



**FINANCE COMMITTEE MEETING
OF THE BOARD OF TRUSTEES
LOCATION: TELECONFERENCE – SEE BELOW**

June 5, 2023

5:30 PM

AGENDA

The Finance Committee is not a decision-making body and can only make recommendations to the Board. All decisions are made by the full Board at the monthly meeting of the Board of Trustees.

IMPORTANT NOTICE REGARDING MEETINGS:

- The District's Board Room is open to the public at this time.
- The meeting will be conducted via teleconference using Zoom.
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting live by calling Zoom at **(408) 636-0968** or **(669) 900-6833**.

Enter the **Meeting ID# 650-344-8592** followed by the pound (#) key. If the line is busy, more phone numbers can be found on Zoom's website at <https://zoom.us/u/abb4GNs5xM>.

Computer: Watch the live streaming of the meeting from a computer by navigating to <https://zoom.us/j/6503448592> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

Mobile: Log in through the Zoom mobile app on a smartphone and enter **Meeting ID# 650-344-8592**.

ACCESSIBILITY INFORMATION:

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Brian Weber, District Manager, at least 48 hours before the meeting, at (650) 344-8592 or bweber@smcmvcd.org. Advanced notification will enable the District to swiftly resolve such requests to ensure accessibility.

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District’s website at <https://www.smcmvcd.org/board-meetings> as the place to make those public records available for inspection. The documents may also be obtained by calling the District Manager.

1. CALL TO ORDER

2. ROLL CALL

- Mason Brutschy (Chair), Town of Atherton _____
- Muhammad Baluom, City of Millbrae _____
- Ray Williams, Town of Portola Valley _____
- Robert Riechel, City of San Bruno _____
- Carolyn Parker, City of Brisbane _____
- Kati Martin, City of Half Moon Bay _____
- Ron Collins, City of San Carlos _____

3. PUBLIC COMMENTS AND ANNOUNCEMENTS

This time is reserved for members of the public to address the Finance Committee of the Board relative to matters of the Committee not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to three minutes per person (or six minutes where a translator is used).

4. REGULAR AGENDA

- A. Review the Preliminary Financial Report for FY 2022-23 as of April 30, 2023.

Report by: Finance Director, Richard Arrow, CPA

ACTION: Motion to recommend the Board approve the Financial Report for FY 2022-23 as of April 30, 2023

B. Presentation of FY 23-24 Final Budget and Estimates for FY 22-23

Report by: Finance Director, Richard Arrow, CPA

ACTION: Motion to recommend the Board approve the final reading of the FY 23-24 to the Board of Trustees

C. Resolution M-023-23 – Special Tax

Report By: Brian Weber, District Manager

ACTION: Motion to recommend Resolution M-023-23 maintaining the amount of the Special Mosquito Control Tax without changes for Mosquito Control Services within the originally designated cities and unincorporated areas for the Fiscal year 202-2024 and authorizing the continued collection of the tax.

D. Present the final draft of the Engineer’s Report Applicable to FY 23-24 and Board Resolution M-021-23

Report By: District Manager, Brian Weber

ACTION: Motion to recommend approval of the final draft Engineers Report and accompanying resolution to the Board of Trustees

E. Presentation of a proposed change to the District’s credit card program effective July 1, 2023.

Report By: Finance Director, Richard Arrow

ACTION: Recommend approval of the revised District’s credit card program, accompanying resolution, and proposed credit card policy #6150 to the District Board of Trustees.

F. Proposed discussion and implementation of the District’s Cordgrass 2023-2025 work plan

Report By: Operations Director, Casey Stevenson

ACTION: Recommend the District Board of Trustees adopt the 23-25 Cordgrass work plan.

G. Review the contract with the City of San Carlos for rodent control services in the amount of \$9,988.80 annually for a term of five years.

Report By: Operations Director, Casey Stevenson

ACTION: Motion to recommend the Board approve the contract with the City of San Carlos in the amount of \$9,988.80 annually for a term of five years.