



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**

**July 20, 2022**

**1:00 PM – 5:00 PM**

San Mateo County Harbor District

**A) Roll Call – 1:00 PM**

All Commissioners Present

**B) Public Comments/Questions**

**C) Consent**

Item 2 pulled by Commissioner Larenas

Item 6 pulled by Commissioner Mattusch

These items were moved to end of Discussion

Motion: Approve Items 1,3,4,5 and 7

(Chang Kiraly/Zemke)

All in favor

**1. Bills and Claims (van Hoff)**

Accept Pre-Approved Items in the amount of \$481,699.31 for June. Approve payment to SDRMA in amount of \$355,772.87 for Property/Liability insurance coverage for FY22-23. Approve \$500,000 in Pre-Approved Items for August 2022.

**3. Monthly Capital Project Update (Moren)**

Information only

**4. Fourth Quarter – Fiscal Year 2022 (Q4-22) Investment Report (van Hoff)**

Information only

**5. Admin Building Water Damage Repair Project Low Bid Consideration (Moren)**

Pursuant to a publicly advertised Invitation for Bid (IFB), Authorize the General Manager to enter into an Agreement with the low bidding construction

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contractor, Castillo Plumbing Inc., for the Administration Building Water Damage Repair Project for an amount not to exceed \$229,041.80, 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 \$251,945.98 to be funded by available working capital.

**7. Pillar Point Harbor Retail Center ADA Restroom Project Invitation for Bid (Moren)**

Board consider staff recommendation to enter into an agreement with the low bidding qualified contractor for the Pillar Point Harbor Retail Center ADA Restroom Project #2020-03.

**D) Discussion**

**8. Bonus for District Employees (van Hoff)**

Consider a \$2,000 One-Time Bonus for District Employees who have shown a commitment to the District by agreeing to take on additional responsibilities during the Enterprise Resource Planning (ERP) System and/or to cover for positions that have been temporarily vacant due to leaves (COVID-19 and other) and resignations.

(Mattusch/Zemke)

Ayes: Reyering, Zemke, Mattusch, Larenas

Nays: Chang Kiraly

**9. Surfers Beach Restoration Pilot Project – Eelgrass Mitigation Update and Consideration of Contract for Services (Moren)**

Received an updated presentation from consultant Brad Damitz on the Pillar Point Harbor Surfers Beach Pilot Restoration and Eelgrass Mitigation Project. Approve an agreement for continued project management, environmental review, permitting and bid process support to complete the planning phase of the project in preparation for construction planned for 2023 not to exceed \$57,000.

(Chang Kiraly/Mattusch)

All in Favor

**2. Minutes –Board Meeting Minutes (Hadden)**

Approve Minutes of the June 15, 2022 Board Meeting

(Chang Kiraly/Zemke)

Ayes: Reyering, Zemke, Mattusch, Chang Kiraly

Abstain: Larenas

**6. Commercial Activity Permit – Mavericks Festival, LLC Request for Special Event Permit Date Change (Hadden)**

Authorize the General Manager to issue the Special Event Permit to Mavericks Festival, LLC in cooperation w/Sea Hugger for October 1, 2022 with conditions that the organizers come back with a status update at the August 17, 2022 Regular Meeting regarding local vendors.

(Zemke/Chang Kiraly)  
All in Favor

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

Adopt Resolution No. 22-17 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)

(Chang Kiraly/Zemke)  
All in Favor

**E) Closed Session**

**1. Conference with Real Property Negotiators**

Property: APN 047-083-060 [Area A, Johnson Pier, Pillar Point Harbor]  
Agency Negotiators: Jim Pruet and Julie van Hoff  
Negotiating Parties: Morning Star Fisheries, LLC  
Under Negotiation: price and terms of payment

No reportable action.

**2. Conference with Real Property Negotiators**

Property: 504 Avenue Alhambra, Suite 100, El Granada, California  
Agency Negotiators: Jim Pruet and Julie van Hoff  
Negotiating Parties: Donald Oates and Carla Yamanaka, Melissa McGuirk as Lessee and Thomas McGuirk as Guarantor  
Under Negotiation: price and terms of payment

No reportable action.

**F) Commissioner Comments**

**G) Future Agenda Items**

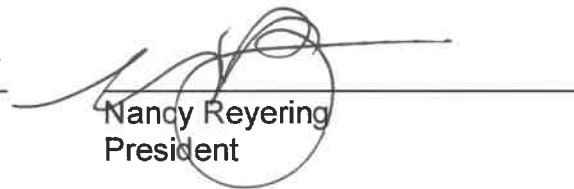
**H) June Activity Reports General Manager, Operations,  
Administration**  
Information only

**I) Adjourn – 2:30 PM**  
All in Favor

Approved at the August 17, 2022 Regular Board Meeting



Melanie Hadden  
Deputy Secretary



Nancy Reyerling  
President