MINUTES OF THE REGULAR BOARD MEETING  
OF THE BOARD OF TRUSTEES, FEBRUARY 11, 2009

President Honan called the meeting to order at 7:00pm

TRUSTEES PRESENT:  
Ronald Anderson  
Robert Blake  
Robert Bury  
John Curtis  
Valentina Cogoni  
Tim Frahm  
Christine Fuller  
Ray Honan  
Donna Rutherford  
Sam Lerner  
Joseph Fil  
Leon Nickolas  
Richard Tagg  
Dennis Preger  
James Ridgeway  
Robert Riechel  
Betsey Schneider

TRUSTEES ABSENT:  
Cal Hinton  
Lawrence Peterson  
Robert Maynard

STAFF PRESENT:  
Robert Gay, District Manager  
Karen Williams, Finance Administrator, Clerk of the Board  
James Counts, Field Operations Supervisor  
Chiindi Peavey, Vector Ecologist

GUESTS/SPEAKERS PRESENT:  
None

Pledge of Allegiance

Public Input on Non Agendized Items
No one from the public was present to speak.

Consent Calendar

MOTION:  To approve Minutes of the January 14, 2009 Board meeting as amended with corrections. Lerner/Fuller, carried unanimously.

General Fund #2706 – Revenue and Expenditure Statements

MOTION:  To approve the Revenue statements for January 2009. Curtis/Nickolas, carried unanimously.

MOTION:  To approve the Expenditures for January 2009. Rutherford/Cogoni, carried unanimously.
Capital Project Fund #2705 – Revenue and Expenditure Statements

**Motion:** To approve the Revenue statements for January 2009. Curtis/Lerner, carried unanimously.

**Motion:** To approve the Expenditures for January 2009. Fuller/Rutherford, carried unanimously.

**Audit**

**Motion:** To approve the Audit for Fiscal Year 2007-2008. Riechel/Cogoni, carried unanimously.

**Closed Session**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION - CONFERENCE WITH DISTRICT MANAGER EVALUATION REVIEW AND PROCESS (Gov. Code Sec. 54957) – Name of case: Robert B. Gay.

CONFERENCE WITH LEGAL COUNSEL AND/OR DISTRICT MANAGER – PUBLIC EMPLOYEE PERFORMANCE IMPROVEMENT PLAN AND EXISTING REQUESTED MONTHLY PERFORMANCE EVALUATION - Named of case: Karen Williams.

CONFERENCE WITH LEGAL COUNSEL AND/OR DISTRICT MANAGER - EXISTING LITIGATION (Subdivision (a) of Section 54956.9), Name of case: Jake Niebaum vs. San Mateo County Mosquito Abatement District, Case No. CIV 473503

**Motion:** To adjourn into closed session. Anderson/Ridgeway, carried unanimously.

**Motion:** To come out of closed session. Riechel/Nickolas, carried unanimously.

**Item one (1):** Trustees were asked to evaluate the District Manager and bring back their evaluations to the March Board meeting where the Manager Evaluation Committee will tabulate the results and give to the Board President. Once this is done then the Board Officers and the Committee Chair of the Manager Evaluation Committee will find a date to give the District Manager his evaluation.

**Item two (2):** Information only. No action taken.

**Item three (3):** Information only. No action taken.

**District Programs/Staff Reports**

Vector Ecologist Chindi Peavey reported on activities of the Lab Staff. Topics included:

- Reviewing the Entomology Report the mosquito populations are down at this time.

- The District will need an updated NPDES permit this year due to new 6\textsuperscript{th} Circuit Court rulings on pesticide usage.

- The Lab staff attended a GIS workshop for mapping at the MVCAC Annual Conference. The mapping program was extremely well received and will be instituted again next year. Chindi explained what GIS mapping is and how it helps with our surveillance and control programs.

- Tick Surveillance Program: The Lab staff with some of the Technicians has continued collecting ticks in test areas but is having to work around the rainy days.

- The MVCAC annual meeting held at the Hyatt Hotel, Burlingame had four talks performed by our District staff. Technician James O’Brien spoke on treating mosquito sources with BVA oil. Assistant Vector Ecologist Theresa Shelton spoke on insect populations in restoration sites at the San Francisco Presidio, Assistant Vector Ecologist Angela Nakano spoke on the survey of tree-
hole mosquitoes and a veterinarian survey of heartworm, and Dr. Chindi Peavey spoke on the
tory history of control of ground squirrels. In addition, Assistant Vector Ecologist Cheryl Sebay lead
tours of the District headquarters and laboratory facilities during the annual meeting and
constructed a photo display on the history of mosquito abatement services.

- Lyme Disease Awareness Week will occur during the month of June. We will make every ef
get this published throughout the county.

- Dr. Chindi Peavey will attend the State Lyme Disease Committee meeting in March.

- We are not experiencing a great deal of rodent activity. Only a few service requests are coming in
each week. We will continue our trapping where necessary. A dead squirrel issue in San Bruno
was discussed and the District is interested in collecting squirrels specifically for Lyme disease
testing. Rural squirrels are the ones of most interest.

- Trustee Nickolas explained how the District performed some excellent surveillance operations for
rodents within a San Mateo apartment complex.

Field Operations Supervisor James Counts reported on the activities of the Operations Department. Topics
included:

- The Technicians are spending a great deal of time trimming the vegetation back from the mosquito
breeding sites so monthly surveillance operations can continue.

- With the dry weather, mosquito control technicians have had to utilize the right-hand drive jeeps
to perform catch basin treatments in San Mateo, Foster City and Redwood Shores. Normally at
this time of the year, seasonal rains will have flushed out storm drains and gutters but we have had
significantly less rain this year. If the season continues to be dry, the District may have to begin a
full staff of catch basin drivers earlier than our normal May-June start date.

- Bair Island is starting to breed salt marsh mosquitoes. We will start our control operations around
those areas where we are finding active infestations of mature larvae.

- San Francisco Water Department is purging the water lines as they cross the bay into East Palo
Alto. The purged water could breed heavy populations of multiple mosquito species.

- The Operations staff is gradually switching over to use of BVA oil from Golden Bear GB111.
This product has no smell, less sheen on water surfaces and lessens reports of skin irritations or
headaches from the staff. The only draw back at this time is the delivery schedule. The trucks
come from the east coast, thus taking longer for product to arrive on site. James indicated he is
working with the manufacturer to find a solution.

**District Manager’s Activity Report**

Manager Gay reported on the following activities:

**Legislative Update:**

MVCAC Legislative Day will be March 3, 2009. Attending with Manager Gay will be Trustee Lerner and
Trustee Honan. We will visit the offices of Assembly Member Ira Ruskin, Assembly Member Jerry Hill,
Senator Simitian, and Senator Yee.

Reviewed Senate Bill 115 (Lowenthal). This bill would allow a trustee to decline to take and subscribe the
oath of office based on moral, ethical, or religious beliefs for mental reservations. This bill would also make
conforming changes and make a related statement of legislative findings. We are watching this bill.

District Oath policy. The Board has to decide how the newly reappointed trustee each year will receive their
new oath of office. President Honan is asking each Trustee to check with their city to see if their city clerk
can administer the Oath of Office when a Trustee is reappointed.
Mosquito and Vector Control Association of California (MVCAC)

Manager Gay reported on the success of the annual meeting held at the Hyatt Hotel, Burlingame on January 24 – 28th, 2009. Registration was a big success due to the help of Trustee’s Robert Riechel and Betsey Schneider. Thank you also to Trustee Cogoni for coordinating the District seating at the banquet. The Lab staff coordinated outstanding tours of the District for those interested parties and Senator Leland Yee was a great legislative key-note speaker. The Burlingame Mayor, Ann Keighran did an outstanding job for kicking off our conference and was acknowledged by many to be the best presentation by a local mayor in years. The conference was such a great success MVCAC is scheduled to come back in three years.

MVCAC will be unveiling a new website soon.

Vector Control Joint Powers Agency

The annual meetings on insurance programs that were previously held in Aptos, California have been cancelled. The meetings will now be held in Sacramento in late February. Manager Gay will attend the meeting.

Liability claims will be reported out at the March Board meeting.

American Mosquito Control Association (AMCA)

Manager Gay reported on the upcoming annual meeting in New Orleans, LA. The attendees are Dr. Chindi Peavey and Assistant Vector Ecologist Theresa Shelton.

California Special District Association (CSDA)

California Special District Association (CSDA) is scheduling its 2009 Annual Conference. This will be their 40th annual conference and the theme is “Progress ‘09”. The date and location are September 21 – 24, 2009 at the Renaissance Esmeralda Hotel in Indian Wells.

New training catalog was provided to each trustee for future governance classes.

Building Project – 890 Barron Ave

Manager Gay reported on the status of the building project at 890 Barron Ave, Redwood City. The overall construction is 99% completed. Items addressed included:

- New water mains were installed for fire hydrant and building sprinklers. Fire hydrant is up and running.
- Concrete and asphalt is completed.
- Cabinets were installed.
- Existing water meter (5/8) was replaced with a one (1) inch water meter.
- Bay Alarm security and fire systems are completed.
- Telephone system is installed. Cameras will not be installed due to the extended distant from the closest DSL line.
- Still working with PG&E on a gas line.
- Occupancy permit should be attainable in March.

Staff Announcements

We have hired a new employee, Ms. Jo Ann Dearman, from Pacifica. Jo Ann will be our New Administrative Accounting Assistant who will help with the accounting and payroll functions.

General Comments

Manager Gay reported that the Sixth Circuit Court has cancelled the EPA Clean Water Act exemption for pesticides. The Appeals Court vacated a USEPA rule that has allowed pesticides to be applied to US waters
without a Clean Water Act permit. Since the District has kept its NPDES permit in effect, this should not affect us but those Districts without a permit will have write a Best Management Practices plan and apply for the permit.

The District has not received an update on the property tax refund to Genentech.

Manger Gay provided an update on the San Mateo County Employees Retirement Association February meeting.

The Bureau of Labor Statistics has the COI for 2007 as 0.02%.

Reviewed abatement hearing process used by the Sac-Yolo MVCD.

Trustee Member, Announcements and Board Committee Reports

Trustees attending the 2009 MVCAC Annual Conference in Burlingame

Each attending trustee provided a 2-5 minute overview from their experience attending the MVCAC Annual Conference. The overriding theme was a great success especially the Trustee Session. The following trustees provided their comments.

- Trustee Cogoni
- Trustee Rutherford
- Trustee Schneider
- Trustee Ridgeway
- Trustee Preger
- Trustee Tagg
- Trustee Bury
- Trustee Lerner
- Trustee Nickolas
- Trustee Anderson
- Trustee Riehle
- Trustee Honan

Committee Structure

Policy Committee: Trustee Riechel, Chairperson (San Bruno)
- Trustee Tagg, (Woodside)
- Trustee Maynard (Brisbane)
- Trustee Anderson (Foster City)

Environmental/Public Relations Committee: Trustee Curtis, Chairperson (Pacifica)
- Trustee Maynard (Brisbane)
- Trustee Frahm (Half Moon Bay)
- Trustee Rutherford (East Palo Alto)

Finance Committee:
- Trustee Nickolas, Chairperson (Millbrae)
- Trustee Preger (Burlingame)
- Trustee Anderson (Foster City)
- Trustee Riechel (San Bruno)
- Trustee Ridgeway (San Mateo)
- Trustee Blake (Belmont)
- Trustee Lerner (Atherton)

Strategic Planning:
- Trustee Fil, Chairperson (Portola Valley)
- Trustee Anderson (Foster City)
- Trustee Peterson (Hillsborough)
- Trustee Schneider (San Carlos)
- Trustee Fuller (Daly City)
Legislative:  Trustee Ridgeway (San Mateo)
Trustee Bury (Redwood City)
Trustee Fuller (Daly City)
Trustee Rutherford (East Palo Alto)
Trustee Lerner (Atherton)
Trustee Honan (South San Francisco)

Manager Evaluation Committee:  Trustee Nickolas, Chairperson (Millbrae)
Trustee Riechel (San Bruno)
Trustee Cogoni (Menlo Park)
Trustee Fil (Portola Valley)
Trustee Rutherford (East Palo Alto)

Trustee Oaths of Office

The Trustees were asked to check with their City Clerks on receiving their oaths of office when reappointed. The District Manager will check with our new employee Ms. Dearman, who as a notary, may be able to administer the oaths while at a Board meeting.

Board Meeting Management

Policies were provided on Board meeting management for review by the trustees. All trustees were asked to review these policies and provide their input on changes needed to the Policy Committee for their review. The District Policy Committee will review suggestions and research them for future changes.

We are trying to shorten our meeting time with a restructuring of the agenda. Please be aware of the microphone picking up extraneous sounds from around the room.

A disc will be provided to each trustee at the March Board meeting containing the latest approved versions of all sections of the District Policy manual and the Employee Manual.

Conflict interest forms needed for Trustee Fil and Trustee Frahm.

Reminder of Next Regularly Scheduled Board Meeting

The next regular board meeting is scheduled for March 11, 2009 at 7:00pm.

MOTION: Motion to approve the next meeting for March 11 2009. Nickolas/Pregler carried unanimously.

Adjournment

MOTION: To adjourn the meeting. Ridgeway/Nickolas, carried unanimously. 9:42pm

Approved:

President  March 11, 2009

District Manager  Date