



**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)

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**REGULAR MEETING OF THE BOARD OF TRUSTEES  
February 14, 2024, 6:00 P.M.**

A meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on February 14, 2024. Location: **1351 Rollins Road Burlingame, CA 94010**

**TRUSTEES PRESENT:**

|                    |                                    |
|--------------------|------------------------------------|
| Mason Brutschy     | Town of Atherton                   |
| Chuck Cotten       | City of Belmont                    |
| Rena Gilligan      | City of Burlingame                 |
| Laura Walsh        | Town of Colma                      |
| Glenn R. Sylvester | City of Daly City                  |
| Donna Rutherford   | City of East Palo Alto             |
| Kati Martin        | City of Half Moon Bay              |
| Muhammad Baluom    | City of Millbrae                   |
| D. Scott Smith     | Town of Hillsborough               |
| Catherine Carlton  | City of Menlo Park (LATE: 6:51 PM) |
| Ray Williams       | Town of Portola Valley             |
| Kat Lion           | City of Redwood City               |
| Robert Riechel     | City of San Bruno                  |
| Ron Collins        | City of San Carlos                 |
| Michael Yoshida    | City of South San Francisco        |
| Paul Fregulia      | Town of Woodside                   |

**TRUSTEES ABSENT:**

|                 |                     |
|-----------------|---------------------|
| Desiree LaBeaud | County-at-Large     |
| Paul Norton     | City of Foster City |
| Peter DeJarnatt | City of Pacifica    |
| Vacant          | City of San Mateo   |

**OTHERS PRESENT:**

District Manager, Brian Weber  
Finance Director, Richard Arrow  
General Counsel, Alexandra Barnhill  
Assistant Manager, Casey Stevenson  
Operation Director, Casey Stevenson  
Public Health Education and Outreach Officer, Rachel Curtis-Robles  
IT Director, Matthew Nienhuis



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**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

President Mason Brutschy led the Pledge of Allegiance.

**3. ROLL CALL**

The roll call indicated that 16 Trustees were present, including 15 Trustees in the boardroom and one on Zoom, constituting a quorum. Trustee Riechel relied on the just cause basis under AB 2449. It was his first time appearing remotely in this calendar year, and he affirmed there were no other adults present at his location. The remote Trustee Riechel kept his camera on throughout the meeting. 3 Trustees were absent. Trustee Carlton arrived in person at 6:51pm.

**4. PUBLIC COMMENTS AND ANNOUNCEMENTS**

**Public Comment:** None. No members of the public were present at any time during the meeting.

**Board Comment:** None

**5. CONSENT CALENDAR**

A. Approval of Minutes from Jan 10, 2024

**Public Comment:** None

**Board Comment:** None

**ACTION:** Consent Calendar was approved by 15 votes

B. A vote to consider the approval for Trustee Riechel's request to participate remotely was motioned by Trustee Martin and seconded by Trustee Rutherford.

**ACTION:** Riechel's participation was approved 14 yeas and 0 noes and 1 abstention (Riechel himself abstained)



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**REGULAR AGENDA**

**6. Resolutions**

**A. Resolution M-001-2024 Honoring President Kati Martin**

**B. Resolution M-002-2024 Honoring Carolyn Parker**

There was a motion to approve the 2 resolutions together by Kat Lion. Trustee Laura Walsh seconded this motion.

**Public Comments:** None

**Board Comment:** None

**ACTION:** Both Resolutions were voted on together and approved by 15 yeas, 0 noes.

**7. BOARD COMMITTEE REPORTS**

**A. Finance Committee Report**

The Finance Committee members met on Feb 5, 2024. Richard Arrow, Finance Director presented the report and Committee Chair, Ron Collins, provided a written report.

**B. Review the Financial Report for FY 2023-24 for FY 2023-24 as of December 31, 2023**

**Public Comment:** None

**Board Comment:** None

**ACTION:** Motion by Trustee Glenn to approve Motion 7B as recommended by the finance committee, with 2<sup>nd</sup> by Trustee Rutherford and approved by 15 yeas, 0 noes

**C. Consider transferring funds from the Debt Service Repayment Reserve held by the San Mateo County Treasury to the District's alternate fund depository, CalCLASS in the amount of 1 million dollars.**

Reported by Finance Director Richard Arrow, CPA

**Public Comments:** None

**Board Comments:** None



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**ACTION: MOTION by Trustee Cotten, second by Trustee Fregulia to approve the transfer of \$1 M to Cal CLASS for an advantageous interest rate of 5.34%. Passed by 15 yeas, 0 noes.**

**8. STAFF REPORTS**

- A. Operation Director Casey Stevenson provided a written report in the Board Packet on Field Operations.
- B. Laboratory Director Angie Nakano provided a PowerPoint presentation reviewing the Laboratory activities for the year 2023.
- C. Public Health Education and Outreach Officer Rachel Curtis-Robles provided an update on the District Public Outreach Program.
- D. Informational & Technology Director Matthew Nienhuis provided a report on District technology matters.

**Public Comments:** None

**Board Comment:** None

**9. MANAGER'S REPORT**


District Manager Brian Weber reported the district update.


**10. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

Members of the Board who attended the MCVAC Meeting in Monterey on Jan 22-25, 2024, reported their impressions and experiences, including Kati Martin, Chuck Cotten, Ray Williams, and Scott Smith.

**Next Meeting is March 13, 2024, at 6:00 p.m., the 2<sup>nd</sup> Wednesday of the Month.**

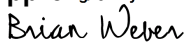
**11. ADJOURNMENT: 7:21 P.M.**

DocuSigned by:  
  
18577698121C489...  
 Mason Brutschy, Board President

DocuSigned by:  
  
357188BA36354B5...  
 Dr. D. Scott Smith, Board Secretary

I certify that the above minutes were approved as read or corrected at a meeting of the Board held on February 14, 2024.

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

**Approved:**  
DocuSigned by:  
  
646672F497EE46B...  
 District Manager