



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

October 18, 2023

10:00 AM – 1:00 PM

San Mateo County Harbor District

A) Roll Call – 10:00 AM

Present: Zemke, Domurat, Mattusch, Slater-Carter

Absent: Chang-Kiraly

B) Public Comments/Questions

C) Commissioner Comments

D) Activity Reports

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

E) Consent

Approve Consent Item 1-6

(Mattusch/Slater-Carter)

Ayes: Zemke, Domurat, Mattusch, Slater-Carter

Absent: Chang-Kiraly

1. Bills and Claims (van Hoff)

1) Accept Pre-Approved Items in the amount of \$223,221.13 for September.

2) Approve a total of \$50,200.28 for payments to Sandie Arnott – San Mateo

County Tax Collector for annual Sewer Parcel fees. 3) Approve \$750,000 in Pre-Approved Items for November 2023 (there may be 3 AP runs).

2. Minutes – Special Board Meeting for September 5, 2023 (Hadden)

Approve Minutes of the September 5, 2023 Special Board Meeting

3. Minutes – Regular Board Meeting for September 20, 2023 (Hadden)

Approve Minutes of the September 20, 2023 Regular Board Meeting

4. **Monthly Capital Project Update (Moren)**
Information only
5. **First Quarter – Fiscal Year 2024 (Q1-24) Investment Report (van Hoff)**
Information only
6. **2023 Harbor District Policy Update Plan (van Hoff)**
Information only

F) Discussion

1. **Surfers Beach Replenishment Pilot Project Update (Moren)**
Board Receive presentation and discuss opportunities for outreach and community involvement in the Surfers Beach Pilot Restoration Project and authorize an amendment to the contract with consultant Brad Damitz for an amount not to exceed \$38,400 for interim Project Management, and approve an increase in Capital Expenditure Appropriations of this amount to be funded by available working capital.

(Mattusch/Zemke)

Ayes: Zemke, Domurat, Mattusch, Slater-Carter

Absent: Chang-Kiraly

2. **Real Property Lease: Granada Community Services District (van Hoff)**
Approve the lease agreement by and between the San Mateo County Harbor District, as Landlord, and Granada Community Services District, as Tenant, and authorize General Manager to sign.

(Slater-Carter/Mattusch)

Ayes: Zemke, Domurat, Mattusch, Slater-Carter

Absent: Chang-Kiraly

3. **Pillar Point Harbor Retail Center Roof Replacement Project Invitation for Bid (Moren)**
Authorize General Manager to enter into an agreement with the low bidding qualified contractor for the Pillar Point Harbor Retail Center Roof Replacement Project #2023-03.

(Slater-Carter/Mattusch)

Ayes: Zemke, Domurat, Mattusch, Slater-Carter

Absent: Chang-Kiraly

4. **Pillar Point Harbor Retail Center Replacement Project Update and Change Order 3 Consideration (Moren)**

Referred to Finance Committee

5. Lease Pelagic Restaurant Group, One Johnson Pier, Half Moon Bay, California (Pruett)

Approve the lease agreement by and between the San Mateo County Harbor District, as Landlord, and Pelagic Restaurant Group, LLC, as Tenant and authorize General Manager to sign with discussed changes.

(Zemke/Mattusch)

Ayes: Zemke, Domurat, Mattusch, Slater-Carter

Absent: Chang-Kiraly

6. Zoom Protocols During Public Meetings (Pruett)

To protect the integrity of the Board Meeting and allow the Board to conduct the business of the District, confirm the decision of the General Manager to suspend public comments by Zoom.

(Domurat/Slater-Carter)

Ayes: Zemke, Domurat, Mattusch, Slater-Carter

Absent: Chang-Kiraly

G) Closed Session – 12:25 PM

1. 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

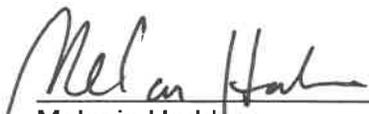
Under Negotiation: Price and Terms of Payment

This Closed Session Item was not discussed.

H) Future Agenda Items

I) Adjourn – 12:26 PM

Approved by the Board on November 15, 2023



Melanie Hadden
Board Secretary



William Zemke
President