



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

**March 19, 2025
10:00 AM – 1:00 PM**

- 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

Item 6 was pulled by Commissioner Zemke and moved to Consent.

Approve Consent Items 1 – 5 and 7 – 10
(Chang Kiraly/Zemke)
All in Favor

1. **Bills and Claims (van Hoff)**
Accept Pre-Approved Items in the amount of \$285,333.37 for February.
Approve \$4,453.03 for Commissioners Virginia Chang Kiraly (\$1,004.88), Tom Mattusch (\$1,670.20) and General Manager James Pruett (\$1,777.95) for reimbursable conference and travel expenses. Approve \$750,000 in Pre-Approved Items for April 2025 (may have 3 AP runs).
2. **Minutes – Regular Board Meeting for February 19, 2025 (Hadden)**

Approve Minutes of the February 19, 2025 Regular Board Meeting

3. **Monthly Capital Project Update (Moren)**
Information Only
4. **Annual 4.4.1 Investment Policy Review (Henthorne)**
Information Only
5. **Critical Incident Stress Management Policy (Pruett)**
Approve the District's Critical Incident Debriefing Policy to enhance support for operations personnel and acknowledge their commitment to the public's safety.
7. **Mid-Year Budget Review (Modena)**
Transfer appropriations of \$730,000 from election costs to salary and benefits.
8. **AB 259: Sunset Elimination for AB 2559 (Rubio, 2022) Brown Act Meeting Procedures)**
Authorize the General Manager to complete and send the CSDA Automated Form Letter in support of AB 259 (Rubio)
9. **SB 496 (Hurtado) Advanced Clean Fleets Reform Measure (Pruett)**
Authorize the General Manger to complete and send the CSDA Automated Form Letter form in support of SB 496 (Hurtado).
10. **Optimized Investment Partners Presentation to Finance Committee (Pruett)**
Information Only

G) Discussion

1. **Approve Appropriations for Purchase of Land (Pruett)**
Approve increase in Capital Asset Appropriations in the amount of \$1,461,929.51 inclusive of taxes and fees to be funded by available Working Capital.

(Chang Kiraly/Mattusch)
All in Favor
2. **Pillar Point Harbor Storage Fees for purchased property at 181-195 Princeton Avenue, Half Moon Bay, California (Modena)**
Initiate proceedings to amend 2024.25 Pillar Point Harbor rates and fees to include dry boat storage of \$100 per month and direct staff to notice a public meeting to consider adopting the additional fee to be held at the next regularly scheduled Harbor Commission meeting on April 16, 2025.

(Chang Kiraly/Zemke)
All in Favor

6. Surfers Beach Restoration Pilot Project (Moren)

Receive Surfers Beach Project financial update and approve the remaining \$330,868 of the proposal from consultant Brad Damitz and subconsultants MTS, Coastal Futures, and Wood Biological Consulting for the Surfers Beach Restoration Pilot Project, environmental compliance, project management, biological surveys and monitoring, and approve an increase in Capital Expenditure Appropriations of \$330,868 to be funded by available Non-Personnel Expenditures and grant funds.

Moved from Consent.

(Chang Kiraly/Zemke)
All in Favor

3. Rates and Fees Effective July 1, 2025 (Modena)

Initiate proceedings to increase rates and fees (not previously amended) to reflect an increase of 2.8% and direct staff to notice a public meeting to consider adopting the increase to be held at the next regularly scheduled Harbor Commission meeting on April 16, 2025.

(Chang Kiraly/Zemke)
All in Favor

4. “First Look” Fiscal Year 2025/26 Operating Budget and Capital Improvement Program (Modena)

Information only

5. Pillar Point Harbor Ocean Safety Fair and Beach Safety Proclamation (Pruett)

Approve the General Manager to proceed with organizing the Coastside Ocean Safety Fair to be held at Pillar Point Harbor on May 17, 2025, with District costs not to exceed \$20,000.

(Chang Kiraly/Zemke)
All in Favor

H) Closed Session

1. Real Property Negotiations (Pruett)

Property: APNs: 047-037-060, 047-037-070, 047-037-420, 047-037-430, 047-037-160, 047-037-170, 047-037-150, 047-037-140.

Negotiators: James Pruett

Negotiating Parties: Jenny Goeres

Under Negotiation: Price and Terms of Payment

No reportable action.

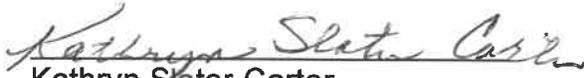
I) Future Agenda Items

J) Adjourn – 11:41 AM

Approved by the Board on April 16, 2025



Melanie Wright
Deputy Board Secretary



Kathryn Slater-Carter
President