



**SAN MATEO COUNTY  
MOSQUITO & VECTOR  
CONTROL DISTRICT**

*Protecting public health since 1916*

1351 Rollins Road  
Burlingame, CA 94010

phone (650) 344-8592  
fax (650) 344-3843

[www.smcmvcd.org](http://www.smcmvcd.org)

**REGULAR MEETING OF THE BOARD OF TRUSTEES  
TELECONFERENCE-  
October 14, 2020  
6:00 P.M.**

A meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held October 14, 2020. Location: **Teleconference**

**TRUSTEES PRESENT:**

Mason Brutschy	Town of Atherton
Wade Leschyn	City of Belmont
Carolyn Parker	City of Brisbane
Laura Walsh	City of Colma
Claudia Mazzetti	County-at-Large
Glenn R. Sylvester	Daly City
Donna Rutherford	City of East Palo Alto
Kati Martin	City of Half Moon Bay
Dr. D. Scott Smith	Hillsborough
Catherine Carlton	Menlo Park (joined at 6:50 PM)
Muhammad Baluom	City of Millbrae
Ray Williams	Town of Portola Valley
Kat Lion	City of Redwood City
Robert Riechel	City of San Bruno
Ross Graves	City of San Carlos
Ed Degliantoni	City of San Mateo
vacant	South San Francisco
Paul Fregulia	Town of Woodside

**TRUSTEES ABSENT:**

Joe Galligan	Burlingame
Catherine Mahanpour	Foster City
Peter DeJarnett	Pacifica

**OTHERS PRESENT:**

Former District Manager, Dr. Chindi Peavey  
District Manager, Brian Weber  
Interim Finance Director, Richard Arrow  
General Counsel, Alexandra Barnhill  
IT Director, David Kwan  
Laboratory Director, Angie Nakano  
Public Health Education and Outreach Officer, Megan Sebay  
Field Operations Supervisor, Casey Stevenson  
Assistant City Manager, City of San Mateo, Kathy Kleinbaum,



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**1. CALL TO ORDER**

The meeting was called to order at 6:00 P.M.

**2. PLEDGE OF ALLEGIANCE**

Led by Trustee Ed Degliantoni

**3. ROLL CALL**

The roll call indicated that 17 Trustees were present on Teleconference, constituting a quorum.

**4. PUBLIC COMMENTS AND ANNOUNCEMENTS**

President Martin reviewed the process to be used going forward during the Teleconference of the meeting to the Board of Trustees, Staff and Public.

**Public Comment:**

None

**Staff Comment:**

Dr. Chindi Peavey thanked the Board of Trustees for the flowers she received.

**5. CONSENT CALENDAR**

**Item 5.A. Approval of Minutes of September 9, 2020 Board of Trustees Meeting.**

**Item 5.B. Approval of Purchases, of 10 bags of Metalarv S-PT from Adapco.**

**Item 5.C. Approval of Retirement of a 2011 Ford Ranger XLT from the Fixed Assets Inventory and sale of surplus equipment pursuant to District Policy 6020 & 6050.**

**Public Comment on Items 5.A, B, C:**

None

**Board Comment:**

Trustee Paul Fregulia pulled **Item 5 C** wanting to know what the mileage was and if it was fully depreciated?

Trustee Catherine Carlton had similar concerns on **Item 5C**. She asked if the truck could be replaced by an electric truck in the future? District Manager Brian Weber indicated the mileage was 65,000. Interim Finance Director indicated District trucks 3-5 years old are considered depreciated.



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District Manager Weber will provide a follow-up report on this item at the next meeting.

Finance Committee Chair Trustee Mason Brutschy added that the committee met on October 5, discussed Item 5. C. and supports the recommendation of staff.

**ACTION: MOTION by Trustee Mason Brutschy, second by Trustee Ray Williams to approve Items 5.A, B & C.**

## REGULAR AGENDA

6. The Board of Trustees received a presentation from the Assistant City Manager of San Mateo, Kathy Kleinbaum regarding a Compensation Agreement for the Disposition of former Redevelopment Agency properties within the City of San Mateo.

**Public Comment:**

None

**Board Comment:**

Trustee Catherine Carlton asked how much the property would sell for and what percentage the District would receive? Ms. Kleinbaum responded that in 2018 the land appraised at \$18.83 million. The 1% tax rate, property taxes would be \$188,300 the District's share would be approximately \$30,000.

Trustee Donna Rutherford recused herself from participation due to a potential conflict of interest; she has a daughter that works for MidPen Housing who is working with San Mateo to build affordable housing on the subject site.

Trustee Ed Degliantoni inquired about how long does the availability last for the 25% people in this low and affordable housing? Ms. Kleinbaum 55 years.

Trustee Muhammad Baluom asked are San Mateo County Mosquito District staff eligible for the affordable housing lottery? Ms. Kleinbaum said yes, if they fit the other criteria.

Trustee Wade Leschyn requested more information on the dates of the land lease (99 year) and 55-year affordable period.

President Kati Martin asked a question regarding the use of the proceeds from the parking garage fee. Ms. Kleinbaum's responded that it goes towards the maintenance if the San Mateo Downtown Parking for Cleaning Service.

Trustee Robert Riechel indicated the Finance Committee recommends supporting Item 6.



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**ACTION:** Motion by Trustee Ross Graves, second by Trustee Ray Williams to approve the Compensation Agreement for the Disposition of former Redevelopment Agency property within the City of San Mateo Pursuant to Health & Safety Code 34180(f). Motion passed by 15 yeas, 1 abstain Trustee Rutherford, 1 no, Trustee Ross Graves.

**7. BOARD COMMITTEE REPORTS**

**A. Finance Committee**

Committee Chair Trustee Mason Brutschy reported that the committee met on October 5th, 2020 to review Compensation Agreement for the Disposition of the former Redevelopment Agency.

**Agenda item 6** in board packet.

Reviewed Finance Reports for FY 2020-21 as of August 31, 2020. The Finance Committee voted unanimously to recommend to the Board approval of FY 2020- 21-as of August 31, 2020. **Agenda item 8** in board packet. The committee also recommended approval of the Retirement of a 2011 Ford Ranger **Agenda item 5** and the approval of 11 bags of Metalarv S-PT **Agenda item 5** in board packet. This product is a sole source purchase and does not require competitive bidding.

**B. Inactive Committees**

President Kati Martin suggest that interactive committees meet before January 2021 Board meeting to determine if there are any pending items from 2020 and or outline any issues for the year 2021.

**Public Comment on Item 7. A. or B.:**

None

**Board Comment:**

None

**8. FINANCIAL REPORT**

Finance Director Richard Arrow reviewed the Fiscal Year Report in the Board packet for FY 2020-21 as of August 31, 2020.

**Public Comment:**

None

**Board Comment:**



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Trustee Paul Fregulia commented on the ending Budget balance going down from 10.4 million to 9.6 million. Trustee Fregulia asked how the District's reserves compare to other Mosquito Districts. Director Arrow mentioned that he had not reviewed other District's reserves but that each Reserve is scrutinized by the Finance Committee and allocated and approved by the Board of Trustees. President Martin added that each Vector District is different and therefore would have completely different financial reserves.

**ACTION: Motion by Trustee Ed Degliantoni, second by Trustee Mason Brutschy to approve Financial Report FY 2020-21 as of August 31, 2020. Passed by 16 yeas' 0 noes.**

(Trustee Mazzetti left meeting at 6:55 p.m.)

**9. STAFF REPORTS**

- A. Field Operations Supervisor, Casey Stevenson, provided a written report in the Board Packet. He emphasized building good relationships and collaborating with other cities. A new concern is subsidence in residential areas. Subsidence is usually seen with commercial property on marsh-fill. This is the first residential property where the ground beneath a slab of foundation sinks allowing ground water to accumulate, making a great place for mosquitoes to breed. The mosquitoes can be eliminated by applying a larvicide under these buildings and the issue permanently remedied by filling the gaps in the foundation with cement.

**Public Comment:**

None

**Board Comment:**

President Kati Martin asks what causes subsidence? The land under the foundation sinks allowing water to accumulate.

- B. Laboratory Director, Angie Nakano, provided a written report in the Board packet. She reported one dead bird tested positive for WNV in San Mateo County. She announced the retirement of Tina Sebay, Vector Ecologist, at the end of the year. Tina's position has been posted and is open until filled.

**Public Comment:**

None

**Board Comment:**

None

- C. Information Technology Director, David Kwan, provided a written report in the Board packet. He reported on a phishing incident and took immediate action to resolve the threat. Director Kwan



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wished Dr. Peavey well in her retirement. Trustee Paul Fregulia asked for additional background on phishing. Director Kwan provided a link to Trustees for more information on Phishing.

- D. Public Health Education and Outreach Officer, Megan Sebay, provided a written report in the Board packet. She did highlight that the District issued a media release on the hiring of new district manager.

**Public Comment on Items 8. A, B, C & D:**  
None

**Board Comment:**  
Trustee Glenn Sylvester commended Dr. Peavey for training her staff to identify cyber threats.

10. **Resolution M-002-21- Honoring General Manager, Dr. Chindi Peavey, for her service to the District**

President Martin did the honor of the reading the Resolution.

**ACTION: Motion by Trustee Ross Graves, second Trustee Muhammad Baluom to approve Resolution M-002-21 Motion passed by 15 yeas 0 noes**

**Public Comment:**  
None

**Board Comment:**  
The San Mateo County Mosquito & Vector Control District Board of Trustee congratulated Dr. Chindi Peavey on her retirement. There were numerous remarks and reflections share by trustees wishing Dr. Peavey a great retirement. Dr. Peavey expressed enjoying working with everyone. She said the District is in good hands with the new manager, Brian Weber.

11. **MANAGER'S REPORT**

District Manager, Brian Weber, provided a written report in the Board Packet. He highlighted the District moving forward with the Board approved Solar Project and the receipt of the countywide Grand Jury Report "Ransomware: It Is Not Enough To Think You Are Protected. A report on the recommendations from the Grand Jury will be provided by IT Director Kwan at the next Board meeting. Mr. Weber also discussed several state senate bills he will be monitoring. Manager Weber shared best wishes to Dr. Peavey and thanked her for preparing him for the position of District Manager.

**Public Comment:**



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None

**Board Comment:**

Trustee Carlton inquired about AB-1788 "Pesticides: use of second generation anticoagulant rodenticides. Manager Weber explained AB-1788 would prohibit the use of any second generation anticoagulant rodenticide by private pest control operators and the bill was an attempt to reduce non-target animals from being exposed to second generation anticoagulant rodenticides.

**12. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

Trustee Donna Rutherford reminded Trustees that may be interested in serving on the Mosquito Vector Control Association of California committees to contact the committee chair. There is more information on MVCAC website. Megan Sebay will send a link to all Trustees, she also encourages Trustees to respond as soon as possible.

**Public Comment:**

None

**Board Comments:**

None

**13. The November Board meeting will be held on November 12, 2020 the 2<sup>nd</sup> Thursday of the Month.** The November meeting dated was changed to honor Veterans Day by a unanimous vote of the Board of Trustees at the February 12, 2020 meeting.

**14. ADJOURNMENT  
7:40**

DocuSigned by:

*Kati Martin*

BBDED35837844EC...

Kati Martin, Board President

DocuSigned by:

*Donna Rutherford*

A6F8333F57C8402...

Donna Rutherford, Board Secretary

I certify the above minutes were approved as read or corrected at a meeting of the Board held, 2020.

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

Approved:

DocuSigned by:

*Brian Weber*

646572F497EE46B...

District Manager

DocuSigned by:

*Kati Martin*

BBDED35837844EC...

Board President