



## Board of Harbor Commissioners

Virginia Chang Kiraly, President  
Nancy Reyring, 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 AGENDA

**June 16, 2021**

**1:00 PM – 4:00 PM**

San Mateo County Harbor District

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer on March 16, 2020, as revised on March 31, 2020, the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, the Boardroom will not be open for the June 16, 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](http://www.smharbor.com).

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](mailto: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/87898101898?pwd=cmloTXRmb3I2ZTZxbjF5ZV9vTUhlZz09>

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:** 878 9810 1898
- **Meeting Password:** 864222

## 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](http://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 \$190,029.98 for May. Approve \$500,000 in Pre-Approved Items for July 2021.

2. [Minutes – Regular Meeting Minutes of May 19, 2021 \(Hadden\)](#)

Recommendation: Approve Minutes of the Regular Board Meeting of May 19, 2021.

3. [Authorize Annual Expenditure for Special District Risk Management Authority \(van Hoff\)](#)

Recommendation: Authorize the General Manager to renew membership with Special District Risk Management Authority (SDRMA) and bind all insurance policies for Fiscal Year 2021/22 on behalf of the Harbor Commission. Estimated Annual Property/Liability Package Program cost is \$287,788.45 and Workers' Compensation Program cost is \$102,973.77.

4. [CSDA Annual Conference Attendance \(Pruett\)](#)

Recommendation: Pre-approval for James Pruett to attend CSDA Annual Conference being held on Monday, August 30, 2021 – Wednesday, September 2, 2021 being held at Monterey Conference Center in Monterey, California.

5. [Monthly Capital Projects Update \(Moren\)](#)  
Receive and file
6. [2021 Goals and Objectives Mid-Year Update \(Pruett\)](#)  
Information Only
7. [Publicly Available Salary Schedules & Special Compensation \(van Hoff\)](#)  
Recommendation: Review and approve salary schedules.
8. [Mavericks Surf Company: Economic and Social Impact on Pillar Point Harbor \(Pruett\)](#)  
Information Only

## D) Discussion

9. [Coastside Recovery Initiative Presentation \(Pruett\)](#)  
Information Only
10. [Mavericks Festival, LLC Request for Special Event Permit with Permitting Fee Waiver \(Pruett\)](#)  
Recommendation: Authorize the General Manager to issue the Special Event Permit to Mavericks Festival, LLC in cooperation w/Sea Hugger and waive 80% of the fees for the 2021 Mavericks Festival.
11. [Final Budget – Fiscal Year 2021/22 Operating Budget and Five-Year Capital Improvement Plan: Adopt Resolution No. 21-08 \(van Hoff\)](#)  
Recommendation: Adopt Resolution No. 21-08 approving the Final Budget Fiscal Year 2021/22 Operating Budget and Five-Year Capital Improvement Program.
12. [Income and Revenue Ad Hoc Committee Report \(Chang Kiraly/Reyering\)](#)  
Recommended Motion by the Committee: Approve 5% Cost of Living Increase in Slip/Berthing Rates and the Commercial Activity Permit Fees in accordance with San Mateo County Harbor District Resolution No. 17-12 to be effective on July 1, 2021. In addition, approve suspending the one (1) month free if paying for a year in advance for berthing/dockage fees effective July 1, 2021, non-retroactive.
13. [Purchase of 504 Avenue Alhambra Property \(Pruett\)](#)  
Recommendation: Adopt Resolution Number No. 21-09, a Resolution of the Board of the San Mateo County Harbor District approving a purchase and sale agreement between the District, as buyer, and Working Dirt R2 LLC., and Maximo Investments LLC., as sellers, for 504 Avenue Alhambra, El Granada CA, 94018.

**14. Approve Parking Ordinance Amendment (Pruett)**

Recommendation: Adopt Resolution No. 21-07 to approve an amendment to Chapter 3.35 of the San Mateo County Harbor District Ordinance Code regarding vehicle parking.

**E) Closed Session**

**1. Threat to Public Services or Facilities**

Consultation with: District security operations managers  
James Pruett, General Manager; Julie van Hoff, Director of Administrative Services; and Lizzie Zuroski, Communications Analyst; and with District security consultant Tom Ivers, Think Connected

**F) Commissioner Comments**

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

**G) Future Agenda Items**

**H) May Activity Reports General Manager, Operations, Administration**

Information only.

**I) Adjourn**

The next Regular meeting will be held on July 21, 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:

June 11, 2021



Melanie Hadden  
Deputy Secretary