

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

**April 19, 2006  
7:00 p.m.**

**Oyster Point Yacht Club  
911 Marina Blvd.  
South San Francisco, CA**

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

**Roll Call**

**Commissioners**

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

**Staff**

- Peter Grenell, General Manager
- Eileen M. Wilkerson, Human Resource Manager
- Marcia Schnapp, Director of Finance
- Robert Johnson, Harbormaster
- Dan Temko, Harbormaster
- Michele Shahrok, Deputy Secretary
- Marc Zafferano, District Counsel

- X Absent

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

The Public may directly address the Board of Harbor Commissioners for a limit of three minutes, unless a request is granted for more time, on any item of public interest within the subject matter jurisdiction of the San Mateo County Harbor District, Board of Harbor Commissioners that is not on the regular Agenda. If a member of the public wishes to address the Board on an Agenda Item, that person must complete a Public Speaker Form and wait until that Item comes up for discussion. Agenda material may be reviewed at the administration offices of the District, 400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080.

Harbormaster Johnson recognized Assistant Harbormaster Charles White for his assistance with the Oyster Point Marina/Harbor entrance sign that has now been installed.

## Consent Calendar

- 1    TITLE:                                    **Minutes of Meeting April 5, 2006**  
    REPORT:                                 Draft Minutes  
    PROPOSED ACTION:                    Approval

**Action:** Motion by Lundie, second by Padreddii to approve the Consent Calendar.

Ayes:            4  
Nays:            0  
Abstentions:   0

- 2    TITLE:                                    **Introduce a Proposed Amendment to Ordinance  
Code § 5.2.3 Exempting Veterans from  
Commercial Activity Permit Fees**

- A. Declare Meeting Open:                Vice President James Tucker  
B. Report of Notice Given:               Grenell  
C. Staff Report and  
   Recommendation:  
D. Public Testimony:  
E. Harbor Commission  
   Questions:  
F. Close Public Testimony:               Vice President James Tucker  
G. Commission Deliberation:  
H. Recommended  
   Commission Action:                    Introduce the proposed amendment to Ordinance Code  
   § 5.2.3 Exempting Veterans from Commercial Activity  
   Permit Fees and authorize publication of notice of  
   introduction pursuant to Harbors and Navigation Code  
   § 6070.2.

**Action:** Zafferano reported that proper notice had been given. There was a discussion regarding modifying the language in the second to last line of the Ordinance to add the words "or operator" after "...the name of the owner...."

There were no public comments. Motion by Campbell, second by Lundie to close the public hearing.

Ayes:            4  
Nays:            0  
Abstentions:   0

Motion by Campbell, second by Lundie to introduce the Amendment to Ordinance Code § 5.2.3 Exempting Veterans from Commercial Activity Permit Fees with the amendment adding the words "or operator" after the words "...the name of the owner....".

Ayes: 4  
Nays: 0  
Abstentions: 0

## Continued Business

3 TITLE: **Operating and Capital Budget FY 2006-07**  
REPORT: Grenell  
PROPOSED ACTION: To be determined

**Action:** Grenell advised that Schnapp will provide the information requested by the Board at today's Budget Workshop regarding both Harbors' staffing history by Thursday, April 20.

4 TITLE: **To Consider the Commission's Position Regarding the Proposed Severe Restrictions to the Upcoming 2006 Salmon Season**  
REPORT: General Manager  
PROPOSED ACTION: To be determined

**Action:** Tucker advised that the District had received responses to the letters sent regarding the salmon restrictions. Grenell advised that the District is awaiting Department of Commerce action on the Pacific Fisheries Management Council's (PFMC) decision regarding the sport and commercial salmon seasons.

Temko advised that there is a window of time that began on April 18 and runs to May 3 during which the Department has to make a decision. If no decision is made, the season reverts to last year's season.

Campbell mentioned an email from Peggy Beckett of Huck Finn Sportfishing regarding a salmon rally to help fishermen and communities and to restore the Klamath River, to be attended by Congressman Mike Thompson on Monday, April 24, at 10:00 a.m. on Pier 47 in San Francisco.

5 TITLE: **Moffatt & Nichol Change Order Number 1 for an Increase in the Authorized Design Budget for the Johnson Pier Rehabilitation Project**  
REPORT: Staff Report, Hourly Cost Breakdown Documentation  
PROPOSED ACTION: To be determined

**Action:** Temko advised that Moffatt & Nichol (M & N) were asking for two Change Orders and that he recommends approving Number 1. He said that Number 1 was for extra time already expended on the project. He referred to the breakdown of costs presented to the Board.

There was a discussion regarding Change Orders. Campbell stated, and the other Commissioners concurred, that Change Orders should first come before the Board to be approved, rather than the Board simply “rubber-stamping” work that has already been completed. Tucker advised he was put off by the word “anticipated” regarding Item 6 in Change Order Number 2.

Motion by Padreddii, second by Campbell to approve Change Order Number 1 for an increase in the authorized Design Budget in the amount of \$14,050.

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

6 TITLE: **Moffatt & Nichol Change Order Number 2 for an Increase in the Authorized Engineering Budget for the Johnson Pier Rehabilitation Project**  
REPORT: Staff Report, Hourly Cost Breakdown Documentation  
PROPOSED ACTION: To be determined

**Action:** Motion by Padreddii, second by Lundie to deny Change Order Number 2.

Ayes: 4  
Nays: 0  
Abstentions: 0

7 TITLE: **Limited Commercial Activity Permit (CAP): Liquid Militia: K38**  
REPORT: Application, Fee Waiver Request, Commercial Activity Permit  
PROPOSED ACTION: Approve Commercial Activity Permit; Waive permit fee

**Action:** This Item was removed from the Agenda.

8 TITLE: **Amend Policy 6.4.5 Group Health and Medical Insurance Pay Out Program**  
REPORT: Policy, Resolution No. 25-06  
PROPOSED ACTION: Adopt Resolution No. 25-06 Approving Amendment to Policy

9 TITLE: **Approve New Policy 6.4.6 Retirement System**  
REPORT: Policy, Resolution No. 26-06  
PROPOSED ACTION: Adopt Resolution No. 26-06 Approving Policy

- 10 TITLE: **Approve New Policy 6.4.7 Longevity Health Insurance Program**  
REPORT: Policy, Resolution No. 27-06  
PROPOSED ACTION: Adopt Resolution No. 27-06 Approving Policy

**Action:** Campbell advised that she had requested changes to be made and that Wilkerson had made them accordingly. Motion by Campbell, second by Lundie to approve Items 8, 9 and 10, and to adopt Resolutions 25-06, 26-06, and 27-06.

Ayes: 4  
Nays: 0  
Abstentions: 0

## **New Business**

- 11 TITLE: **Proclamation Recognizing Nathaniel G. Johnson**  
REPORT: Staff Report  
PROPOSED ACTION: Approve Proclamation

**Action:** Motion by Padreddii, second by Lundie to approve the Proclamation recognizing Nathaniel G. Johnson.

Ayes: 4  
Nays: 0  
Abstentions: 0

- 12 TITLE: **Claim for Personal Injuries/Property Damage of Hethershaw**  
REPORT: Claim Form for Personal Injuries/Property Damages  
PROPOSED ACTION: Deny Claim

**Action:** Zafferano clarified that this Claim is solely for property damage. He recommended denial of the claim as there is no basis for liability against the Harbor District. A short discussion ensued.

Motion by Lundie, second by Campbell to deny the Claim for Property Damage of Hethershaw.

Ayes: 4  
Nays: 0  
Abstentions: 0

- 13 TITLE: **Bills and Claims in the Amount of \$180,570.85**  
REPORT: Bills and Claims Detailed Summary  
PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$180,570.85 to cover payment of Bills and Claims

**Action:** Lundie advised that he had reviewed the Bills and Claims. Motion by Lundie, second by Padreddii for approval of the Bills and Claims for payment and a transfer in the amount of \$180,570.85 to cover payment of the Bills and Claims.

Ayes: 4  
Nays: 0  
Abstentions: 0

## Reports for Possible Discussion/Action

### Administration and Finance

#### Urgency Items

##### Consideration of Emergency Commuter Vehicle Parking at Pillar Point Harbor

Motion by Campbell, second by Padreddii to add an Urgency Item to the Agenda.

Ayes: 4  
Nays: 0  
Abstentions: 0

There was a discussion regarding the Urgency Item. Temko said such parking could be provided for weekdays only. He reported that Caltrans had informed the public at a meeting in Half Moon Bay on April 18 that they would have a damage assessment ready around May 1; Devil's Slide will probably remain closed for months.

Wilkerson said there is no issue with the insurance carrier. Campbell said she had been informed that the County will pay for signs. Temko said part of "C" Lot could be used for this purpose.

Motion by Campbell, second by Lundie to take immediate action to allow a "Park and Ride" style lot to be operated at Pillar Point Harbor for the duration of the Devil's Slide closure, in a location to be determined.

Ayes: 4  
Nays: 0  
Abstentions: 0

**Amendment to Budget Bill 3680 Impacting the Department of Boating and Waterways (DBAW)**

Motion by Lundie, second by Padreddii to add the Urgency Item to the Agenda.

Ayes: 4  
Nays: 0  
Abstentions: 0

There was a discussion regarding the Urgency Item. Motion by Campbell, second by Lundie to authorize the President of the Board of Harbor Commissioners or Designee to sign a letter supporting an amendment to Budget Bill 3680, supporting the Department of Finance redirecting \$15 million from the Department of Parks and Recreation to the Department of Boating and Waterways' Harbors and Watercraft Revolving Fund.

Ayes: 4  
Nays: 0  
Abstentions: 0

**Consideration and Possible Action on Lease Rents at Pillar Point Harbor because of Closure of Devil's Slide and Reduced Fishing Season**

Motion by Campbell, second by Padreddii to add the Urgency Item to the Agenda.

Ayes: 4  
Nays: 0  
Abstentions: 0

Grenell presented this item. There was a discussion regarding the Urgency Item and the impacts on coastal businesses of the closure of Devil's Slide, a reduced fishing season, and a rainy winter. There was further discussion on deferment of rents and fees versus forgiveness of rents and fees, and State and Federally funded loans. Grenell said that, in light of the District's own fiscal situation, the matter needs to be brought up with the Department of Boating and Waterways.

Marty and Mary Botham, Owners of Princeton Seafood Company, addressed the Board. They referred to their tenuous business situation. They brought up the idea of running ads to seek media attention advising San Mateo County residents that the coast is still open for business and is a viable destination for families and children to come to the beaches, and eat at the restaurants.

Lundie stated that the businesses and fishing community are interconnected. If a tourist purchases a live crab from one of the fishing boats, they are told they can take it to Princeton Seafood to have it cooked. Likewise, with the purchase of fresh local salmon, they can take it there to have it filleted.

Motion by Padreddii, second by Campbell to refer the matter to staff regarding the question of rent and fee deferment and to bring the matter back before the Board at the May 3 meeting.

Ayes: 4  
Nays: 0  
Abstentions: 0

**AB 2852 as Amended April 17, 2006 Regarding the Tsunami Hazard Mitigation Act of 2006**

Motion by Campbell, second by Padreddii to add the Urgency Item to the Agenda.

Ayes: 4  
Nays: 0  
Abstentions: 0

There was a discussion on the Urgency Item and the state-wide Tsunami Mitigation Program. Grenell said that the coastal tsunami alert a few months ago dramatized the need for this Act.

Motion by Campbell, second by Lundie that there is need to take immediate action to authorize the President of the Board of Harbor Commissioners or Designee to sign a letter supporting AB 2852 as amended April 17, 2006 regarding the Tsunami Hazard Mitigation Act of 2006.

Ayes: 4  
Nays: 0  
Abstentions: 0

**14 General Manager – Grenell**

**Action:** Grenell spoke regarding a Draft Strategy Plan he had obtained from the California Ocean Protection Council. He said some of the sections include sustainable fishing, beach replenishment, marine education, public access, water quality and infrastructure, that have implications for the Harbor District.

**Acting General Manager – Wilkerson**

**Action:** Wilkerson reported that the City of Daly City had negotiated with Turbo Data Systems for a reduction in parking citation processing fees from \$1.54 to \$1.40 per citation for the next five years for all members of the 1995 San Mateo Cities and Agencies group.

She also advised that Anderson Pacific Engineering Construction, Inc. submitted a Change Order resulting in a \$12,700 reduction in the total cost of the Oyster Point Marina/Park Fishing Pier Repair Project.



## 15 Human Resource Manager – Wilkerson

**Action:** Wilkerson advised that she had nothing to add to her written report.

## 16 Director of Finance – Schnapp

**Action:** Schnapp briefly discussed current year-to-date and anticipated year-end cash flow conditions.

# Operations

## 17 Oyster Point Marina/Park — Johnson

**Action:** Johnson reported that the Fishing Pier is now open and there have been five sturgeon caught from the Pier. He will coordinate with the Board to schedule a ribbon-cutting ceremony.

Johnson said that, due to the structure of the Itemized Bid Specifications established by Greg Reid, Project Engineer for Concept Marine Associates, and the fact that significant landfill material did not require disposal, a significant cost saving was realized by the District.

Johnson advised that the walls are up in the Gatehouse on Dock 7 and the roof will be going on later in the week.

He said staff has been focusing on a promotional campaign and has been contributing ideas to promote the facility. He established a two and one-half year goal to fill the Marina. Johnson will set up a meeting with the Board Promotion and Marketing Committee and Oyster Point Marina staff.

## 18 Pillar Point Harbor — Temko

**Action:** Temko reported that he is working with Lieutenant Quinlan of the Office of Emergency Services regarding the Devil's Slide disaster. He said that a program to reimburse up to 75% for staff time expended related to the disaster is currently available to the Harbor and it will be at up to 100% if approved by the federal government.

# Board of Harbor Commissioners

## 19 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.**

Lundie reported a potential hull puncture danger at Pillar Point Harbor along the sea wall. Temko advised he is aware of the situation and has acquired a pneumatic underwater hack saw that will be used to eliminate the potential danger at the next minus tide.

## **Closed Session** — None


## **Adjournment**


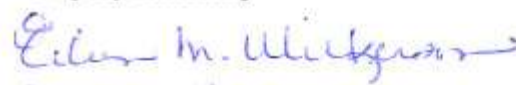
Motion by Lundie, second by Campbell to adjourn the meeting. The meeting was adjourned at 8:25 p.m.

Ayes: 4  
Nays: 0  
Abstentions: 0

APPROVED BY:

ATTESTED BY:

  
James Tucker  
Vice President

  
Michele Shahrok  
Deputy Secretary  
  
Acting General Manager