

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

**November 5, 2003  
7:04 p.m.**

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

**Roll Call**

**Commissioners**

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

\* absent

\*\* late due to traffic problem on Highway 92

**Staff**

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

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

Rebecca Lee of El Granada addressed the Board. Ms. Lee stated she had been before the Board before with her proposed business venture. She provided a few more details on her needs for starting her Sailing School. She says her students will need access to a dock and office space for her classrooms. She passed out information to the Board in regard to this.

Padreddii stated the General Manager will review the information and she will be contacted.

Susie Flinn of El Granada requested an additional 3 minutes to address the Board. Padreddii granted the extended time. Ms. Flinn stated she was present tonight to

address their eviction notice. After a lengthy presentation Ms. Flinn basically stated she and her husband were surprised to receive the notice. She requested the notice be extended to provide for further investigation.

Supporters of the Flinns came forward to show their support for them. The speakers were Bennie Paxton, Mercer Zorn, Mike Ziska, Donna Barling, Ted Foster and John Hancock. They all explained, in their time allowed, how they felt about the Flinns as friends and neighbors.

Ray Flinn of El Granada addressed the Board. Mr. Flinn spoke briefly to the Board. He stated if he could have changed some things he would have.

## **Consent Calendar** — none

## **Public Hearing**

- |   |                 |  |
|---|-----------------|--|
| 1 | TITLE:          | <b>Proposed Ordinance Code<br/>Amendment, Section 3.04.180:<br/>Relating to Vessels on Moorings:<br/>Live Aboard Vessels</b> |
|   | RECOMMENDATION: | <b>Adopt Proposed Ordinance Code<br/>Amendment Consistent with<br/>Harbors and Navigation Code<br/>§7060.5</b>               |

**Action:** Padreddii declared the public meeting open at 7:29 p.m.

Grenell stated notice has been given then deferred further comments to Harbormaster Temko.

Temko gave a brief history of this proposed Ordinance Code amendment. He stated many of the public comments received were incorporated in the amendment before the Board tonight. Staff recommended adopting the proposed amendment to this ordinance tonight.

Public comments were taken from the audience. One speaker chose to withdraw his request to speak at this time.

Pamela Hein, a mooring user at Pillar Point Harbor, addressed the Board. Ms. Hein stated some concerns she has with the proposed amended ordinance before the Board this evening. She stated how little she and her husband use the

District's facilities, being a mooring user. She addressed the fact that the dinghy docks has no rails for a disabled person like herself to board her dinghy and that the harbor patrol had failed to provide emergency services to her and her husband when a vessel was about to hit their vessel. She added the commercial side of the restroom is in disrepair. She also feels the proposed fee for mooring users is too high.

Three of the four Commissioners still had questions about the proposed amendment. Temko attempted to answer all the questions the Board members asked.

Too many questions were still unanswered and Grenell suggested, and the Board decided, to continue this item along with the following 3 items to a future meeting until some items can be worked out and an overall written presentation is prepared to clarify the various aspects the Ordinance Code must address.

Motion by Lundie, second by Campbell to continue items 1, 2, 3, and 4. Motion carried by unanimous vote.

Campbell left the meeting room at 8:08 p.m. and returned at 8:09 p.m.

## **Continued Business**

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|----------|-----------------|--|
| <b>2</b> | TITLE:          | <b>Mooring Live Aboard Fees</b>                |
|          | RECOMMENDATION: | Approval                                       |
|          |                 |  |
| <b>3</b> | TITLE:          | <b>Fees for District Owned Moorings</b>        |
|          | RECOMMENDATION: | Approval                                       |
|          |                 |  |
| <b>4</b> | TITLE:          | <b>Approve Amended Rates and Fees Schedule</b> |
|          | RECOMMENDATION: | Adopt Resolution 36—03                         |

**Action:** Due to the above Board decision items 2, 3 and 4 were continued.

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|----------|-----------------|--|
| <b>5</b> | TITLE:          | <b>Letter of Support for Department of Boating and Waterways to the Governor's Transition Team</b> |
|          | RECOMMENDATION: | Approval   |

**Action:** Grenell stated the District has been asked to send a letter to the Governor's Transition Team to show support for the Department of Boating and Waterways (DBAW) remaining separate from the Parks and Recreation Department. This letter will also show support for keeping the current Director of DBAW in his position.

Campbell stated she felt DBAW most definitely should remain separate from the Parks and Recreation Department. She suggested the letter be condensed somewhat and target on what DBAW has done all the years they have been in service and how different it is from Parks and Recreation.

Grenell stated the draft letter contains information that has been forwarded from DBAW and he said the District could surely include their own opinions and facts.

Campbell stated she understands the new Governor plans to cut away what he considers "fat in the Government". She stated he should be reminded of the large amount of coastal area that would be affected by this change.

Parravano stated that the idea of boating issues being held under Parks and Recreation Department would be a "scary thought" to the commercial fishing industry.

Motion by Lundie, second by Parravano to approve a letter being sent to the Governor's Transitional Team after review by the Board in regard to the independent status of the Department of Boating and Waterways and its the Director. Motion carried by a unanimous vote.

- 6 TITLE: Proposals for Pillar Point Restroom Project**
- RECOMMENDATION:** Direct Staff to Contract with Jensen & Macy to Prepare Building Construction Designs and a Bid Specification Package as Well as Construction Management for the Restroom Facilities at Pillar Point Harbor in an Amount not to Exceed \$67,400, with an Additional Allowance of \$3,990 if Geotechnical Engineering is Necessary

**Action:** Grenell gave a brief summary of the project.

Campbell reported for the Restroom Committee. She stated that all proposals were good. The Committee agrees with staff's decision to contract with Jensen & Macy for the design.

Temko summarized how he came about choosing Jensen & Macy for the project. Lundie added he had read all the proposals thoroughly and agrees Jensen & Macy meets the criteria the District is looking for on this project.

Motion by Campbell, second by Lundie to direct staff to contract with Jensen & Macy to prepare building construction designs and a bid specification package as well as construction management for the restroom facilities at Pillar Point Harbor in an amount not to exceed \$67,400, with an additional allowance of \$3,990 if geotechnical engineering is necessary. Motion carried by 4 ayes, 0 nays, 1 absent (Tucker).

**Campbell requested a brief break. Break taken at 8:55 p.m.**

**Meeting reconvened after break at 9:06 p.m.**

## **New Business**

**7 TITLE: Bad Debt Write-Offs**  
**RECOMMENDATION: Adopt Resolution 35—03**

**Action:** Marks presented the report on this item.

Parravano asked for an explanation of one of the write-offs. It was for a lessee. Parravano stated he was not sure if this should be done at this time or if the District has used all its resources to collect the money due.

Zafferano explained the lack of backup paperwork for this lease rent write-off. He also stated by writing off this item it does not stop the District from pursuing collection; it is merely a bookkeeping issue.

Campbell stated the Finance Committee requested record keeping been done as soon as the collection process begins for a late berth or leaseholder. Marks stated it has been done but staff is waiting for a Committee approved form to place the information on.

Johnson added he has been working on a form with Karen Gleeson and Zafferano and hopes to bring it to the Committee very soon.

Motion by Parravano, second by Lundie to adopt Resolution 35—03. Motion carried by 4 ayes, 0 nays, 1 absent (Tucker).

**8** TITLE: **Authorize Signature of Bank Accounts**  
RECOMMENDATION: Adopt Resolution 34—03

**Action:** Marks presented the report on this item.

Motion by Lundie, second by Parravano to adopt Resolution 34 — 03. Motion carried by 4 ayes, 0 nays, 1 absent (Tucker).

**9** TITLE: **Bills and Claims in the Amount of  
\$143,043.87**  
RECOMMENDATION: Approval

**Action:** Marks stated there is a \$4.53 error on the amount. Parravano stated he had reviewed the Bills and Claims and wanted to add two additional claims. The additional claims amend the amount to approve to \$144,167.00.

Motion by Parravano, second by Lundie to approve the Bills and Claims in the amended amount of \$143,167.00. Motion carried by 4 ayes, 0 nays, 1 absent (Tucker).

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

### **Administration and Finance**

#### **10 General Manager Grenell**

**Action:** Grenell did not have a written report due to his being on vacation. He did present some news on Worker's Compensation. Jim Hackworth, of Hackworth and Company, was able to obtain changes, ones that his father worked on for many years, in the class codes of the District. The change of class codes has lowered premiums and the District will receive a return on last year's premium of approximately \$35,000.

Grenell thanked the Harbormasters for keeping injuries down and therefore the costs to Worker's Compensation premiums.

Grenell also passed out to the Board for their review some information on California Special District's Association (CSDA) proposed ballot item protecting local revenues being taken by the state. He asked the Commission to review and share their comments with him.

## 11 Director of Finance Marks

**Action:** No report.

## Operations

### 12 Oyster Point Marina/Park — Johnson

**Action:** Johnson had nothing to add to his written report. He did thank all staff members for their help during his tenure as Acting General Manager.

Padreddii stated someone had approached him with a problem at the restroom by the fishing pier at Oyster Point Marina/Park and he asked Johnson about it. Johnson stated he was not aware of any problems with one of the restrooms but he would check it out and report back to Padreddii.

### 13 Pillar Point Harbor — Temko

**Action:** Temko stated he had nothing to add to his written report.

Lundie asked Temko about the lack of handicapped railings at the dinghy dock. Temko stated he has never seen a dinghy dock set up for handicapped individuals but he would research it and see what could be done.

## 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:** Lundie asked about the equipment from the boatyard. Temko stated the equipment not needed by the District will be sold.

Campbell brought up the eviction of the Flinns and how the District should be addressing it.

Parravano recused himself from the discussion. Parravano left the meeting at 9:41 p.m.

Zafferano stated a closed session item should be held on this and not discussed in open session.

## **Continued Business** — Continued

**15** TITLE: **Identify Labor Negotiator Pursuant to Government Code §54957.6**  
REPORT: Zafferano  
PROPOSED ACTION: Identify General Manager Peter Grenell as District Labor Negotiator

**Action:** Grenell was identified as labor negotiator for the following closed session.

**Motion by Lundie, second by Campbell to adjourn to closed session at 9:42 p.m.**

**Closed session began at 9:50 p.m.**

## **Closed Session**

**16** TITLE: **Conference with Labor Negotiator Pursuant to Government Code § 54957.6: Operating Engineers Local 3**  
AGENCY NEGOTIATOR: Peter Grenell  
PROPOSED ACTION: To Be Determined

**17** TITLE: **Public Employee Performance Evaluation: General Manager Pursuant to Government Code §54957**  
REPORT: Tucker, Parravano  
PROPOSED ACTION: To Be Determined



**Meeting reconvened to open session at 9:53 p.m.**

**Action:** Item 17 was not taken up due to lack of full Board being present. No reportable action on item 16.

## **Adjournment**

Motion by Lundie, second by Campbell to adjourn the meeting. Meeting adjourned at 9:54 p.m. by unanimous vote.

APPROVED BY:

ATTESTED BY:

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Leo Padreddii  
Vice President

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Beverly Fontana  
Deputy Secretary