



Board of Harbor Commissioners

Nancy Reyring, President
William Zemke, Vice President/Secretary
Tom Mattusch, Treasurer
Virginia Chang Kiraly, Commissioner
Edmundo Larenas, Commissioner
James B. Pruet, General Manager
Trisha Ortiz, District Counsel

San Mateo County Harbor District Board of Harbor Commissioners

“The Harbor District provides fiscally and environmentally responsible stewardship of its maritime resources, emergency response, and public access”

REGULAR MEETING AGENDA

February 16, 2022

1:00 PM – 5:00 PM

San Mateo County Harbor District

Pursuant to Government Code Section 54953(e) (Assembly Bill 361), the Boardroom will not be open for the February 16, 2022 Regular Meeting of the San Mateo County Board of Harbor Commissioners. The Meeting will be conducted remotely via video/teleconference.

The Public may watch and/or participate in the public meeting by joining the meeting through the Zoom Videoconference link provided below. The public may also join the meeting by calling the below listed teleconference phone number. Further instructions on how to make public comments throughout the videoconference or teleconference will be provided at the District website at www.smharbor.com. If you experience technical problems with the telephonic meeting, please contact Melanie Hadden at mhadden@smharbor.com or call at (650) 437-4368.

If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act (“ADA”), please contact Melanie Hadden, Deputy Secretary at mhadden@smharbor.com or (650) 583-4400 prior to this meeting for assistance

HOW TO JOIN THE MEETING:

The meeting will begin at 1:00 PM. Whether you participate online or by phone, you may wish to "arrive" early so that you can address any technology questions prior to the start.

ONLINE VIEWING AND PARTICIPATION:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82521804518?pwd=RmtQbkdyY0JDeHduRlIVd2dUSkxCZz09>

Passcode: 129885

If you have not used Zoom on your computer before, you will be prompted to download and

install the Zoom software on your computer. If it is already installed, you may still be prompted to allow Zoom to run. Please enable the software to download and run to join the meeting via computer.

AUDIO

- **BY COMPUTER AUDIO:** When joining via the Zoom app, you will automatically be joined in via computer audio. You may be prompted to confirm that you wish to join via computer audio.
 - Please ensure your computers speakers are enabled and sound is switched on.
- **BY PHONE:** If you are unable to join via computer, or do not have speakers or a microphone on your computer, you can dial in for audio. You may call any one of the meeting numbers below and enter the meeting ID and password when prompted.
 - +1 669 900 6833 (San Jose)
 - +1 253 215 8782 (Tacoma)
 - +1 346 248 7799 (Houston)
 - +1 312 626 6799 (Chicago)
 - +1 929 205 6099 (New York)
 - +1 301 715 8592 (Germantown)
 - +1 877 853 5257 (Toll Free)
 - +1 888 475 4499 (Toll Free)

Webinar ID: 825 2180 4518
Passcode: 129885

HOW TO MAKE A PUBLIC COMMENT OR ASK A QUESTION:

If you would like to speak during the public comment portion of the meeting, you have the following options:

- **ONLINE:** Raise your hand in the meeting controls at the bottom of your screen.
- **PHONE:** Press *9 to raise your hand to request to be unmuted to make comments.

Note: Please request to speak using the method from which you prefer to comment. For example, if you are joining via computer (for viewing) *and* phone (for audio/commenting), please raise your hand by dialing *9 on the phone if you wish to use your phone to speak. If you wish to use your computer, please raise hand using the meeting controls at the bottom of your screen.

A) Roll Call

B) Public Comments/Questions

The Public may directly address the Board of Harbor Commissioners for a limit of two (2) minutes, unless a request is granted for more time, on any item of public interest within the subject matter jurisdiction of the San Mateo County Harbor District, that is not on the Regular Agenda. If a member of the public wishes to address the Board on an agenda item, it is requested that the member of the public wait until the item is in discussion before following the instructions provided on making a public comment. The Chair will call your name at the appropriate time. Agenda material may be review online at www.smharbor.com.

C) Consent

All items on Consent are approved by one motion unless a Commissioner requests at the beginning of the meeting that an item be withdrawn or transferred to Discussion. Any item on Discussion may be transferred to Consent.

ITEMS PULLED FROM CONSENT WILL BE HEARD AFTER DISCUSSION ITEMS.

1. [Bills and Claims \(van Hoff\)](#)
Recommendation: Accept Pre-Approved Items in the amount of \$259,211.06 for January. Approve \$500,000 in Pre-Approved Items for March 2022.
2. [Minutes – Regular Meeting Minutes January 19, 2022 \(Hadden\)](#)
Recommendation: Approve Minutes of the Regular Board Meeting of January 19, 2022
3. [Monthly Capital Project Update \(Moren\)](#)
Information only
4. [Second Quarter 2021/22 \(Q2-22\) Financial Report Spending Authority \(van Hoff\)](#)
Information Only
5. [Second Quarter 2021/22 \(Q2-22\) Rent Report \(van Hoff\)](#)
Information Only

6. [Authorized List of Signatures with the San Mateo County Treasurer's Office and California State Treasurer's Office; Adopt Resolutions No. 22-05 and No. 22-06 \(van Hoff\)](#)

Recommendation: Adopt Resolution No. 22-05 approving updated list of Harbor District authorized signers for the San Mateo County Treasurer's Office and adopt Resolution No. 22-06 approving updated list of Harbor District authorized signers for the California State Treasurer's Office.

7. [Revised Assistant and Deputy Harbormaster Position Descriptions \(van Hoff\)](#)

Recommendation: Approve revised Assistant and Deputy Harbormaster Position Descriptions

E) Discussion

8. [San Mateo Resource Conservation District Water Quality Update \(Pruett\)](#)
Information Only

9. [Public Hearing on Draft Maps of Voting District Boundaries for a District-Based Election System Following the 2020 Census and consideration of a Resolution adopting the official district map to establish voting district boundaries for the Board of Harbor Commissioners following the decennial federal census \(Pruett\)](#)

Motion: Select the map with the Harbor District's existing voting district boundaries and approve Resolution No. 22-08 adopting the official district map to establish voting district boundaries for the Board of Harbor Commissioners following the decennial federal census, with the selected map being attached as Exhibit A to the resolution.

Or

Select the map entitled Draft Plan A and approve Resolution No. 22-08 adopting the official district map to establish voting district boundaries for the Board of Harbor Commissioners following the decennial federal census, with the selected map being attached as Exhibit A to the resolution.

10. [California Division of Boating and Waterways Boating Safety and Enforcement Equipment Grant Program \(BSEE\) Pruett](#)

Recommended motion: Adopt Resolution No. 22-03 authorizing acceptance and execution of a California Division of Boating and Waterways (DBW) Boating Safety and Enforcement Equipment Grant for \$71,748.00.

11. [SMCHD Ord. Code 5.10.010: Commercial Activity Permits for Visiting Fishing Vessels \(Pruett\)](#)

Recommended motion: Direct staff to publish notice in a newspaper of general circulation within the District, for not less than 20 days a proposed amendment to Section 5.10.010 of the Ordinance Code to remove the requirement for

commercial fishing vessels to obtain a commercial activity permit to conduct commercial fishing operations, excluding wholesale buying or retail selling of fish, to be considered at the March 16, 2022 District Board Meeting.

12. Implementation of a Wharfage Fee/Amendment of SMCHD Ord. Code 3.05.160 (Pruett)

Recommended motion: Adopt Resolution Number 22-02, a Resolution of the Board of the San Mateo County Harbor District to establish a wharfage fee.

And further, Direct staff to publish notice in a newspaper of general circulation within the District, for not less than 20 days, a proposed amendment to Ordinance Code Section 3.10.160 to be considered at the March 16, 2022 District Board Meeting.

13. Public Hoist User Fee (Pruett)

Recommended motion: Adopt Resolution Number No. 22-07, a Resolution of the Board of the San Mateo County Harbor District to increase the fee for use of the public hoist.

14. Mid-Year Budget Review (van Hoff)

Information only

15. CY2022 Ad Hoc and Standing Committee Review and Assignments (Reyering)

Recommendation: The President of the Board for CY2022 review each Standing and Ad Hoc Committee and re-appoint or make new appointments, as necessary.

16. Authorize Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e).

Recommended motion: Adopt Resolution No. 22-04 reconsidering the circumstances of the COVID-19 State of Emergency and making findings to authorize meetings to be held via teleconferencing pursuant to Government Code Section 54953(e)

F) Commissioner Comments

Commissioners may make public statements limited to two (2) minutes.

G) Future Agenda Items

H) January Activity Reports General Manager, Operations, Administration

Information only

I) Adjourn

The next Regular meeting will be held on March 16, 2022 at the San Mateo County Harbor District Office, 504 Avenue Alhambra, Ste. 200, El Granada, CA 94018 at 1:00 PM. Agenda posted as required:

February 11, 2022



Melanie Hadden
Deputy Secretary