



REGULAR MEETING OF THE BOARD OF TRUSTEES

June 12, 2019 6:00 PM

AGENDA

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.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **Oath of Office** - None this month
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

- 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 8, 2019

B. Approval of Pesticide Purchases

- 1) Univar- Altosid XR ingots, Altosid P35, Altosid 4.25 pellet
- 2) Clarke- Natular XRT, Natular DT, Natular G30 and 55 gallon Cocobear
- 3) Adapco- Metalarv and Vectomax
- 4) Target- Spheratax 50g

ACTION: Motion to approve Consent Calendar

REGULAR AGENDA

7. RESOLUTION M-010-19 – BENEFIT ASSESSMENT

APPROVING THE FINAL ENGINEER’S REPORT, CONFIRMING THE DIAGRAM AND ASSESSMENTS, AND ORDERING THE LEVY OF ASSESSMENTS FOR FISCAL YEAR 2019-20 FOR THE NORTH AND WEST COUNTY MOSQUITO AND DISEASE CONTROL ASSESSMENT DISTRICT

ACTION: Motion to approve Resolution M-010-19

8. 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

9. RESOLUTION M-011-19 – SPECIAL TAX

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 2019- 2020 AND AUTHORIZING THE CONTINUED COLLECTION OF THE TAX

ACTION: Motion to approve Resolution M-011-19

10. 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**
- B. **Ad hoc Committee to Review Solar Proposals**
- C. **Ad hoc committee on Real Estate**
- D. **Inactive Committees**

11. FINANCIAL REPORT

Review Financial Report for April 2019.

Finance Director, Richard Arrow

ACTION: Motion to approve Financial Report for April 2019

12. STAFF REPORTS

- A. Assistant Manager, Brian Weber will provide an update on Field Operations Programs
- B. Laboratory Director, Angie Nakano will provide an update on District Laboratory Programs

C. Public Health Education and Outreach Officer, Megan Sebay will provide an update on the District Public Outreach Programs

13. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATOR pursuant to Government Code Section 54956.8

Property: 1339-1343 Rollins Road, Burlingame

Agency Negotiator: Dr. Chindi Peavey, District Manager; Frank Cooke, BGHRE Commercial

Negotiating Parties: Andrew Peceimer, CB Commercial; Jesse Steinhardt; Samuel Stapleton

Under Negotiation: Price and terms of payment for purchase

End Closed session

14. Report out of Closed session

15. CONSIDER RESOLUTION M-012-19 (described below) and contracts for services related to the purchase of 1339-43 Rollins Road, Burlingame aka 1340 N. Carolan Ave, Burlingame (APN 026-122-070)

ACTION: Motion to approve Resolution M-012-19 authorizing (i) the District Manager to execute a Standard Offer, Agreement And Escrow Instructions For Purchase Of Real Estate (“Purchase Offer”) relating to the purchase of 1339-43 Rollins Road, Burlingame aka 1340 North Carolan Ave. Burlingame APN 026-122-070 (“Property”) and to take all necessary actions on behalf of the District to implement the terms of the Purchase Offer, and (ii) the appropriation of \$120,000 from the District General Fund for costs related to the acquisition of the Property

ACTION: Motion to approve an Agreement for Legal Services with Burke Williams & Sorenson, LLP for services related to the purchase of the Property

ACTION: Motion to authorizing the District Manager to sign a contract with Geosyntec Consultants for the services related to Environmental Site Assessment of the Property

16. AMENDMENT TO THE BUDGET FOR FY 2018-19

ACTION: Motion to approve the Amendment to the District Budget for Fiscal year 2018-19

17. BUDGET FOR FISCAL YEAR 2019-20 – FINAL PRESENTATION

• **SECOND PRESENTATION OF 2019-20 BUDGET**

ACTION: Motion to approve the Updated District Budget for Fiscal year 2019-20

18. Consider adopting Resolution M-013-19 (described below)

ACTION: Motion to approve adopting Resolution M-013-19 finding the sidewalk repair project at 1351 Rollins Rd Burlingame exempt from the California Environmental Quality Act, and directing the filing of a Notice of Exemption; and authorizing the District Manager to execute a construction contract with Bay Area Paving in an amount not to exceed \$9,500 for sidewalk repair

19. Consider adopting a resolution M-014-019 (described below)

ACTION: Motion to approve adopting Resolution M-014-19 finding the Photovoltaic Installation project at 1351 Rollins Rd Burlingame exempt from the California Environmental Quality Act, making findings necessary to authorize an energy service contract and directing the filing of a Notice of Exemption; and authorizing the District Manager to execute a construction contract with Solar Technologies in the amount of \$134,948 for the installation and maintenance of a rooftop solar photovoltaic system at District-owned property.

20. CLOSED SESSION

• **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Title: Interim Finance Director (Government Code Section 54957)

• **CONFERENCE WITH LABOR NEGOTIATOR**

Unrepresented employee: Interim Finance Director (Government Code Section 54957.6)

End Closed Session

21. Report from Closed Session

22. Consider adoption Resolution M-015-19 (described below)

ACTION: Motion to approve adopting Resolution **M-15-19** Approving the First Amendment to the Employment Agreement for the Position of Interim Finance Director

23. Consider potential dates for an August Board meeting

ACTION Motion to approve a date for the August Board meeting

24. MANAGER'S REPORT

25. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

26. ANNOUNCE NEXT REGULARLY SCHEDULED BOARD MEETING

27. The July Board meeting will be held on July 10, 2019 the 2nd Wednesday of the Month.

28. ADJOURNMENT