



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

January 17, 2024
10:00 AM – 1:00 PM

San Mateo County Harbor District

A) Roll Call – 10:02 AM

Present: Zemke, Mattusch, Domurat, Slater-Carter
10:16 AM Commissioner Chang Kiraly enters

B) Public Comments/Questions

C) Commissioner Comments

D) Activity Reports

- a. General Manager,
- b. Operations,
- c. Administration and Finance

E) Consent

(Chang Kiraly/Slater-Carter)
Approve Consent Items 1 – 7
All in favor

1. Bills and Claims (van Hoff)

Accept Pre-Approved Items in the amount of \$239,949.33 for December.
Approve a total of \$30.00 for payments to General Manager James Pruett for reimbursable notary costs related to the land purchase. Approve \$500,000 in Pre-Approved Items for February 2024.

2. Minutes – Regular Board Meeting for December 20, 2023 (Hadden)

Approve Minutes of the Regular Board Meeting of December 20, 2023

3. Minutes – Special Board Meeting for December 29, 2023 (Hadden)

Approve Minutes of the Special Board Meeting of December 29, 2023

4. **Monthly Capital Project Update (Moren)**
Information only
5. **Budget Calendar (van Hoff)**
Set the 2024/2025 Budget Review and Development Cycle
6. **Second Quarter – Fiscal Year 2024 (Q2-24) Investment Report (van Hoff)**
Information only
7. **CMANC Washington Week 2024 Conference Pre-Approval for General Manager and Commissioners (Pruett)**
Pre-approval for General Manager James Pruett, Commissioner Virginia Chang Kiraly, Commissioner George Domurat and Commissioner Tom Mattusch to attend the CMANC Washington Week 2024 being held on Tuesday, February 13th, 2024 – Thursday, February 15th in Washington D.C.

F) Discussion

1. **Board Organization (Pruett)**
Commission elect a President to serve for CY2024, and that the newly elected President then call for nominations for, and the Board elect a Vice President, Secretary and Treasurer.

President	Mattusch	(Chang Kiraly/Slater-Carter)
Vice President	Slater-Carter	(Chang Kiraly/Zemke)
Secretary	George Domurat	(Chang Kiraly/Slater-Carter)
Treasurer	Chang Kiraly	(Slater-Carter/Zemke)
Commissioner	Zemke	
LAFCo Alternate	Slater-Carter	(Chang Kiraly/Slater-Carter)

All in favor
2. **Bench Program Resolution (Modena)**
Adopt Resolution No. 24-01 to Amend the Rates and Fee Schedule to Impose Fees for the Cost of the Commemorative Bench Program and Approve Operating Documents for Such Program

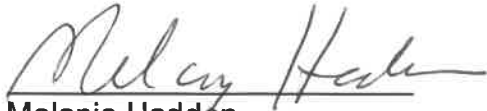
(Chang Kiraly/Domurat)
All in favor
3. **Change June’s Board Meeting from June 19, 2024 to June 12, 2024 (Pruett)**
Approve Resolution No. 24-02 to move the Regular Board meeting scheduled for June 19, 2024 to June 12, 2024.

(Chang Kiraly/Slater-Carter)
All in favor

G) Future Agenda Items

H) Adjourn

Approved by the Board on February 21, 2024



Melanie Hadden
Board Secretary



Tom Mattusch
President