



Board of Harbor Commissioners

Virginia Chang Kiraly, President
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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

December 15, 2021

1:00 PM – 4:00 PM

San Mateo County Harbor District

Pursuant to Government Code Section 54953(e) (Assembly Bill 361), the Boardroom will not be open for the December 15, 2021 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/87080111696?pwd=dnN5QIRBN0g4RkJRUXZtVDN1NXI0dz09>

Passcode: 650208

Webinar ID: 870 8011 1696

Or One tap mobile :

US: +16699006833,,87080111696# or +12532158782,,87080111696#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 929 205 6099

or +1 301 715 8592 or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free)

International numbers available: <https://us02web.zoom.us/j/87080111696?pwd=dnN5QIRBN0g4RkJRUXZtVDN1NXI0dz09>

San Mateo County Harbor District – Regular Meeting Agenda – December 15, 2021

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)

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) Staff Recognition

Jim Smith - New Harbormaster, Oyster Point Marina
Neal McGeehan – Retirement, Oyster Point Marina

C) 1. 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.

D) 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 \$249,680.88 for November. Approve \$500,000 in Pre-Approved Items for January 2022.

2. [Minutes – Regular Meeting Minutes \(Hadden\)](#)

Recommendation: Approve Minutes of the Regular Board Meeting of November 17, 2021

3. [Minutes – Special Meeting Minutes \(Hadden\)](#)

Recommendation: Approve Minutes of the Special Meeting of November 17, 2021

4. [Monthly Capital Projects Update \(Moren\)](#)

Information only

5. [Authorize Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953\(e\).](#)

Recommendation: Adopt Resolution No. 21-21 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)

E) Discussion

6. [Water Bottle Refill Station at Pillar Point Harbor \(Moren\)](#)

Recommendation: Authorize the General Manager to purchase a professionally manufactured water bottle fill station and hire District plumbing contractor to install the Water Bottle Fill Station at the public restrooms near the Harbormaster's Office at Pillar Point Harbor for an amount not to exceed \$15,000.

7. [California Consulting Grant Writing Services Contract Renewal \(Moren\)](#)

Recommendation: Receive a presentation from the grant writing consultant, California Consulting, and consider approval of their proposal to continue work and collaboration with the District.

8. [Coastside Recovery Initiative Presentation \(Pruett\)](#)

Information only. Presentation by Karen Decker and Erica Word.

9. [Post-Census Data Release Hearing \(Pruett\)](#)

Information only.

10. [Commercial Activity Permits and Associated Issues – Wholesale Fish Offloads \(Pruett\)](#)

[Recommended Motion:](#)

Motion 1: The General Manager is directed to comply with District Ordinance Code §5.10.10 and require visiting fishing vessels, without a berth agreement, to obtain a Commercial Activity Permit prior to conducting an offload. The cost of the permit is \$250.00 and valid from January 1st through December 31st each year. This permit may be issued by the Harbormaster or his/her designee.

Motion 2: Effective January 1, 2022, the San Mateo County Harbor District will no longer issue Commercial Activity Permits to non-lessee commercial fish buyers.

Motion 3: The public hoist located in Pillar Point Harbor is limited to equipment and supplies only, no commercial offload of seafood products will be allowed after December 31, 2021.

Or in the Alternative for Motion 3:

Motion 3 Alternative: The public hoist is limited to self-loading/unloading of supplies and equipment, to include catch to the fisher's own truck or equipment. No unloading of seafood to a third party will be allowed after December 31, 2021.

Motion 4: Commercial fishers are authorized to offload their catch from the floating docks to themselves for transport off Pillar Point Harbor. No wholesale/commercial offloads direct to 3rd party non-tenant wholesalers will be allowed in Pillar Point Harbor after December 31, 2021.

11. [San Mateo County Multijurisdictional Local Mitigation Plan \(Zuroski/Pruett\)](#)

Recommendation: Adopt Resolution #21-18 to approve the 2021 San Mateo County Multijurisdictional Local Hazard Mitigation Plan:

- Volume 1 - Planning Area Wide Elements (Attachment A) and,
- Volume 2 - Unincorporated San Mateo County Annex Plan (Attachment B).

12. [Keet Nerhan, DBA KN Properties; Approve Assignment of Lease to Pillar Point Harbor LLC, DBA Pillar Point RV Park \(van Hoff/Pruett\)](#)

Recommendation: Approve a request by Keet Nerhan, DBA KN Properties ("Lessee") to assign its lease with the District (the "Lease") to Pillar Point Harbor LLC, DBA Pillar Point RV Park and authorize General Manager to execute the Consent to Assignment of Lease.

13. [Ketch Joanne Restaurant and Harbor Bar, LLC. Real Property Lease \(van Hoff/Pruett\)](#)

Recommendation: Consider Resolution 21-20 approving a lease agreement by and between the San Mateo County Harbor District, as landlord, and Ketch Joanne Restaurant and Harbor Bar, LLC, as Tenant.

14. [First Draft of the San Mateo County Harbor District Master Plan \(Pruett/Dudek\)](#)

Receive presentation

15. [Consideration of Merit Bonus for General Manager \(Chang Kiraly\)](#)

F) Commissioner Comments

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

G) Future Agenda Items

H) **November Activity Reports** General Manager, Operations, Administration
Information only.

I) **Adjourn**

The next Regular meeting will be held on January 19, 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:

December 10, 2021

A handwritten signature in blue ink that reads "Melanie Hadden". The signature is written in a cursive, flowing style.

Melanie Hadden
Deputy Secretary