



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

June 2, 2025

5:30 PM

AGENDA

The Finance Committee is not a decision-making body and can only make recommendations to the Board. The full Board makes all decisions 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 public members seeking to observe and/or address the local legislative body may participate in the meeting telephonically or electronically as described below.

HOW TO OBSERVE THE MEETING:

Telephone: Listen to the meeting via 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 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 resolve such requests swiftly 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 distributed after the agenda posting deadline for the meeting are available for public inspection, and 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

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

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 of the Preliminary Financial Report for FY 2024-25 as of April 30, 2025

Report by: Finance Director, Richard Arrow, CPA

ACTION: Recommend the Board approve the Financial Report for FY 2024-25 as of April 30, 2025



B. Recommend approval of the final engineer's report and related resolutions for setting district special tax rates and benefit assessment collection procedures.

Report by: Brian Weber, District Manager

ACTION: Recommend to forward the final Engineer's report and special tax resolutions to the Board of Trustees for adoption.

C. Second Presentation and review of the FY 25-26 Final District Budget

Report by: Richard Arrow, Finance Director, and Brian Weber, District Manager

ACTION: Recommend forwarding the FY 25-26 Final District Budget to the Board of Trustees for approval.

D. SMCMVCD Cordgrass Work Plan for FY 25-26 and associated revenue

Report by: Casey Stevenson, Operations Director

ACTION: Recommend that the Board approve the Work Plan for FY 25-26 and associated revenue

E. Proposal to conduct a 6-month trial period for Facilities Maintenance Specialist Louis Fernandez to perform as a Vector Control Technician-Facilities Maintenance Specialist

Report by: Brian Weber, District Manager

ACTION: Recommend to the Board of Trustees for a Vector Control Technician-Facilities Maintenance Specialist



F. Status of the Construction Project at 1415 North Carolan Ave

Report by: District Manager, Brian Weber

ACTION: No action necessary, informational only

G. Report on the Ad Hoc Staff Negotiation Committee of the Board

Report by: Brian Weber, District Manager

ACTION: No action necessary, information only

H. Fixed Asset Retirement Request (2007 Klamath Boat)

Report by: Casey Stevenson, Operations Director

ACTION: Recommend that the Board remove the 14' Klamath boat from the Capital Asset inventory.

I. Review of the 5th Contract Amendment providing Finance Director services from Richard Arrow, CPA, commencing on July 1, 2025

Report by: Brian Weber, District Manager

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