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## REGULAR MEETING OF THE BOARD OF TRUSTEES

October 11, 2017 6:00 PM

### AGENDA

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*Board 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 five 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 special 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 members, or a majority of the members of the Board. 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. The documents are also available on the District's Internet Web site. The website is located at [www.smcmvcd.org](http://www.smcmvcd.org).*

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **Oath of Office**
4. **ROLL CALL**
  - Secretary of the Board will take roll call
5. **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

**6. CONSENT CALENDAR**

- If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar

A. Approval of Minutes for the Regular Board Meeting, September 13, 2017

**ACTION:** Motion to approve Consent Calendar

**REGULAR AGENDA**

**7. BOARD COMMITTEE REPORTS**

A. **Policy Committee**

B. **Environmental and Public Outreach Committee**

C. **Strategic Planning Committee**

D. **Manager’s Evaluation Committee**

E. **Finance Committee** – Consider taking the following actions consistent with Finance Committee recommendations:

**ACTION:** Motion to approve District Policy 6120 District Reserves as amended

**ACTION:** Motion to approve Motion to approve the following allocations of general funds in the County Treasury as of July 1, 2017:

Working Capital (General Fund Liquidity)	\$3,087,875
Public Health Emergency Reserve Fund	\$ 600,000
Natural Disaster Emergency Reserve Fund	\$ 550,000
Equipment Replacement Reserve Fund	\$ 500,000

**ACTION:** Motion to approve discontinuing the Other Post-Employment Benefits Reserve Fund, funds having been deposited in an OPEB Trust account

**ACTION:** Motion to approve discontinuing the Sick/Annual Reserve Fund and transfer the funds to the District’s General Fund

## 8. FINANCIAL REPORT

Review Financial Documents for fiscal year 2017-18; July 2017 through August 2017.

Interim Finance Director, Richard Arrow

**ACTION:** Motion to approve Financial Documents for Fiscal Year 2017-2018; July 2017 through August 2017

## 9. STAFF REPORTS

- A. Assistant Manager, Brian Weber, will provide an update on Field Operations Programs (including Seasonal marsh treatments, airboat, *Aedes aegypti*, etc.) and status of Programmatic Environmental Impact Report
- B. Interim Laboratory Director, Theresa Shelton, will provide an update on District Laboratory Programs (including surveillance efforts for West Nile Virus, *Aedes aegypti*, Ticks, Hantavirus, etc.)
- C. Public Health Education and Outreach Officer, Megan Caldwell, will provide an update on the District Public Outreach Programs

- 10. Receive update on the Financial Director position and consider alternatives including extension of the agreement for the interim Financial Advisor.

**ACTION:** Motion to approve Resolution M-003-018 - **Approving The First Amendment To The Agreement For Management And Administrative Services With Regional Government Services For A Financial Services Advisor**

- 11. Receive report from District Manager on the District's long-term operational requirements and challenges

## 12. MANAGER'S REPORT

## 13. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

## 14. ANNOUNCE NEXT REGULARLY SCHEDULED BOARD MEETING

- The next Board meeting will be on November 8, 2017

**15. ADJOURNMENT**