



Board of Harbor Commissioners

Virginia Chang Kiraly, President
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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 AGENDA

November 17, 2021

1:00 PM – 4:00 PM

San Mateo County Harbor District

Pursuant to Government Code Section 54953(e) (Assembly Bill 361), the Boardroom will not be open for the November 17, 2021 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 or enter it into your browser to join via Zoom web app:

<https://us02web.zoom.us/j/88925053484?pwd=M3JGeHh1UGJWY3laZ2dXazRrZGRDQT09>

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)
- **Meeting ID: 889 2505 3484**
- **Meeting Password: 219102**

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) 1. 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 review 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:

- 1) Accept Pre-Approved Items in the amount of \$178,934.82 for October.
- 2) Approve a \$27,110.18 payment to Richards, Watson & Gershon, which is over the General Manager's authority of \$25,000.
- 3) Approve \$750,000 in Pre-Approved Items for December 2021 (there are three AP runs in December).

2. [Minutes – Regular Meeting Minutes of October 20, 2021 \(Hadden\)](#)

Recommendation: Approve Minutes of the Regular Board Meeting of Date

3. [Minutes – Special Meeting Minutes of October 20, 2021 \(Hadden\)](#)

Recommendation: Approve Minutes of the Regular Board Meeting of Date

4. [Monthly Capital Projects Update \(Moren\)](#)

Information only

5. [Authorize Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953\(e\).](#)

Recommendation: Adopt Resolution No. 20-19 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)

6. [Quarterly Rent Report \(Q1\) \(van Hoff\)](#)
For information only
7. [First Quarter 2021/22 \(Q1-21\) Financial Statements \(van Hoff\)](#)
For information only
8. [Consideration of a Commercial Activity Permit for Barbarossa Fishing Charters \(Zuroski\)](#)
Recommendation: Approve the Commercial Activity Permit for Barbarossa Fishing Charters at Oyster Point Marina until December 31, 2021 and authorize the General Manager to execute the Commercial Activity Permit.
9. [California Association of Harbor Masters and Port Captains Conference and Trade Show Update](#)
For information only
10. [General Manager's 2021 Goals and Objectives – End of Year Update \(Pruett\)](#)
For information only

D) Discussion

11. [Consideration of a Commercial Activity Permit for Tideline Marine Group \(Zuroski\)](#)
Recommendation: Consider the application for a Commercial Activity Permit from Tideline Marine Group at Oyster Point Marina until December 31, 2021 and, if approved, authorize the General Manager to execute the Commercial Activity Permit.
12. [Mavericks Surf Company, LLC \(Pruett\)](#)
Recommendation: Adopt Resolution 21-14 approving a lease agreement by and between the San Mateo County Harbor District, as landlord, and Mavericks Surf Company, LLC, as Tenant
13. [Replacement of Oyster Point Marina Entrance Navigation Aids Invitation for Bid \(Moren\)](#)
Recommendation: Pursuant to a publicly advertised Invitation for Bid, Authorize the General Manager to enter into an Agreement with the low bidding contractor found to be qualified and responsible, Power Engineering Construction Company, for the Replacement of Oyster Point Marina Entrance

Navigation Aids Project for an amount not to exceed \$339,800, 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 \$373,780 to be funded by available working capital.

14. Coastal Conservancy Grant Approval for Pillar Point Surfer Beach Public Restroom and Greenspace Project (Moren)

Recommendation: Adopt Resolution No. 21-16 to authorize acceptance and execution of a Coastal Conservancy Grant for \$212,812 and authorize the General Manager to expend the Grant monies to assist in the construction costs of the Pillar Point Surfers Beach Public Restroom and Greenspace Project

15. Commercial Activity Permit/Potential Fees for Off the Boat Fish Sales (Pruett)

Recommendation: Approve the Commercial Activity Permit for Off the Boat Sales to include a 2.5 percent fee on gross sales to be effective January 1, 2022.

In the Alternative:

Motion: Approve the Commercial Activity Permit as amended to reflect a Flat Fee as drafted in the Staff Report in Tables 7 and 8.

Or

Provide Staff further direction on Off the Boat fee charges and direct the General Manager to return to the Board with a draft proposal for consideration by the Board based on the direction given.

16. Update to Capital Improvement Project Plan-Tenant Row Building (van Hoff)

Recommendation: Authorize General Manager to proceed with the Design and Engineering Phase of the Pillar Point Harbor Tenant Row Building estimated at \$150,000.

17. Proposed Resolution Opposing Oil and Gas Drilling in Federal and State Waters off the California Coast (Pruett)

Recommendation: Adopt Resolution No. 21-17 opposing oil and gas drilling in Federal and State waters off the California Coast.

18. Multijurisdictional Local Hazard Mitigation Plan (Zuroski)

Recommendation: Adopt Resolution No. 21-18 to approve the 2021 San Mateo County Multijurisdictional Local Hazard Mitigation Plan

E) Commissioner Comments

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

F) Future Agenda Items

G) October Activity Reports General Manager, Operations, Administration
Information only.

H) Adjourn

The next Regular meeting will be held on December 15, 2021 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:

November 10, 2021



Melanie Hadden
Deputy Secretary