



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

August 17, 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 August 17, 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 reviewed online at www.smharbor.com.

C) Consent

All items on Consent are approved by one motion unless a Commissioner requests an item be withdrawn or transferred to Discussion. The Public may directly address the Board of Harbor Commissioners regarding items on Consent before or during the Commissioners' consideration of the Consent agenda.

ITEMS PULLED FROM CONSENT WILL BE HEARD AFTER DISCUSSION ITEMS.

1. [Bills and Claims \(Chan\)](#)
Recommendation: Accept Pre-Approved Items in the amount of \$224,118.15 for July. Approve \$500,000 in Pre-Approved Items for September 2022.
2. [Minutes – Regular Board Meeting Minutes \(Hadden\)](#)
Recommendation: Approve Minutes of the July 20, 2022 Regular Board Meeting
3. [Monthly Capital Project Update \(Moren\)](#)
[Information only](#)
4. [Fourth Quarter 2021/22 \(Q4-22\) Financial Report Spending Authority \(van Hoff\)](#)
Information only
5. [Fourth Quarter – Fiscal Year 2021/22 \(Q4-22\) Rent Report \(van Hoff\)](#)
Information only

6. [Lease of Suite 100-A, 504 Avenue Alhambra \(Pruett\)](#)
Recommendation: Adopt Resolution 22-19 approving a lease agreement by and between the San Mateo County Harbor District, as landlord, and Melissa McGuirk, operating as a sole proprietorship (“Tenant”), as Tenant
7. [Administration Building Water Damage Repair Project Invitation for Bid \(Moren\)](#)
Recommendation: Reject the sole bid from General Contractor Castillo Plumbing Inc. for the Administration Building Water Damage Repair Project and direct staff to solicit new bids for the project, as only one bid was received and it was determined by the District’s Insurance Company that the sole bid was unjustifiably high.
8. [Pillar Point Harbor Beaches and Venice Beach Stormwater Runoff Best Management Practices Total Maximum Daily Load \(TMDL\) Implementation Plan \(Moren\)](#)
Information Only

D) Discussion

9. [Mavericks Festival \(Pruett\)](#)
Presentation
10. [Commercial Activity Permit – Genentech \(Pruett\)](#)
Recommended Motion: Consider the application for a Commercial Activity Permit from Genentech at Pillar Point Harbor for an initial term of 6 months, if approved, authorize the General Manager to execute the Commercial Activity Permit.
11. [504 Avenue Alhambra Purchase through Repairs \(Pruett\)](#)
Information Only
12. [Adopt Conflict of Interest Code Policy \(van Hoff\)](#)
Recommendation: (i) Adopt revised Policy 2.1.5 Conflict of Interest, (ii) direct staff to publish a notice regarding a proposed amendment to Code of Ordinances Chapter 20.20, which replaces the policy in the code with “Refer to District Policy 2.1.5 Conflict of Interest,” and (iii) place a resolution to amend the Code of Ordinances Chapter 20.20 on the next regular meeting agenda.
13. [Call for Nominations: Special District Selection Committee Mail Ballot to Elect Alternate Special District Member on San Mateo LAFCo Pursuant to Government Code Section 56332 \(Pruett\)](#)

Recommendation: The Commission may consider nomination of a Commissioner for the LAFCo Alternate Member Position for the Independent Special District Member

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

Recommended Motion: Adopt Resolution No. 22-18 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) Commissioner Comments

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

F) Future Agenda Items

G) July Activity Reports General Manager, Operations, Administration

Information only

H) Adjourn

The next Regular meeting will be held on September 21, 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:



Melanie Hadden
Deputy Secretary