



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

June 8, 2022, 6:00 PM

AGENDA

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:

Based on the authority under AB 361 and the guidance from the County Public Health Officer and the CDC to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District's Board Room is not 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. More phone numbers can be found on Zoom's website at <https://zoom.us/j/6503448592> if the line is busy.

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 located at <https://www.smcnvcd.org/board-meetings> as the place for making those public records available for inspection. The documents may also be obtained by calling the District Manager.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

- Secretary of the Board will take roll call

4. PUBLIC COMMENTS AND ANNOUNCEMENTS

- This time is reserved for members of the public to address the Board relative to matters of the District 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 being used). Speaker cards are available for those making a public comment

5. CONSENT CALENDAR

- All items on the Consent Calendar will be considered by one (or more) action(s) of the Board unless any Trustee would like to discuss any item listed, in which case, it may be pulled from the Consent Calendar.

A. Approval of Minutes

1. Minutes for the Regular Board Meeting May 11, 2022

B. Approval of Contracts

1. Memorandum of Understanding with Peninsula Vector Control Workers Association for July 1, 2022, to June 30, 2025.

Resolution M-010-22 Authorizing Compensation and Benefit Adjustments for Unrepresented Employees for July 1, 2022, to June 30, 2025.

Approval of Resolutions (Consent)

C. Resolution M-011-22 Consider adopting a resolution authorizing continued remote teleconference meetings of the legislative bodies of the San Mateo County Mosquito and Vector Control District pursuant to Brown Act Provisions to continue conducting District meetings remotely to protect the health or safety of attendees pursuant to Assembly Bill 361

ACTION: Motion to approve Consent Calendar

REGULAR AGENDA

SPECIAL PRESENTATIONS

6. Receive presentation from SCI Consulting Group regarding the Engineer’s Report calculating the Assessment(s) and Consider Adoption of Resolution M-012-22.

Presenter: Sonia Ortega, Project Analyst, SCI Consulting Group

ACTION: Motion to approve **Resolution M-012-22** Approving the Final Engineer’s Report, confirming the assessment diagram and assessment, and ordering the levy of assessments for Fiscal Year 2022-23 for the North and West County Mosquito and Disease Control Assessment District

7. PUBLIC HEARING – Regarding the continuation of the District’s special parcel tax within the original boundaries

ACTION: Motion to open Public Hearing

- This is the opportunity for any public members to address the Board with questions/comments relevant to the setting of the Special Tax

ACTION: Motion to close Public Hearing

8. RESOLUTION M-013-21 – SPECIAL TAX

Presenter: Sonia Ortega, Project Analyst, SCI Consulting Group

ACTION: Motion to approve **Resolution M-013-22** maintaining the amount of the Special Mosquito Control Tax without changes for Mosquito Control Services within the originally designated cities and unincorporated areas for Fiscal year 2022-2023 and authorizing the continued collection of the tax.

9. BOARD COMMITTEE REPORTS The Chair of each of the following committees will present a brief report on the committee’s actions since the last report and present any recommendations to the Board

A. Finance Committee Reports

1. Finance Committee Meeting Report – May 30, 2022

Report by: Mason Brutschy, Committee Chair

B.1 Review Financial Report for FY 2021-22 as of April 30, 2022

Report by: Finance Director, Richard Arrow, CPA

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

C.1 Presentation of FY 22-23 Budget and Status of FY 21-22 Revenue and Expenditures

ACTION: Motion to approve FY 22-23 Budget

C.2 Presentation and Recommendation of Reserve Levels as of June 30, 2022

ACTION: Motion to approve Reserve Levels for FY 22-23

D. Inactive Committees

10. STAFF REPORTS

- A. Operations Director, Casey Stevenson will provide an update on Field Operations Programs
- B. Laboratory Director, Angie Nakano. Angie will provide an update on Laboratory activities.
- C. Public Health Education and Outreach Officer, Rachel Curtis-Robles will provide an update on the District Public Outreach Programs
- D. Information & Technology Director Matthew Nienhuis will provide an update on technology matters

11. CONFERENCE WITH LABOR NEGOTIATOR (Government Code 54957.6)

AGENCY DESIGNATED REPRESENTATIVE: Brian Weber, District Manager

POSITION TITLE OF UNREPRESENTED EMPLOYEE: Contract Employee, Interim Finance Director, Richard Arrow

12. Consider Fourth Amendment to the Agreement for the Position of Interim Finance Director

ACTION: Motion to approve Fourth Amendment to the Agreement for the Position of Interim Finance Director

13. Manager’s Report

14. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

15. ADJOURNMENT