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 BOARD MEETING MINUTES

January 21, 2026
10:00 AM

A) Pledge of Allegiance

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

Consent Item 1 pulled by Commissioner Mattusch
Consent Item 6 pulled by Commissioner Chang Kiraly

Approved Consent Items 2, 3, 4, 5, 7 and 8
(Zemke/Kiraly)
All in favor

2. **Minutes – Regular Board Meeting for December 17, 2025 (Wright)**
   Approve the minutes for the December 17, 2025 Regular Board Meeting.

3. **Monthly Capital Project Update (Moren)**
   Information only

4. **Budget Calendar (Modena)**
   Set the 2026/2027 Budget Review and Development Cycle.

5. **CMANC Washington Week 2026 Conference Travel and Per Diem Approval for General Manager and Commissioners (Pruett)**
   Approve travel and per diem for the General Manager James Pruett, Commissioner Virginia Chang Kiraly, Commissioner Tom Mattusch and Commissioner Slater-Carter to attend the CMANC Washington Week 2026 being held on Monday, February 9th, 2026 – Thursday, February 12th in Washington D.C.

7. **Annual Maintenance Update for Oyster Point Marina and Pillar Point Harbor (Moren)**
   Information only

8. **Policy 4.2.3 Expense Reporting, Payment for Services and Product and/or Receipt of Gifts or Payments (van Hoff)**
   Approve elimination of San Mateo County Harbor District Policy "4.2.3 Policy Expense Reporting, Payment for Services and Product and/or Receipt of Gifts or Payments".

1. **Bills and Claims (van Hoff)**
   Accept Pre-Approved Items in the amount of $267,687.67 for December. Approve $57,508.63 to Tyler Technologies for our Annual ERP software subscription/license fee. Approve $500,000 in Pre-Approved Items for February 2026.

   Approve Consent Item 1
   (Kiraly/Zemke)
   All in favor

6. **Peninsula Fresh Invitation to Speak (Pruett)**
   Information only

G) Discussion

1. **Investment Portfolio Update and Market Environment from Optimized Investment Partners (van Hoff)**
   Information only

2. **Life Insurance and Accidental Death and Dismemberment Covered for District Employees (Modena)**
   Approve the proposed increases in Life insurance and Accidental Death and Dismemberment (AD&D) benefits; approve amendments to Manager contracts; and authorize General Manager to execute all associated documents.

(Mattusch/Zemke)
Ayes: Mattusch, Zemke
Nays: Chang Kiraly, Slater-Carter, Domurat
Motion did not pass

Motion to send to Finance Committee.
(Kiraly/Domurat)
Ayes: Chang Kiraly, Slater-Carter, Domurat, Zemke
Nays: Mattusch
Motion passed

3. **Board Organization (Pruett)**
Staff recommends this Commission elect a President to serve for CY2026, and that the newly elected President then call for nominations for, and the Board elect a Vice President, Secretary and Treasurer.

CY2026 Board Organization; Election of Officers

(Kiraly/Zemke)	Domurat, President
(Slater-Carter/Zemke)	Kiraly, Vice President
(Kiraly/Slater-Carter)	Mattusch, Treasurer
(Kiraly/Domurat)	Slater-Carter, Secretary
(Kiraly/Domurat)	Board Alternate to LAFCo, Kathryn Slater-Carter

All in favor

4. **Change March's Board Meeting from March 18, 2026 to March 19, 2026 (Pruett)**
Cancel the Regular Board Meeting scheduled for March 18, 2026, and call a Special Board Meeting to be held on March 19, 2026.

(Kiraly/Slater-Carter)
All in favor

H) Closed Session

1. **Public Employee Performance Evaluation**
Title: General Manager

2. **Conference with Labor Negotiators**
Agency designated representatives: George Domurat and William Zemke, Harbor Commissioners
Unrepresented employee: General Manager

No reportable action

I) Discussion

Discussion Items 1 and 2 will be brought back at a future Regular Board Meeting.

1. **Amendment to Employment Contract for General Manager (Domurat/Zemke)**
   Recommendation: Approve Amendment No. 5 to Employment Contract with James B. Pruett as General Manager and authorize Board President to execute.

2. **Salary Schedule & Special Compensation (van Hoff)**
   Recommendation: Approve amended salary schedule to include increase in General Manager's salary pursuant to amendment to employment contract considered for adoption by the Harbor Commission on January 21, 2026.

J) Future Agenda Items

Review of timeline regarding Ketch/Pelagic to be put on the February Agenda.

(Kiraly/Slater-Carter)
All in Favor

K) Adjourn - 12:29 PM

The next Regular meeting will be held on February 18, 2026 at the San Mateo County Harbor District Office, 504 Avenue Alhambra, Ste. 200, El Granada, CA 94018 at 10:00 AM.

Approved on February 24th, 2026 at a Special Board Meeting

Melanie Wright
Deputy Secretary to the Board

George Domurat
President