



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

Protecting public health since 1916

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**MINUTES of the REGULAR
MEETING OF THE BOARD OF TRUSTEES
September 9, 2026, 6:00 PM**

- 1. Call to Order at 6:00 PM**
- 2. PLEDGE OF ALLEGIANCE led by President Collins**
- 3. ROLL CALL**

TRUSTEES PRESENT:

Allan Martin	Town of Atherton
Chuck Cotten	City of Belmont
Michael Goldman	City of Brisbane
Rena Gilligan	City of Burlingame
Laura Walsh	Town of Colma
Glenn R. Sylvester	City of Daly City
Donna Rutherford	City of East Palo Alto
Paul Norton	City of Foster City
Kati Martin	City of Half Moon Bay
Dr. D. Scott Smith	Town of Hillsborough (arrived at 6:29 pm)
Peter DeJarnatt	City of Pacifica
Kat Lion	City of Redwood City
Robert Riechel	City of San Bruno
Ron Collins	City of San Carlos
Tolifili Fa	City of San Mateo
Michael Yoshida	City of South San Francisco
Desiree LaBeaud	County-At-Large (arrived at 6:09 pm)
Paul Fregulia	Town of Woodside

Total: 18 TRUSTEES

TRUSTEES ABSENT: 3

Catherine Carlton	City of Menlo Park
Muhammad Baluom*	City of Millbrae

Total: 1 (*=Excused)

VACANT SEAT: Town of Portola Valley

OTHERS PRESENT:

District Manager, Brian Weber

Finance Director, Richard Arrow

General Counsel, Alexandra Barnhill attended by Zoom

Assistant Manager and Operations Director, Casey Stevenson

Communications Director, Rachel Curtis-Robles

Lab Director, Angie Nakano

IT Director, Matthew Nienhuis

4. PUBLIC COMMENTS AND ANNOUNCEMENTS

No members of the public addressed the Board relative to matters of the District. No members of the public were present for the duration of the meeting. No action was taken on non-agenda items.

5. BOARD MEMBER OATH OF OFFICE (Allan Martin, Town of Atherton)

Allan Martin, representing the Town of Atherton, took the oath of office.

6. CONSENT CALENDAR

Approval of Minutes

Minutes from the June 10, 2026 meeting

Approval of Financial Reports

Financial Report for FY 2025-26 as of July 31, 2026

Approval of Contracts

Authorization for the District Manager to execute the Professional Services Agreement with Orion Innovation for continued MapVision support for \$25,000 and annual hosting

charges of up to \$10,000, subject to final agreement terms and approval from District Counsel

District Manager Weber explained that the former provider discontinued MapVision support and that more than 30 districts had identified a contractor to maintain the program and host the data. The one-year agreement maintains the existing pricing and may be extended. The District owns the source code and will explore longer-term options with other districts. Trustee Riechel requested regular reports on the transition because of the program's importance to laboratory and field operations.

Motion to approve the Consent Calendar made by President Ron Collins. Approved by voice vote unanimously. (18 AYES – 0 NOES – 0 ABSTENSIONS)

REGULAR AGENDA

7. PUBLIC HEARING—In accordance with Government Code section 3502.3 (Assembly Bill 2561), a public agency must hold a public hearing once per fiscal year to present the status of vacancies and recruitment and retention efforts.

The public hearing was opened. This was the opportunity for any members of the public to address the Board with questions and comments relevant to Government Code section 3502.3. Brian Weber, District Manager reported that the average years of employee service was 13 for represented and 10 for unrepresented staff. The employee association was offered an opportunity to review the report and provide feedback. There were no questions/comments from members of the public relevant to Government Code section 3502.3 (Assembly Bill 2561). No members of the public or employee association addressed the Board during the public hearing.

Motion to close the public hearing and accept and file the staff report by Robert Riechel; second by Glenn R. Sylvester. Approved unanimously by voice vote. (18 AYES – 0 NOES – 0 ABSTENSIONS)

8. BOARD COMMITTEE REPORTS

A. Finance Committee Report – August 31, 2026

Report by: Committee Chair, Kati Martin

Committee Chair, Kati Martin, reported that the financial reports on the agenda were discussed in committee and unanimously recommended for Board approval.

B. Approval of the June 30, 2026 Preliminary Financial Report and FY 2025-26 Budget Adjustments

Report by: Finance Director, Richard Arrow

Finance Director Arrow reported an end-of-year fund balance of more than \$12 million. Unencumbered funds were transferred to the real property acquisition fund, increasing it from approximately \$4.6 million to \$7.8 million. The unrestricted fund balance was approximately \$3.7 million, or about 60% of FY 2026-27 operating expenditures, to cover operations before property tax receipts. Proposed line-item budget adjustments, including increases for CalPERS, legal services, and pesticides, were offset by salary savings. The audit was in the information-gathering phase. He also reported on the outstanding FRMS liability and the transition of employee health insurance to CalPERS.

Motion to approve the June 30, 2026 Preliminary Financial Report with Budget Adjustments by Kati Martin; second by Laura Walsh. Approved by voice vote unanimously. (18 AYES – 0 NOES – 0 ABSTENSIONS)

C. Discuss Financing Up to 50% of the 1415 N. Carolan Avenue Capital Building Project.

Report by: District Manager Brian Weber and Finance Director Richard Arrow

Richard Arrow laid out risks of having low cash reserves given various programs that might be impacted in the District's operational budget. If there are unexpected emergencies, this plan will preserve working capital before the District receives funds from its traditional revenue sources. Laura Walsh brought up the need to discuss earthquake insurance for the new building. He explained that financing would preserve liquidity while allowing funds to remain invested in California CLASS, and discussed borrowing costs and investment returns. Trustees discussed loan payments from the general fund, access to invested funds, and the purpose of the District's fiscal reserves.

ACTION: Motion to direct staff to return to the Board in October with the necessary documents and presentation for consideration of financing in the amount of \$5 million for the 1415 N. Carolan Avenue Capital Building Project.

Motion to approve by Robert Riechel; second by Laura Walsh. Motion passed unanimously by voice vote. (18 AYES – 0 NOES – 0 ABSTENSIONS)

D. Real Estate Committee Report

Report by Committee Chair: Paul Norton

Committee Chair, Paul Norton provided updates on construction at 1415 N. Carolan. The project is on track to be completed by March and he was impressed by the cleanliness of the project. There are issues with groundwater and installing structural shear wall supports but these are included in the budget. The Board approved the contingencies, knowing that there are always unknowns with construction. Trustee Collins added that change orders are clearly documented, with pricing, details of what is under review and what has been approved. Trustee Norton reported that he attends monthly construction meetings.

9. STAFF REPORTS

Communications Director Rachel Curtis-Robles and Operations Director Casey Stevenson provided a PowerPoint presentation about the discovery and response to invasive *Aedes aegypti* mosquitoes in Redwood City. In the 50 days since the initial detection in late July, technicians visited over 400 properties and inspected 90% of those properties. Management recognized that the staff “has been doing a ton of work; going after this mosquito in one neighborhood is really protecting the entire county because if left untreated, it will spread throughout the entire county.” Estimates of at least 450 staff hours spent over 50 days dealing with the mosquito outbreak would help plan staffing and budgets for the future. The first report was received on July 18; a trap was set on July 20, and the mosquito was identified on July 21. Door-to-door inspections began on July 22. Staff identified 179 potential breeding sources and added 141 new sites to MapVision for tracking.

Laboratory Director Angie Nakano described different types of traps used in the area of concern and explained that the District’s laboratory was able to DNA test samples in-house, to verify that it was an invasive mosquito. Eleven *Aedes aegypti* mosquitoes were captured at two adjacent properties, with no subsequent detections at those sites.

Communications Director Rachel Curtis-Robles highlighted the effectiveness of District outreach: people knew who to call and were familiar with District services. It was helpful that staff could communicate with residents speaking Spanish or English. Outreach included press releases, social media, mailers, coordinated messaging, and Spanish-language communications. She also reported a new detection in North Fair

Oaks and renewed door-to-door efforts. Staff answered trustees' questions, and the Board thanked staff for their work and presentation.

Information Technology Director Matthew Nienhuis completed two certificates, attended conferences and a CIO summit. He reported that the cybersecurity grant project with Resolute Guard, selected through an RFP process, was underway and that Cal OES had extended the completion deadline. The two certifications addressed cybersecurity management and AI resilience and preparedness and were obtained through Bay Area UASI at no cost to the District.

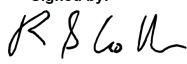
10. MANAGER'S REPORT

Manager Weber reported on potential changes to Endangered Species Act requirements and staff training concerning protected species. He discussed tick-related articles in the packet, coordination of IT security infrastructure for the North Carolan building, and AI in the workplace. He also reported on a meeting with H. T. Harvey & Associates concerning a redevelopment project, opportunities to avoid mosquito-breeding conditions, and District access for mosquito control.

11. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

Trustees reported on attendance at the CSDA conference, and Trustee Fregulia prepared notes. Trustee Rutherford highlighted a North Fair Oaks climate-resilience research project involving Dr. LaBeaud. Trustee Yoshida encouraged all trustees to complete the District Manager evaluation survey. Trustee Cotten noted that staff would explore earthquake insurance and requested a visit to the North Carolan building on the evening of a future Board meeting.

12. ADJOURNMENT at 7:37 PM

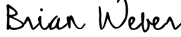
Signed by:

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 Ron Collins, Board President

Signed by:

3EF852528C084A1...
 Rena Gilligan, Board Secretary

I certify that the above minutes were approved as read or corrected at a board meeting in 2026.

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

Signed by:

646672F497EE46B...

District Manager

Approved:

Signed by:

AFB90A6481BF498...

Board President