

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

**November 3, 2004
7:00 p.m.**

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

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

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
Dan Temko, Harbormaster
Robert Johnson, 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.

Draper recognized the efforts of Lead Maintenance Specialist Don Coats and Deputy Harbormaster Michael Williams for their outstanding efforts in completing the installation of 88 new electric power pedestals at Pillar Point Harbor.

Tucker recognized and congratulated his three Commission colleagues on their re-election. He said he viewed their sizable victory as a mandate and hoped that the Commissioners will work together more effectively. Padreddii and Grenell made brief similar acknowledgments.

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consent calendar are approved by one motion unless a request is made at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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 October 20, 2004 Meeting**
RECOMMENDATION: Approval

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

Action: Motion by Tucker, second by Campbell to approve Consent Calendar. Parravano stated he would abstain from voting on Item #1. Motion carried by 4 Ayes, 0 Nays, 1 abstention on Item 1 (Parravano).

Public Hearing - None

Continued Business

3 TITLE: **Demolition of Abandoned Vessels at Oyster Point Marina/Park**
RECOMMENDATION: Approve Bishop Diving and Salvage proposal

Action: Johnson presented the item. Campbell asked him to review why the item had been held over. Johnson explained that another bidder had raised questions regarding the preferred bidder's qualifications and the criteria for recommendation. Johnson reviewed the matter with District Counsel and found no issues. Before executing the contract, given Commission approval of staff's recommendation, all documents and qualifications must be provided by the selected bidder for the bidder and sub-contractor(s). Notice to Proceed will be issued following acceptance of these documents, otherwise staff will return to the Commission for alternative action.

Motion by Campbell, second by Lundie, to approve the staff recommendation. Motion carried by 5 Ayes, 0 Nays.

New Business

4 TITLE: **Limited Commercial Activity Permit (CAP) for Hui Wa'a Outrigger Canoe Club**
RECOMMENDATION: Approve Limited Commercial Activity Permit

Action: Grenell and Temko presented this item. Grenell emphasized that safety provisions, avoiding conflicts with other vessels, and staging area arrangements are important issues and the permittee will have to adhere to the Harbor Masters directions. Temko added that the event will occur close to the start of crab season, so staff will need to make certain there are no navigation conflicts in the Harbor. The proposed event is scheduled for November 13; crab season opens November 15. Temko also stated that vehicle parking will require attention as well. Temko added that the Coast Guard has said that the applicants conducted a canoe race off Point Bonita and managed it very well last year. Lundie asked if the event would be held rain or shine. Temko replied that last year's trial event was held only inside the Harbor because of weather. The event will be cancelled if weather is too inclement.

Motion by Tucker, second by Campbell to approve staff's recommendation. Motion carried by 5 Ayes, 0 Nays.

5 TITLE: Amendments to Managers' Employment Contracts
RECOMMENDATION: Approve Amendments

Action: Grenell presented the item. He summarized the need to make the managers' contracts consistent with previous Commission actions regarding retirement, PTO cap, and pay increments. The item is before the Commission because it involves compensation.

Campbell stated she had problems with this item coming before the Commission. She referred to the previous negotiations for percentage pay increases with the bargaining units, and said she views managers as different from staff in the bargaining units. She has no problem with PTO parity or COLA for managers, but sees managers receiving merit pay increases and not automatic increments.

Tucker asked if these were annual contracts. Grenell said they are not. Tucker asked if the District reviews them annually. Campbell said they should be. Grenell said that as General Manager in the chain of command, he does annual performance evaluations of the managers; there have been no changes in the contracts up to this point.

Grenell explained the background, and pointed out the historic maintenance of intervals between staffing levels, including between assistant harbor masters and harbor masters. Campbell said that the question can be handled annually during the performance evaluations, at which time a pay raise might be given; it should not be automatic. She also referred to the different impact of percentage increases at different wage levels, saying that managers are in a different category.

Tucker then recalled looking at the managers' contracts when the Commission reviewed the General Manager's contract. Grenell requested guidance from the Commission, perhaps in the

form of policy clarification. He said further that action needs to be taken regarding the PERS and PTO cap adjustments because accruals are continuing.

Tucker said that everything should be considered in one package, and suggested the item be put over to a Closed Session item in the next Commission meeting. Zafferano clarified the purpose of such a Closed Session, and suggested possibly including an open session item following the closed session. Lundie, Parravano, and Campbell agreed with the suggestion. Padreddii then asked for confirmation that the item will be continued to the next meeting in Closed Session.

Johnson pointed out that the staff in bargaining units received increases that are not based on merit. He expressed his concern that, without the proposed amendment, his assistant harbor master could conceivably make as much as Johnson. The intent is to maintain parity; the proposed increases have been incorporated into the current Wage and Salary Schedule and Operating Budget. Temko supported Johnson's statement, and said that the managers had wanted to have this item addressed when the Operating Engineers' MOU amendments were being negotiated, but were asked to wait until now.

Padreddii said that the item will be continued to the November 17 Commission meeting as a Closed Session item.

6 TITLE: **Bills and Claims in the Amount of \$111,849.31**
RECOMMENDATION: Approval of Bills & Claims and a Transfer for Payment in the Amount of \$111,849.31

Action: Tucker stated he had reviewed the Bills and Claims and there are some changes, which he enumerated. The amended total is \$111,866.24. Motion by Tucker, second by Campbell to approve the Bills and Claims and transfer. Motion carried by 5 Ayes, 0 Nays.

Reports for Possible Discussion/Action

Administration and Finance

7 General Manager Grenell

Action: Grenell added that King Ventures is negotiating a sublease on the marine center property, which the District leased to King's Marine Collections LLC. Grenell said that King and Veach have been informed that the Harbor Commission must first review and approve all documents. Padreddii said that the District should continue with the breach of lease action against King. Grenell asked if the Commission wants to discuss the matter in a Closed Session. Parravano responded that this would be a good idea. Campbell agreed and said she needs to be brought fully up to date. Zafferano said a Closed Session could take the form of considering initiation of litigation against King.

Lundie inquired about item 4, B2 in Grenell's report. Tucker followed with a question about the Oyster Point Liaison Committee. Grenell explained briefly the status of the City's progress on studying possible extension of its redevelopment area to include Oyster Point. Campbell said she would like to see a Liaison Committee meeting. Johnson said that he had received a call from City Economic Development staff regarding potential landfill remediation cost. Tucker said that the City is doing their due diligence to qualify for a finding of blight, which is required before extension of the redevelopment area can proceed. Padreddii stated that Tucker and Parravano are the District's representatives on the Liaison Committee with the City. Grenell said he would update the City Manager on this matter at his next meeting with the CM. Campbell then asked when the District can issue a Request for Proposals (RFP) for new development. Grenell said that the Liaison Committee could consider this question. Campbell concurred.

9 Director of Finance Marks

Action: Marks briefly updated the Commission regarding use of the lock box for receiving tenant payments.

Operations

10 Oyster Point Marina/Park — Johnson

Action: Johnson added that the pay station is cost-effective with respect to reducing staff time, and that he is observing 100% compliance. The fuel dock is operational, and last week the facility received its recertification for another year.

11 Pillar Point Harbor — Temko

Action: After Temko's report, Grenell noted that the annual Pillar Point boat decorating contest will be on Saturday, December 18, and that schedule and arrangements for the annual Christmas dinner are in process.

Board of Harbor Commissioners

12 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: Campbell referred to the recent contact made to her by Neal from the Midcoast Community Council regarding the Pillar Point restroom design, who wants to discuss the matter with her of possible revisions. Campbell said that she would be prepared to meet with him if fellow ad hoc committee member Parravano is agreeable. Padreddii asked Grenell to set up a meeting with the Commissioners and Neal. Grenell gave a brief update on the status of the District's request for County planning approval for the project.

Campbell gave staff directions regarding maintaining her Commission meeting binder.

Closed Session - None

Adjournment

Motion by Tucker, second by Campbell to adjourn the public meeting. Motion carried by unanimous vote at 7:51 PM.

APPROVED BY:

ATTESTED BY:

Leo Padreddii
President

Deputy Secretary