



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 19, 2023

1:00 PM – 5:00 PM

San Mateo County Harbor District

A) Roll Call – 1:00 PM

Present: Zemke, Mattusch, Chang Kiraly, Slater Carter

Remote: Domurat

B) Public Comments/Questions

C) Commissioner Comments

D) Activity Reports

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

E) Consent

(Slater-Carter, Chang Kiraly)

Approve consent items 1 – 8

All in favor

1. Bills and Claims (van Hoff)

- 1) Accept Pre-Approved Items in the amount of \$405,580.68 for June. 2) Approve a total of \$603,838.88 for payments to Special District Risk Management Authority - \$195,501.89 for annual Worker's Compensation Program costs, and \$408,336.99 for annual Property-Liability Program costs. 3) Approve \$500,000 in Pre-Approved Items for August 2023.

2. Minutes – Special Board Meeting for June 15, 2023 (Hadden)

Approve Minutes of the June 15, 2023 Special Board Meeting

3. Minutes – Regular Board Meeting for June 21, 2023 (Hadden)

Approve Minutes of the June 21, 2023 Regular Board Meeting

4. **Minutes - Special Board Meeting for June 29, 2023 (Hadden)**
Approve Minutes of the June 29, 2023 Special Board Meeting
5. **Fourth Quarter Fiscal Year 2023 (Q4-23) Investment Report (van Hoff)**
Information only
6. **Oyster Point Marina East Dock Replacement and Dredge Project BCDC Permit (Pruett)**
Direct the General Manager to execute the San Francisco Bay Conservation and Development Commission (BCDC) permit amendment #1977.001.20.
7. **Monthly Capital Project Update (Moren)**
Information only
8. **Bad Debt Write-Off Request (van Hoff)**
Authorize the General Manager to write off as bad debt a total of \$164,565.01 in accounts receivable: \$66,047.29 from Oyster Point Marina and \$98,517.72 from Pillar Point Harbor.

F) Discussion

Commissioner Chang Kiraly exits meeting at 2:05 PM


1. **Commercial Activity Permit – Mavericks Festival, LLC (Pruett)**
Authorize the General Manager to issue the Special Event Permit to Mavericks Festival, LLC for Saturday, September 30 and Sunday, October 1, 2023.
(Mattusch/Slater Carter)
Ayes: Zemke, Mattusch, Domurat, Slater Carter
Absent: Chang Kiraly
2. **Time and Place of the San Mateo County Harbor District Regular Meeting (Pruett)**
Provide direction to Staff with respect to the time and place of the San Mateo County Harbor District's General Meeting.

G) Adjourn – 2:24 PM

Approved by the Board on August 16, 2023



Melanie Hadden
Board Secretary



William Zemke
President