

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

August 6, 2008  
7:00 p.m.

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

## Roll Call

### Commissioners

- x 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** - Charles King, Transportation Commissioner, East Palo Alto handed out a power point presentation to the Board. He asked that they review the hand out and put an item on the next Agenda.

**Staff Recognition-** Johnson recognized Assistant Harbormaster Charles White and Lead Maintenance Specialist Jim Merlo for all their work and support on the launch ramp reconstruction project. He added that the entire Oyster Point staff was instrumental in getting the project completed by August 1<sup>st</sup>. Padreddii complimented the Oyster Point staff on a job well done.

Temko thanked Pillar Point staff for keeping things in order while he was on vacation.

## 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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 July 16, 2008**  
REPORT: Draft minutes  
PROPOSED ACTION: Approval

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

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

## **Continued Business**

- 2 TITLE: **Amendment to Pillar Point Harbor Rates and Fees  
Schedule for FY2008-2009: Launch Ramp Fees**  
REPORT: Campbell, FY2008-09 Rates and Fees: Launch Ramp  
PROPOSED ACTION: To Be Determined

Campbell said she would like to see the launch ramp rates reduced back to \$10 due to the loss of salmon season. Padreddii said he supports Campbell's recommendation.

Tucker stated that the Board spent several months putting together the budget and rates and said he is not in favor of going backwards.

Parravano added that there are other fisheries at Pillar Point and they had one of the best crab seasons in history last year.

Temko stated that the outlook for crab season this year does not look as good and there have been very few boats now. Temko concluded that a \$10 launch fee is standard throughout the Bay Area.

Tucker stated that he is willing to look at statistics next quarter and make a decision.

**Action:** Motion by Campbell, second by Padreddii to approve Item 2.

The Motion failed.

Ayes: 2  
Nays: 2

- 3 TITLE: **Plans and Specifications and Bid Documents for Pillar  
Point Lessees' Building Sidewalk Widening**  
REPORT: Temko, Staff Report, Attachment  
PROPOSED ACTION: Approve Plans and Specifications and Bid Documents and  
Authorize General Manager to Publish a Public Notice of  
Construction Bid Solicitation

This item has been postponed until further notice.

## New Business

Padreddii requested that Items 4, 5 and 6 be taken together. The Board agreed.

- 4 TITLE: Limited Commercial Activity Permit for Leukemia and Lymphoma Society – Light the Night Walk at Oyster Point Marina/Park on Thursday, October 16th**
- REPORT: Johnson, Application
- PROPOSED ACTION: Approve Limited Commercial Activity Permit for Leukemia and Lymphoma Society – Light the Night Walk at Oyster Point Marina/Park on Thursday, October 16th
- 5 TITLE: Limited Commercial Activity Permit for Leukemia and Lymphoma Society at Pillar Point Harbor on Saturday, August 9th**
- REPORT: Temko, Application
- PROPOSED ACTION: Approve Limited Commercial Activity Permit for Leukemia and Lymphoma Society at Pillar Point Harbor on Saturday, August 9th
- 6 TITLE: Limited Commercial Activity Permit for Leukemia and Lymphoma Society at Pillar Point Harbor on Saturday, August 30<sup>th</sup>**
- REPORT: Temko, Application
- PROPOSED ACTION: Approve Limited Commercial Activity Permit for Leukemia and Lymphoma Society at Pillar Point Harbor on Saturday, August 30<sup>th</sup>

Tucker requested that staff look into charging the Society some type of fee for all of the events they have at the Harbor during the year.

Temko suggested an annual event permit which can include a number of events per year and a one time charge for the permit. He added that the Society's events are always low-impact.

Tucker said that since the fees were not requested to be waived that they should not be approved as waived. Johnson said that historically they have been approved with waiver of fees. The Board was not in favor of supporting a waiver of fees since it was not requested.

**Action:** Motion by Parravano, second by Campbell to approve Items 4, 5 and 6 without waiver of fees.

Ayes: 4

Nays: 0

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- 7 TITLE: **Financial Statements and Independent Auditors' Report for the Fiscal Year Ended June 30, 2007**  
REPORT: Schnapp, Financial Statements and Independent Auditors' Report  
PROPOSED ACTION: Accept Financial Statements and Auditor's Report

**Action:** Motion by Tucker, second by Parravano to approve Item 7. The motion passed.

Ayes: 3  
Nays: 0  
Abstentions: 1 (Campbell)

- 8 TITLE: **California Special Districts Association – 2008 Board Elections – Region 3, Seat C**  
REPORT: Grenell, Attachment  
PROPOSED ACTION: To Be Determined

Padreddii recommended supporting Ray Honan for the position. The Board agreed.

**Action:** Motion by Tucker, second by Campbell to approve Item 8 by nominating Ray Honan. The motion passed.

Ayes: 4  
Nays: 0

- 9 TITLE: **General Manager's Employment Agreement: Extension**  
REPORT: Tucker  
PROPOSED ACTION: To Be Determined

Tucker stated that Grenell's contract expires in October and wanted to give the Board enough time to review his contract and decide if an extension will be approved. Padreddii said he is in support of the extension and Grenell is doing a good job.

Parravano stated that he would like to give Grenell an evaluation for better guidance and framework on renewal of the contract. Campbell agreed.

**Action:** The Board agreed to put an evaluation on the August 20<sup>th</sup> Board meeting and the employment agreement on the September 3<sup>rd</sup> Board meeting.

- 10 TITLE: **District Quarterly Investment Balances Through June 30, 2008**  
REPORT: Investment Report  
PROPOSED ACTION: Accept District Quarterly Investment Balances

**Action:** Motion by Tucker, second by Parravano to approve Item 10. The motion passed.

Ayes: 4

Nays: 0

- 11**
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| TITLE:           | <b>Bills and Claims in the Amount of \$1,013,428.58</b>  |
| REPORT:          | Bills and Claims Detailed Summary  |
| PROPOSED ACTION: | Approval of Bills and Claims for payment and a transfer in the amount of 1,013,428.58 to cover payment of Bills and Claims |

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

**Action:** Motion by Padreddii second by Tucker to approve the Bills and Claims in the amount of \$1,013,428.58. The motion passed.

Ayes: 4

Nays: 0

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

### **Administration and Finance**

**12 General Manager – Grenell**

Grenell informed the Board that a travel writer who participated in a recent harbor tour organized by the San Mateo County Convention and Visitors Bureau wrote an article that includes a blurb on Pillar Point Harbor.

**13 Director of Finance - Schnapp**

Schnapp stated that she included a 3 year history of monthly launch ramp revenues in her report. She added that it is not clear how much the closure of salmon season has affected launch ramp revenues.

Schnapp concluded that she received an increase in health insurance charge from Teamsters.

**14 Human Resources Manager - Harris**

Nothing further to add to written report.

## **Operations**

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

Nothing further to add to written report.

**16 Pillar Point Harbor – Temko**

Nothing further to add as he was away on leave.

## **Board of Harbor Commissioners**

**17 A. Committee Reports**

Campbell read for the record an email she received from Jon Stanley, Executive Director from WETA in regard to the meeting they had the previous day with the Water Emergency Transportation Authority, South San Francisco, and District staff.

75<sup>th</sup> Anniversary (Campbell, Parravano)

Minutes were handed out.

**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.**

None.

- 18 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.

- 19 TITLE: Identify Labor Negotiator Pursuant to Government Code §54957.6**  
**REPORT: Zafferano**  
**PROPOSED ACTION: Identify Labor Negotiator Peter Grenell**

Zafferano identified Grenell as Labor Negotiator.

**Action:** Motion by Tucker, second by Campbell to adjourn to Closed Session. The motion passed unanimously at 7:40 p.m.

## **Closed Session**

- 20 TITLE: **Conference with Legal Counsel-Existing Litigation pursuant to Government Code §54956.9(a) 1 Case, Coats vs. SMCHD**  
REPORT: Zafferano  
PROPOSED ACTION: To Be Determined
- 21 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 United States General Services Administration Regarding Lease Price, Terms and Conditions, Pursuant to Government Code §54956.8**  
REPORT: Grenell  
PROPOSED ACTION: To Be Determined
- 22 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
- 23 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
- 24 TITLE: **Conference with Real Property Negotiator: Parcel 5, APN 047-083-060, Pillar Point Harbor, San Mateo County; SMCHD with Franco Carrubba dba Caffe Riace Regarding Lease Price, Terms, and Conditions, pursuant to Government Code §54956.8**  
REPORT: Grenell  
PROPOSED ACTION: To Be Determined
- 25 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

**26 TITLE: Conference with Labor Negotiator pursuant to Government Code §54957.6: Operating Engineers Local Union No. 3**

REPORT: Grenell  
PROPOSED ACTION: To Be Determined

**27 TITLE: Conference with Labor Negotiator pursuant to Government Code §54957.6: Teamsters Union Local 856**

REPORT: Grenell  
PROPOSED ACTION: To Be Determined

**Action:** Motion by Tucker, second by Parravano to adjourn to Open Session. The motion passed unanimously at 8:50 p.m.

## **Open Session, Continued**

**28 TITLE: Extension of Agreement for Professional Services with Value Brokers, Coldwell Banker Commercial Wilbur Properties (Ken Housley), and Realty World/Thompson Properties**

REPORT: Grenell, Memo, Attachment  
PROPOSED ACTION: To Be Determined

Item was tabled.

**29 TITLE: Adjustment to Caffe Riace Lease Terms**

REPORT: Memo  
PROPOSED ACTION: To Be Considered

Item was tabled.

**30 TITLE: Adjustment to Ketch Joanne Restaurant and Harbor Bar Lease Terms**

REPORT: Campbell  
PROPOSED ACTION: To Be Considered

**Action:** Motion by Campbell, second by Parravano to extend the Lease for one (1) year from the current expiration dates with all other terms and conditions remaining the same. The motion passed unanimously 4-0.



No other reportable action from Closed Session.

## **Adjournment**

**Action:** Motion by Campbell, second by Tucker to adjourn the meeting. The motion passed unanimously at 8:52 p.m.

APPROVED BY:

ATTESTED BY:

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Leo Padreddii  
Vice President

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Theresa DellaSanta  
Deputy Secretary