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# Minutes of the REGULAR MEETING of the San Mateo County Mosquito and Vector Control District BOARD OF TRUSTEES February 11, 2026, 6:00 PM

1. **CALL TO ORDER by President, Ron Collins, at 6:00pm**
2. **ROLL CALL**

**TRUSTEES PRESENT (in person):**

| | |
|---|---|
| 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 |
| D. Scott Smith | Town of Hillsborough |
| Catherine Carlton | City of Menlo Park |
| Muhammad Baluom | City of Millbrae (arrived after roll call) |
| 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 |
| Paul Fregulia | Town of Woodside |

**TOTAL: 17 TRUSTEES**

**TRUSTEES ABSENT:**

| | |
|---|---|
| Mason Brutschy* | Town of Atherton |
| Desiree LaBeaud* | County-At-Large |
| Peter DeJarnatt* | City of Pacifica |
| Ray Williams* | Town of Portola Valley |

**TOTAL: 4 (*=Excused)**

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**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

**PLEDGE OF ALLEGIANCE led by Ron Collins at 6:01 pm**

**PUBLIC COMMENTS AND ANNOUNCEMENTS**

No public members addressed the Board relative to matters of the district. No members of the public were present for the duration of the meeting until approximately 6:35, when Randy Avalos joined on Zoom. No comments were made, and no action was taken on non-agenda items.

**1. CONSENT CALENDAR**

All items on the Consent Calendar were considered by the Board as one item, including:

**A. Meeting Minutes**

Minutes from January 14, 2026, Board meeting with the correction to include Tolifili Fa on the list of trustees present.

**B. Financial Reports**

Preliminary Financial Report for FY 2025-26 as of December 31, 2025

**C. Agreements and Contracts**

Enter the Administration Services Agreement with SCI Consulting Group for managing Special Tax and Assessment District collections from July 2026 to June 2029. The 26/27 fiscal-year cost will not exceed $24,995 and will increase by approximately $750 in the following fiscal year.

Motion for Approval of the Consent Calendar with the correction to the minutes as noted: Michael Yoshida; Second: Glenn R. Sylvester

Passed unanimously by Voice Vote. 16 Yes, 0 No.

**REGULAR AGENDA**

**BOARD COMMITTEE ASSIGNMENTS**

District Manager Brian Weber reported on the standing committees, which are advisory bodies to the Board. The Board discussed adding members to several committees, including the Strategic Planning and Finance Committees. The Environmental Committee will also reconvene to assist in the PEIR amendment effort.

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Motion for Approval of adding Trustees Michael Goldman, Michael Yoshida, and Tolifili Fa to the Strategic Planning Committee and adding Trustees Michael Goldman and Laura Walsh to the Finance Committee: Donna Rutherford; Second, Kati Martin
Passed unanimously by Voice Vote. 17 Yes, 0 No.

**BOARD COMMITTEE REPORTS**

The Chair of each committee listed below will provide a report on the committee's actions and present recommendations to the Board.

**A. Finance Committee Report**

**Report by:** Richard Arrow, Finance Director

**ACTION:** No action, information only. The Finance Committee did not meet in February. The District finances are in good shape after receiving tax apportionments from the county in December. They will be starting the budget process for the next fiscal year. District funds are currently divided between the County and CalClass, and the investment returns are very similar.

**B. Real Estate Committee Report**

**Report by:** Paul Norton, Committee Chair

**ACTION:** No action, information only. The Real Estate Committee did not meet in February, but there are two important dates to be aware of:
**March 17th at 2 pm**: the committee meets to review bids that come in.
**April 8th at 6 pm**: Board meeting; The full board will award bids to the general contractors. The District has issued permits and released a request for proposals for the project, and the District's construction project manager (CPM) is assisting with contractor outreach and coordination of the mandatory bid walk.

**STAFF REPORTS**

A. Operations Director Casey Stevenson provided an update on Field Operations. Stevenson noted that warmer winter conditions have increased mosquito activity in typical breeding sites, and staff are conducting proactive surveillance and treatment. Staff are also completing operational training, including boating certification required for access to sites such as Bair Island.

B. Laboratory Director Angie Nakano provided an update on Laboratory activities. Nakano reported that staff are completing tick testing and associated data reporting and are optimizing PCR testing methods for mosquito surveillance. The laboratory is also evaluating protocols for responding to potential bacterial disease detections referenced in the meeting materials.

C. Communications Director Rachel Curtis-Robles provided an update on the District Public Outreach Program, including dates for the district open house: Saturday, June 27th, and AMCA Mosquito Control

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Awareness Week: June 20th to 26th. Outreach activities include educational presentations regarding ticks to County Parks staff and collaboration with Capuchino High School students on mosquito surveillance experiments.

D. Information Technology Director Matthew Nienhuis provided an update on District technology matters, including a phishing simulation program and a new template for standardized email signatures for Trustee district email accounts. Nienhuis also discussed training to help Trustees identify phishing attempts and other cybersecurity risks.

**MANAGER'S REPORT**

Manager Weber provided an update on District information. The American Mosquito Control Association Conference will be held in Portland, Oregon, from March 23 - 27, 2026. Weber also referenced discussion from the recent MVCAC conference, including presentations related to West Nile virus, hantavirus, typhus, invasive species, and the "One Health" framework integrating human, animal, and environmental health. Trustees shared observations from the conference and discussed coordination with San Mateo County public health agencies.

**BOARD MEMBER COMMENTS AND ANNOUNCEMENTS -** Trustees discussed the upcoming government finance training scheduled for March 4. Trustees also briefly discussed the Form 700 filing process and recent changes to electronic filing with the FPPC.

**ADJOURNMENT 6:57 pm**

Signed by:
Ron Collins
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Ron Collins, Board President

Signed by:
Rena Gilligan
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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.

DocuSigned by:
Brian Weber
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District Manager

**Approved:**

Signed by:
Ron Collins
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Board President