



REGULAR MEETING OF THE BOARD OF TRUSTEES

September 11, 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, June 12, 2019.

B. Approval of Contracts and Agreements

1. Contract with ComCast Spotlight for educational outreach efforts

C. Approval for Disposal of Surplus Items

1. Ultralow temperature freezer

ACTION: Motion to approve Consent Calendar

REGULAR AGENDA

7. **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 on Real Estate

ACTION: Motion to approve an Amendment to the Agreement for Legal Services Related to Real Estate with Burke Williams & Sorenson

C. Policy Committee

D. Ad Hoc Nominating Committee

E. Inactive Committees

8. FINANCIAL REPORT

Review Financial Report for Fiscal year 2018-19 as of June 30, 2019.

Finance Director, Richard Arrow

ACTION: Motion to approve Financial Report for June 2019

Review Financial Reports for Fiscal year 2019-20 as of July 30, 2019.

ACTION: Motion to approve Financial Report for July 2019

9. 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

10. Resolution M-001-020 transferring \$250,000 from the District General Fund to the District Capital Fund

ACTION: Motion to approve to approve Resolution M-001-020

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

Property: 1339-1343 Rollins Road, Burlingame (aka 1340 North Carolan Ave)

Agency Negotiator: Dr. Chindi Peavey, District Manager

Negotiating Parties: Pitre Trust, Mark A. Pitre and Corinne S. Pitre, Trustees

Under Negotiation: Price and terms of payment for purchase

End Closed Session

12. Creation of a Reserve Fund for Real Estate

ACTION: Motion to approve changes to District Policy 6120 creating a Reserve for Real Estate

13. Reallocation of Fund Balance among District Reserve Funds

ACTION: Motion to approve allocation of District Fund Balance among reserve funds

14. Consider changing the title of the Information Technology Specialist position to Information Technology Director

15. Consider adoption of Resolution M-002-020 Amending the Salary Schedule for Unrepresented Employee Compensation Resolution : July 1, 2019-June 30 2022 (Resolution M-008-019) to Reflect Inclusion of the Information Technology Position

ACTION: Motion to approve to approve Resolution M-002-020

16. MANAGER'S REPORT

17. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

18. ANNOUNCE NEXT REGULARLY SCHEDULED BOARD MEETING

19. The next meeting of the Board will be an adjourned regular meeting and will be held on October 9, 2019 the 2nd Wednesday of the Month.

20. ADJOURNMENT