



Board of Harbor Commissioners

Nancy Reyerling, President
Virginia Chang Kiraly, Vice President/Secretary
Tom Mattusch, Treasurer
Sabrina Brennan, 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"

SPECIAL MEETING MINUTES

January 5, 2021

1:00 PM - 3:00 PM

San Mateo County Harbor District

A) Roll Call 1:03 PM

Present: Reyerling, Mattusch, Chang Kiraly, Zemke

Absent: Larenas

B) Special Readings by:

1. Aileen Cassinetta, San Mateo County Poet Laureate
2. Joe Cottonwood, award-winning author, resident of La Honda
3. Diane Lee Moomey, award-winning poet and artist, resident of El Granada

C) Public Comments/Questions

D) Administration of Oath of Office to Newly Elected Commissioners

1. William Zemke, District 1
2. Tom Mattusch, District 4
3. Virginia Chang Kiraly, District 5

E) Remarks by incoming Commissioners

1. William Zemke, District 1
2. Tom Mattusch, District 4
3. Virginia Chang Kiraly, District 5

F) Consent

Motion: (Mattusch/Chang Kiraly) Approve Consent Items 1 and 2.
Ayes: Reyering, Mattusch, Chang Kiraly, Zemke
Absent: Larenas
Motion passed

1. **Approve Payment of \$137,480.96 to Cotchett, Pitre & McCarthy Law Offices (van Hoff)**
Approve payment of \$137,480.96 to Cotchett, Pitre & McCarthy Law Offices for November 2020 arbitration services.
2. **Amended Compensation Agreement for the Disposition of former Redevelopment Agency properties within the City of San Mateo (van Hoff)**
Authorize General Manager to sign Amended Compensation Agreement on behalf of the San Mateo County Harbor District Board of Commissioners.

Discussion

3. **Enterprise Resource Planning System Project – Award Contract (van Hoff)**
Pursuant to a publicly advertised Request for Qualifications (RFQ) and an issuance of a subsequent Request for Proposals (RFP), authorize the General Manager to enter into a contract with the preferred company, Tyler Technologies, Inc. for purchase of an ERP software including associated implementation and training services estimated at \$173,305. Authorize the General Manager to issue change orders up to 10% of the contract or \$17,331 in the event of unforeseen challenges. Approve an increase in Capital Expenditure Appropriations of \$190,636 to be funded by available working capital. In addition, approve an annual cost of \$48,570 for the first year of licensing and cloud hosting services. This annual cost will be a reoccurring operating cost and subject to annual inflationary increases.

Motion: (Mattusch/Zemke) As stated
Ayes: Reyering, Mattusch, Chang Kiraly, Zemke
Absent: Larenas
Motion passed

4. California Consulting Grant Writing Services Contract Renewal (Moren)

Board receive an updated presentation from grant writing consultant, California Consulting, and consider their proposal for \$4,160/mo, plus out of pocket expenses, to continue efforts to identify, and apply for, available grants applicable to approved Capital Improvement Projects. Board consider approval of an amount not to exceed \$50,000 for 2021, as was previously approved for 2020. The Board will continue to be updated on monthly grant activity and the relationship can be terminated at any time during the year, should the District decide to do so.

Motion: (Chang Kiraly/Zemke)
Ayes: Reyering, Mattusch, Chang Kiraly, Zemke
Absent: Larenas
Motion passed

G) Closed Session

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to paragraph 1 of subdivision (d) of Section 54956.9
Name of Case: McHenry Fisheries, Inc. dba Pillar Point Seafoods, Plaintiff, v. Three Captains Sea Products, Inc., Defendant; and Three Captains Sea Products, Inc., Cross-Complainant, v. McHenry Fisheries, Inc., San Mateo County Harbor District, Sabrina Brennan, Edmundo Larenas, Tom Mattusch, Virginia Chang Kiraly, and Nancy Reyering (in their capacities as Harbor Commissioners only), Cross-Defendants.

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Section 54956.8
Property: That certain parcel of real property situated in the County of San Mateo, State of California known as Pillar Point Harbor, APN 047-083-060, more specifically the real property known as Area 2 at Johnson Pier, Pillar Point Harbor.
Agency Negotiators: James Pruet, General Manager
Julie van Hoff, Director of Administrative Services
Negotiating Parties: Three Captains Sea Products, Inc.
Under Negotiation: Price and terms of payment

3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Section 54956.8

Property: That certain parcel of real property situated in the County of San Mateo, State of California known as Pillar Point Harbor, APN 047-083-060, more specifically the real property known as Parcel 2 of the concessions building at Pillar Point Harbor consisting of approximately 2,595 square feet of space.

Agency Negotiators: James Pruett, General Manager
Julie van Hoff, Director of Administrative Services

Negotiating Parties: Ketch Joanne Restaurant and Harbor Bar, Inc.

Under Negotiations: Price and terms of payment

4. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Section 54956.8

Property: That certain parcel of real property situated in the County of San Mateo, State of California known as Pillar Point Harbor, APN 047-083-060 more specifically the real property known as Parcel 5 of the concessions building at Pillar Point Harbor consisting of approximately 1,300 square feet of space.

Agency Negotiators: James Pruett, General Manager
Julie van Hoff, Director of Administrative Services

Negotiating Parties: Mavericks Surf Company, LLC

Under Negotiations: Price, terms, and payments

Closed Session Items 1 – 4 No Reportable Action

I) Adjourn 3:50 PM

Approved by the Board on January 20, 2021



Melanie Hadden
Deputy Secretary



Nancy Reyerling
President