

San Mateo County Mosquito and Vector Control District

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MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES, January 13, 2010

President Honan called the meeting to order at 7:00pm

TRUSTEES PRESENT:

Ronald Anderson	James Metz
Valentina Cogoni	Leon Nickolas
John Curtis	Lawrence Peterson
Joseph Fil	James Ridgeway
Christine Fuller	Robert Riechel
Raymond Honan	Donna Rutherford
Samuel Lerner	Betsy Schneider
Robert Maynard	Richard Tagg

TRUSTEES ABSENT:

Bob Blake
Tim Frahm

STAFF PRESENT:

Robert B. Gay, District Manager
Jo Ann Dearman, Finance Director and Clerk
James Counts, Operations Supervisor
Chindi Peavey, Vector Ecologist

Pledge of Allegiance

GUESTS/SPEAKERS PRESENT: Portor Goltz, Deputy County Counsel

Administered the Oath of Office to the following:

Board President – Mr. Raymond Honan, City of South San Francisco

Vice President – Mr. Samuel Lerner, Town of Atherton

Secretary – Ms Valentina Cogoni, City of Menlo Park

Assistant Secretary – Mr. Joseph Fil, Town of Portola Valley

Trustee Reappointments: Mr. Samuel Lerner - Town of Atherton, Mr. Robert Maynard – City of Brisbane, Mr. Ron Anderson – City of Foster City, Mr. Raymond Honan – City of South San Francisco, Mr. Robert Riechel – City of San Bruno and Mr. John Curtis – City of Pacifica, Mr. James Metz - San Mateo At Large.

SPECIAL PRESENTATIONS

- **Resolution M-008-10.** In appreciation of service by Mr. Robert Bury, who served over eleven years on the Board representing the City of Redwood City.

Motion to approve: Joseph Fil and seconded by Larry Peterson

- **Resolution M-009-10.** In appreciation of service by Mr. Dennis Preger, who served over fifteen years on the Board representing the City of Burlingame.

Motion to approve: Donna Rutherford and seconded by Christine Fuller

Public Input on Non Agenized Items

Cynthia L. Schreurs, Esq attended the meeting and has expressed interest in becoming a Board Member to represent the City of Burlingame in the position formerly held by Dennis Preger. Nick Ackers also from Burlingame attended the meeting and has expressed an interest in becoming a Board Member. Maria Martineucci has been appointed by the city of Redwood City to replace Robert Bury.

District Programs/Staff Reports

Chindi Peavey, PhD., Vector Ecologist reported on activities of the Entomology Staff.

Operations

The focus of mosquito control has shifted to seasonal marshes and impounds with the onset of winter rains. The staff have been performing annual maintenance inspections on all equipment, repairing pumps and sprayers and working on vehicles. Sewer plants are being checked and treated for mosquitoes on a monthly schedule rather than weekly during the winter months.

Scorpions of San Mateo County

The entomology lab recently received an unusual identification request from a Woodside resident who had collected five scorpions from her backyard. The scorpions were identified as *Uroctonus mordax*, the California forest scorpion, which has previously been recorded in Redwood City. The species is only mildly venomous. None of the scorpions endemic to San Mateo County are extremely poisonous.

Lyme Disease

As winter rolls into the Bay Area, the district is preparing for the start of its annual tick surveillance season. The western black-legged tick (*Ixodes pacificus*) is the most common west coast vector for Lyme disease.

Trustee Field Day

On December 9, the district welcomed trustees and guests for the 2009 Trustee Field Day and luncheon. This annual event is an opportunity for board members, city council representatives and other community members to see the district facilities and learn about district programs, Operations, Laboratory and Administrative activities.

Meeting with Municipal Code Enforcement Officers

In December, the district laboratory staff met with code enforcement officers from most cities in the county. The district sometimes encounters situations that require assistance from code enforcement when property conditions cause rat populations to increase.

Jo Ann Dearman, Finance Director reported on the activities of the Administrative Department.

December Reconciliation and Financial Documents. Reconciliation and corresponding reports were reviewed during the board meeting. The revenue for December 2009 is as follows:

1021 Current Year Secured Taxes	\$610,126.32
1024 Prior Year Secured Adjustment	\$ 979.25
1041 Current Year SB 813 Secured Supplemental	\$ 2,142.71
1831 Homeowners Property Tax	\$ 1,679.52
2031 Special Assessments	\$713,346.00
2439 Other Special Chgs	\$241,224.00
2451 Misc Services to Cities	\$ 41,462.08
2647 Misc Reimbursements	\$ 553.07
2658 All Other Misc Revenue	\$ 2,927.06
Total	\$1,614,440.01

Motion to approve: John Curtis and seconded by Donna Rutherford

District Audit C.G. Uhlenberg LLP

The district audit has been successfully completed for fiscal year 2008-2009 and Auditor Jeff Ira from C.G. Uhlenberg LLP attended the board meeting to review and address aspects of the completed audit
 Motion to approve: Lawrence Peterson and seconded by Ronald Anderson

End of Year W2 & 1099 Documents

These documents will be available and distributed by January 21, 2009.

Website Update

The district website has recently been updated to reflect the current listing of Trustee's and vacancies.

James Counts, Operations Supervisor reported on the monthly activities for Operations.

Vector Control Technicians are currently treating marshes and impounds throughout the county.

Catch basin trucks have been moved to the Redwood City building for storage until next spring, the Argos and nurse rig were brought out of storage and moved to the main office.

Operational staff is going through all vehicles and power spray equipment conducting seasonal maintenance.

The district is working with the Public Works Department of the City of San Mateo to installing drain lines at two sites to alleviate chronic mosquito sources, Vector Control Technicians have been inspecting Bair Island every two weeks.

Board Member Comments and Announcements

- **Trustee Field Day Evaluation by Attending Trustees**

Trustee Joseph Fil expressed that this was an excellent experience to get to know and work with each individual technician.

Consent Calendar

Motion : To approve Minutes from October 14, 2009 Board Meeting.

Motion to approve: Samuel Lerner and seconded by James Ridgeway

Agenda Amendments:

Motion: To change the order of speaker, Jeff Ira.

Motion to approve: John Curtis and seconded by Donna Rutherford

Board Committee Reports

Environmental Public Relations Committee – Chairman John Curtis

- Orientation for new member James Metz will occur at February 2010 meeting

Financial Committee – Chairman Leon Nickolas

- Salary review meeting will be held January at 12:00 noon.

Manager's Evaluation Committee – Chairman Leon Nickolas

- Creating new draft form for District Manager's yearly Evaluation

Policy Committee – Chairman Robert Riechel

- Will meet January 25 at 12:00 noon, continue working on Welcome Document for new Trustee's

Strategic Planning Committee – Chairman Joseph Fil

- Completed creation of the district's Strategic Plan

District Manager's Report

CSCDA Proposition 1A Securitization Program

\$62,053.50 received on January 19th

Legislative Update.

Mosquito and Vector Control Association of California (MVCAC), Bob is now the current president
Vector Control Joint Powers Agency (VCJPA).
American Mosquito Control Association (AMCA).
California Special District Association (CSDA).

Next Regularly Scheduled Board Meeting

ACTION: Motion to approve next meeting for February 10, 2010.
Motion to approve: Christine Fuller and seconded by Donna Rutherford

Adjournment

ACTION: Motion to adjourn.
Motion to approve: Leon Nickolas and seconded by John Curtis

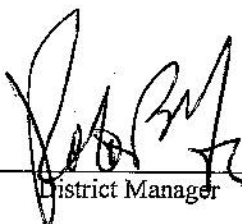
Committee Meetings:

Environmental Committee Meeting – February 10, 2010 at 6:00 p.m.
Policy Committee Meeting – February 11, 2010 at 12:00 p.m.
Finance Committee Meeting – January 26th at 12:00 p.m.
Strategic Planning Meeting – TBD

Approved:



President



District Manager

2-10-2010

Date