

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

**July 5th, 2006
7:00 p.m.**

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

Roll Call

Commissioners

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
Charles White, Assistant Harbormaster
Dan Temko, Harbormaster
Marc Zafferano, District Counsel

Public Comments/Questions-Public and Staff Recognition

No public comments.

Campbell recognized the Pillar Point Harbor crew and specifically Don Coats, Lead Maintenance Specialist, for installing an historic Monterey fishing boat at Highway 1 and Capistrano to identify Pillar Point Harbor. The Commission's Promotion and Marketing Committee will provide pizza for the Pillar Point Harbor crew as a thank you.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

New Business

- 4** TITLE: **Tenant Notification of Rates and Fees Changes on Monthly Bills**
REPORT: Memo, Harbormasters
PROPOSED ACTION: To Be Determined

Campbell requested that the notification language be clearly marked and easily found on the bill.

Action: Motion by Lundie, second by Campbell to approve Tenant notification of rates and fees changes on monthly bills. The motion passed.

Ayes: 5
Nays: 0

- 5** TITLE: **Limited Commercial Activity Permit for American Legion Coastside Post 474 to Conduct the July 4, 2007 Coastside Fireworks Display**
REPORT: Memo and Application
PROPOSED ACTION: Conditionally Approve Limited Commercial Activity Permit

Grenell reported that staff is recommending a conditional approval of the Limited Commercial Activity Permit while staff and the applicant work out the details of harbor cost reimbursement.

Campbell suggested staff research the feasibility of a cost share with other organizations supporting in the event. Campbell reported that Post Commander Bissonnette indicated that all funds are in place at this time to cover harbor costs. Providing conditional approval allows the applicant time to plan and raise funds.

Campbell requested detailed information regarding the Porta-Potties be included in the permit: how many will be provided and that the applicant will bear the cost of the rental.

Tucker requested that the permit include language that allows the Commission to pull the permit if there is a concern for public safety as there was this year due to the closure of Highway 1 at Devil's Slide. Commander Bissonnette, in the audience, agreed.

Action: Motion by Campbell, second by Lundie to conditionally approve the Limited Commercial Activity Permit reserving the right to pull the permit if there is a concern for public safety. The motion passed.

Ayes: 5
Nays: 0

6 TITLE: **Commercial Activity Permit for The California Abalone Company: Doug Hayes**
REPORT: Letter and Attachment
PROPOSED ACTION: To Be Determined

Grenell reported that staff recommends deferring this item until several questions are answered.

The Board and staff discussed concerns about opening up retail sales from a recreational fishing vessel rather than a commercial vessel, ordinance code amendments, selling aquaculture-raised animals versus those caught by fishermen from the ocean, changing times and ways of increasing revenue, and limiting both the number of animals and retail cost of abalone sales.

Hayes, in the audience, indicated that it is his intent to sell live animals averaging four inches in length. He has access to seed abalone ranging from one to eight inches. Tucker led the Board's discussion regarding pricing and competition. In response to Tucker's questions regarding pricing, Hayes stated that he does not know what the competition charges and he does not have the large resources in live animals of his competitors to sell them as cheaply.

Campbell questioned Hayes on why he is asking to sell retail at this time when his original agreement is to sell wholesale. Hayes stated that he has no experience in how to market to restaurants, has no experience in handling the fragile live animals for sale, has made a large investment in the business, and wants to begin with a small retail business off a boat like his neighbors.

Zafferano suggested that an amendment to the license agreement with Hayes could address the Commission's concerns.

Temko felt the permit fits what is happening at the harbor but expressed concerns that the harbor could become a floating market. Hayes would have the ability to go back to his seed source and bring in large amounts of animals that were not harvested from the Pillar Point Harbor waters. Temko also expressed concerns regarding filtering the water discharged from the sale tanks.

Grenell stated that the Department of Boating and Waterways requires language in the Harbor District's leases that insures that prices charged for services and goods are consistent with regional prices, neither too low nor too high.

The item was continued: Grenell will research and bring information to the July 19 Commission meeting.

7 TITLE: **Amendments to District Design Criteria For Construction By Lessees - 1980**

REPORT: Memo and Attachments, Resolution 50-06
PROPOSED ACTION: Adopt Resolution 50-06 to Amend District Design
Criteria For Construction By Lessees - 1980

Joann Franklin, Ketch Joanne's, thanked the Board for the recent promotion campaign and clean up. She added that the lessees' building needs improvement. Franklin and Albert Dunne, Ketch Joanne, encouraged the Commission to approve the amendment to provide more flexibility in what physical improvements the lessees can make to their businesses to increase attractiveness and visibility. Franklin and Dunn displayed a model of a storefront façade that they had brought to illustrate their ideas. Franklin confirmed that all improvements would be at the expense of the lessees.

The Board expressed their appreciation of the creative ideas Franklin and Dunne presented. Tucker suggested the possibility of a Board Committee on Design Review to work with staff and lessees to smooth the way to full Board presentation of projects for final Board approval. Campbell thought a Committee is not necessary, but the amendments open up flexibility and staff can decide changes for Board approval.

Tucker said other facades must be kept in mind.

Action: Motion by Campbell, second by Padreddii to adopt Resolution 50-06 to amend District Design Criteria For Construction By Lessees – 1980. The motion passed.

Ayes: 5

Nays: 0

8 TITLE: **Bills and Claims in the Amount of \$147,413.53**
REPORT: Bills and Claims Detailed Summary
PROPOSED ACTION: Approval of Bills and Claims for Payment and a Transfer
in the Amount of \$147,413.53 to Cover Payment of Bills
and Claims

Action: Motion by Lundie, second by Tucker to approve the Bills and Claims for payment and a transfer in the amount of \$147,413.53 to cover payment of the Bills and Claims. The motion passed.

Ayes: 5

Nays: 0

Reports for Possible Discussion/Action

Administration and Finance

9 General Manager – Grenell

Action: Grenell reminded the Commission that Campbell, Tucker, Schnapp and he would be meeting on Friday in Sacramento with the Department of Boating and

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Waterways regarding refinancing the District's loans.

10 Director of Finance – Schnapp

Action: Schnapp advised she had nothing to add to her written report

11 Human Resources Manager – Wilkerson

Action: Wilkerson notified the Commission that recruitment for the position of Administrative Assistant/Deputy Secretary to the Board is closed.

Operations

12 Oyster Point Marina/Park — White

Action: White reported that the dock gates are arriving Thursday for installation.

13 Pillar Point Harbor — Temko

Action: Temko reported that Saturday, July 1 sport rock cod season successfully opened.

3 TITLE: LAFCo Municipal Service Review of the San Mateo County Harbor District: Summary and Opportunity to Comment

REPORT: Draft LAFCo Municipal Service Review

PROPOSED ACTION: To Be Determined

Grenell reported that the redraft of the LAFCo report handed out tonight includes staff comments. Commissioners wishing to make further comments should send them to Grenell or directly to LAFCo. The service review will be heard at the San Mateo County Supervisors Chambers on July 19 at 2:30 p.m. Grenell will be attending.

There was a brief discussion regarding LAFCo's opinion of the Harbor District's sphere of influence as zero and the resulting recommendation. Grenell reported that, if accepted, the matter of sphere of influence would not be addressed at this time, according to LAFCo staff.

Board of Harbor Commissioners

A. Committee Reports

New Administration Office Committee (Tucker, Lundie)

Tucker reported that several location ideas are being discussed for a new administration office building including at Oyster Point Marina/Park, the El Granada Median Strip, and Princeton. The Committee does not have a recommendation for the Board at this time.

Tucker expressed his personal opinion that the office be located near Pillar Point

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Open Session, Continued

Zafferano reported no reportable action from Closed Session.

Adjournment

Motion by Lundie, seconded by Padreddii to adjourn the meeting. Motion carried by unanimous vote at 8:44 p.m.

APPROVED BY:

ATTESTED BY:

Pietro Parravano
President

Eileen M. Wilkerson
Human Resource Manager

Peter Grenell
General Manager