



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

**August 16, 2023
1:00 PM – 4:00 PM**

San Mateo County Harbor District

A) Roll Call – 1:00 PM

Present: Zemke, Slater-Carter, Chang Kiraly
Absent: Domurat, Mattusch

B) Public Comments/Questions

C) Commissioner Comments

D) Activity Reports

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

E) Consent

Approve Consent Items 1 – 8
(Kiraly/Slater Carter)

Ayes: Zemke, Slater-Carter, Chang Kiraly
Absent: Domurat, Mattusch
Item 9 was Tabled

1. Bills and Claims (van Hoff)

- 1) Recommendation: Accept Pre-Approved Items in the amount of \$222,749.99 for July.
- 2) Approve \$500,000 in Pre-Approved Items for September 2023.

2. Minutes – Special Board Meeting July 19, 2023 (Hadden)

Recommendation: Approve Minutes of the July 19, 2023 Special Board Meeting

3. Minutes – Regular Board Meeting July 19, 2023 (Hadden)

Approve Minutes of the July 19, 2023 Regular Board Meeting

4. **Monthly Capital Project Update (Moren)**
Information only
5. **Adopt final Teamsters Union Local 856 (Teamsters) Memorandum of Understanding (MOU) for the period beginning July 1, 2023 and ending on June 30, 2028. (Pruett)**
Information only
6. **Oyster Cove Marina Liveboard Relocation Update (Pruett)**
Information only
7. **Fourth Quarter – Fiscal Year 2022/23 Q4-23 Rent Report (van Hoff)**
Information only
8. **Fourth Quarter 2022/23 (Q4-23) Financial Report Spending Authority (van Hoff)**
Information only
9. **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.
This Item was tabled and will be moved to the next Agenda.

F) Discussion

1. **Slip Rates – Commercial Fishing Vessels (Pruett)**
Receive report and provide staff direction.
This Item was tabled
2. **Time and Place of the San Mateo County Harbor District Regular Meetings (Pruett)**
Adopt Resolution 23-11, superseding Resolution 20-13 establishing that the regular meetings of the Harbor Commission will be held on the third Wednesday of each month at 504 Avenue Alhambra, El Granada, California 94018 to begin at 10:00 AM and terminate no later than 1:00 PM, unless extended by the Commission. Further authorize and direct staff to publicize the time change as required by Gov. Code Section 6066.

(Slater-Carter/Kiraly)

Ayes: Zemke, Slater-Carter, Chang Kiraly

Absent: Domurat, Mattusch

3. **Health Reimbursement Arrangement Agreement (van Hoff)**
Adopt Resolution 23-12 approving the Health Reimbursement Arrangement (HRA) Agreement between the San Mateo County Harbor District and MidAmerica Administrative & Retirement Solutions, Inc. effective July 1, 2023; approve Services Agreement with Keenan & Associates to manage the HRA; and authorize the General Manager to sign both agreements

(Slater-Carter/Kiraly)

Ayes: Zemke, Slater-Carter, Chang Kiraly

Absent: Domurat, Mattusch

4. **Lighthouse Public Affairs/NHA Advisors (Finance Committee)**
Authorize the General Manager to enter into contracts with Lighthouse Public Affairs and NHA Advisors Inc., as attached, with such additional changes as the General Manager deems necessary.

(Kiraly/Slater-Carter)

Ayes: Zemke, Slater-Carter, Chang Kiraly

Absent: Domurat, Mattusch

5. **Capital Improvement Projects and Budget Impact (Finance Committee)**
Approve the amendment to the FY2023/2024 Capital Improvement Program to defund, in whole or in part, the following projects for FY2023/2024 and reassign to future fiscal years:

1. Johnson Pier Electrical Upgrade
2. Johnson Pier Pile Repair Project
3. OPM Dock Landings Docks 1-6
4. Pillar Point Rock Slope Repair
5. Split the fiscal years with the Surfers Beach pilot project.

(Kiraly/Slater-Carter)

Ayes: Zemke, Slater-Carter, Chang Kiraly

Absent: Domurat, Mattusch

3:09 PM

Motion to extend meeting until 5:00 PM

(Chang Kiraly/Zemke)

Ayes: Zemke, Slater-Carter, Chang Kiraly

Absent: Domurat, Mattusch

G) Closed Session – Time 3:10 PM

1. Conference with Labor Negotiators Pursuant to Government Code §54957.6

Agency Negotiators: James Pruett, General Manager, San Mateo County Harbor District and Christopher Boucher, Boucher Law, PC
Employee organization: Operating Engineers Local 3

2. 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: James Viso and Moe Rosenberg
Under Negotiation: Price and Terms of Payment

No reportable action.

H) Future Agenda Items

Added not on original Agenda.

Adding a discussion of a Memorial Bench Policy to a future Agenda.

I) Adjourn – 4:25 PM Motion to Adjourn (Zemke/Chang Kiraly)

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

Approved by the Board on September 20th, 2023


Melanie Hadden
Board Secretary


William Zemke
President