



Board of Harbor Commissioners

Nancy Reyering, 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

June 15, 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 June 15, 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 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 \$750,000 for May. Approve payment to SDRMA in the amount of \$104,586.21 for Workers Compensation Insurance. Approve \$500,00 in Pre-Approved Items for July of 2022.
2. [Minutes – Special Board Meeting Minutes \(Hadden\)](#)
Recommendation: Approve Minutes of the May 25, 2022 Special Board Meeting
3. [Monthly Capital Project Update \(Moren\)](#)
Information Only
4. [Publicly Available Salary Schedules & Special Compensation \(van Hoff\)](#)
Recommendation: Approve the Wage and Salary Schedule for Fiscal Year 2022/23 as presented.
5. [Pillar Point Harbor Fire Hydrant Prevention Device Installation \(Moren\)](#)
Information Only

6. San Mateo County Harbor District's 2022 Elections; Adopt Resolution No. 22-13 (Pruett)

Recommendation: Adopt Resolution No.22-13 calling for an election to be held on November 8, 2022 for the election of two members of the San Mateo County Board of Harbor Commissioners for Districts 2 and 3.

7. Authorize Increase in Temporary Staffing Services Contracts by \$200,000 (van Hoff)

Recommendation: Authorize the General Manager to execute service agreements with Robert Half/Accountemps/Officeteam (Robert Half), and other such agencies for temporary staffing needs as appropriate for a total not to exceed an additional \$200,000.

8. Commercial Activity Permit for Crabs Ahoy Charters, LLC to Charter the Small Passenger Vessel NEW CAPT PETE at Pillar Point Harbor (Pruett)

Recommendation: Approve the Commercial Activity Permit (CAP) for Crabs Ahoy Charters, LLC., (Permittee) to charter the NEW CAPT PETE for activities permitted by the Coast Guard's Certificate of Inspection at Pillar Point Harbor (PPH) until December 31, 2022 and authorize the General Manager to execute the Commercial Activity Permit as presented.

D) Discussion

9. Final Budget – Fiscal Year 2022/23 Operating Budget and Five-Year Capital Improvement Plan: Adopt Resolution No. 22-15 (van Hoff)

Recommendation: Adopt Resolution No. 22-15 approving the Final Budget Fiscal Year 2022/23 Operating Budget and Five-Year Capital Improvement Program.

10. Approve Rates and Fees Effective July 1, 2022 (van Hoff)

Recommendation: Motion: Approve increase in rates and fees (not previously amended) to reflect an increase of 3.2%.

11. Abandoned Vessel Update Tub Vessel Caleb (Moren)

Information Only

12. Confirm District CalOES Designated Agent (Moren)

Recommendation: Approve attached Universal Resolution (District Resolution No. 22-14), confirming the General Manager, James Pruett, as the District's CalOES Designated Agent, which is required to maintain the District's eligibility for all open and future disaster/grants declared by the Governor of California for up to three years following the date of approval.

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

Recommended Motion: Adopt Resolution No. 22-16 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) Closed Session

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: APN 047-083-060 [Area 1, Johnson Pier, Pillar Point Harbor]

Agency Negotiators: Jim Pruett and Julie Van Hoff

Negotiating Parties: Morning Star Fisheries, LLC

Under Negotiation: price and terms of payment

2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (one potential case)

F) Commissioner Comments

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

G) Future Agenda Items

H) Activity Reports General Manager, Operations, Administration

Information only

I) Adjourn

The next Regular meeting will be held on July 20, 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