



Board of Harbor Commissioners

Virginia Chang Kiraly, President
Nancy Reyerling, 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

August 18, 2021

1:00 PM – 4:00 PM

San Mateo County Harbor District

A) Roll Call – 1:00 PM

All Commissioners Present

B) 1. Public Comments/Questions

C) Consent

Commissioner Larenas Pulled Item 4

Motion: (Mattusch/Reyerling) Approve Items 1, 5, 6 and 7
All in Favor

Motion: (Mattusch/Reyerling) Approve Item 3
Ayes: Chang Kiraly, Reyerling, Mattusch, Larenas
Abstain: Zemke

Motion: (Mattusch/Reyerling) Approve Item 2
Ayes: Chang Kiraly, Reyerling, Mattusch, Zemke
Abstain: Larenas

1. Bills and Claims (van Hoff)

Review Pre-Approved Bills and Claims for July of \$229,730.99 Approve \$500,000 in Pre-Approved Bills and Claims for September 2021.

2. Minutes – Regular Meeting Minutes July 21, 2021 (Hadden)

Approve Minutes of the Regular Board Meeting of July 21, 2021

3. Minutes – Special Meeting Minutes August 10, 2021 (Hadden)

Approve Minutes of the Special Board Meeting of August 10, 2021

5. Fourth Quarter – Fiscal Year 2020/21 (Q4-21) Rent Report (van Hoff)

San Mateo County Harbor District – Regular Meeting Minutes – August 18, 2021



Information only

6. CSDA Conference Travel and Reimbursement (Pruett)

Pre-approve travel to attend conference in Monterey, California on August 30 - September 2, 2021 for James Pruett, General Manager and Julie van Hoff, Director of Administrative Services.

7. 49th Annual Marine Recreation Association Educational Conference & Trade Show Travel and Reimbursement (Pruett)

Pre-approve travel to attend conference in La Jolla, California on October 10 - October 14, 2021 for James Pruett, General Manager and Chris Tibbe, Harbormaster Pillar Point Harbor.

D) Discussion

4. Monthly Capital Projects Update (Moren)

Information only

8. Expanded Fish Sales by Commercial Fish Buyers (Pruett)

Return this Item to the Revenue and Income Adhoc Committee for further decision, publicly notice this meeting and record it.

Motion: (Reyering/Zemke)

Ayes: Chang Kiraly, Reyering, Mattusch, Zemke

Nays: Larenas

9. Commercial Activity Permits and Associated Issues – Wholesale Fish Offloads (Pruett)

Direct the General Manager to host a public workshop to gain public input on requiring Commercial Activity Permits for visiting fishing vessels conducting commercial offloads in Pillar Point Harbor, the authorized uses of the public hoist, non-tenant wholesale Commercial Activity Permits, whether offloads directly to 3rd party wholesale buyers should be permitted from the floating docks and report back to the Harbor Board for final consideration, and other related issues.

Motion: (Zemke/Reyering)

All in Favor

10. Commercial Activity Report for California Action Sports (Moren)

Host a Special Meeting at Oyster Point Marina and tour the facility to ensure a safe operation with all personnel involved.

Moton: (Mattusch/Reyering)

Ayes: Chang Kiraly, Reyering, Mattusch, Zemke

Nays: Larenas

11. Review of Districts following 2020 Census/Sole Source Redistricting Consultant (Pruett)

Authorize the General Manager to enter into a sole source Professional Service Agreement with Redistricting Partners to conduct a voting district review following the 2020 national census in accordance with Election Code 22000.

Motion: (1st Reyering, 2nd Mattusch)

All in Favor

12. Tsunami Preparedness Plan for Pillar Point Harbor (Tibbe)

Information only

13. Final Consideration of Amendment to Ordinance Code to Ensure Safe Use of Private Mooring at Pillar Point Harbor (Moren)

Adopt Resolution No. 21-10 to approve an amendment to Chapter 3.15 of the San Mateo County Harbor District Ordinance Code regarding Mooring Regulations.

Motion: (1st Mattusch 2nd Reyering)

All in favor

14. Pillar Point Harbor West Trail Shoreline Protection Project IFB, Construction Low Bid Consideration (Moren)

Board approved the low bid received from Michael Roberts Construction Inc., which was a result of the West Trail Shoreline Protection Project publicly advertised Invitation for Bid, for an amount of \$2,070,086 and authorize the General Manager to approve change orders up to a 10% contingency amount of \$2,277,095. And increase capital expenditures appropriate by \$2,277,095 to be funded by working capital.

Motion: (1st Reyering 2nd Mattusch)

All in favor

E) Commissioner Comments

F) Future Agenda Items

G) July 2021 Activity Reports General Manager, Operations, Administration

Information only.

H) Adjourn 2:45 PM

Motion to Adjourn

All in favor

Approved at the September 15, 2021 Board Meeting



Melanie Hadden
Deputy Secretary



Virginia Chang Kiraly
President