



San Mateo County
Mosquito and Vector Control District
 1351 Rollins Rd
 Burlingame CA 94010
 (650) 344-8592 Fax (650) 344-3843
 www.smcmad.org

REGULAR MEETING OF THE BOARD OF TRUSTEES
February 12, 2014

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 three minutes per

person and twelve 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.

1) Minutes for Regular Board Meeting, January 8, 2014.

ACTION: Motion to approve Consent Calendar items.

8. REGULAR AGENDA

A. HVAC Installation at Redwood City Facility.

ACTION: Motion to approve Alternative Heating and Air Conditioning Solutions, INC., to install a Mitsubishi M-series Air Conditioning Unit and all electrical connections at the Redwood City Facility for a total price of \$6,945.00.

B. District Policy Manual.

ACTION: Motion to approve revisions to District Policies:

1. 1030 – Conflict of Interest,
2. 1050 – Service Abatement Contracts,
3. 1070 – Special Mosquito Control Tax,
4. 2090 – Equal Employment Opportunities,
5. 2130 – Employment Hiring Practices,
6. 2140 – Retirement Age, 2150 – Employee Certification,
7. 2170 – Workplace Condition Complaint by an Individual or Employee Association,
8. 6030 – Expense Authorization, and Employee Manual
9. 2160 – Separation from District Employment.

ACTION: Motion to approve the termination of District Policy 2080 Health Examinations.

C. Request for Proposal for General Counsel Services.

ACTION: Motion to approve submittal of the Request for Proposal for General Counsel Services to various legal firms and directing an Ad-hoc Legal Services Committee to perform the interviews and recommend to the Board at the June 11, 2014, Board meeting an attorney and legal firm to provide general counsel services.

D. San Carlos Wheeler Plaza Project.

ACTION: Motion to approve Resolution M- 008-14

9. BOARD COMMITTEE MEETING REPORTS

- A. Environmental and Public Outreach
- B. Finance
- C. Strategic Planning
- D. Policy
- E. Ad-hoc Technology (E-Device)

10. FINANCIAL REPORT

- A. Review Financial Documents for fiscal year 2013-14; July through December.
Finance Director, Rosendo Rodriguez

ACTION: Motion to approve Financial Documents for Fiscal Year 2013-2014; July through December 2013.

11. MANAGER'S REPORT

12. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

13. ANNOUNCE NEXT REGULARLY SCHEDULED BOARD MEETING

14. 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 February 12, 2014 was posted and available for review on February 7, 2014, at the District Headquarters of SMCMVCD, 1351 Rollins Road, Burlingame, CA, 94010. The agenda was also available on the District web site.