County Harbor District, Pillar Point Seafood,
Three Captains Sea Products, Inc., Morning Star Fisheries
- UNDER
NEGOTIATION: Lease Price, Terms and Conditions

Action: Motion by Tucker, second by Campbell to adjourn to open session. The motion passed unanimously at 8:49 p.m.

Open Session

There was no reportable action from closed session.

Adjournment

Action: Motion by Padreddii, second by Campbell to adjourn the meeting. The motion passed unanimously at 8:50 p.m.

The next scheduled meeting will be held on November 16, 2011 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 7:00 p.m.

Debbie Nixon
Deputy Secretary

Pietro Parravano
President