



Board of Harbor Commissioners

Virginia Chang Kiraly, President
Nancy Reyerling, Vice President
Tom Mattusch, Treasurer
William Zemke, Secretary
Edmundo Larenas, Commissioner
James B. Pruett, 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 MINUTES

November 17, 2021

1:00 PM – 4:00 PM

San Mateo County Harbor District

A) Roll Call – Time: 1:20 PM

Present: Chang Kiraly, Reyerling, Mattusch, Zemke

Absent: Larenas

B) 1. Public Comments/Questions - 2 Minutes

C) Consent

Approve Consent Items 1 – 10 (Mattusch/Reyerling)

Ayes: Chang Kiraly, Reyerling, Mattusch, Zemke

Absent: Larenas

1. Bills and Claims (van Hoff)

- 1) Accept Pre-Approved Items in the amount of \$178,934.82 for October.
- 2) Approve a \$27,110.18 payment to Richards, Watson & Gershon, which is over the General Manager's authority of \$25,000.
- 3) Approve \$750,000 in Pre-Approved Items for December 2021 (there are three AP runs in December).

2. Minutes – Regular Meeting Minutes of October 20, 2021 (Hadden)

Approve Minutes of the Regular Board Meeting of Date

3. Minutes – Special Meeting Minutes of October 20, 2021 (Hadden)

Approve Minutes of the Regular Board Meeting of Date

4. Monthly Capital Projects Update (Moren)

Information only

5. **Authorize Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e).**
Adopt Resolution No. 21-19 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)
6. **Quarterly Rent Report (Q1) (van Hoff)**
For information only
7. **First Quarter 2021/22 (Q1-21) Financial Statements (van Hoff)**
For information only
8. **Consideration of a Commercial Activity Permit for Barbarossa Fishing Charters (Zuroski)**
Approve the Commercial Activity Permit for Barbarossa Fishing Charters at Oyster Point Marina until December 31, 2021 and authorize the General Manager to execute the Commercial Activity Permit.
9. **California Association of Harbor Masters and Port Captains Conference and Trade Show Update**
For information only
10. **General Manager's 2021 Goals and Objectives – End of Year Update (Pruett)**
For information only

Discussion

11. **Consideration of a Commercial Activity Permit for Tideline Marine Group (Zuroski)**
Approve the application for a Commercial Activity Permit from Tideline Marine Group at Oyster Point Marina until December 31, 2021 and authorize the General Manager to execute the Commercial Activity Permit. (Zemke/Mattusch)
Ayes: Chang Kiraly, Reyering, Mattusch, Zemke
Absent: Larenas
12. **Mavericks Surf Company, LLC (Pruett)**
Adopt Resolution 21-14 approving a lease agreement by and between the San Mateo County Harbor District, as landlord, and Mavericks Surf Company, LLC, as Tenant (Reyering/Mattusch)
Ayes: Chang Kiraly, Reyering, Mattusch, Zemke
Absent: Larenas
13. **Replacement of Oyster Point Marina Entrance Navigation Aids Invitation for Bid (Moren)**

Pursuant to a publicly advertised Invitation for Bid, Authorize the General Manager to enter into an Agreement with the low bidding contractor found to be qualified and responsible, Power Engineering Construction Company, for the Replacement of Oyster Point Marina Entrance Navigation Aids Project for an amount not to exceed \$339,800, with a 10% contingency in the event there is a need for change orders due to unforeseen challenges and authorize the General Manager to issue change orders up to the contingency amount and approve an increase in Capital Expenditure Appropriations of \$373,780 to be funded by available working capital.(Reyering/Zemke)

Ayes: Chang Kiraly, Reyering, Mattusch, Zemke

Absent: Larenas

14. Coastal Conservancy Grant Approval for Pillar Point Surfer Beach Public Restroom and Greenspace Project (Moren)

Adopt Resolution No. 21-16 to authorize acceptance and execution of a Coastal Conservancy Grant for \$212,812 and authorize the General Manager to expend the Grant monies to assist in the construction costs of the Pillar Point Surfers Beach Public Restroom and Greenspace Project (Mattusch/Zemke)

Ayes: Chang Kiraly, Reyering, Mattusch, Zemke

Absent: Larenas

15. Commercial Activity Permit/Potential Fees for Off the Boat Fish Sales (Pruett)

Approve the Commercial Activity Permit for Off the Boat Sales to include a 2.5 percent fee on gross sales to be effective January 1, 2022. Amendment added to allow swapping of slips if tenant has 2 or more.

Ayes: Chang Kiraly, Reyering, Mattusch, Zemke

Absent: Larenas

16. Update to Capital Improvement Project Plan-Tenant Row Building (van Hoff)

Authorize General Manager to proceed with the Design and Engineering Phase of the Pillar Point Harbor Tenant Row Building estimated at \$150,000.

Ayes: Chang Kiraly, Reyering, Mattusch, Zemke

Absent: Larenas

17. Proposed Resolution Opposing Oil and Gas Drilling in Federal and State Waters off the California Coast (Pruett)

Adopt Resolution No. 21-17 opposing oil and gas drilling in Federal and State waters off the California Coast.

Ayes: Chang Kiraly, Reyering, Mattusch, Zemke

Absent: Larenas

18. Multijurisdictional Local Hazard Mitigation Plan (Zuroski)



Adopt Resolution No. 21-18 to approve the 2021 San Mateo County
Multijurisdictional Local Hazard Mitigation Plan
Ayes: Chang Kiraly, Reyerling, Mattusch, Zemke
Absent: Larenas

E) Commissioner Comments

F) Future Agenda Items

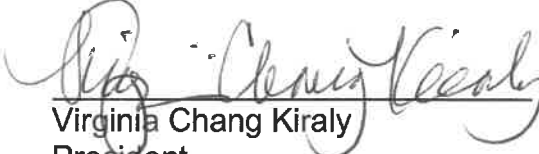
**G) October Activity Reports General Manager, Operations,
Administration**
Information only.

H) Adjourn – Time: 3:33 PM

Approved at the December 15, 2021 Board Meeting



Melanie Hadden
Deputy Secretary



Virginia Chang Kiraly
President