

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

**February 2, 2005
7:00 p.m.**

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

Campbell called the meeting to order at 7:00 p.m.

Roll Call

Commissioners

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

Staff

Peter Grenell, General Manager
Eileen Wilkerson, Human Resources Manager
Lindsay A. Marks, Director of Finance
Robert Johnson, Harbormaster
Dan Temko, Harbormaster
Marc L. Zafferano, District Counsel

Public Comments/Questions — Public and Staff Recognition

The public may address the Board of Harbor Commissioners for a limit of three minutes regarding any items not on the agenda, unless a request is granted for more time.

Action: Temko thanked Johnson and his harbor patrol crew for help in getting rid of a derelict vessel.

Consent Calendar

All items on the consent calendar are approved by one motion unless a request is made at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 January 19, 2005 Meeting**
RECOMMENDATION: Approval

2 TITLE: **Request for Unpaid Leave of Absence for Dante Madrigal**
RECOMMENDATION: Approval

Action: Motion by Tucker, second by Lundie to approve items 1 and 2. Tucker stated he would abstain on item 1. Motion carried by unanimous vote, with Tucker abstaining on item 1.

Public Hearing - None

New Business

3 TITLE: **Third Amendment to Joint Powers Agreement Between Harbor District and City of South San Francisco**
RECOMMENDATION: Adopt Resolution 02-05 to Approve Third Amendment

Action: Grenell presented the item. The amendment was requested by the City of South San Francisco to provide additional liability protection to the City when it signs the Oyster Point Assignment of Rents and Leases document, which is part of the District's loan restructuring agreement with the State Department of Boating and Waterways. Motion by Padreddii, second by Tucker to adopt resolution 02-05 to approve the third amendment to the Joint Powers Agreement. Motion carried by 5 Ayes, 0 nays.

4 TITLE: **CMANC Washington DC Week: Out-of-State Travel**
RECOMMENDATION: To Be Determined

Action: Grenell presented the item. No Commissioner stated a need to go. Motion by Tucker, second by Padreddii to approve Grenell's travel to represent the District. Motion carried by 5 Ayes, 0 Nays.

5 TITLE: **Transfer of District Banking Business to US Bank**
RECOMMENDATION: Approve Transfer of Banking Business to US Bank

Action: Tucker presented the item. He stated that Wells Fargo Bank did not provide satisfactory customer service to the District; and, that the District could not work with anyone at the Bank above entry level. Further, he said that in the long run the District will save up to 25 percent on banking costs by banking with US Bank. Campbell noted that US Bank will give the District \$1,000 worth of checks as an initial incentive. Tucker indicated that he is comfortable in moving the District's banking business to US Bank. Motion by Tucker, second by Lundie to approve shifting the District's banking business to US Bank Motion carried by 5 Ayes, 0 Nays.

6 TITLE: Bills and Claims in the Amount of \$92,753.14
RECOMMENDATION: Approve Bills and Claims and Transfer

Action: Tucker stated he had reviewed the Bills and Claims and found them satisfactory. Motion by Tucker, second by Padreddii to approve the Bills and Claims and transfer in the amount of \$92,753.14. Motion carried by 5 Ayes, 0 nays.

7 TITLE: Identify Labor Negotiator Pursuant to Government Code Section 54957.6
RECOMMENDATION: Identify Grenell and Wilkerson

Action: Zafferano stated that no action is needed on either item 7 or item 8.

8 TITLE: Identify Real Property Negotiator Pursuant to Government Code Section 54956.8
RECOMMENDATION: Identify Grenell

Action: (See item 7 above.)

Reports for Possible Discussion/Action

Administration and Finance

9 General Manager Grenell

Action: Grenell added that KPIX Channel 5 TV would be filming a segment of the Evening Magazine program about crab fishing at Pillar Point Harbor. Campbell asked whether Commissioners should to the County planning approval hearing on the District's restroom project design. Grenell replied that it would be a good idea. Campbell said that the restroom committee members Parravano and Campbell would attend, and asked Grenell to keep them informed of details.

10 Director of Finance Marks

Action: Marks said that she had provided Accounts Receivable reports for six months. She summarized the reports. Oyster Point is achieving its goal of reducing over 90 days receivables. Marks met with Campbell and Temko and stated that Pillar Point should be making progress in this regard soon.

11 Human Resources Manager Wilkerson

Action: Wilkerson said that she wrote tentative employment offers for a Deputy Harbor Master and a Harbor Worker (B). She is also proceeding with the policy review.

Operations

12 Oyster Point Marina/Park — Johnson

Action: Johnson announced that the Oyster Point oil recycling station is open. He will obtain photographs of it for the Commission. He said that Charles White and Jim Merlo did an excellent job installing the facility, and invited the Commission to view it.

13 Pillar Point Harbor — Temko

Action: Temko said he has now received the safety ladders to install on Docks A, B, and C. He will be getting life ring cabinets to place at the ladders. He exhibited a photograph from Licensee Doug Hayes of his abalone culture equipment. Temko also said that he and John Draper flew to Tacoma to review final plans and specifications with the Almar Company for installation of equipment on the new patrol boat. He said the expected delivery date for the vessel is August.

Board of Harbor Commissioners

- 14** A. Committee Reports
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: No committee reports. Parravano requested that on the leave of absence form, space should be provided for the Human Resources Manager to sign off on a recommendation. Campbell instructed Grenell to make this change. Motion by Campbell, second by Tucker to adjourn to Closed Session. Motion carried by unanimous vote at 7:30 p.m.

Closed Session

- 15 TITLE: **Conference with Labor Negotiator Pursuant to Government Code Section 54957.6(a)**
RECOMMENDATION: To Be Determined
- 16 TITLE: **Conference with Legal Counsel: Anticipated Litigation, Initiation of (1 Case) Pursuant to Government Code Section 54956.9(c)**
RECOMMENDATION: To Be Determined
- 17 TITLE: **Conference with Real Property Negotiator: parcels E, E-1, E-2, E-3 and E-4, Oyster Point Marina/Park, South San Francisco, San Mateo County Harbor District and Marine Collections, LLC, Regarding Lease and Sublease Price, Terms and Conditions Pursuant to Government Code Section 54956.8**
RECOMMENDATION: To Be Determined
- 18 TITLE: **Half Moon Bay Fire Protection District Request to Approve Extension of Lease of Property at El Granada**
RECOMMENDATION: To Be Determined

Continued Business

Action: Campbell resumed Open Session at 8:44 p.m. Zafferano stated that there was no reportable action from the Closed Session.

- 19 TITLE: **Amendments to Managers' Employment Contracts and Classification, Wage and Salary Schedule, and Harbor Master Merit Increases**

RECOMMENDATION: Approve Amendments to Employment Contracts, Classification, Wage and Salary Schedule, and Merit Increases for Harbor Masters

Action: Grenell presented the item. Motion by Tucker, second by Lundie to approve the staff recommendation with a 3 percent merit increase for the Harbor Masters. Motion carried by 5 Ayes, 0 Nays.

20 TITLE: Marine Collections LLC Request to Approve Sublease and Management Agreement of Marine Center at Oyster Point Marina/Park to Boat and Motor Mart, Inc.

RECOMMENDATION: Approve Sublease and Management Agreement

Action: Grenell presented the item. Zafferano said that approval should be subject to approval by the City of South San Francisco. Padreddii said he was at the Oyster Point Yacht Club breakfast. Many boaters are very happy that the Boat and Motor Mart is coming into Oyster Point; they will get new and better service, including at the fuel dock. Motion by Lundie, second by Padreddii to approve the sublease and management agreement. Motion carried by 5 Ayes, 0 Nays.

Adjournment

Motion by Tucker, second by Campbell to adjourn the meeting. Motion carried by unanimous vote at 8:50 p.m.

APPROVED BY:

ATTESTED BY:

Sally Campbell
President

Secretary
Ken Lundie