



## Board of Harbor Commissioners

Nancy Reyring, President  
William Zemke, Vice President/Secretary  
Tom Mattusch, Treasurer  
Virginia Chang Kiraly, Commissioner  
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

February 16, 2022

1:00 PM – 5:00 PM

San Mateo County Harbor District

**A) Roll Call – 1:01 PM**

All Commissioners Present

**B) Public Comments/Questions**

**C) Consent**

Items 2 and 7 were pulled from Consent by General Manager Pruett

Motion: Approve Consent Items 1, 3, 4, 5, 6

(Mattusch/Chang Kiraly)

All in favor.

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

Recommendation: Accept Pre-Approved Items in the amount of \$259,211.06 for January. Approve \$500,000 in Pre-Approved Items for March 2022.

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

Information only

**4. Second Quarter 2021/22 (Q2-22) Financial Report Spending Authority (van Hoff)**

Information Only

**5. Second Quarter 2021/22 (Q2-22) Rent Report (van Hoff)**

Information Only

**6. Authorized List of Signatures with the San Mateo County Treasurer's Office and California State Treasurer's Office; Adopt Resolutions No. 22-05 and No. 22-06 (van Hoff)**

Adopt Resolution No. 22-05 approving updated list of Harbor District authorized signers for the San Mateo County Treasurer's Office and adopt Resolution No. 22-06 approving updated list of Harbor District authorized signers for the California State Treasurer's Office.

Consent Items 2 and 7 will be brought back to the Board at a future date.

**2. Minutes – Regular Meeting Minutes January 19, 2022 (Hadden)**

No Action Taken

**7. Revised Assistant and Deputy Harbormaster Position Descriptions (van Hoff)**

No Action Taken

**E) Discussion**

**8. San Mateo Resource Conservation District Water Quality Update (Pruett)**  
Information Only

**9. Public Hearing on Draft Maps of Voting District Boundaries for a District-Based Election System Following the 2020 Census and consideration of a Resolution adopting the official district map to establish voting district boundaries for the Board of Harbor Commissioners following the decennial federal census (Pruett)**

Motion: Approve Draft Plan A, which reflects minimal changes to the existing Voting Districts, and approve Resolution No. 22-08 adopting the official district map to establish voting district boundaries for the Board of Harbor Commissioners following the decennial federal census, with the selected map being attached as Exhibit A to the resolution.

(Mattusch/Chang Kiraly)

All in favor.

**10. California Division of Boating and Waterways Boating Safety and Enforcement Equipment Grant Program (BSEE) Pruett**

Motion: Adopt Resolution No. 22-03 authorizing acceptance and execution of a California Division of Boating and Waterways (DBW) Boating Safety and Enforcement Equipment Grant for \$71,748.00.

(Mattusch/Chang Kiraly)

All in favor.

**11. SMCHD Ord. Code 5.10.010: Commercial Activity Permits for Visiting Fishing Vessels (Pruett)**

Motion: Direct staff to publish notice in a newspaper of general circulation within the District, for not less than 20 days a proposed amendment to Section 5.10.010 of the Ordinance Code to remove the requirement for commercial fishing vessels to obtain a commercial activity permit to conduct commercial fishing operations, excluding wholesale buying or retail selling of fish, to be considered at the March 16, 2022 District Board Meeting.

(Mattusch/Chang Kiraly)

All in favor.

**12. Implementation of a Wharfage Fee/Amendment of SMCHD Ord. Code 3.05.160 (Pruett)**

Motion: Adopt Resolution Number 22-02, as amended, a Resolution of the Board of the San Mateo County Harbor District to establish a wharfage fee.

Call for the Question (Chang Kiraly)

(Mattusch/Zemke)

All in favor.

And further, Direct staff to publish notice in a newspaper of general circulation within the District, for not less than 20 days, a proposed amendment to Ordinance Code Section 3.10.160 to be considered at the March 16, 2022 District Board Meeting.

(Reyering/Chang Kiraly)

All in favor.

**13. Public Hoist User Fee (Pruett)**

Motion: Adopt Resolution Number No. 22-07, as amended, a Resolution of the Board of the San Mateo County Harbor District adopting a \$85 per hour fee for use of the public hoist at Pillar Point Harbor and authorize the General Manager to amend the Districts Rates and Fees to reflect this change.

(Mattusch/Zemke)

All in favor.

**14. Mid-Year Budget Review (van Hoff)**

Information only

**15. CY2022 Ad Hoc and Standing Committee Review and Assignments (Reyering):**

The President of the Board for CY2022 reviewed each Standing and Ad Hoc Committee and re-appointed or make new appointments, as necessary.

Results:

**Standing Committees**

Finance	Chang Kiraly (Chair), Mattusch
Human Relations	Chang Kiraly, Reyerer (Chair)
Oyster Point Marina	Mattusch (Chair), Zemke

**Ad Hoc Committees**

Communications & Outreach	Reyerer, Zemke
Dredging/Sediment Management	Mattusch, Zemke
Revenue & Income	Chang Kiraly, Reyerer
Water Quality/TMDL	Mattusch, Reyerer

**Liaison**

CSDA/LAFCo	Reyerer (Alt. Chang Kiraly)
Sea Level Rise	Chang Kiraly

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

Motion: Adopt Resolution No. 22-04 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) (Reyerer/Zemke)  
All in favor.

**F) Commissioner Comments**

**G) Future Agenda Items – None**

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

**I) Adjourn – 3:35 PM**  
All in favor.

Approved at the March 16, 2022 Board Meeting

  
Melanie Hadden  
Deputy Secretary

  
Nancy Reyerer  
Board President