



**SPECIAL MEETING  
FINANCE COMMITTEE MEETING  
OF THE BOARD OF TRUSTEES**

**May 6, 2019**

**5:30 P.M.**

**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.

Finance Committee Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Chindi Peavey, District Manager at least one (1) working day before the meeting at (650) 344-8592. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

Public records that relate to any item on the open session agenda for a Finance Committee meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all Finance Committee members. The Finance Committee of the Board has designated the office of the San Mateo County Mosquito and Vector Control District, located at 1351 Rollins Road, Burlingame, for the purpose of making those public records available for inspection.

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. 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 \_\_\_\_\_  
Rick Wykoff, City of Foster City \_\_\_\_\_  
Carolyn Parker, City of Brisbane \_\_\_\_\_

**4. 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 five minutes per person (or ten minutes where a translator is being used).

**5. REGULAR AGENDA**

- A. Receive presentation from SCI Consulting Group regarding the Engineer’s Report calculating the Assessment(s) and Consider Recommending that the Board Approve the Preliminary Assessment Diagram and Engineers Report and Stating its Intention to Continue to Levy the North and West County Mosquito and Disease Control Assessment District on the North and West County Areas for Fiscal Year 2019-20.

**Presentation by:** Sonia Ortega, Project Analyst, SCI Consulting Group

**Action** Motion to recommend the Board Approve Resolution M-008-019 approving the Preliminary Assessment Diagram and Engineers Report and Stating its Intention to Continue to Levy the North and West County Mosquito and Disease Control Assessment District

- B. Review Monthly Financial Reports

- Financial Report for March 2018

**Action** Motion to recommend the Board approve the Monthly Financial Reports

- C. Review proposals received and make a recommendation to the Board for selection of a proposal to repair the sidewalk at the entrance to the District’s Burlingame office.

**Action** Motion to recommend the Board award a contract to a proposer to repair the sidewalk at the entrance to the District’s Burlingame office.

- D. Review proposals received and make a recommendation to the Board for selection of a proposal for installation of LED Lighting in the District's Burlingame office.
- a. Purchase of materials  
**Action** Motion to recommend the Board award a contract to a proposer for the purchase of LED lighting materials.
  - b. Installation  
**Action** Motion to recommend the Board award a contract to a proposer for the installation of LED lighting in the District's Burlingame office.
- E. Review proposals received and make a recommendation to the Board for selection of a proposal for purchase of an Ultra-Low temperature freezer.  
**Action** Motion to recommend the Board award a contract to purchase an Ultra-Low temperature freezer.
- F. Consider recommendation of the ad hoc Solar Proposal Review Committee to proceed with the installation of solar panels and related equipment and make a recommendation to the Board  
**Action** Motion to recommend the Board award a contract to a proposer for the installation of solar panels and related equipment on the District's Burlingame office.
- G. Consider recommending the Board approve an adjustment to the budget for Fiscal year 2018-19  
**Action** Motion to recommend the Board approve an adjustment to the budget for FY 2018-19.
- H. Receive the first presentation of the Budget for FY 2019-20
- I. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATOR pursuant to Government Code Section 54956.8  
Property: 1339-1343 Rollins Road, Burlingame  
Agency Negotiator: SMCMVCD; Dr. Chindi Peavey, General Manager  
Negotiating Parties: Andrew Peceimer  
Under Negotiation: Price and terms of payment
- J. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATOR pursuant to Government Code Section 54956.8  
Property: 890 Barron Ave, Redwood City  
Agency Negotiator: SMCMVCD; Dr. Chindi Peavey, General Manager  
Property Owner: SMCMVCD  
Under Negotiation: Disposition of Property
- K. **ADJOURNMENT**