



**City and County of San Francisco
Recreation and Park Department**

McLaren Lodge in Golden Gate Park

501 Stanyan Street, San Francisco, CA 94117

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July 11, 2006

Mr. Dan Harper
Field Representative
1390 Market Street, Suite 1118
San Francisco, CA 94102

Dear Mr. Harper:

Per your request in your letter of May 11, 2006, representatives from the San Francisco Recreation and Park Department, SEIU Local 790, and Carpenters Union Local 22 met on June 15, 2006 to discuss the allocation of Marina Assistant Manager (3232) work as it pertains to performing routine maintenance of the structural systems of wooden docks and related facilities. This letter summarizes the actions and agreements of that meeting.

In addition to you and me, present at the meeting were Judith Gatewood, Field Representative for Carpenters Union Local 22; Dave DeGenova, RPD Carpentry Foreman; Brad Gross, RPD Marina Harbormaster; Denis Belfortie, Marina Assistant Manager; Bill Gunn RPD Acting Assistant Superintendent for Structural Maintenance; Terry Schwartz, RPD Superintendent for Citywide Services; Terry Daniel, RPD Human Relations; and Margot Reed, Chapter President, SEIU Local 790.

Using a list of 49 current Marina Assistant Manager tasks, the meeting attendees reviewed each task to determine if the task was a routine maintenance task that would continue to be performed by the Marina Assistant Manager classification – or – if the task more appropriately were the work of trades and crafts personnel.

By unanimous consent of all in attendance, the following tasks were determined to be routine minor maintenance tasks and within the scope of the Marina Assistant Manager classification:

1. Replace ring bolts
2. Replace mooring lines
3. Replace dock lines
4. Repair / replace dock boxes
5. Replace pile caps
6. Maintain navigation lights
7. Replace rub rails
8. De-water sinking boats
9. Maintain fire extinguishers
10. Maintain safe work area in shop
11. Issue parking permits
12. Manage office when required



13. Monitor and enforce parking in lots
14. Tow vessels
15. Remove debris from docks and dock boxes
16. Maintain de-watering pumps
17. Maintain harbor boat
18. Wash and fuel vehicles and vessel
19. Cut and splice mooring lines
20. Pressure wash docks
21. Scrub docks and dock boxes
22. Install signs on gates
23. Cut foam and stuff tires
24. Install mooring cleats
25. Haul trash to yard
26. Check reports of blown circuits
27. Check outlets for power
28. Replace tires and chain
29. Clean lien sale boats
30. Inspect dock and report needed repairs
31. Clean and lube pile rollers and gangway wheels
32. Replace ramp pins / cotter pins for wheels
33. Maintain pump out stations
34. Patrol grounds
35. Assign guest berths and take payments for guest berths

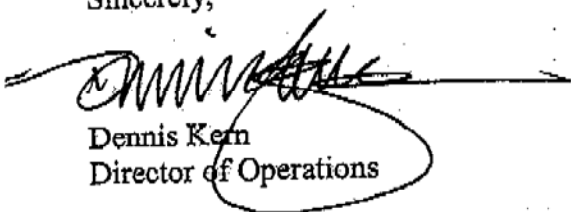
By unanimous consent, the following tasks were determined to be beyond the scope of the Marina Assistant Manager classification and are to be performed by the appropriate trades and crafts personnel:

1. Replace floatation
2. Replace gangway cleats
3. Repair water hatches
4. Repair / replace gate closures
5. Repair gate locks
6. Replace pile rings
7. Repaint parking lot
8. Tighten dock bolts and hardware
9. Re-nail deck boards
10. Install new deck boards
11. Repaint gangways
12. Repair / tighten dock hinges
13. Repaint navigation signs
14. Repair / replace tie rods

It was agreed by all present that the above 35 minor routine maintenance tasks would continue to be performed by the Marina Assistant Manager classification and the above 14 tasks appropriate for trades and crafts personnel would be performed by those employees through work orders issued from the Marina. It was further agreed that carpenters who are assigned to the Marina would perform their work as directed by the Marina Harbor Master.

Based upon the consensus reached that 14 of the 49 tasks currently assigned to Marina Assistant Managers would be reallocated to crafts and trades personnel, I stated that this constituted approximately a 35 percent reduction in work for the Marina Assistant Manager classification and that the Department would evaluate the impact of this work redistribution on the existing workforce. Potentially, an outcome of that evaluation may be a reduction in the need for Marina Assistant Managers and an increase in need for crafts and trades personnel.

Sincerely,



Dennis Kern
Director of Operations

Cc: Denis Belfortie
Brian Chow
Terry Daniel
Dave DeGenova
Judith Gatewood
Brad Gross
Margot Reed
Terry Schwartz