REGULAR MEETING OF THE BOARD OF TRUSTEES
June 12, 2013

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 Leon Nickolas, Board Secretary 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 regular board 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.smcmad.org.

REGULAR MEETING OF THE BOARD OF TRUSTEES
6:00 P.M.

1. CALL TO ORDER.

2. PLEDGE OF ALLEGIANCE.

3. ROLL CALL.
   • Secretary of the Board will take roll call.

4. APPROVAL OF THE AGENDA AS POSTED (or amended)

5. OATHS ADMINISTERED TO TRUSTEES

6. 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 two minutes per
person and ten minutes in total. Speaker cards are available for those making a public comment.

7. CONSENT CALENDAR.

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


**ACTION:** Motion to approve Consent Calendar.

8. REGULAR AGENDA

A. Janitorial Contract. Finance Director, Rodriguez and Manager Gay.

**ACTION:** Motion to approve Janitorial Contract with Townsend & Styer Maintenance Company for one year.

B. Contractor Contract. Trustee Tagg and Manager Gay.

**ACTION:** Motion to approve Contractor Contract with James R. Griffin Construction Company to complete the CMS Garage Seismic Repair.

C. Pesticide Purchase. Assistant Manager Weber.

**ACTION:** Motion to approve Altosid pesticide purchase from Target Specialty Products.

9. BOARD COMMITTEE REPORTS

A. Environmental/Public Outreach
B. Finance
C. Strategic Planning
D. Policy
E. Ad-hoc Building

10. FINANCIAL REPORT

A. Review Financial Documents for fiscal year 2012-13; Finance Director, Rodriguez

**ACTION:** Motion to approve Financial Documents for Fiscal Year 2012-2013; July through April 2013.

A-3

**ACTION:** Motion to approve Resolution M-008-13. District Budget for Fiscal Year 2013-2014.


**ACTION:** Motion to approve Financial Audit for FY 2010-11.

11. **PUBLIC HEARING**

**ACTION:** Motion to open Public Hearing.

- This is the opportunity for any public members to address the Board with questions relevant to the setting of the Special Mosquito Control Tax.

**ACTION:** Motion to close Public Hearing.

12. **RESOLUTION M-001-14**

A. Fixing the amount of the Special Mosquito Control Tax for Mosquito Control Services within the originally designated cities and unincorporated areas for Fiscal Year 2013 - 2014.

**ACTION:** Motion to approve Resolution M-001-14

13. **RESOLUTION M-002-14**

A. Authorizing the collection of the Special Mosquito Control Tax for Mosquito Control Services within the originally designated cities and unincorporated areas for Fiscal Year 2013 - 2014.

**ACTION:** Motion to approve Resolution M-002-14.

14. **RESOLUTION M-003-14**

A. Authorizing the approval of the Engineer’s Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2013-2014.

**ACTION:** Motion to approve Resolution M-003-14.

15. **MANAGER’S REPORT**

16. **BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

A. American Mosquito Control Association (AMCA) Legislative Conference in Washington D.C.
17. CLOSED SESSION

**ACTION:** Motion to move into closed session.

**CLOSED SESSION MEETING OF THE BOARD OF TRUSTEES**

**A. CALL TO ORDER.**

**B. CONFERENCE WITH LABOR NEGOTIATOR – Section 54956.6**
Agency designated representative: Trustee Robert Maynard, Finance Committee designee.
Employee Organization: Peninsula Vector Workers Association

**C. CONFERENCE WITH LABOR NEGOTIATOR – Section 54956.6**
Agency designated representative: Trustee Robert Maynard, Finance Committee designee.
Employee Organization: All Unrepresented Employees

**D. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION.**
Significant exposure to litigation pursuant to subdivision (a) of Section 54956.9: District v. Brandon Low, Claim CRM:00080941.

**E. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION**
Pursuant to Section 54956.9: Based on existing facts and circumstances, the District will discuss the initiation of litigation adverse to Jo Ann Dearman.

**Closed Session Note:** The Brown Act prohibits the disclosure of confidential information acquired in a closed session by any person present and offers various remedies to address willful breaches of confidentiality. These include injunctive relief, disciplinary action against an employee, and referral of a member of the legislative body to the grand jury. It is incumbent upon all those attending lawful closed sessions to protect the confidentiality of those discussions. Only the legislative body acting as a body may agree to divulge confidential closed session information; as regards attorney/client privileged communications, the entire body is the holder of the privilege and only a majority vote of the entire body can authorize the waive of the privilege.

**ACTION:** Motion to move out of closed session.

**REGULAR MEETING OF THE BOARD OF TRUSTEES**
**CONTINUATION OF AGENDA FOR JUNE 12, 2013**

18. REPORT FROM CLOSED SESSION

19. NEXT REGULARLY SCHEDULED BOARD MEETING

**ACTION:** Motion to approve next meeting for July 10, 2013.

20. ADJOURNMENT
ACTION: Motion to adjourn.

CERTIFICATION OF POSTING AGENDA

I, Leon Nickolas, Board Secretary for the San Mateo County Mosquito and Vector Control District (SMCMVCD), declare that the foregoing agenda for the Regular Meeting of the SMCMVCD Board of Trustees for June 12, 2013 was posted and available for review on June 7, 2013, at the District Headquarters of SMCMVCD, 1351 Rollins Road, Burlingame, CA, 94010. The agenda was also available on the District web site.