



# San Mateo County Harbor District

“To assure that the public is provided with clean, safe, well-managed, financially sound and environmentally pleasant marinas.”

## FINANCE COMMITTEE

### AGENDA

**May 1, 2017 6:30 PM – 8:30 PM**

San Mateo County Harbor District  
504 Avenue Alhambra, 2<sup>nd</sup> Floor, Conference Room  
El Granada, CA 94018

Persons requiring special accommodation with respect to physical disability are directed to make such requests per the Americans With Disabilities Act to the Deputy Secretary to the Board at 650-583-4400, 72 hours in advance.

**A. Housekeeping Items:** [click here for Staff Report](#)

1. Review of Agenda
2. Approve Notes of September 30, 2016 Finance Committee meeting [click here for notes](#)
  - A. Clarification of Recommendation Regarding Staff Reporting on Terms and Conditions Statewide
3. Approval Notes of February 8 [click here for notes](#)
4. Approve Notes of March 13 Noon Closed Session [click here for notes](#)
5. Approve Notes of March 13 6:30 Meeting [click here for notes](#)
6. Selection of Committee Chair [click here for Report](#)
7. Next Agenda

**B. Commission Requested Items:**

- A. Finance Committee Scope Recommendations to Commission [click here for Report](#)

**C. Committee Items:**

1. Program Statements for Capital Improvements [OPM.CIP](#) [PPH.CIP](#)
2. Status of Audit

- A. Finance Committee Agendas and Minutes
- 3. Outline of Budget Process and Time Table
  - A. Historical operating results with major sectors results for revenue and Time table
  - B. Invested Capital and sources of that Capital
- 4. Legal Service Fee Report –follow up.
  - A. Overview of Legal Fees [click here for Report](#)
  - B. Consideration of Dir Admin. Services e-mail regarding higher than expected legal fees
- 5. Lease Enforcement and Audit
- 6. Transparent Reporting of Fees
- 7. Update on Executive Search for Director of Administration
- 8. Financial Analysis City-Harbor Proposed JPA Terms From 4-17-17 Study Session [click here for Report](#)

**D. Staff Items:**

- 1 Preliminary Budget [click here for Preliminary Budget](#)
  - A. Additional Graphs
  - B. Input on explanation of terms
  - C. Questions on budget contents

Agenda posted as required:  
April 28, 2017 at 5:00 PM

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Debbie Gehret  
Deputy Secretary