

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

**May 5, 2004  
7:00 p.m.**

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

**Roll Call**

**Commissioners**

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

**Staff**

Peter Grenell, General Manager  
Lindsay A. Marks, Director of Finance  
Robert Johnson, Harbormaster  
Dan Temko, Harbormaster  
Beverly Fontana, Deputy Secretary  
\* Linda Noeske, District Counsel

\* arrived at 7:03 p.m.

**Public Comments/Questions — Public and Staff  
Recognition**

Temko stated he would like to recognize Pillar Point Harbor Patrolmen, Aaron Golbus, Kevin Miles and Cary Smith. A kayaker rescued by the patrolmen this past weekend has sent in a letter of thanks. Temko added a letter of commendation will be placed in each of the patrolmen's' s personnel files.

Parravano asked about the conditions of the ocean on the day of the accident. Temko stated he was not in the area at the time, but believes according to the commercial fishermen's reports, that it has been rough. Parravano asked this in light of the fact the District has given a permit to a business to rent kayaks out of Pillar Point Harbor. He thought an incident like this rescue should alert the Board to revisit the permit.

Temko stated the reason for this incident was not the water conditions but the kayak was overloaded. One of the rescuers said it had more gear than it should have. Parravano thanked Temko for the information.

Commissioner Campbell thanked Harbormaster Temko on the behalf of the Board for his participation in the memorial service for Don Koblick. Campbell stated the memorial event was well planned and Temko was very much a part of the entire event.

## 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consent calendar are approved by one motion unless a request is made at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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:                      **Certified Employment List for Deputy Harbormaster A**  
          RECOMMENDATION:      Approve List

**Action:** Motion by Tucker, second by Lundie to approve the Certified Employment List for Deputy Harbormaster A. Motion carried by 5 ayes, 0 nays.

## Continued Business

- 2      TITLE:                      **Presentation of Proclamation for Don Koblick**  
          RECOMMENDATION:      Presentation of Proclamation

**Action:** Campbell stated Mrs. Koblick was not able to attend the meeting tonight for the presentation of the Proclamation. Campbell added Jim Anderson and she would be hand delivering the Proclamation to Mrs. Koblick as soon as they can.

## Public Hearing

3 TITLE: **To Adopt the Preliminary FY 2004/05, Operating/ Capital Budget, to Set the Public Hearing Date of June 16, 2004 for Fixing the Final Budget, and Authorize a Public Notice to That Effect Pursuant to Harbors and Navigation Code §6093.1**

RECOMMENDATION: Adopt Resolution 07—04

**Action:** President Padreddii declared the Public Meeting open at 7:07 p.m. Grenell stated proper notice has been given and staff was recommending adopting Resolution 07—04.

Marks stated she made minor corrections as directed at the last budget workshop. Marks then went over budget highlights.

No one from the public came forward to speak.

Campbell asked if the \$75 for moorings was removed from the Rates and Fees Schedule. Marks stated it was.

Campbell then asked when the dredging of Pillar Point Harbor might occur. Grenell stated most likely 2005. He then updated the Board on the status of the loan restructuring with the Department of Boating and Waterways (DBAW). He stated that DBAW would have now received the copies of the property title reports they requested from the District. After the review of those documents by DBAW the District should be receiving the loan restructuring documents for signature. The process will then start. Loan documents would then have to be approved by the City of South San Francisco and San Mateo County. After a new project loan agreement is signed, advertising for the project could begin some time in the year 2005.

President Padreddii closed the Public Hearing at 7:14 p.m.

Motion by Tucker, second by Parravano to adopt Resolution 07—04 to adopt the Preliminary FY 2004/05 Budget and authorize publication of Public Notice.

Lundie stated he was okay with the budget in general but not with the increase of berth rent at Pillar Point Harbor and different rates for liveaboards at Oyster Point Marina/Park and Pillar Point Harbor.

Motion carried by 4 ayes, 1 nay (Lundie).

## New Business

- 4      TITLE:                      **Commercial Activity Permit for The Light  
Up the Sky- 4<sup>th</sup> of July Committee**  
RECOMMENDATION:      Approve Commercial Activity Permit and  
Waive the Fee

**Action:** Temko presented the report on this item. Staff recommends approving the Commercial Activity Permit for the event and to waive the fee, as this is a non-profit organization.

Motion by Lundie, second by Campbell to approve the Commercial Activity Permit and waive fee for the Light Up the Sky 4<sup>th</sup> of July event. Motion carried by 5 ayes, 0 nays.

- 5      TITLE:                      **Medical Benefits for Retired Harbor  
Commissioners**  
RECOMMENDATION:      To Be Determined

**Action:** Tucker stated he had this item placed on the agenda and would like it continued to the next agenda.

- 6      TITLE:                      **Support for AB 2653**  
RECOMMENDATION:      Approve Issuing Support Letter for AB 2653

**Action:** Temko stated this Bill would enable Special Districts access to funds for safety enforcement and education; he was requesting a letter of support to be mailed out.

Motion by Lundie, second Parravano to approve issuing a support letter for AB 2653. Motion carried by 5 ayes, 0 nays.

- 7      TITLE:                      **Bills and Claims in the Amount of  
\$78,991.30**  
RECOMMENDATION:      Approval

**Action:** Tucker stated he had reviewed the Bills and Claims and added 3 additional bills to the approval amount. The new amount for approval is \$91,673.33.

Motion by Tucker, second by Lundie to approve the amended amount of \$91,673.33. Motion carried by 5 ayes, 0 nays.

## **Continued Business** – continued

- 8      **TITLE:**                                    **Progress Report: Contract with Jan Schroeder Business Consulting: Performance Management Coaching, Training, Employee Relations Assistance**
- RECOMMENDATION:**     Approve Next Phase of Contract with Jan Schroeder Business Consulting in an Amount not to Exceed \$5,000 and Extend Term of Contract to September 1, 2004

**Action:** Grenell stated as per her contract Ms. Schroeder has provided a written progress report. Staff is recommending her contract be extended to September 1, 2004.

Motion by Tucker, second by Parravano to approve a next phase of contract with Jan Schroeder Business Consulting in an amount not to exceed \$5,000 and extend term of contract to September 1, 2004. Motion carried by 4 ayes, 1 nay (Lundie).

- 9      **TITLE:**                                    **Identify Labor Negotiator Pursuant to Government Code § 54957.6**
- RECOMMENDATION:**     Identify General Manager Peter Grenell as District Labor Negotiator

**Action:** General Manager Peter Grenell was identified as District Labor Negotiator for the up coming Closed Session item.

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

### **Administration and Finance**

- 10     **General Manager Grenell**

**Action:** Grenell stated he had nothing to add to his written report, but would answer any questions.

**11 Director of Finance Marks**

**Action:** Marks stated she has been working on the budget and had nothing to report.

## **Operations**

**12 Oyster Point Marina/Park — Johnson**

**Action:** Johnson apologized for not supplying a written report; Deputy Harbormaster testing took up most of his last week. He stated occupancy is steady at 63%.

**13 Pillar Point Harbor — Temko**

**Action:** Temko stated staff is working on obtaining bids for the Launch Ramp and Work Dock projects. He expects to report back to the Board as soon as staff is ready to select contractors.

## **Board of Harbor Commissioners**

**14 A. Committee Reports — None**

**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:** Parravano asked when the restroom item would be on the agenda. Grenell told him he expected to place the item on the May 19<sup>th</sup> agenda.

Lundie stated he was waiting to hear back from District Counsel in regard to the requirements of Board committee service. Padreddii requested the General Manager to be sure this request is complied with. Grenell stated he would.

**Motion by Tucker, second by Parravano to adjourn to Closed Session. Motion carried by unanimous vote at 7:33 p.m.**

## Closed Session

15 TITLE: **Conference with Labor Negotiator  
Pursuant to Government Code § 54957.6:  
Operating Engineers Local 3**  
RECOMMENDATION: To Be Determined

16 TITLE: **Public Employee Performance Evaluation:  
General Manager, Government Code §  
54957**  
RECOMMENDATION: To Be Determined

**Motion by Lundie, second by Tucker to reconvene to Open Session. Motion carried by unanimous vote at 8:35 p.m.**

**Open Session began at 8:37 p.m.**

**Action:** Reportable action from Closed Session is the formation of a Board committee to review the General Manager's contract demands and report back to the entire Board.

## Continued Business — continued

17 TITLE: **Amendment to Memorandum of  
Understanding with Operating Engineers  
Union Local 3: PTO**  
RECOMMENDATION: Adopt Resolution 08—04 to Approve  
Amendment to Memorandum of  
Understanding with Operating Engineers  
Union Local 3

**Action:** Grenell presented the report on this item. This amendment reduces the amount of PTO that can be stored in employees' PTO banks.

Motion by Tucker, second by Lundie to adopt Resolution 08—04 to approve amendment to Memorandum of Understanding with Operating Engineers Union Local 3. Motion carried by 5 ayes, 0 nays.



**18 TITLE: Relocation of District Administration Office to 400 Oyster Point Blvd., Oyster Point Marina Plaza, South San Francisco**

**RECOMMENDATION:** Adopt Resolution 09—04 to Approve Relocation of District Administration Office and to Approve Lease for Office Space at 400 Oyster Point Blvd., Oyster Point Marina Plaza, South San Francisco and Authorize President of the Board of Harbor Commission to Execute the Lease

**Action:** Grenell stated at a previous meeting the relocation was approved subject to review by District Counsel. Grenell added unfortunately the final lease was delivered today and given to the Board for review.

Grenell stated he had also made changes to the previous Resolution as instructed by the Board. Grenell also had a list prepared of where funds could be taken from to cover the cost of the move, etc.

Lundie stated the election costs “deduction” on the exhibit will eventually still need to be paid; this is just a deferment of the payment. He feels that is not a viable deduction.

Grenell stated Lundie is correct regarding the deferment. He stated he would work with the Director of Finance to locate another source of \$50,000.

Lundie asked if the property in El Granada that he himself inspected was still available. Grenell stated it was not as a local realtor did inform him.

Campbell stated she had concerns with the exhibit explaining where funds would come from to pay for the move, etc. She was concerned because none of the items on the exhibit were tied to a line item of the budget and that would make it hard for the Commission to follow up to be sure it was done. Campbell also added that neither Pillar Point Harbor nor Oyster Point Marina should have any money taken from their budgets for this move.

Parravano stated he too had some concerns with this exhibit. He explained his concerns.

The Director of Finance discussed the changes to the budget in detail to reflect where the funds were removed from for the move.

In addition to the concern over the funds Lundie added he would like time to review the lease.

Padreddii stated the lease is in good order and should be approved so the lease is not lost.

Motion by Tucker, second by Padreddii to adopt Resolution 09—04 to approve relocation of District Administration Office and to approve Lease for office space at 400 Oyster Point Blvd, Oyster Point Marina Plaza, South San Francisco and authorize President of the Board of Harbor Commission to execute the Lease.

Parravano requested an amendment to the motion. He requested after the Lease is reviewed by Zafferano and approved it is to come back to the full Board. Both the motion maker and maker of the second agreed to the amendment.

Motion carried by 3 ayes, 2 nays (Campbell, Lundie).

## **Adjournment**

Motion by Lundie, second by Tucker to adjourn the meeting. Meeting adjourned at 9:10 p.m. by unanimous vote.

APPROVED BY:

ATTESTED BY:

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Leo Padreddii  
President

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Beverly Fontana  
Deputy Secretary