

**REGULAR MEETING OF THE BOARD OF TRUSTEES  
KERN MOSQUITO AND VECTOR CONTROL DISTRICT**

Board Room  
4705 Allen Road, Bakersfield, Ca  
February 12, 2025  
11:30 A.M.

Disabled individuals who need special assistance to attend or participate in a meeting of the Kern Mosquito and Vector Control District may request assistance at the district's headquarters located at 4705 Allen Road, Bakersfield or by calling 589-2744. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting materials available in alternative formats. Requests for assistance should be made at least three (3) working days in advance whenever possible.

Note: Agenda items may be taken out of order.

**1) INTRODUCTION OF VISTORS**

This is an opportunity for members of the public to introduce themselves to the Board of Trustees.

**2) PUBLIC COMMENT**

This an opportunity for members of the public to address the Board on any matter within the Board's jurisdiction that is not listed on the Agenda. The Board of Trustees reserves the right to limit the duration of each speaker to five (5) minutes.

**3) ACTION TO APPROVE the Items on the Consent Calendar**

Items considered routine in nature are placed on the Consent Calendar. All of the items on the Consent Calendar may be approved by one motion. If discussion is desired, the item(s) may be removed from the Consent Calendar.

- a) Minutes Dated – January 8, 2025
- b) Expenditures – January 2025
  - i) Mosquito Account
  - ii) Rat Program
- c) Financial Statements – January 2025
  - i) Mosquito Account
  - ii) Rat Program
  - iii) CIR Account
- d) Revolving Fund - January 2025

**4) Fair Political Practices Commission Form 700 Statement of Economic Interest**

This time will be set aside to allow members of the Board of Trustees to complete the Form 700 Statement of Economic Interest as required by the Fair Political Practice Commission.

**5) Financial Statements for Year Ended June 30, 2024 Report by Mark Albert of Albert and Associates, LLP.**

Mark Albert of Albert and Associates, LLP. will review the District's financial statements for year ended 2024.

**6) Board President to Appoint Trustee to Committees**

The Board President will appoint Trustees to the Mosquito Control Budget Committee, Roof Rat Control Budget Committee, Capital Improvement Reserve Budget Committee, and Personnel Committee for calendar years 2025 and 2026.

**7) ACTION TO AUTHORIZE Manager to Select, Negotiate, Sign and Manage Agreement with a Design Firm to Provide Design Services to the Kern Mosquito and Vector Control District**

The Board of Trustees will be asked to consider authorizing the Manager to select a design firm to provide design services for the construction of a new laboratory and remodeling of the main office.

**8) Ad Hoc Committee for Design-Build Service RFP Selection and Construction Process**

The Board will be asked to consider creating an ad hoc committee for the Design-Build process for the new laboratory and main office remodel.

**9) KERN MVCD POLICY HANDBOOK REVIEW:**

**ACTION TO APPROVE AND ADOPT the "Series 1000 – General" Policies**

The Board of Trustees will be asked to review and consider amending the following policies, as necessary.

- a. Purpose of Board Policies**
- b. Adoption/Amendment of Policies**
- c. District Objectives**
- d. Conflict of Interest Code**
- e. Public Complaints**
- f. Copying Public Documents**
- g. Public Records Act**
- h. Claims Procedures**
- i. Meeting and Travel Expense Reimbursement**
- j. Cooperative Agreement**

**10) ACTION TO APPROVE Proposed Amendments to Policy 2000, Policy Title “Executive Officer”**

The Board of Trustees will be asked to review and consider the amended Policy 2000, Policy Title “Executive Officer”.

**11) ACTION TO APPROVE Salary Schedule Adjustment for District Secretary Position**

The Board of Trustees will be asked to review and consider the salary schedule adjustment for the District Secretary position to meet the minimum FLSA exempt employee salary threshold.

**12) CLOSED SESSION**

Public Employee Discipline/Dismissal/Release/Complaint  
Pursuant to Government Code Section 54957

**13) MANAGER’S REPORT**

The District Manager will provide a brief report on current District business and activities. The District Manager will also report on District employees, meetings attended, and current projects.

**14) SUPERINTENDENT OF OPERATION’S REPORT**

The Superintendent will provide a brief report on current operation business and activities.

**15) PUBLIC INFORMATION OFFICER’S REPORT**

The Public Information Officer will provide a brief report on upcoming public relations events and projects.

**16) BOARD COMMENT**

This is an opportunity for Board Members to ask questions for clarification, provide information to staff, request staff to report back on a matter or direct staff to place a matter on a subsequent agenda.

**17) ADJOURNMENT**