



## **SOUTH SAN FRANCISCO CONFERENCE CENTER**

### **REGULAR AUTHORITY MEETING**

Monday, August 21, 2017 – 5:15 p.m.  
255 South Airport Blvd., South San Francisco, CA 94080

#### **AGENDA**

##### **Call to Order – Pledge of Allegiance – Roll Call**

##### **Public Comment:**

Note: For matters not otherwise listed on this agenda, the Authority welcomes your comments but is prohibited by State Law from discussing the items raised. Such items may be taken under consideration and referred to staff for further action as appropriate.

##### **Presentations:**

1. Introduction of New Authority Board Members (Chairperson Garbarino).
2. Presentations of Conference Center Staff (Dean Grubl, Executive Director).

##### **Action Items:**

1. Review/Approval of Minutes from the June 5, 2017 Regular Meeting.
2. Motion to reimburse the City of South San Francisco for their part in the Feasibility Study and Expansion of the South San Francisco Conference Center in the amount of \$62,336.94.
3. Approval of Amendment No. 8 to Agreement between South San Francisco Conference Center Authority and Meyers Nave.

##### **Discussion Item/s:**

1. Review of June Financial Statement for Fiscal Year 2016-2017.
2. Review of June Event Services for Fiscal Year 2016-2017.

##### **Authority Announcements, Referrals and Future Agenda Items:**

1. C.G.Uhlenberg will be conducting the audit FY2016-2017 of the Conference Center on September 5-7, 2017 and present their findings to the Authority during the December Regular meeting.

##### **Executive Director's Report:**

1. Update on Conference Center Sales Activities (Director of Sales; Kathleen Kearney).
2. Update of the FY2017-18 Capital Improvement Projects (Director of Facility Operations; Jorge Cruz and Facility Services Manager; Waledmar Tulik).
3. Update on the Executive Director's Succession Plan to the Authority.

**CLOSED SESSION:**

1. Closed Session: Conference with Labor Negotiator  
(Pursuant to Government Code Section 54957.6)  
Unrepresented Employee – General Counsel
2. Conference with Labor Negotiator  
(Pursuant to Government Code Section 54957.6)  
Unrepresented Employee: Executive Director  
Authority Negotiators: Paul Formosa and Steve Mattas

**Next Regular Authority Board Meeting will be on Monday, October 16, 2017 at 5:15 p.m.**

**Adjourn**