

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

May 21, 2008  
7:00 p.m.

Oyster Point Yacht Club  
911 Marina Blvd.  
South San Francisco, CA 94080

## Roll Call

### Commissioners

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

### Staff

Peter Grenell, General Manager  
Marcia Schnapp, Director of Finance  
Marietta Harris, Human Resource Manager  
Robert Johnson, Harbormaster  
Dan Temko, Harbormaster  
Theresa DellaSanta, Deputy Secretary  
Marc Zafferano, District Counsel

x- absent

## Public Comments/Questions - None

**Staff Recognition** – Grenell recognized Dan Temko, Jacob Walding and Theresa DellaSanta for their efforts in running the District's booth at the Rock the Block event in Half Moon Bay. Campbell added recognition of the Oyster Point staff for their contributions in creating the fishing game for the booth. Grenell said that Greg Gubser, Gary Stern and Nick Nash created the game. Lundie added that he and Campbell attended the event and it was well organized and very successful. Temko added that Grenell participated in the booth and everyone did a great job.

Temko recognized Greg Gubser and Cary Smith for their participation at Oceans Day at Farallon View School where they gave boating safety and beach safety lectures in different classes.

Temko recognized Jason Koulouris for the fine job at he has been doing at Pillar Point Harbor.

## Consent Calendar

All items on the consent calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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.

- |          |                  |                                       |
|----------|------------------|---------------------------------------|
| <b>1</b> | TITLE:           | <b>Minutes of Meeting May 7, 2008</b> |
|          | REPORT:          | Draft minutes                         |
|          | PROPOSED ACTION: | Approval                              |

**Action:** Motion by Parravano, second by Padreddii to approve Item 1. The motion passed.

Ayes: 4

Nays: 0

## Public Hearing –

- |          |        |   |
|----------|--------|---|
| <b>2</b> | TITLE: | <b>Continuance of Hearing: Preliminary Operating and Capital Budget for Fiscal Year 2008-2009</b> |
|----------|--------|---|

- |    |                                  |                      |
|----|----------------------------------|----------------------|
| A. | Declare Meeting Open:            | President Ken Lundie |
| B. | Report of Notice Given:          | Grenell              |
| C. | Staff Report and Recommendation: | Preliminary Budget   |
| D. | Public Testimony:                |                      |
| E. | Harbor Commission Questions:     |                      |
| F. | Close Public Testimony           | President Ken Lundie |
| G. | Commission Deliberation:         |                      |
| H. | Recommended Commission Action:   | To Be Determined     |

Grenell stated that proper notice has been given.

No public comments were received.

This item was continued to the June 4<sup>th</sup> Agenda.

**3 TITLE: Rates and Fees Schedule for  
FY2008-2009 at Oyster Point Marina/Park**

- B. Report of Notice Given: Grenell  
C. Staff Report and Recommendation: Resolution 04-08, FY2008-09 Rates and Fees Schedule  
D. Public Testimony:  
E. Harbor Commission Questions:  
F. Close Public Testimony: President Ken Lundie  
G. Commission Deliberation:  
H. Recommended Action: To Be Determined

No public comments were received.

**Action:** Motion by Campbell, second by Parravano to approve Item 3. The motion passed.

Ayes: 4

Nays: 0

## **Continued Business**

- 4 TITLE: Commercial Activity Permit for Princeton Waters at  
Pillar Point Harbor**  
REPORT: Grenell, Temko, Memo, Application  
PROPOSED ACTION: To Be Determined

Grenell stated that originally this business was operating without a permit from the District. Temko contacted the owner, operations were discontinued, a permit application was filled out all proper documentation was sent to the District. He recommended approval.

Temko added that he had inspected the vessel, the pumpouts and plumbing. He concluded that there will be no heavy impact on Harbor operations and recommended approval on a trial basis.

Cynthia Kuhr, owner of Princeton Waters, stated that her business is a single chair operation open three days per week.

Parravano added that he appreciated her innovativeness and thinks it is a great idea.

**Action:** Motion by Campbell, second by Parravano to approve Item 4. The motion passed.

Ayes: 4

Nays: 0

- 5 TITLE: Amendment to Bluewater Design Group Professional Service Agreement**  
**REPORT:** Johnson, Memo  
**PROPOSED ACTION:** Amendment to Bluewater Design Group Professional Service Agreement in an Amount Not to Exceed \$4,268.00

Johnson explained that the Army Corps of Engineers have specific permit requirements for studies and relocation of native oyster populations in conjunction with the Launch Ramp reconstruction project. Johnson received a quote in the amount of \$21,000 to do the study and felt this was unacceptable. Johnson added that Bluewater Design Group suggested an amendment to their current contract and they would hire a qualified aquatic biologist to their staff to complete the scope of work at less cost.

**Action:** Motion by Padreddii, second by Campbell to approve Item 5. The motion passed.

Ayes: 4  
Nays: 0

- 6 TITLE: Amendment to Employment Agreement with Oyster Point Harbormaster: PTO Payout Cap**  
**REPORT:** Grenell, Memo, Amendment  
**PROPOSED ACTION:** Approve Amendment to Employment Agreement with Oyster Point Harbormaster

Grenell stated that approval of this item would provide for a one-time increase of the limit for advance payment of accrued PTO from the current 160 hours per year to 320 hours effective through December 31, 2008. Grenell added that the request is made in lieu of the start of two major capital projects at Oyster Point, the small craft launch ramp reconstruction, now underway, and the breakwater entrance reconfiguration, due to begin at the end of June. Grenell added that Johnson has and will continue to have active and continuous participation in both projects, including his role as project manager for the launch ramp project, which has no construction manager. The Ferry Terminal project may also begin soon.

Grenell concluded that he feels Johnson deserves the amendment and if approved, the net savings to the District would be \$22,000.

Campbell stated that she would be in support of this request conditioned that there will be no further requests for it and it does expire no later than December 31, 2008. Johnson said that his intentions are to use his paid time off and that he will only use this option as a last resort.

Parravano stated that he feels that if approved this would be deviating from the District's approved policy on paid time off and he doesn't feel right doing this because it sends a bad message.

Lundie concluded that although he has conflicting opinions he believes that Johnson has a lot of dedication and unlimited energy to his job and will support it this year only.

**Action:** Motion by Padreddii, second by Campbell to approve Item 6. The motion passed.

Ayes: 3

Nays: 1 (Parravano)

**7 TITLE: Amendment to Wage and Salary Classification Schedule for FY2007-08**  
**REPORT:** Grenell, Schedule  
**PROPOSED ACTION:** Approve Amendment to Wage and Salary Classification Schedule for FY2007-08

Grenell stated that the amendment is due to the change to the General Manager's contract which was approved at the May 7<sup>th</sup> Board meeting.

**Action:** Motion by Padreddii, second by Parravano to approve Item 7. The motion passed.

Ayes: 4

Nays: 0

## **New Business**

**8 TITLE: California Special Districts Association Board of Directors – Call For Nominations – Seat C (Term Will Expire in 2011)**  
**REPORT:** Call for Nomination  
**PROPOSED ACTION:** To Be Determined

No Action taken.

**9 TITLE: Authorization to Issue a Public Construction Bid Notice for Oyster Point Marina South Shoreline Bay Trail Repairs and Slurry Sealing**  
**REPORT:** Johnson, Staff Report  
**PROPOSED ACTION:** Approve Authorization to Issue Bid Solicitation Notice

Johnson reported that he, Assistant Harbormaster Charles White and Lead Maintenance Specialist Jim Merlo worked with the San Mateo County Harbor District's Insurance Risk Management consultant to review general issues on the facility. Degradation of the Bay Trail was discussed and recommendations for repairs and maintenance to specific areas were given to support long-term planning and facility preventive maintenance. Johnson concluded that the project was broken down into three areas and Area 1, which extends from the UPS bridge to the fishing pier, is in need of immediate maintenance and specifications which call for a

Type 1 slurry coat, pavement repairs, demolition and removal of asphalt, and associated saw cutting for this fiscal year.

Campbell asked Schnapp if the money is in the Oyster Point budget. Schnapp said yes and that Johnson was instrumental in saving the District \$500,000 on the dredge project.

**Action:** Motion by Padreddii, second by Parravano to approve Item 9. The motion passed.

Ayes: 4

Nays: 0

- 10 TITLE: Bills and Claims in the Amount of \$140,837.53**  
**REPORT: Bills and Claims Detailed Summary**  
**PROPOSED ACTION: Approval of Bills and Claims for payment and a transfer in the amount of \$140,837.53 to cover payment of Bills and Claims**

Campbell informed the Board that she has reviewed the Bills and Claims and found them in order. She recommended approval.

**Action:** Motion by Campbell, second by Parravano to approve Item 10. The motion passed.

Ayes: 4

Nays: 0

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

### **Administration and Finance**

**11 General Manager - Grenell**

Campbell asked for a report of the Caffe Riace Lease at Pillar Point Harbor. Grenell said that plans are about to be submitted to the County and he is currently working on getting the deteriorating tent on the side of the building removed.

Lundie inquired about riprap removal at Princeton. Grenell summarized status of Chris Mickelsen's permit to remove riprap near the Harbor House.

**12 Director of Finance - Schnapp**

Schnapp said that the SAMFOG meeting went well. She stated that 30 people attended from 17 different agencies. Schnapp thanked Campbell and Grenell for attending. She concluded that during the go around each representative talked about layoffs, hiring freeze and downturns.

Schnapp reported that the auditor's report will be finalized by Management by next

week.

Campbell applauded Schnapp for all of her hard work.

**13 Human Resources Manager - Harris**

Nothing further to add to written report.

Campbell applauded Harris for all of her hard work.

## **Operations**

**14 Oyster Point Marina/Park - Johnson**

Johnson informed the Board that a preconstruction meeting for the breakwater reconstruction will be held on Tuesday, May 27<sup>th</sup>.

Schnapp added that occupancy has gone up at Oyster Point since distribution of Johnson's report and said that this is due to the result of both Harbormasters working together in encouraging tenants to move from Pillar Point to Oyster Point.

**15 Pillar Point Harbor – Temko**

Nothing further to add to written report.

Lundie asked what the status of the abandoned sailboat is. Temko said that the boat is on Chris Mickelsen's property and Mickelsen has said he will resolve the situation if the owner doesn't.

Lundie asked the status of getting rid of the tugboat Delaware. Temko said there have been numerous attempts to get it afloat. He added that since it is a commercial fishing boat the District cannot apply for grant funds. Temko concluded that a group of divers are thinking of taking on the project.

## **Board of Harbor Commissioners**

**16 A. Committee Reports**  
75<sup>th</sup> Anniversary (Campbell, Parravano)

Campbell reiterated her earlier comments about the success of Rock the Block.

Oyster Point Hotel Development/ New Administration Office (Campbell, Tucker)  
This item was discussed in closed session.

**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.**

Parravano stated that he is in a coalition with a group of people from San Mateo County who have formed an alliance to bring fishermen, farmers, and consumers together to identify the food system in the County in order to address poverty and malnutrition. Parravano added that they are looking to hold a public “launching” of the effort at Pillar Point Harbor sometime around October or November.

Campbell said she feels what Parravano is doing sounds like a great idea.

Lundie requested that an employee matter item be put on the June 4<sup>th</sup> Agenda.

Lundie identified Grenell as Labor Negotiator and Real Property Negotiator.

- 17 TITLE: Identify Labor Negotiator pursuant to Government Code §54957.6**  
REPORT: Zafferano  
PROPOSED ACTION: Identify Labor Negotiator Peter Grenell
- 18 TITLE: Identify Real Property Negotiator Pursuant to Government Code §54956.8**  
REPORT: Zafferano  
PROPOSED ACTION: Identify Real Property Negotiator Peter Grenell

**Action:** Motion by Campbell, second by Parravano to move to Closed Session. The motion passed unanimously at 8:43 p.m.

## **Closed Session**

- 19 TITLE: Conference with Labor Negotiator pursuant to Government Code §54957.6: Operating Engineers Local Union No. 3**  
REPORT: Grenell  
PROPOSED ACTION: To Be Determined
- 20 TITLE: Conference with Labor Negotiator pursuant to Government Code §54957.6: Teamsters Union Local 856**  
REPORT: Grenell  
PROPOSED ACTION: To Be Determined
- 21 TITLE: Conference with Real Property Negotiator: Parcels APN 015-010-060, 015-010-260, 015-010-270, Oyster Point Marina/Park, City of South San Francisco, San Mateo County; San Mateo County Harbor District with United States General Services Administration Regarding Lease**



**Price, Terms and Conditions, Pursuant to Government Code §54956.8**

REPORT: Grenell  
PROPOSED ACTION: To Be Determined

**Action:** Motion by Campbell, second by Padreddii to adjourn to Open Session. The motion passed unanimously at 9:34 p.m.

**Open Session, Continued**

No reportable action from Closed Session.

22 TITLE: **Oyster Point Marina/Park Proposal - Value Brokers, Coldwell Banker Commercial Wilbur Properties (Ken Housley), and Realty World/Thompson Properties**  
REPORT: Grenell, Memo, Attachment  
PROPOSED ACTION: To Be Determined

Zafferano stated that the District could enter into a professional services agreement with Edwin Vellis and colleagues for \$6,000 to bring the GSA development project to the District and to submit a written Expression of Interest to the GSA by June 2<sup>nd</sup>.

**Action:** Motion by Campbell, second by Padreddii to approve the professional services agreement with Vellis for \$6,000. The motion passed.

Ayes: 4  
Nays: 0

Campbell stated that the Board’s motion does not prejudice future possible relations. Vellis said there will be a lot more work to do and GSA accepts the Oyster Point site.

**Adjournment**

**Action:** Motion by Padreddii, second by Campbell to adjourn the meeting. The motion passed unanimously at 9:41 p.m.

APPROVED BY:

ATTESTED BY:

\_\_\_\_\_  
Ken Lundie  
President

\_\_\_\_\_  
Theresa DellaSanta  
Deputy Secretary