



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

September 20, 2023

10:00 AM – 1:00 PM

San Mateo County Harbor District

A) Roll Call – 10:01 AM

All Commissioners Present

B) Public Comments/Questions

C) Commissioner Comments

D) Activity Reports

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

E) Consent

Commissioner Kiraly pulled Item 6 to be heard before discussion.

Approve Consent Items 1, 2, 3, 5 and 7

All in favor

Approve Consent Item 4

Ayes: Domurat, Mattusch, Chang Kiraly, Slater-Carter

Abstain: Zemke

1. Bills and Claims (van Hoff)

Accept Pre-Approved Items in the amount of \$216,160.03 for August.

Approve \$500,000 in Pre-Approved Items for October 2023.

2. Minutes – Special Board Meeting July 12, 2023 (Hadden)

Approve Minutes of the July 12, 2023 Special Board Meeting

3. **Minutes – Regular Board Meeting August 16, 2023 (Hadden)**
Approve Minutes of the August 16, 2023 Regular Board Meeting
4. **Minutes – Special Board Meeting September 12, 2023 (Hadden)**
Approve Minutes of the August 12, 2023 Special Board Meeting
5. **Monthly Capital Project Update (Moren)**
Information only
7. **Nigro & Nigro, PC, Auditing Service Agreement (van Hoff)**
Authorize the General Manager to enter into a service agreement with Nigro & Nigro, PC, for auditing services for the next three fiscal years for an amount not to exceed \$61,500, plus a 10% contingency in the event there are additional costs and authorize the General Manager to issue change orders up to the contingency amount of \$67,650.
6. **Pillar Point Harbor Retail Center ADA Restroom Project Completion (Pruett)**
Approve Resolution 23-13 accepting completion of construction of ADA-compliant restrooms at the Pillar Point Harbor Retail Center and directing the filing of a notice of completion for the project.

Approve Consent Item 6
All in favor

F) Discussion

1. **Slip Rates – Commercial Fishing Vessels (Pruett)**
Direct staff to advertise a notice to consider adoption of a resolution increasing commercial fishing vessel slip rates at the October 18, 2023 Regular Board Meeting

No Motion
2. **Memorial Benches (Moren)**
Staff recommends the Board choose one of the following options:
 - 1) Take no action. There is currently no Board approved fee for memorial benches, therefore, no memorial benches will be approved at this time.
 - 2) Assign an Ad Hoc Committee to thoroughly evaluate all potential challenges with memorial benches, host public meetings and draft a robust detailed policy, with proposed candidate vetting process/criteria and fee schedule, for full Board consideration.

No action taken

Memorial Recognition Ad Hoc Committee Created
Commissioner Chang Kiraly, Commissioner Domurat

3. Surfers Beach Update (Moren)

Receive presentation

Motion to extend meeting until 2:00 PM
(Chang Kiraly/Mattusch)
All in favor

G) Closed Session – 12:15 PM

1. Conference with Real Property Negotiators

Property: 504 Avenue Alhambra, 3rd Floor, El Granada, CA 94018
Negotiation Parties: El Granada Community Services District
Agency Negotiators: James Pruett and Julie van Hoff
Under Negotiation: Price and Terms of Payment

2. Conference with Real Property Negotiators

Property: APN 047-252-220 Cabrillo Hwy, APN 047-252-230 Cabrillo Hwy,
APN 047-252-240 Cabrillo Hwy, APN 047-252-360 Cabrillo Hwy, APN 047-
252-390 11820 Cabrillo Hwy, APN 047-251-040 Avenue Alhambra, APN 047-
251-120 Avenue Alhambra, and APN 047-251-140 Avenue Alhambra.
Agency Negotiators: James Pruett and Julie van Hoff
Negotiating Parties: Joe Amaral, LLC; 1990 Revocable Trust; Viso Living
Trust
Under Negotiation: Price and Terms of Payment

3. Conference with Real Property Negotiators

Property: APN: 047025100, 047025040, 047025030, 0470250160,
047025150, and 047025010.
Agency Negotiators: James Pruett and Julie van Hoff
Negotiating Parties: Harriet Segelcke, Trust
Under Negotiation: Price and Terms of Payment

No reportable action

H) Future Agenda Items

I) Adjourn – 1:05 PM

Approved by the Board on October 18th, 2023


Melanie Hadden
Board Secretary


William Zemke
President