



## Board of Harbor Commissioners

William Zemke, Vice President/Secretary  
Tom Mattusch, Treasurer  
Virginia Chang Kiraly, Commissioner  
Kathryn Slater-Carter, Commissioner  
George Domurat, 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

**January 18, 2023**

**1:00 PM – 5:00 PM**

San Mateo County Harbor District

Pursuant to Government Code Section 54953(e) (Assembly Bill 361), the Boardroom will not be open for the January 18, 2023 of the San Mateo County Board of Harbor Commissioners. The Meeting will be conducted remotely via video/teleconference.

To join the meeting remotely, please see Appendix A

### **A) Roll Call**

### **B) 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](http://www.smharbor.com).

### **C) Commissioner Comments**

Commissioners may make public statements limited to two (2)

### **D) December 2022 Activity Reports [General Manager](#), [Operations](#), [Administration](#)**

## E) Consent

All items on Consent are approved by one motion unless a Commissioner requests the item be withdrawn or transferred to Discussion. Any item on Discussion may be transferred to Consent. The Public may directly address the Board of Harbor Commissioners regarding items on Consent before or during the Commissioners' consideration of the Consent agenda.

### ITEMS PULLED FROM CONSENT WILL BE HEARD AFTER DISCUSSION ITEMS.

1. [Bills and Claims \(van Hoff\)](#)

Recommendation:

1. Accept Pre-Approved Items in the amount of \$385,758.13 for December.
2. Approve payment to Tyler Technologies in the amount of \$45,840.89 for annual software maintenance fees.
3. Approve \$500,000 in Pre-Approved Items for February 2023.

2. [Minutes – Regular Board Meeting Minutes for December 21, 2022 \(Hadden\)](#)

Recommendation: Approve Minutes of the December 21, 2022 Board Meeting

3. [Minutes – Special Board Meeting Minutes for January 4, 2023 \(Hadden\)](#)

Recommendation: Approve Minutes of the January 4, 2023 Special Board Meeting

4. [Budget Calendar \(van Hoff\)](#)

Recommendation: Set the 2023/2024 Budget Review and Development Cycle

5. [Second Quarter – Fiscal Year 2023 \(Q2-23\) Investment Report \(van Hoff\)](#)

Information only

6. [Monthly Capital Project Update \(Moren\)](#)

Information only

7. [Authorize Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953\(e\).](#)

Recommended Motion: Adopt Resolution No. 23-01 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)

## F) Discussion

8. [Board Organization Item \(Pruett\)](#)

Recommendation: Staff recommends this Commission elect a President to serve for CY2023, and that the newly elected President then call for nominations for, and the Board elect any remaining Officers of the Board.

9. [Surfers Beach Restoration Pilot Project Update and CEQA Notice of Determination \(Moren\)](#)

Information only

10. [2023 General Managers Draft Goals and Objectives \(Pruett\)](#)

Information only

11. [Policy 3.2 Brown Act Compliance/Public Meetings/Hybrid \(Pruett\)](#)

Recommendation: Approve Resolution 23-02, approving Policy 3.2 as revised

**G) Commissioner Comments  
Future Agenda Items**

**H) Adjourn**

The next Regular meeting will be held on February 15, 2023 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:

A handwritten signature in blue ink that reads "Melanie Hadden". The signature is written in a cursive style with a long horizontal stroke at the end.

Melanie Hadden  
Deputy Secretary

## **Appendix A**

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 experience technical problems with the telephonic meeting, please contact Melanie Hadden at [mhadden@smharbor.com](mailto:mhadden@smharbor.com) or call at (650) 437-4368.

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 to join the webinar:

<https://us02web.zoom.us/j/82521804518?pwd=RmtQbkdyd2dUSkxCZz09>

Passcode: 129885

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)  |

Webinar ID: 825 2180 4518

Passcode: 129885

### **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.