



## 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"*

## REGULAR MEETING MINUTES

**August 19, 2020  
6:30 PM - 9:30 PM**

San Mateo County Harbor District

### **A) Roll Call 6:33 PM**

Present: Reyerling, Chang Kiraly, Mattusch, Brennan

Absent: Larenas

6:34 PM Commissioner Larenas enters

### **B) Staff Introductions**

Gino Victoria

Planner Analyst

### **C) Closed Session**

Commissioner Larenas – Refused to participate

Commissioner Brennan - Recused

Commissioner Reyerling, Commissioner Chang Kiraly, Commissioner Mattusch went into Closed Session at 7:10 PM

### **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph 2 of subdivision (d) of Government Code Section 54956.9 (one potential case – claims brought by Sabrina Brennan).

7:27 PM Returns from Closed Session, no reportable action.



**D) 1. Public Comments/Questions**

**2. Committee Updates - None**

**E) Consent**

Commissioner Brennan asked for a separate motion for Item 2 and 3.

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

Recommendation: Review Pre-Approved Bills and Claims for July of \$186,903.78. Pre-Approve \$500,000 in Bills and Claims for September 2020.

**2. Minutes – Regular Meeting July 15, 2020 (Hadden)**

Recommendation: Approve Minutes of the Regular Board Meeting of July 15, 2020.

**3. Minutes – Special Meeting July 24, 2020 (Hadden)**

Recommendation: Approve Minutes of the Special Board Meeting of July 24, 2020.

**4. Authorization to Solicit Bids for Design/Engineering to Replace District Owned Navigation Aids at Entrance to Oyster Point Marina (Moren)**

Recommendation: Authorize staff to create and advertise a Request for Proposal (RFP) for the design, engineering, permitting, and construction support to replace failing navigation aids located at the entrance of the Oyster Point Marina (OPM).

**5. Authorization for the General Manager to Sign Comment Letter to the Monterey Bay National Marine Sanctuary Proposed Rulemaking (Pruett)**

Recommendation: Authorize the General Manager to sign the draft responsive letter to Mr. Paul Michel, Superintendent, Monterey Bay National Marine Sanctuary in response to the Notice in the Federal Register requesting comments on the Monterey Bay National Marine Sanctuary Regulations with respect to the definition of “Beneficial use of dredged material”.

**6. Monthly Capital Projects Update (Moren)**

Receive and file

**7. Fourth Quarter – Fiscal Year 2019/20 (Q4-20) Rent Report (van Hoff, Henthorne)**

Information only



**Motion:** (Chang Kiraly/Brennan) Approve consent Items 1, 4, 5, 6 and 7.  
**All in Favor**  
**Motion passed**

**Motion:** (Chang Kiraly/Reyering) Approve consent Items 2 and 3.  
**Ayes:** Reyering, Chang Kiraly, Mattusch, Larenas  
**Abstain:** Brennan  
**Motion passed**

## **F) Discussion**

**Commissioner Reyering Moved Discussion Item 8 to the end.**

### **9. COVID-19 One-Time Bonus for Essential Workers (Pruett/van Hoff)**

**Motion:** (Chang Kiraly/Reyering) Approve the \$2,000 one-time bonus for essential workers who have performed exceptional service to the District and the people of San Mateo County during the COVID-19 pandemic.  
**All in favor**  
**Motion passed**

### **10. Month-to-Month Tenancy - Ketch Joanne Restaurant and Harbor Bar, Inc.: consider options (van Hoff)**

**Motion:** (Chang Kiraly/Mattusch) Designate the General Manager and Director of Administrative Services as Lease negotiators for long term lease with Ketch Joanne. Notice a closed session meeting between negotiators and the Harbor Commission.  
**All in favor**  
**Motion passed**

### **11. Lease Renewal Mavericks Surf Company, LLC; consider options (van Hoff)**

**Motion:** (Mattusch/Chang Kiraly) Authorize the General Manager to enter into a month-to-month tenancy with Mavericks Surf Shop, LLC so that the business may continue to operate while longer term alternatives are being considered. Also, designate the General Manager and Director of Administrative Services as Lease negotiators for long term lease with Mavericks Surf Company, LLC. Notice a closed session meeting between negotiators and the Harbor Commission.  
**All in favor**  
**Motion passed**

**8. Pillar Point Harbor West Trail Shoreline Protection Project Update (Moren)**  
Information only

**G) Commissioner Comments**

**H) Future Agenda Items**

Would like an item to be added to a future agenda discussing changing the day and time of the Harbor District meetings.

**Motion:** (Reyering/Chang Kiraly) To add this Item to a future meeting.

**Ayes:** Reyering, Chang Kiraly, Mattusch, Larenas

**Abstain:** Brennan

**I) July Activity Reports General Manager, Operations, Administration**

Information only

**J) Adjourn 9:24 PM**

(Chang Kiraly/Reyering) Motion to adjourn.

**All in favor**

Approved by the Board on September 16, 2020



Melanie Hadden  
Deputy Secretary



Nancy Reyering  
President