



San Mateo County
Mosquito and Vector Control District
 1351 Rollins Rd
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 www.smcmad.org

**MINUTES OF THE REGULAR MEETING OF THE
 BOARD OF TRUSTEES
 OCTOBER 9, 2013
 6:00PM**

A regular meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on October 9, 2013, in the District Office at 1351 Rollins Road, Burlingame, California.

TRUSTEES PRESENT:

Christine Fuller	James Ridgeway
Steve Hedlund	Donelle O'Connor
Jason Seifer	Barry Meinerth
Leon Nickolas	Kati Martin
Valentina Cogoni	Peter DeJarnatt
Robert Riechel	Rick Wykoff
Samuel Lerner	Donna Rutherford
Dick Tagg	Christopher Cairo
Scott Smith	

TRUSTEES ABSENT: Betsy Schneider Maria Martinucci, Robert Maynard

OTHERS PRESENT: District Manager, Robert Gay
 Finance Director, Rosendo Rodriguez
 County Counsel, Lee Thompson

REGULAR MEETING OF THE BOARD OF TRUSTEES

6:00PM

1. CALL TO ORDER

President Lerner called the meeting to order at 6:01PM and stated that it was being recorded.

2. PLEDGE OF ALLEGIANCE

The Regular Meeting of the Board of Trustees was opened with the Pledge of Allegiance.

3. ROLL CALL

The roll call indicated that 17 Trustees were present with Trustees Schneider, Maynard and Martinucci with excused absences.

4. APPROVAL OF THE AGENDA AS POSTED:

- **Motion by Riechel, 2nd Rutherford, approved by a 17-0 vote of the Board.**

5. OATHS ADMINISTERED TO TRUSTEES:

There were none.

6. PUBLIC COMMENTS AND ANNOUNCEMENTS:

There were none.

7. CONSENT CELENDAR:

- A. Minutes for the regular Board meeting of September 11, 2013.
- **Motion by DeJarnatt, 2nd Rutherford to approve the consent calendar, approved by the Board 17-0.**

8. REGULAR AGENDA:

- A. Consideration of Policy 4150 and Trustee nomination of Board Officers for Calendar year 2014-2015
 - **Motion by Riechel, 2nd by Fuller to suspend the current Policy 4150 and replace it temporarily with the general policy statement that the election of officers shall follow the process generally set forth in the current Policy 4150 except that the vote tally and election shall occur at the January 2014 Board Meeting approved by a 17-0 vote of the Board.**
- B. Board Officer nominations for 2014-2015 years are:
 - President: Sam Lerner, Donna Rutherford
 - Vice President: Rick Wykoff,
 - Secretary: Leon Nickolas
 - Assistant Secretary: Barry Meinerth
 - **Motion by Seifer, 2nd Fuller to approve the Board Officer Election slate approved by the Board 17-0.**
- C. Statements by candidates will be heard at the November Board meeting.

9. BOARD COMMITTEE MEETING DATES AND REPORTS:

- A. **Environmental/Public Outreach Committee: Donna Rutherford Chair-** Met this evening to talk about updating the web site with review and guidance from the Board on content and maintenance.
- B. **Finance Committee: Rick Wykoff Interim Chair –** Will meet over the next seven months to discuss: CALPERS, six Policy updates, Earthquake Insurance, VCJPA fund, OPEB, LAIF, restructuring the reserve fund, financial pullout from County, and engineering and auditors contracts.
- C. **Strategic Planning Committee: Jim Ridgeway Chair-** No report or meeting scheduled.
- D. **Policy Committee: Robert Riechel Chair-** No report, will be discussing District's web content policy at the committee's next meeting.
- E. **Ad-hoc Building Committee: Chair, Dick Tagg-** Will meet with contractors about change orders.

10. FINANCIAL REPORT: FINANCE DIRECTOR: ROSENDO RODRIGUEZ

- A. Review of the Financial Documents for the fiscal year 2013-2014; July through August. The budget was at 17% which is above the year projection due to one-time budgeted purchases. The District had \$5.2M in cash in the General and Capital Funds combined. Details of the financial report were included in the Board's packet.
- **Action by Riechel, 2nd Nickolas to approve the Financial Documents for fiscal year 2013-2014, July through August 2013, unanimously approved by the Board 17-0.**

11. MANAGER'S REPORT

- A. Manager Gay indicated that a complete report of the activities is contained in the Board's packet including the following items:
 - Legislative update: No report.
 - Mosquito and Vector Control Association of California (MVCAC): Quarterly meeting October 23-25, in Seaside, CA., Assistant Manager and Lab Director will attend.
 - Vector Control Joint Powers Agency (VCJPA): no report.
 - American Mosquito Control Association, (AMCA). Next annual meeting in Seattle in 2014 for three trustees to attend.

- California Special District Association (CSDA): Four trustees attended the Monterey meeting on September 16-19.
- District Program Updates: Among the items covered were: West Nile Virus winding down throughout the state with an excellent year in San Mateo County with no WNV positives; Education of over 1000 residents of Menlo Park for the Aedes Aegypti activities by staff with the help of the new Laboratory Assistant Warren McDonald. Trustees were reminded to take Preventing Sexual Harassment and Ethics courses.

12. BOARD MEMBERS COMMENTS AND ANNOUNCEMENTS:

Among the Trustees who commented were:

- **Trustee Smith:** Gave a report of the District with the help of Manager Gay to the Hillsborough City Council at their Monday night meeting.
- **Trustee Fuller:** Asked Manager Gay if staff would give a presentation to the Daly City Council in the future.
- **Trustee Ridgeway:** Queried if there were further thought of having trustees using electronic tablets instead of receiving paperwork Board pre-packets and other communications that are distributed to Trustees. Trustee Ridgeway stated another district saved \$5K a year on unneeded paperwork which would cover the cost of electronic tablets for all Trustees.
- **Trustees Martin, DeJarnatt, Seifer and Lerner:** gave reports on their attendance to the CSDA meeting in Seaside on September 16-19, and found the meeting informative, interesting, educational and worthwhile for all Trustees to attend. Talks on LAFCO, OPEB, the evolution of Special Districts, and the keynote speaker were some of the highlights.

13. NEXT REGULARLY SCHEDULED BOARD MEETING:

- **Motion by Fuller, 2nd Tagg to approve the next Board meeting for November 13, 2013, unanimously approved by the Board 17-0 vote.**

14. ADJOURNMENT:

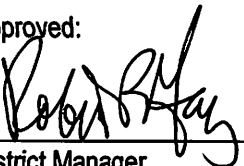
- **Meeting was adjourned at 8:29 PM.**

There being no further business, the meeting was adjourned at 8:29PM


I certify the above minutes were approved as read or corrected at a meeting of the Board held on October 9, 2013.

** All reports that were provided to the trustees as the board meeting will be available upon request.

Approved:



 District Manager



 Board President