



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"

MEETING MINUTES

July 16, 2025

10:00 AM

A) Pledge of Allegiance

B) Roll Call – 10:00 AM

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 Items 5 and 6 pulled from this Agenda will be placed on the August 20, 2025 Regular Board Meeting.

(Chang Kiraly/Mattusch)

Approved consent Items 1 – 4

All in Favor

1. Bills and Claims (van Hoff)

Recommendation: Accept Pre-Approved Items in the amount of \$218,970.38 for June. Approve \$254.95 for Commissioner Kathryn Slater-Carter and General Manager James Pruett \$151.51 for reimbursable conference and travel expenses. Approve \$500,000 in Pre-Approved Items for August 2025.

2. **Minutes – Special Board Meeting for June 7, 2025 (Wright)**
Recommendation: Approve Minutes of the June 7th Special Board Meeting.
3. **Minutes – Regular Board Meeting for June 18, 2025 (Wright)**
Recommendation: Approve Minutes of the June 18, 2025 Regular Board Meeting.
4. **Monthly Capital Project Update (Moren)**
Information only
5. **Policy 2.1.8 No Pets in Workplace (van Hoff)**
Recommendation: Approve San Mateo County Harbor District Policy 2.1.8 No Pets in Workplace. Moved to August Agenda
6. **Policy 42.1 Travel and Reimbursement Policy 4.2.1 (van Hoff)**
Recommendation: Approve revised San Mateo County Harbor District 4.2.1 Travel and Reimbursement Policy for Employees. Moved to August Agenda

G) Discussion

1. **Surfers Beach Pilot Restoration Project Construction Update (Moren)**
Information only
2. **San Mateo Resource Conservation District Pillar Point Harbor Water Quality Update and Proposal for Continued Assistance for Board Consideration (Moren)**
Receive a presentation and approve a proposal for a not-to-exceed amount of \$130,162 for a period of 2 years, fiscal years 2025/26 and 2026/27, to fund the San Mateo Resource Conservation District for continued support and work associated with water quality projects, coordination with respect to TMDL regulations, education and outreach, technical assistance, and identification of unknown sources of contaminants into Pillar Point Harbor.

(Chang Kiraly/Domurat)
All in Favor

3. **2025 Special District Risk Management Authority (SDRMA) Board of Directors Elections (van Hoff)**
Submit vote for Commissioner Chang Kiraly. Additionally, this Commission may vote for up to three (3) candidates for the 2025 Special District Management Authority Board of Directors Elections or take no action.

(Slater-Carter/Zemke)
All in Favor

4. **California Special District Association 2025 Election Nominations for 2025 Board of Directors – Bay Area Network (van Hoff)**

Vote for Clemens Heldmaier for the California Special Districts Association 2025 Board of Directors for the Bay Area Network.

(Slater Carter/Chang Kiraly)
All in Favor

5. **Pillar Point Harbor Johnson Pier Electrical Upgrades Project Construction Change Order Request (Moren)**

Authorize the General Manager to approve: 1) Change Order Request from the construction contractor, Andreini Bros. Inc., for the amount of \$212,700.47, to continue the Pillar Point Harbor Johnson Pier Electrical Upgrades Project, increasing the total construction costs previously approved by the Board by \$89,940.47; 2) an additional \$100,000 contingency for unforeseen issues which may arise; and 3) an increase in Capital Expenditure Appropriations of \$189,941 to be funded by available working capital.

Will be put on the next Regular Meeting Agenda.

6. **Ad Hoc Committee Ocean Science Center Meeting Update (Slater-Carter/Domurat)**

Information Only

7. **Ocean Science Center Ad Hoc Committee Public Workshop Funding Request (Domurat)**

Authorize the General Manger to approve expenditures associated with two public workshops not to exceed \$13,000.

No Motion.

H) Future Agenda Items

I) Adjourn – 12:09 PM

Approved by the Board on August 20, 2025


Melanie Wright
Deputy Board Secretary


Kathryn Slater-Carter
President