San Mateo County
Mosquito and Vector Control District
1351 Rollins Rd
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www.smcmad.org

MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES, January 13, 2010

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

TRUSTEES PRESENT:
Ronald Anderson  James Metz
Valentina Cogoni  Leon Nickolas
John Curtis  Lawrence Peterson
Joseph Fil  James Ridgeway
Christine Fuller  Robert Riechel
Raymond Honan  Donna Rutherford
Samuel Lerner  Betsy Schneider
Robert Maynard  Richard Tagg

TRUSTEES ABSENT:
Bob Blake
Tim Frahm

STAFF PRESENT:
Robert B. Gay, District Manager
Jo Ann Dearman, Finance Director and Clerk
James Counts, Operations Supervisor
Chindi Peayey, Vector Ecologist

Pledge of Allegiance

GUESTS/SPEAKERS PRESENT: Portor Goltz, Deputy County Counsel
Administered the Oath of Office to the following:
Board President – Mr. Raymond Honan, City of South San Francisco
Vice President – Mr. Samuel Lerner, Town of Atherton
Secretary – Ms Valentia Cogoni, City of Menlo Park
Assistant Secretary – Mr. Joseph Fil, Town of Portola Valley
Trustee Reappointments: Mr. Samuel Lerner – Town of Atherton, Mr. Robert Maynard – City of
Brisbane, Mr. Ron Anderson – City of Foster City, Mr. Raymond Honan – City of South San
Francisco, Mr. Robert Riechel – City of San Bruno and Mr. John Curtis – City of Pacifica, Mr. James Metz
- San Mateo At Large.

SPECIAL PRESENTATIONS
• Resolution M-008-10. In appreciation of service by Mr. Robert Bury, who served over eleven
years on the Board representing the City of Redwood City.
Motion to approve: Joseph Fil and seconded by Larry Peterson
• Resolution M-009-10. In appreciation of service by Mr. Dennis Preger, who served over fifteen years on the Board representing the City of Burlingame.

Motion to approve: Donna Rutherford and seconded by Christine Fuller

Public Input on Non-agemized Items
Cynthia L. Schreurs, Esq attended the meeting and has expressed interest in becoming a Board Member to represent the City of Burlingame in the position formerly held by Dennis Preger. Nick Acker also from Burlingame attended the meeting and has expressed an interest in becoming a Board Member. Maria Martinecci has been appointed by the city of Redwood City to replace Robert Bury.

District Programs/Staff Reports

Chindu Peavey, PhD., Vector Ecologist reported on activities of the Entomology Staff.

Operations
The focus of mosquito control has shifted to seasonal marshes and impounds with the onset of winter rains. The staff have been performing annual maintenance inspections on all equipment, repairing pumps and sprayers and working on vehicles. Sewer plants are being checked and treated for mosquitoes on a monthly schedule rather than weekly during the winter months.

Scorpions of San Mateo County
The entomology lab recently received an unusual identification request from a Woodside resident who had collected five scorpions from her backyard. The scorpions were identified as Uroctenus mordax, the California forest scorpion, which has previously been recorded in Redwood City. The species is only mildly venomous. None of the scorpions endemic to San Mateo County are extremely poisonous.

Lyme Disease
As winter rolls into the Bay Area, the district is preparing for the start of its annual tick surveillance season. The western black-legged tick (Ixodes pacificus) is the most common west coast vector for Lyme disease.

Trustee Field Day
On December 9, the district welcomed trustees and guests for the 2009 Trustee Field Day and luncheon. This annual event is an opportunity for board members, city council representatives and other community members to see the district facilities and learn about district programs, Operations, Laboratory and Administrative activities.

Meeting with Municipal Code Enforcement Officers
In December, the district laboratory staff met with code enforcement officers from most cities in the county. The district sometimes encounters situations that require assistance from code enforcement when property conditions cause rat populations to increase.

Jo Ann Dearman, Finance Director reported on the activities of the Administrative Department.

December Reconciliation and Financial Documents. Reconciliation and corresponding reports were reviewed during the board meeting. The revenue for December 2009 is as follows:

1021 Current Year Secured Taxes $610,126.32
1024 Prior Year Secured Adjustment $ 979.25
1041 Current Year SB 813 Secured Supplemental $ 2,142.71
1831 Homeowners Property Tax $ 1,679.52
2031 Special Assessments $713,346.00
2439 Other Special Chgs $241,234.00
2451 Misc Services to Cities $ 41,462.08
2647 Misc Reimbursements $ 553.07
2658 All Other Misc Revenue $ 2,927.06
Total $1,614,440.01

Motion to approve: John Curtis and seconded by Donna Rutherford
District Audit C.G. Uhlenberg LLP
The district audit has been successfully completed for fiscal year 2008-2009 and Auditor Jeff Ira from C.G. Uhlenberg LLP attended the board meeting to review and address of aspects of the completed audit.
Motion to approve: Lawrence Peterson and seconded by Ronald Anderson

End of Year W2 & 1099 Documents
These documents will be available and distributed by January 21, 2009.

Website Update
The district website has recently been updated to reflect the current listing of Trustee's and vacancies.

James Counts, Operations Supervisor reported on the monthly activities for Operations.

Vector Control Technicians are currently treating marshes and impounds throughout the county.

Catch basin tracks have been moved to the Redwood City building for storage until next spring, the Argos and nurse rig were brought out of storage and moved to the main office.

Operational staff is going through all vehicles and power spray equipment conducting seasonal maintenance.

The district is working with the Public Works Department of the City of San Mateo to installing drain lines at two sites to alleviate chronic mosquito sources, Vector Control Technicians have been inspecting Bair Island every two weeks.

Board Member Comments and Announcements
  • Trustee Field Day Evaluation by Attending Trustees
Trustee Joseph Fil expressed that this was an excellent experience to get to know and work with each individual technician.

Consent Calendar
Motion: To approve Minutes from October 14, 2009 Board Meeting.
Motion to approve: Samuel Lerner and seconded by James Ridgeway

Agenda Amendments:
Motion: To change the order of speaker, Jeff Ira.
Motion to approve: John Curtis and seconded by Donna Rutherford

Board Committee Reports

Environmental Public Relations Committee - Chairman John Curtis
  • Orientation for new member James Metz will occur at February 2010 meeting
Financial Committee - Chairman Leon Nickoles
  • Salary review meeting will be held January at 12:00 noon.
Manager’s Evaluation Committee – Chairman Leon Nickoles
  • Creating new draft form for District Manager’s yearly Evaluation
Policy Committee – Chairman Robert Rischel
  • Will meet January 25 at 12:00 noon, continue working on Welcome Document for new Trustee’s
Strategic Planning Committee – Chairman Joseph Fil
  • Completed creation of the district’s Strategic Plan

District Manager’s Report

CSCDA Proposition 1A Securitization Program
$62,053.50 received on January 19th.
Legislative Update.
Mosquito and Vector Control Association of California (MVCAC), Bob is now the current president
Vector Control Joint Powers Agency (VCJPA).
American Mosquito Control Association (AMCA).
California Special District Association (CSDA).

Next Regularly Scheduled Board Meeting

**ACTION:** Motion to approve next meeting for February 10, 2010.
Motion to approve: Christine Fuller and seconded by Donna Rutherford

Adjournment

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

**Committee Meetings:**

Environmental Committee Meeting – February 10, 2010 at 6:00 p.m.
Policy Committee Meeting – February 11, 2010 at 12:00 p.m.
Finance Committee Meeting – January 26th at 12:00 p.m.
Strategic Planning Meeting – TBD

Approved:

[Signatures]

District Manager

President

Date 2-10-2010