

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

**December 7, 2011  
7:00 p.m.**

**Comfort Inn  
2930 Cabrillo Highway  
Half Moon Bay, Ca. 94019**

**Roll Call**

**Commissioners**

Pietro Parravano, President  
James Tucker, Vice President  
Leo Padreddii, Treasurer  
Robert Bernardo, Secretary  
x Sally Campbell, Commissioner

**Staff**

Peter Grenell, General Manager  
Genevieve Frederick, Director of Finance  
Marietta Harris, Human Resource Manager  
Kathleen Kane, District Counsel  
Debbie Nixon, Deputy Secretary  
Charles White, Assistant Harbor Master (OPM)  
John Draper, Assistant Harbor Master (PPH)

x -Absent

**Public Comments/Questions** — Merrill Bobele, representing the Sierra Club, supports public access, and was glad to see the restroom open at the PPH RV Park.

Keet Nerhan spoke and stated he has complied with District requests regarding the RV lot restroom.

**Staff Recognition-**

Grenell recognized Madrigal, Williams and Smith for their assistance to Paul Herder during a boating incident outside of Pillar Point Harbor. He stated that they responded to the call and took care of the problem. Commendations are on file.

Frederick recognized Galarza for her research into rate reductions in harbor maintenance costs.

## New Business

- 1      TITLE:                                    **Presentation: American Legion Coastside Fireworks**  
       REPORT:                                Grenell, Memo, Presentation  
       PROPOSED ACTION:                    To Be Determined

Bob Resch spoke on behalf of the American Legion Post 474. He stated that the Harbor has always shown willingness to work with the Legion in presenting the coastside July 4<sup>th</sup> fireworks display. He presented the Harbor District with a check for \$500 on behalf of the American Legion Post 474 as appreciation.

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calendar are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda.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

- 2      TITLE:                                    **Minutes of Meeting November 16, 2011**  
       REPORT:                                Draft minutes  
       PROPOSED ACTION:                    Approval

**Action:** Motion by Padreddii, second by Parravano to approve the consent calendar. The motion passed.

Ayes:                                        3  
Nays:                                        0  
Abstention:                                1 (Tucker)  
Absent:                                      1 (Campbell)

## Public Hearing — None

## Continued Business

- 3     **TITLE:**                             **Reconsideration of and Amendments to Limited Commercial Activity Permit (LCAP) for Mavericks Invitational, Inc.**
- REPORT:**                         Grenell, Memo, Attachment
- PROPOSED ACTION:**         Reconsider LCAP and approve recommended amendments to Limited Commercial Activity Permit

Grenell suggested that before Cassandra Clark's comments were heard that the request by Mavericks for the reconsideration of a previous action be taken up by the Board to approve the activity permit for this event. Clark continued by stressing the long term commitment to this event and its effect on the community. Supervisor Horsley has been nominated the honorary chairman of the event, and will be joined by United States Representative Jackie Speier. There will be increased formal participation by the United States Airforce during this event. In response to the concern regarding a presence on the beach, Clark assured the Board that the beach would not be part of the venue. She stated that parking for the event will be provided offsite, and RhodyCo will be assisting with the logistical organization. Clark stated that they will not be using the trail that leads out to Mavericks, and stressed that the impact on the harbor would be minimized.

**Action:** Motion by Tucker, second by Padreddii to reconsider the previous motion made on September 21, 2011. The motion passed.

Ayes:     4  
Nays:     0  
Absent:   1 (Campbell)

Grenell recommended an amended Limited Commercial Activity Permit for Mavericks Invitational, Inc. that would eliminate use of the District's parking lot and trail, but with harbor patrol assistance on land and water. Contest window would begin January 1 2012. Other changes included a \$250 permit fee as well as a \$5,000 deposit for harbor activities only, with the understanding that if costs exceed that amount, the additional balance will be billed to Mavericks Invitational, Inc. Bernardo commented on the exciting quality of partnership in this event, and asked whether the \$30,000 use fee would be eliminated. Grenell said it would be eliminated. Bernardo also asked what sales a commission fee would come from. Clark responded that any sales done on the grounds of the harbor would yield a 5% share to the District. Bernardo also applauded the permit banning alcohol sales during the event. Tucker inquired as to why a hold harmless clause was not included. Grenell stated that it is included on another permit page. Grenell informed Tucker that there would be no parking on harbor grounds during the event.

**Action:** Tucker moved to approve the amended permit, but to strike any reimbursement of the deposit and make it a flat fee, eliminate the \$30,000 fee, and allow no parking on Harbor District property. Parravano seconded.

Ayes: 4  
Nays: 0  
Absent: 1 (Campbell)

## New Business

- 4 TITLE: **Amendment to Limited Commercial Activity Permit for Beach House/Lisa Brady Catering**  
REPORT: Grenell, Memo  
PROPOSED ACTION: Approve amendment to 2012 Limited Commercial Activity Permit

Grenell noted that all three beach-related LCAPs are under review because of recommended changes to the terms and conditions of the permit. In this case, the use fee recommended is an increase from \$55 to \$65 per event.

**Action:** Motion by Padreddii, second by Bernardo to approve amendment to 2012 Limited Commercial Activity Permit. The motion was passed by a roll call vote.

Ayes: 4  
Nays: 0  
Absent: 1 (Campbell)

- 5 TITLE: **Amendment to Limited Commercial Activity Permit for Oceano Hotel & Spa**  
REPORT: Grenell, Memo  
PROPOSED ACTION: Approve amendment to 2012 Limited Commercial Activity Permit

Grenell recommended a flat use fee of \$100 rather than charge based on percentage.

**Action:** Motion by Tucker, second by Bernardo to approve amendment to 2012 Limited Commercial Activity Permit. The motion was passed by a roll call vote.

Ayes: 4  
Nays: 0  
Absent: 1 (Campbell)

- 6 TITLE: **Amendment to Limited Commercial Activity Permit for Sam's Chowder House**
- REPORT: Grenell, Memo
- PROPOSED ACTION: Approve amendment to 2012 Limited Commercial Activity Permit

Grenell recommended that the time period for activities be changed to between 10am and 11pm.

**Action:** Motion by Tucker, second by Padreddii to approve amendment. The motion passed by a roll call vote.

Ayes: 4  
Nays: 0  
Absent: 1 (Campbell)

- 7 TITLE: **Independent Commercial Activity Permit for *F/V Ankeny Street***
- REPORT: Grenell, Memo, Attachment
- PROPOSED ACTION: Approve Independent Commercial Activity Permit for *F/V Ankeny Street*

Grenell stated that Chang was formerly working on a Commercial Activity Permit from Peggy Beckett at Huck Finn Sportfishing and has now requested an Independent Commercial Activity Permit. He recommended approval.

**Action:** Motion by Tucker, second by Padreddii to approve Independent Commercial Activity Permit. The motion passed by a roll call vote.

Ayes: 4  
Nays: 0  
Absent: 1 (Campbell)

## URGENCY ITEM

- TITLE: **Resolution 24-11 To Authorize the Acceptance of a Vessel (CF 4580GH) as a Partial Settlement for a Cash Debt and Approve the Write off of Remaining Debt Balance on the Account.**
- REPORT: Memo, Resolution
- PROPOSED ACTION: Adopt Resolution 24-11 and authorize President of the Board of Harbor Commissioners to execute the resolution.

**Action:** Motion by Tucker, second by Bernardo to add Urgency Item to the agenda. The motion passed.

Ayes: 4  
Nays: 0  
Absent: 1 (Campbell)

Frederick stated that this is a tenant who owed money to the District. He passed away and staff was verifying that the widow has legal right to transfer the boat to the District. She stated it has been verified. She recommended the approval.

**Action:** Motion by Tucker, second by Bernardo to adopt Resolution 24-11 and authorize the president to execute the resolution. The motion passed by a roll call vote.

Ayes: 4  
Nays: 0  
Absent: 1 (Campbell)

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| <b>8</b> | <b>TITLE:</b><br><b>REPORT:</b><br><b>PROPOSED ACTION:</b> | <b>Bills and Claims in the Amount of \$1,493,674.05</b><br>Bills and Claims Detailed Summary<br>Approval of Bills and Claims for payment and a transfer in the amount of \$1,493,674.05 to cover payment of Bills and Claims |
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Padreddii stated he reviewed the bills and claims and found them in order. He recommended approval.

**Action:** Motion by Padreddii, second by Tucker to approve the bills and claims. The motion passed by a roll call vote.

Ayes: 4  
Nays: 0  
Absent: 1 (Campbell)

Tucker asked what the balance to the Department of Boating and Waterways is. Frederick stated it is just above \$9 million.

- 9     **TITLE:**                             **Authorization to Pay Bills and Claims Occurring Between December 8, 2011 and January 11, 2012 in an Amount Not to Exceed \$500,000.00**
- REPORT:**                         Bills and Claims Detailed Summary
- PROPOSED ACTION:**         Authorize Payment of Bills and Claims Occurring Between December 8, 2011 and January 11, 2012 in an Amount Not to Exceed \$500,000.00

**Action:** Motion by Padreddii, second by Bernardo to approve authorization to pay bills and claims. The motion passed by a roll call vote.

Ayes: 4

Nays: 0

Absent: 1 (Campbell)

## **Reports for Possible Discussion/Action Administration and Finance**

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

Nothing further to add to written report.

### **11     Director of Finance – Frederick**

Nothing further to add to written report.

### **12     Human Resources Manager – Harris**

Bernardo asked Harris how many applications have been received for the Harbor Master position. Harris stated that the District has received 20 applications so far.

## **Operations**

### **13     Oyster Point Marina/Park – White**

Tucker requested an update on the ferry terminal. White stated that all elements have been installed, and the parking area is still being leveled and paved. He stated that there may be an issue with the grading between the new and old parking lot. Grenell stated that the City of South San Francisco will not be helping to fund any part of the paving project.

## 14 Pillar Point Harbor – Draper

Draper informed the Board that crab season was moving along, and that Mavericks will present some drain on employee resources during the event due to harbor patrol presence required on the water.

## Board of Harbor Commissioners

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.**

Kane announced that she has been appointed as the city attorney for East Palo Alto, and will no longer work at Aaronson, Lanzone, Dickerson and Cohn. Savaree will resume all duties and there will be no gap in service. The Commission thanked Kane for her services.

Parravano wished everyone a happy holiday.

**Action:** Motion by Bernardo, second by Tucker to adjourn to closed session. The motion passed unanimously at 8:00 pm.

## Closed Session

16	TITLE:	<b>Conference with Real Property Negotiator Peter Grenell: Pursuant to Government Code Section §54956.8</b>
	PROPERTY:	<b>Half Moon Bay Sportfishing, Parcel 4, Concessionaires Building, Pillar Point Harbor, El Granada, APN 047-083- 060</b>
	NEGOTIATING PARTIES:	San Mateo County Harbor District, Half Moon Bay Sportfishing
	UNDER NEGOTIATION:	Lease Price, Terms and Conditions

17 TITLE: **Conference with Real Property Negotiator Peter Grenell:  
Pursuant to Government Code Section §54956.8**  
PROPERTY: **Pillar Point Seafood, Area 3, Johnson Pier, Pillar Point  
Harbor, El Granada, APN 047-083-060: Three Captains  
Sea Products, Inc., Area 2, Johnson Pier, Pillar Point  
Harbor, El Granada, APN 047-083-060: Morning Star  
Fisheries, Area 1, Johnson Pier, Pillar Point Harbor, El  
Granada, APN 047-083-060**  
NEGOTIATING  
PARTIES: San Mateo County Harbor District, Pillar Point Seafood,  
Three Captains Sea Products, Inc., Morning Star Fisheries  
UNDER  
NEGOTIATION: Lease Price, Terms and Conditions

**Action:** Motion by Bernardo, second by Padreddii to adjourn to open session. The motion passed unanimously at 8:44 p.m.

## **Open Session, Continued**

Kathleen Kane reported from closed session that the Board instructed the General Manager to issue the public notices inviting lease proposals.

## **Adjournment**

**Action:** Motion by Padreddii, second by Bernardo to adjourn the meeting. The motion passed unanimously at 8:45 p.m.

The next scheduled meeting will be held on January 18, 2012 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco at 7:00 p.m.

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Debbie Nixon  
Deputy Secretary

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President