



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

November 5, 2018

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 working days 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 _____

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. Review Monthly Financial Reports

- Financial Report for September, 2018

Action Motion to recommend the Board Approve the Monthly Financial Reports

B. Discussion of the budget surplus from FY 2017-18

C. Recommend to the Board that funds in the Equipment Replacement Reserve Fund be transferred from the General Fund to the Capital Project Reserve account in the Treasury

D. Review Financial Policies from the District Policy Manual

- District Policy 6070 Investment of District Funds – *consider adding language to clarify that the Capital Project Reserve Fund and the Equipment Replacement Reserve Fund are the same fund which is called the Capital Project and Equipment Replacement Reserve Fund*

Action Motion to recommend Board approval of changes in District Policy 6070

- District Policy 6100 Journal Entry Approval – *consider slight grammatical changes for clarity*

Action Motion to recommend Board approval of District Policy 6100

- District Policy 6110 Cash and Cash Management

Action Motion to recommend Board approval of changes in District Policy 6110

- E. Receive a Report on Progress on the Programmatic Environmental Impact Report – Presentation by Assistant Manager Brian Weber
- F. Consider alternatives for the investment of the Pension Rate Stabilization Reserve Fund
- G. Review Calendar of Finance Committee meetings for the next 12 months

H. ADJOURNMENT