



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 17, 2024
10:00 AM – 1:00 PM

A) Pledge of Allegiance – 10:00 AM

B) Roll Call

All commissioners Present

C) Public Comments/Questions

D) Commissioner Comments

E) Activity Reports

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

F) Consent

Item 10 pulled by Commissioner Zemke

(Chang Kiraly/Domurat)

Approve Consent Item 1 – 9

All in favor

1. Bills and Claims (van Hoff)

Accept Pre-Approved Items in the amount of \$132,617.56 for June. Approve \$2,643.32 to General Manager James Pruett for reimbursable conference and milage/travel expenses. Approve \$500,000 in Pre-Approved Items for August 2024.

2. Minutes – Regular Board Meeting for June 12, 2024 (Hadden)

Approve Minutes of the June 12, 2024 Regular Board Meeting

3. **Minutes – Special Board Meeting for June 13, 2024 (Hadden)**
Approve Minutes of the June 13, 2024 Special Board Meeting
4. **Minutes – Special Board Meeting for June 17, 2024 (Hadden)**
Approve Minutes of the June 17, 2024 Special Board Meeting
5. **Minutes – Special Board Meeting for June 24, 2024 (Hadden)**
Approve Minutes of the June 24, 2024 Special Board Meeting
6. **Monthly Capital Project Update (Moren)**
Information only
7. **Salary Schedule and Special Compensation (van Hoff)**
Approve amended salary schedule
8. **Policy 6.5.12 - Pregnancy Disability & Accommodation and Baby Bonding Leave Policy (van Hoff)**
Approve Policy 6.5.12 Pregnancy Disability & Accommodation and Baby Bonding Leave Policy
9. **Policy 6.3.5 Payment of Accrued Paid Time Off (Modena)**
Approve Policy 6.3.5, Payment of Accrued Time Off

G) Discussion

1. **Special Use Permit - Pacific Eco Logic (Pruett)**
Presentation Only
2. **Ocean Science Center Ad Hoc Committee Report (Domurat)**
Information only
3. **Search and Rescue Committee Report (Mattusch)**
Information only
4. **Pillar Point Retail Center Ad Hoc Committee Report (Mattusch)**
Information only
5. **Consideration of a Flag Policy (Pruett)**
Adopt Resolution No. 24-16 approving Policy 2.1.7, Display of Flags on District Flagpoles.

(Chang Kiraly/Slater-Carter)
All in favor

This Item #10 was moved from Consent.

10. Surfers Beach Replenishment Pilot Project Update and Consultant Damitz Continued D&E Proposal Consideration (Moren)

Approve a proposal from consultant Brad Damitz for an amount not to exceed \$38,400 to complete the planning and permitting phase project management for the Surfers Beach Restoration Pilot Project and the Pillar Point Harbor-Wide Eelgrass Mitigation Program through completion of the bid process and contract approval for construction, and approve an increase in Capital Expenditure Appropriations of this amount to be funded by available working capital.

(Mattusch/Chang Kiraly)
All in favor

H) Future Agenda Items

- 1) Non-Profit 501C3
- 2) Parking
- 3) Vegetation and landscaping at Surfers Beach Restroom Project

(Chang Kiraly/Zemke)
All in favor or having these items added to a future agenda.


I) Adjourn – 11: 54

All in favor

These minutes were approved at the August 21, 2024 Board Meeting



Melanie Hadden
Deputy Secretary



Tom Mattusch
President

