

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

**August 3, 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 M. Wilkerson, Human Resource Manager  
Marcia Schnapp, Director of Finance  
Robert Johnson, Harbormaster  
X Dan Temko, Harbormaster  
X Michele Shahrok, Deputy Secretary  
Marc Zafferano, District Counsel

X Shahrok and Temko were absent. John Draper, DHM, represented Temko.

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

Grenell recognized the Board, Harbor staffs, Marc Zafferano, and all involved with the Pillar Point Harbor Restroom project. There was no further appeal to the Coastal Commission as of the deadline on Friday, July 29, 2005 at 5:00 p.m. Grenell will meet with the Architect to begin the building permit process. The story poles will remain up until the District breaks ground on the project.

## 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consent calendar are approved by one motion unless a request is made at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 July 20, 2005**  
    REPORT:                         Draft Minutes  
    PROPOSED ACTION:            Approval
  
- 2    TITLE:                            **Letter to Governor and Legislative  
   Leadership Supporting Restoration of  
   Funding for Property Tax  
   Administration Grant Program**  
    REPORT:                         Letter from Warren Slocum, San Mateo  
   County Assessor  
    PROPOSED ACTION:            Authorize President of Board of Harbor  
   Commissioners to Sign Letter of Support

**Action:** Motion by Tucker, second by Lundie to approve the Minutes of the July 20 Meeting. Motion passed by 5 Ayes, 0 Nays.

## New Business

- 4    TITLE:                            **Renewal of District's Liability, Property,  
   and Other Insurance Policies for FY 2005-  
   2006**  
    REPORT:                         Insurance Program Summary,  
   Resolution 25-05  
    PROPOSED ACTION:            Adopt Resolution 25-05, Accept the Quotation  
   of the Firm of Hackworth & Company and  
   Authorize Renewal of the District's Insurance  
   Coverage Through Hackworth & Company at  
   an Estimated Total Annual Premium of  
   \$396,390.

**Action:** Grenell introduced James B. Hackworth, Hackworth & Company, insurance broker. Mr. Hackworth presented an insurance summary for FY2004/05 and reviewed a Schedule of Insurance for FY2005/06 with a total premium of \$396,390. The District has experienced a rate reduction in Workers' Compensation, Business Auto, and in Errors and Omissions. Mr. Hackworth expressed his gratitude for Hackworth & Company's long relationship with the Harbor District.



Harbor District and agrees to an increase in fees, including a non-refundable use fee for each of the three years of the agreement. The Board maintains the right to review the agreement annually under the Ordinance Code, which restricts Commercial Activity Permits to one year, subject to review before renewal. Thus, the Board can end the relationship at the end of any of the three years; Mavericks Surf Ventures will receive an exclusive right for one event.

Discussion took place regarding the Ordinance Code and this agreement, the history of the event, the ongoing review of Commercial Activity Permits and their purposes, and the lack of additional applicants to date. Grenell stated that Mavericks Surf Ventures understands that exclusivity is a business advantage and is willing to pay higher fees for that exclusivity. Parravano objected to the exclusivity, and suggested that the District should promote diversity in applicants.

Motion by Tucker, second by Lundie to approve renewal of Limited Commercial Activity Permit. Motion passed by 4 Ayes, 1 Nay (Parravano).

<b>6</b>	<b>TITLE:</b>	<b>Bills and Claims in the Amount of \$244,795.91</b>
	<b>REPORT:</b>	Bills and Claims Detailed Summary
	<b>PROPOSED ACTION:</b>	Approval of Bills and Claims for Payment and a Transfer in the Amount of \$244,795.91 to Cover Payment of Bills and Claims

**Action:** Tucker reported that an additional \$170 should be added to the Bills and Claims to cover an unexpected increase in the BCDC Permit, bringing the new total to \$244,965.91. Motion by Tucker, second by Lundie to approve the Bills and Claims for payment and a transfer in the amount of \$244,965.91 to cover payment of Bills and Claims. Motion passed by 5 Ayes, 0 Nays.

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

### **Administration and Finance**

#### **7 General Manager — Grenell**

**Action:** Nothing to add to the written report.

#### **8 Director of Finance — Schnapp**

**Action:** No report.

## 9 Human Resource Manager —Wilkerson

**Action:** No report.

## Operations

### 10 Oyster Point Marina/Park — Johnson

**Action:** In addition to his written report, Johnson reviewed the BCDC Permit, requested agreement to waive the \$25 fee for Bid Packets for the Oyster Point Marina/Park Restroom Project, and gave the Commission a brief review of the recent activities of the Oyster Point Marina/Park team in rescues and assists using their Boating and Safety Program training. Campbell extended the Commission's gratitude for the good work. Johnson will put a memo in each team member's personnel file.

### 11 Pillar Point Harbor — Temko

**Action:** Draper reported for Temko, and presented a written report. The Pillar Point Harbor staff is using expanded aluminum to address a safety issue of a slick surface on the new launch ramps. New launch ramp warning signs are now posted on the first piling of each dock. Draper provided the Commission with materials from a workshop on Tsunami Preparedness that he recently attended. He is working with a group to develop a statewide Tsunami Preparedness plan.

## Board of Harbor Commissioners

### 12 A. Committee Reports

Committee: 40 New Berths and Haul-Out Facility

Members: Lundie, Tucker

Committee: Promotion and Marketing

Members: Campbell, Parravano

### 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:** Lundie and Tucker attended the 40 New Berths and Haul Out Facility Committee. The Haul Out is not included in the funding so the Committee will be researching funding

alternatives (minutes included in Board packet). Campbell and Parravano attended the Promotion and Marketing Committee (minutes included in Board packet).

Campbell requested that, in the future, the Agenda and Minutes should list the Committee Meetings for reporting purposes.

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

**Action:** Zafferano identified Grenell as the Labor Negotiator.

## **Closed Session**

Motion by Tucker, second by Lundie to adjourn to Closed Session. Motion passed by 5 Ayes, 0 Nays at 7:40 p.m.

- 14 TITLE: Conference with Labor Negotiator Regarding Unrepresented Employees: Harbor Masters and Employees Represented by Operating Engineers, Local Union #3 Pursuant to Government Code §54957.6**  
REPORT: Grenell  
PROPOSED ACTION: To Be Determined

- 15 TITLE: Conference with Labor Negotiator with Regard to Memorandum of Understanding (MOU) with Teamsters Local Union 856**  
REPORT: Grenell  
PROPOSED ACTION: To Be Determined

**Action:** No reportable action from Closed Session.

Open Session resumed at 8:09 p.m.

## **Adjournment**

Motion by Lundie, second by Padreddii to adjourn the meeting. Motion carried by unanimous vote at 8:10 p.m.

APPROVED BY:

ATTESTED BY:

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Sally Campbell  
President

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Ken Lundie  
Secretary

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Eileen Wilkerson  
Human Resources Manager