



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

July 3, 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, (Chair) City of San Bruno _____
- Carolyn Parker, City of Brisbane _____
- Kati Martin, City of Half Moon Bay _____
- Ron Collins, City of San Carlos _____
- Ed Degliatoni, City of San Mateo _____
- Kati Lion, City of Redwood City _____
- Donna Rutherford, City of East Palo Alto _____
- Laura Walsh, City of Colma _____

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. Discuss and recommend new District Policy 6075 Investment of District Funds.

Report by: Finance Director, Richard Arrow, CPA

ACTION: Motion to recommend approval of policy to the District Board of Trustees.

B. Discuss and recommend new District Policy 6150 Credit Card Use

Report by: District Manager, Brian Weber

ACTION: Motion to recommend approval of policy to the District Board of Trustees.

C. Preliminary discussion concerning District Policy 6030 Expense Authorization

Report by: District Manager, Brian Weber

ACTION: No action necessary. For discussion purposes only.

D. 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 May 31, 2023

E. Continuing discussion of a proposed change to the District's credit card program effective July 1, 2023.

Report By: Finance Director, Richard Arrow

ACTION: No action necessary. For discussion purposes only.

F. Oral report on construction project concerning District property at 1415 N. Carolan.

Report By: District Manager, Brian Weber

ACTION: No action necessary, informational only.

G. Recommend approval of pesticide expenditures to the District Board of Trustees.

Report By: Operations Director, Casey Stevenson

ACTION: Recommend forwarding approval to the District Board of Trustees.