



Board of Harbor Commissioners

Nancy Reyring, President
Virginia Chang Kiraly, Vice President/Secretary
Tom Mattusch, Treasurer
Sabrina Brennan, Commissioner
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

July 15, 2020
6:30 PM - 9:30 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 July 15, 2020 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 are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act ("ADA"), please contact Lori Milward, Acting Deputy Secretary at lmilward@smharbor.com or (650) 583-4400 prior to this meeting for assistance.

HOW TO JOIN THE MEETING:

The meeting will begin at 6:30 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 or use the chat function to submit your comments. Comments made via chat are visible to all participants.
 - If you plan to use the chat function, please ensure the drop-down box is set to “Everyone”, and not to one Host in particular. Private chat messages can not be addressed.
- **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 reviewed online at www.smharbor.com.

2. Committee Updates

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: Review Pre-Approved Bills and Claims for June of \$341,699.27. Pre-Approve \$500,000 in Bills and Claims for August 2020.
2. [Minutes – Special Meeting June 15, 2020 \(Hadden\)](#)
Recommendation: Approve Minutes of the Special Board Meeting of June 15, 2020.
3. [Minutes – Regular Meeting June 17, 2020 \(Hadden\)](#)
Recommendation: Approve Minutes of the Regular Board Meeting of June 17, 2020.
4. [Minutes – Special Meeting July 2, 2020 \(Hadden\)](#)
Recommendation: Approve Minutes of the Special Board Meeting of July 2, 2020.
5. [Monthly Capital Projects Update \(Moren\)](#)
Receive and file.
6. [Fourth Quarter Fiscal Year 2020 \(Q4-20\) Investment Report \(van Hoff\)](#)
Receive and file.

7. **Removal of Abandoned Vessels at Oyster Point Marina and Pillar Point Harbor (Moren)**

Recommendation: Staff recommends the Board authorize the General Manager to expend DBW SAVE Grant monies for removal of abandoned vessels at Oyster Point Marina and Pillar Point Harbor up to the amount previously approved annually by the Board of Harbor Commissioners via resolution.

8. **Publicly Available Salary Schedules & Special Compensation (van Hoff)**

Recommendation: Staff recommends approval and adoption of the attached pay schedules in accordance with California Code of Regulations, Title 2, §§570.5 and 571 subsection (b).

9. **Administrative Building Analysis- Build vs. Lease (van Hoff)**

Recommendation: Refer the Administrative Building Analysis to a duly noticed Finance Committee Meeting. The purpose of the meeting is to review the assumptions and calculations and to form a recommendation for the Harbor Commission to consider at a future meeting.

10. **Social Media and Public Outreach Services (van Hoff)**

Staff recommends that the Board discontinue portions of the agreement with Phondini Partners LLC for Social Media and postpone Public Outreach Services.

D) Discussion

11. **COVID-19 Hazard Pay (Pruett)**

Discuss and consider whether or not the Harbor District will provide hazard pay for represented members of Operating Engineers Local #3 who have been designated as essential workers, required to report to work during the COVID-19 Pandemic.

E) 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. Case No.: 19-CIV-06803

F) Commissioner Comments

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

G) Future Agenda Items

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

Information only.

I) Adjourn

The next Regular meeting will be held on August 19, 2020 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, CA 94080 at 6:30 PM.

Agenda posted as required:

July 10, 2020 at 5:00 PM

Lori Milward

Lori Milward
Acting Deputy Secretary