



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

**February 19, 2025
10:00 AM – 1:00 PM**

A) Pledge of Allegiance

B) Roll Call - 10:00 AM

All Commissioners Present, Chang Kiraly entered at 10:02 AM

C) Public Comments/Questions

D) Commissioner Comments

E) Activity Reports

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

F) Consent

Approve Consent Items 1 -8
(Slater-Carter/Domurat)
All in Favor

1. Bills and Claims (van Hoff)

Accept Pre-Approved Items in the amount of \$189,673.23 for January.
Approve \$500,000 in Pre-Approved Items for March 2025.

2. Minutes – Regular Board Meeting for January 15, 2025 (Hadden)

Recommendation: Approve Minutes of the January 15, 2025 Regular Board Meeting

3. **Monthly Capital Project Update (Moren)**
Information Only
4. **Authorized List of Signatures with the San Mateo County Treasurer's Office and California State Treasurer's Office; Adopt Resolutions No. 25-02 and 25-03 (van Hoff)**
Adopt Resolution No. 25-02 approving updated list of Harbor District authorized signers for the San Mateo County Treasurer's Office and adopt Resolution No. 25-03 approving updated list of Harbor District authorized signers for the California State Treasurer's Office.
5. **Second Quarter – Fiscal Year 2024/25 (Q2-25) Rent Report (van Hoff)**
Information Only
6. **Second Quarter 2024/25 (Q2-25) Financial Report Spending Authority (van Hoff)**
Information Only
7. **Second Quarter – Fiscal Year 2025 (Q2-25) Investment Report (van Hoff)**
Information Only
8. **Status of Vacant Positions as required by AB 2561 (van Hoff)**
Information Only

G) Discussion

1. **CY 2025 Ad Hoc and Standing Committee Review and Assignments (Slater-Carter)**
The President of the Board for CY2025 review each Standing and Ad Hoc Committee and re-appoint or make new appointments, as necessary

See attachment for new Assignments.
2. **Fiscal Year 2023/2024 Audited Financial Statements and Independent Auditor's Report (van Hoff)**
Approve draft fiscal year 2023/24 San Mateo County Harbor District Audited Financial Statements and Independent Auditor's Report by Nigro & Nigro, PC.

(Chang Kiraly/Zemke)
All in Favor
3. **Surfers Beach Pilot Project Update & Proposal (Moren)**
Approve the \$110,000 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 survey and monitoring, and approve an increase in Capital Expenditure Appropriations of \$110,000 to be funded by available working

capital and grant funds. This Item will be brought back to the March Regular Board Meeting.

(Chang Kiraly/Domurat)
All in Favor

4. Overflow Parking for Pillar Point Harbor (Pruett)

Authorize the General Manager to issue a Request for Proposal for design, engineering, and permitting of a project to construct a parking lot and greenspace on the Burnham Strip to include parcels owned by the Harbor District, privately owned parcels, and areas owned by *Caltrans* and San Mateo County.

(Mattusch/Chang Kiraly)
All in Favor

5. State of the District (Pruett)

Receive Report and Comment

6. Ocean Science Center Survey Update (Modena)

Information Only

7. Mid-Year Budget Review (Modena)

Information Only

8. Professional Services Agreement with Coastside Buzz LLC (Pruett)

Authorize the General Manager to sign the enclosed Professional Services Agreement between the San Mateo County Harbor District and the Coastside Buzz, LLC., increasing the monthly compensation to \$1,500 per month.

(Domurat/Chang Kiraly)
All in Favor

Motion to extend meeting until 2:00 PM
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 Acton

I) Future Agenda Items

J) Adjourn

Approved by the Board at the Regular Board Meeting on March 19, 2025



Melanie Wright
Deputy Secretary



Kathryn Slater-Carter
President