



## Board of Harbor Commissioners

Virginia Chang Kiraly, President  
Nancy Reyring, 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

**December 15, 2021**

**1:00 PM – 4:00 PM**

San Mateo County Harbor District

**A) Roll Call – 1:01 PM**

All Commissioners Present

**B) Staff Recognition**

Jim Smith - New Harbormaster, Oyster Point Marina

Neal McGeehan – Retirement, Oyster Point Marina

**C) 1. Public Comments/Questions**

**D) Consent**

Commissioner Larenas pulled item 4.

Motion: (Reyring/Zemke) Approve Items 1, 2, 3 and 5

All in favor

**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

**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**

3:59 PM Motion to Extend Meeting until 4:30 PM  
All in favor

4:25 PM Motion to Extend Meeting until 4:45 PM  
All in favor

**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.

Motion: (Mattusch/Larenas)  
All in Favor

**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.

Motion: (Zemke/Mattusch)  
All in Favor

Discussion Items re-numbered  
8, 14, 12, 13, 9, 11 and 10  
Item 15 was not discussed

**8. Coastside Recovery Initiative Presentation (Pruett)**

Information only. Presentation by Karen Decker and Erica Word.

**14. First Draft of the San Mateo County Harbor District Master Plan (Pruett/Dudek)**

Receive presentation

**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.

No Action Taken

**13. Ketch Joanne Restaurant and Harbor Bar, LLC. Real Property Lease (van Hoff/Pruett)**

Approve 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.

Motion: (Reyering/Mattusch)

All in Favor

**9. Post-Census Data Release Hearing (Pruett)**

Information only.

**11. San Mateo County Multijurisdictional Local Mitigation Plan (Zuroski/Pruett)**

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).

Motion: (Reyering/Zemke)

All in Favor

**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 1<sup>st</sup> through December 31<sup>st</sup> each year. The Account Technician at Pillar Point Harbor may issue this permit.

Motion: (Mattusch/Zemke)

Motion did not pass.

This Item will be brought back at another Board Meeting.

**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.

No action taken will be brought back at another Board Meeting.

**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.

Motion: (Chang Kiraly/Larenas)

All in Favor

**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 3<sup>rd</sup> party non-tenant wholesalers will be allowed in Pillar Point Harbor after December 31, 2021.

No action taken will be brought back at another Board Meeting.

**15. Consideration of Merit Bonus for General Manager (Chang Kiraly)**

**This Item was not discussed**

**4. Monthly Capital Projects Update (Moren)**

Information only

**F) Commissioner Comments**

**G) Future Agenda Items**

**H) November Activity Reports General Manager, Operations, Administration**

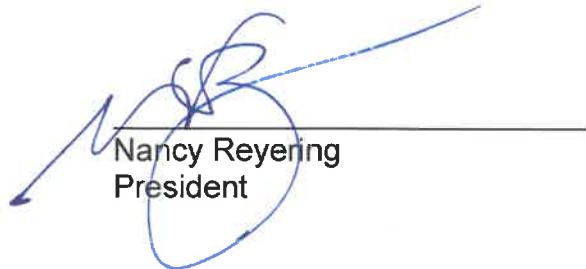
Information only

**I) Adjourn – 4:52 PM**

Approved by the Board on January 19, 2022



Melanie Hadden  
Board Secretary



Nancy Reyerling  
President