



Board of Harbor Commissioners

Virginia Chang Kiraly, President
Nancy Reyering, Vice President
Tom Mattusch, Treasurer
William Zemke, Secretary
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

July 21, 2021

1:00 PM – 4:00 PM

San Mateo County Harbor District

A) Roll Call – 1:02 PM

Present: Chang Kiraly, Reyering, Mattusch, Zemke
Absent: Larenas

B) 1. Public Comments/Questions

C) Consent

Items 8, 9 and 10 pulled by Commissioner Zemke

Motion: Approve Items 1, 3 – 7

Ayes: Chang Kiraly, Reyering, Mattusch, Zemke

Absent: Larenas

Motion: Approve Item 2

Ayes: Chang Kiraly, Reyering, Zemke

Abstain: Mattusch

Absent: Larenas

1. Bills and Claims (van Hoff)

- 1) Accept Pre-Approved Items in the amount of \$296,420.08 for June.
- 2) Approve \$27,143.51 for payment to Richards, Watson & Gershon which is over the General Manager's authority of \$25,000.
- 3) Approve \$500,000 in Pre-Approved Items for August 2021.

2. Minutes – Regular Meeting Minutes (Hadden)

Approve Minutes of the Regular Board Meeting of June 16, 2021

3. Minutes – Special Meeting Minutes (Hadden)

San Mateo County Harbor District – Regular Meeting Minutes – July 21, 2021

Approve Minutes of the Special Meeting of June 10, 2021

4. **Minutes – Special Meeting Minutes (Hadden)**
Approve Minutes of the Special Meeting of July 8, 2021
5. **Monthly Capital Projects Update (Moren)**
For information only
6. **Fourth Quarter Fiscal Year 2021 (Q4-21) Investment Report (van Hoff)**
For information only
7. **CSDA General Manager Leadership Summit Trip Report (Pruett)**
For information only

Items 8, 9 and 10 moved to Discussion

D) Discussion

8. **Consideration of a Commercial Activity Permit for Giane’s Boat at Oyster Point Marina (Moren)**
Approve the Commercial Activity Permit for Giane’s Boat at Oyster Point Marina until December 31, 2021.
Motion: (Zemke, Reyering)
Ayes: Chang Kiraly, Reyering, Mattusch, Zemke
Absent: Larenas
9. **Consideration of a Commercial Activity Permit for Seaton Bros. Fishing Co. at Pillar Point Harbor (Moren)**
Approve the Commercial Activity Permit for Seaton Bros. Fishing Co. at Pillar Point Harbor until December 31, 2021.
10. **Consideration of a Commercial Activity Permit for Whatta Catch Fisheries at Pillar Point Harbor (Moren)**
Approve the Commercial Activity Permit for Whatta Catch Fisheries at Pillar Point Harbor until December 31, 2021.
Approve Items 9 and 10
Motion: (Zemke, Mattusch)
Ayes: Chang Kiraly, Reyering, Mattusch, Zemke
Absent: Larenas

Item 14 moved to beginning of Discussion

14. **Consideration of a Commercial Activity Permit for California Action Sports (Johne Chandler) at Oyster Point Marina (Moren)**
Direct staff to get more information on this and bring to another Board Meeting.

Motion: (Chang Kiraly, Zemke)
Ayes: Chang Kiraly, Reyerling, Zemke
Abstain: Mattusch
Absent: Larenas

11. Oyster Point Marina East Dock Replacement Design, Engineering, Permitting and Construction Management Services Change Order

Motion A: Authorize the General Manager to approve a Change Order to the previously approved Moffatt and Nichol Oyster Point Marina East Dock Replacement Project Professional Services Agreement for an amount not to exceed \$177,779 to allow for design, permitting and construction of additional dredging to a “maintenance” depth of -8’ found necessary at the guest dock, dock 11 and to accommodate the replacement of docks 12-14, increasing the previously approved total design, engineering, permitting and construction support from \$536,800 to \$714,579 and establish a contract contingency in the amount of 10% of revised contract amount for unanticipated additional expenses associated with the contract and authorize the General Manager to issue additional change orders up to the new contingency amount of \$786,037.

Motion: (Reyerling, Mattusch)
Ayes: Chang Kiraly, Reyerling, Mattusch, Zemke
Absent: Larenas

12. Board President Consider Assignment of a Commissioner to the Harbormaster Selection Committee (Moren)

President Chang Kiraly choose Commissioner Zemke to participate on the Selection Committee for a new Harbormaster at Oyster Point Marina.

Motion: (Reyerling, Zemke)
Ayes: Chang Kiraly, Reyerling, Mattusch, Zemke
Absent: Larenas

13. Amending Chapter 3.15 of San Mateo County Harbor District Ordinance Code to Ensure Safety of Private Moorings (Moren)

Direct staff to publish a notice in a newspaper of general circulation within the District, for not less than 20 days prior to Ordinance Code amendment adoption, and place the Resolution to amend the Mooring Regulations Ordinance Code Section 3.15 for consideration on the agenda for the August 18, 2021 Regular Board meeting.

Motion: (Mattusch, Zemke)
Ayes: Chang Kiraly, Reyerling, Mattusch, Zemke
Absent: Larenas

E) Commissioner Comments

F) Future Agenda Items

Motion: (Reyering, Mattusch) Add an item regarding Tsunami Preparedness to a future Board Meeting.

Ayes: Chang Kiraly, Reyering, Mattusch, Zemke

Absent: Larenas

G) June Activity Reports General Manager, Operations, Administration

For information only

H) Adjourn – Time 2:57 PM

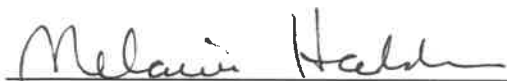
Motion to Adjourn

Motion: (Mattusch Reyering)

Ayes: Chang Kiraly, Reyering, Mattusch, Zemke

Absent: Larenas

Approved at the August 18, 2021 Board Meeting



Melanie Hadden
Deputy Secretary



Virginia Chang Kiraly
President