



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 17, 2022

1:00 PM – 5:00 PM

San Mateo County Harbor District

A) Roll Call – 1:00 PM

Present: Zemke, Mattusch, Chang Kiraly

Absent: Reyering, Larenas

B) Public Comments/Questions

C) Consent

Approve all Consent Items

(Mattusch/Chang Kiraly)

Ayes: Zemke, Mattusch, Chang Kiraly

Absent: Reyering, Larenas

1. Bills and Claims (Chan)

Accept Pre-Approved Items in the amount of \$224,118.15 for July. Approve \$500,000 in Pre-Approved Items for September 2022.

2. Minutes – Regular Board Meeting Minutes (Hadden)

Approve Minutes of the July 20, 2022 Regular Board Meeting

3. Monthly Capital Project Update (Moren)

Information only

4. Fourth Quarter 2021/22 (Q4-22) Financial Report Spending Authority (van Hoff)

Information only

5. **Fourth Quarter – Fiscal Year 2021/22 (Q4-22) Rent Report (van Hoff)**
Information only
6. **Lease of Suite 100-A, 504 Avenue Alhambra (Pruett)**
Adopt Resolution 22-19 approving a lease agreement by and between the San Mateo County Harbor District, as landlord, and Melissa McGuirk, operating as a sole proprietorship (“Tenant”), as Tenant
7. **Administration Building Water Damage Repair Project Invitation for Bid (Moren)**
Reject the sole bid from General Contractor Castillo Plumbing Inc. for the Administration Building Water Damage Repair Project and direct staff to solicit new bids for the project, as only one bid was received and it was determined by the District’s Insurance Company that the sole bid was unjustifiably high.
8. **Pillar Point Harbor Beaches and Venice Beach Stormwater Runoff Best Management Practices Total Maximum Daily Load (TMDL) Implementation Plan (Moren)**
Information Only

D) Discussion

9. **Mavericks Festival (Pruett)**
Presentation
10. **Commercial Activity Permit – Genentech (Pruett)**
Consider the application for a Commercial Activity Permit from Genentech at Pillar Point Harbor for an initial term of 6 months, if approved, authorize the General Manager to execute the Commercial Activity Permit.

(Chang Kiraly/Mattusch)
Ayes: Zemke, Mattusch, Chang Kiraly
Absent: Reyring, Larenas
11. **504 Avenue Alhambra Purchase through Repairs (Pruett)**
Information Only
12. **Adopt Conflict of Interest Code Policy (van Hoff)**
(i) Adopt revised Policy 2.1.5 Conflict of Interest, (ii) direct staff to publish a notice regarding a proposed amendment to Code of Ordinances Chapter 20.20, which replaces the policy in the code with “Refer to District Policy 2.1.5 Conflict of Interest,” and (iii) place a resolution to amend the Code of Ordinances Chapter 20.20 on the next regular meeting agenda.

(Chang Kiraly/Mattusch)
Ayes: Zemke, Mattusch, Chang Kiraly
Absent: Reyring, Larenas

13. Call for Nominations: Special District Selection Committee Mail Ballot to Elect Alternate Special District Member on San Mateo LAFCo Pursuant to Government Code Section 56332 (Pruett)

The Commission may consider nomination of a Commissioner for the LAFCo Alternate Member Position for the Independent Special District Member
Motion to Nominate Chang Kiraly

(Mattusch/Chang Kiraly)
Ayes: Zemke, Mattusch, Chang Kiraly
Absent: Reyring, Larenas

14. Authorize Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e).

Adopt Resolution No. 22-18 reconsidering the circumstances of the COVID-19 State of Emergency and making findings to authorize meetings to be held via teleconferencing pursuant to Government Code Section 54953(e)

(Chang Kiraly/Mattusch)
Ayes: Zemke, Mattusch, Chang Kiraly
Absent: Reyring, Larenas

E) Commissioner Comments

F) Future Agenda Items

G) July Activity Reports General Manager, Operations, Administration

Information only

H) Adjourn – Time 2:03 PM

Motion to adjourn

Approved at the September 21, 2022 Regular Board Meeting



Melanie Hadden
Deputy Secretary



Nancy Reyring
President



