San Mateo County
Mosquito and Vector Control District
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MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES, July 14, 2010

STUDY SESSION OF THE BOARD OF TRUSTEES 6:00pm

County Retirement System Applicable to District General Members

Presenters: Scott Hood, Assistant Executive Director – SamCERA, Portor Goltz, District Legal Counsel, Brenda Carlson, County Legal Counsel

REGULAR MEETING OF THE BOARD OF TRUSTEES

President Honan called the meeting to order at 7:12pm

TRUSTEES PRESENT:

Ronald Anderson
Bob Blake
John Curtis
Joseph Fil
Christine Fuller
Raymond Honan
Maria Martinucci
Robert Maynard
Barry Meinerth
Tim Frahm
Samuel Lerner

James Metz
Leon Nickolas
James Ridgeway
Robert Riechel
Donna Rutherford
Betsy Schneider
Richard Tagg
Lawrence Peterson
Valentina Cogoni

TRUSTEES ABSENT:

VISITORS PRESENT:

Scott Hood, Assistant Executive Director – SamCERA, Portor Goltz, District Legal Counsel, Brenda Carlson, County Legal Counsel

STAFF PRESENT:

Robert B. Gay, District Manager
Jo Ann Dearman, Finance Director and Clerk
James Counts, Operations Director
Chindi Peavey, Director of Laboratory

Pledge of Allegiance

Roll Call
SPECIAL PRESENTATIONS

Resolutions M-001-11 – In appreciation of service by Mr. Corey Sullivan, who is an Eagle Scout with Troop 42, he served the Town of Hillsborough with an Eagle Scout Project that was ecologically friendly, called the Hungry Owl Project. Mayor of Hillsborough, Christine Krolick attended the board meeting, along with Yvonne, Corey’s mother. Corey gave a short summary of his ongoing project; his mother spoke, as did the mayor of Hillsborough. Trustee Peterson presented the proclamation.

ACTION: Motion to approve Resolution M-001-11 – Joseph Fil and seconded by Lawrence Peterson – Motion Passed.

Public Input on Non Agenized Items

None

District Programs/Staff Reports

Financial Statements:

June financial reconciliation has not been done yet, because the revenue report has not been received from the controller’s office. The final figures will not be available until after July 15th, 2010.

Controller - Update:

All transactions have been submitted to the Controller’s Office for the close of fiscal year 2010. The controller’s office informed Jo Ann that they are in the process of making additional changes to their system which will decrease the amount of services that they are currently providing the District’s.

SamCera Retirement Resolution M-006-11:

Scott Hood met with the employees prior to attending the study session with the trustees to answer any unresolved questions.

C.G. Uhlenberg Audit:
The audit will begin on July 22, 2010

Fixed Assets Update:

#228 2005 Yellow Argo Avenger $7,000.00 James Counts reported that we traded this Argo in against our new purchase. The $7,000.00 amount received was more than we could have sold it for. Leon Nickolas moved and Robert Blake seconded the motion to retire this asset and the motion passed.

Office Administrator:

Our new Office Administrator, Devina Walker has received very nice compliments from residents as well as the District’s technicians for being very helpful when responding to Service Request calls.

Lab – West Nile Virus Update: No positive birds in San Mateo County yet this year. However, the Santa Clara County and Sacramento-Yolo Vector Control districts have had high virus activities and positive mosquito pools recently and both announced they would be fogging for adult mosquitoes in response to this activity. Our District has and will continue to increase our surveillance along our southern county border.

Public Awareness-City of San Bruno: Laboratory staff manned a booth at the San Bruno Farmer’s Market on July 11. Staff felt their involvement was beneficial.
Live Trapping of Rats: Laboratory and Operations staffs have been conducting live trapping in urban creeks to monitor for rats. Thus far, trapping has been conducted in Pulgas Creek in San Carlos and Stusaft Creek in Redwood City.

Operations

Helicopter Treatment - The helicopter treatment began on July 6 over cattail ponds in Mills Field, Searsville Lake and Sharp Park. Creek work continued throughout June. Technicians conducted 92 applications in creeks in heavily urbanized areas. Creek work will continue on a monthly basis through September. All of the urban creeks in the county have been inspected at least one time so far this summer.

Catch Basin Update – Catch Basin work is in full swing. There are currently six full time seasonal staffs treating catch basins. A total of 36,481 catch basins were treated in June. This number includes some catch basins that were treated two times in this period.

Board Member Comments and Announcements

None

Agenda Amendments:

None

Consent Calendar

Motion to approve Minutes from June 9, 2010, Regular Board Meeting – Leon Nickolas and seconded by Robert Blake - Motion Passed

Financial Business

- Retirement Board – Resolution M-002-11

  Previous Study Session provided question and answer period to outline the process to change the employee’s retirement plan.

ACTION: Motion to approve Resolution M-002-11 – James Ridgeway and seconded by Donna Rutherford – Motion Passed

- Fiscal Year (2010-2011) Budget – 3rd Presentation

  Manager, Robert B. Gay and Finance Chairman Leon Nickolas, and Finance Director Jo Ann Dearman updated the Board on the final review of the General Fund, Capital Fund, and VCJPA Membership Account and VCJPA Property Accounts.

ACTION: Motion to approve Fiscal Year 2010 – 2011 Budget – John Curtis and seconded by Ronald Anderson – Motion Passed

Public Hearing

ACTION: Motion to open Public Hearing – Robert Riechel and seconded by Christine Fuller – Motion Passed

No one was present to speak.

ACTION: Motion to Close Public Hearing – Robert Riechel and seconded by Donna Rutherford – Motion Passed
- Resolution M-003-11
- Fixing the amount of the Special Mosquito Control Tax for Mosquito Control Services within the originally designated cities and unincorporated areas. The cost is $3.74 per parcel.

ACTION: Motion to approve Resolution M-003-11 – Ronald Anderson and seconded by Lawrence Peterson – Motion Passed.

- Resolution M-004-11
- Authorizing the collection of the Special Mosquito Control Tax for Mosquito Control Services within the originally designated cities and unincorporated areas.

ACTION: Motion to approve Resolution M-004-11 – John Curtis and seconded by Jim Metz – Motion Passed.

- Resolution M-005-11
- Authorizing the approval of the Engineer’s Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2010-2011.

ACTION: Motion to approve Resolution M-005-11- Sam Lerner and seconded by Richard Tagg – Motion Passed.

- Staff Report from John Bliss – Annual Engineer’s Report – John gave a brief update on aspects of the report that changed in this year’s report and may change for next year.

Board Committee Reports

Environmental Public Relations Committee – Chairman John Curtis
- Scheduled to meet on September 8th

Financial Committee – Chairman Leon Nickolas
- Possible meeting on Health Retirement Benefit on August 10th @ 12:00.

Manager’s Evaluation Committee – Chairman Leon Nickolas
- Manager’s evaluation has been completed for this year.

Policy Committee – Chairman Robert Riechel
- The committee will be working with on policy 6010 through Portor Goltz.

Strategic Planning Committee – Chairman Joseph Fil
- This committee will meet in September.

District Manager’s Report

Legislative Update

- MVCAC Legislative Status Report

- Legislative Committee is now reviewing the Legislative Grassroots Contract addendum to Smith Moore’s contract.
- Advised that major changes with administration and tracking of legislative programs and improving the grassroots program are being considered.
- MVCAC Board will vote on changes on July 22nd at their Board meeting in Sacramento.

Mosquito and Vector Control Association of California (MVCAC)

- MVCAC 79th Annual Conference in Indian Wells in 2011
Date: January 30th through February 2nd, 2011.
Reviewed the initial plenary session layout.
Trustee (6) interested in attending:
- President Ray Honan and Judy
- Vice President Sam Lerner
- Ron Anderson and Polly
- Betsey Schneider
- Valentina Cogoni
- Jim Ridgeway and Diane

- MVCAC Town Hall Meetings
  - Completed the meetings for the Northern San Joaquin Valley Regional (Saddle Creek), Sacramento Valley Region (Lincoln), Southern California Region (Ontario), and Southern San Joaquin Valley Regional (Hanford), and the last will be the Coastal Region sometime in August.
  - Excellent exchange of comments and suggestions resulted from these meetings.
  - Improvement for the annual conference, continuing education, legislative, and administrative programs.

- MVCAC Quarterly Newsletter
  - Electronic version when available will be forwarded to the trustees. Trustee Curtis will receive a hard copy.

- MVCAC Trustee Survey
  - The Trustee Council has submitted a survey for the trustees to fill out and return. I emailed the survey form to all of our trustees. For those willing to complete the form, please return and I will forward to the Trustee Council.

**Vector Control Joint Powers Agency (VCJPA)**

- ERMA Loss Prevention Training Program
  - New program was outlined in a letter dated 6/30/10.
  - This year individualized and regional workshops will be available.
  - We will take advantage of these workshops for the staff. Trustees who are still working may also want to attend. These workshops are typically free.

- ERMA MOU
  - Received an update to the Memorandum of Coverage.
  - Reminder of AB 1825, Sexual Harrassment Training for all managers and supervisors. This memo indicates there are penalties for not complying.
  - We actually provide this training to all staff each year. The law requires it every two years. But with our past issues we feel this is a good thing along with Conflict Resolution Training we also provided this year.

- 2010-2011 Premium Invoices
  - Provided trustees the operational budget and premium invoices for FY 10-11.

- Liability Report
Benett, Brian v. San Mateo County MVCD
- Nothing new to report
Valdovinos, Aracelli v. San Mateo County MVCD
- Nothing new to report
Vega, Bosco/Fernandez, Carla v. San Mateo County MVCD
- Nothing new to report

Worker’s Compensation Report
- Claim #1 = All parties have been placed on notice and according to DA acknowledge our lien against any 3rd party settlement.
- Claim #2 – AIMS has sent this case out to an attorney to represent us on the subrogation issue against McDonald’s as well as the compensation claim.

American Mosquito Control Association
- AMCA Annual Meeting in Anaheim at the Disneyland Hotel in March 20 to March 24, 2011.
- Three Trustees are authorized to attend. At the last meeting the following trustees suggested they are considering attending:
  - Ray Honan – Yes
  - Larry Peterson – Yes
  - Sam Lerner – Yes

California Special District Association
- CSDA Annual Conference in Newport Beach
  - Date: September 20-23, 2010
  - Hotel: Newport Beach Marriott Hotel
  - Those scheduled to attend:
    - Sam Lerner
    - Christine Fuller
    - Jim Ridgeway
  - Vika has completed their Conference Registrations and Hotel Reservations.
  - CSDA Member Full Conference Registration: $525
  - Newport Beach Marriott Hotel & Spa Registration: $179 + tax per night (3)

LAFCO
- Report from Election the winner was David Altscher.
- San Mateo LAFCO recommended and Adopted 2010-2011 Net Operating Budgets.
- Our District portion is $2,390.
- Martha has requested nominations for the Alternate position vacated by David Aslscher due to his election win for the primary seat as the Special District Member.
- Trustee Jim Ridgeway is willing to place his nomination in the ring. It requires the Board to give their blessing and a letter from the Board President, Ray Honan formally nominating Trustee Ridgeway. Our Board gave their blessing and President Honan will forward the required nomination form.
ACTION: Motion to nominate Jim Ridgeway as alternate for LAFCO – Robert Riechel and seconded by Lawrence Peterson – Motion Passed.

- Department of the Army Regional Permit
  - We are continuing with our source reduction work under permit BCDC Permit N77-37 for Mosquito Abatement in Tidal Marshes and the RWQCB Waste Discharge Permit, Order 00-050.

- Supreme Court Upholds Flood Control Fee
  - On June 7, 2010, the California Supreme Court gave an important victory to local governments in Greene v. Marin County Flood Control and Water Conservation District. The case is that Court’s first decision involving the procedures required by Prop 218 for the adoption of property-related fees, including water and sewer fees.
  - Previous cases involving fees under Prop 218 had focused on what fees are covered by the measure. While a narrow ruling, this case upheld the District’s fee. The Court also ruled that the Prop 218 Omnibus Implementation Act of 1997, drafted by consensus of taxpayer and local government advocates is good law for construction of Prop 218.
  - Finally, it concluded that local government may adopt rules to conduct elections among property owners on property related fees so long as those rules do not conflict with the few bright-line rules provided by Prop 218.
  - This case will provide important guidance for all local governments which impose property-related fees for such services as water, sewer, and flood control and water quality.

- Code Enforcement Networking Task Force
  - Leon provided a listing of officers.

Next Regularly Scheduled Board Meeting

ACTION: Motion to approve next meeting for September 8, 2010.
Motion to approve: Jim Ridgeway and seconded by Donna Rutherford – Motion Passed

Adjournment

ACTION: Motion to adjourn.
Motion to approve: John Curtis and seconded by Leon Nickolas – Motion Passed

Committee Meetings:

- Environmental Committee Meeting – TBD
- Policy Committee Meeting – TBD
- Finance Committee Meeting – TBD
- Strategic Planning Meeting – TBD