MINUTES OF THE REGULAR BOARD MEETING 7:00 P.M.

A regular meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on March 9, 2011 in the District Office at 1351 Rollins Road, Burlingame, California.

TRUSTEES PRESENT
Ronald Anderson
Christine Fuller
Maria Martinucci
Barry Meinerth
Robert Riechel
Richard Tagg
Samuel Lerner
James Metz
Donna Rutherford
John Curtis

Joseph Fil
Raymond Honan
Robert Maynard
Leon Nickolas
Betsey Schneider
Lawrence Peterson
Valentina Cogoni
Donelle O’Connor
Tim Frahm

TRUSTEE ABSENT
James Ridgeway

OTHERS PRESENT
District Manager, Robert Gay
Accounting Supervisor, Vika Sinipata
District Laboratory Director, Dr. Chiindi Peavey
District Operations Director, James Counts
County Counsel, Amy Armsby

1. President Honan called the meeting to order at 7:00 p.m.

2. The Regular Meeting of the Board of Trustees was opened with the Pledge of Allegiance.

3. County Counsel, Amy Armsby was present at the board meeting to administer the Oath of Office for the new appointment Trustee Donelle O’Connor.

4. A roll call indicated that 19 Trustees were present, 1 was absent, and there is one vacancy in the Town of Colma.
5. SPECIAL PRESENTATIONS

- **State Coastal Conservancy Agreement.** Negotiations are completed with the Coastal Conservancy and the following agreement is recommended for approval.

**ACTION:** Motion was made by Trustee John Curtis and seconded by Trustee Maria Martinucci to approve Agreement Number 05-014, Amendment Number 9. *Motion* passed unanimously.

- **C.G. Uhlenberg LLP Audit Services.** The District has agreed to have C.G. Uhlenberg audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of, which collectively comprise the basic financial statements of the District as of and for the years ended June 30, 2011, 2011, 2012 and 2013.

**ACTION:** Motion was made by Trustee Lawrence Peterson and seconded by Trustee Robert Maynard to approve the contract with C.G. Uhlenberg LLP. *Motion* passed unanimously.


**ACTION:** Motion was made by Trustee Ron Anderson and seconded by Trustee Barry Meinerth to approve the contract with SCI Consulting Group. *Motion* passed unanimously.

6. PUBLIC COMMENTS AND ANNOUNCEMENTS

- No public was in attendance.

7. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

- Trustee Board Officers and Committee Assignments – 2011

**ACTION:** Motion was made by Trustee Christine Fuller and seconded by Trustee Samuel Lerner to approve the Committee Assignments for 2011. *Motion* passed unanimously.
• Minutes of Board Meetings Policy #5060

**ACTION:** Motion was made by Trustee Christine Fuller and seconded by Trustee Joseph Fil to approve to continue completing the board meeting minutes according to policy #5060. Approval 13, oppose 5 and 1 abstain. *Motion* passed by the majority.

8. AGENDA AMENDMENTS

   o None

9. CONSENT CALENDAR

   A. MINUTES - Regular Board Meeting held on February 9, 2011.

   B. GENERAL FUND #2706 - Reconciliation Report for January 2011.


**ACTION:** Trustee Robert Riechel requested the Capital Fund #02705 and General Fund #02706 Reconciliation for January 2011 be pulled from the Consent Calendar. *Motion* passed unanimously.

**ACTION:** After a discussion, a motion was made by Trustee Robert Riechel and seconded by Trustee Donna Rutherford to approve the General Fund #02706 and Capital Fund #2705 Reconciliations for January 2011. *Motion* passed unanimously.

**ACTION:** After a discussion, a motion was made by Trustee Larry Peterson and seconded by Trustee Donna Rutherford to move the February 9th, 2011 minutes to the April 13th, 2011 board meeting. *Motion* passed unanimously.

10. BOARD COMMITTEE REPORTS

   A. MANAGER’S EVALUATION COMMITTEE – Chairman Valentina Cogoni Meeting is scheduled for April 13th, 2011.

   B. POLICY COMMITTEE – Chairman Report Robert Riechel Meeting was on February 17, 2011. Topic of discussion was to meet the requirements of the Retired Employees Health Benefits Policy Number 6010.

   C. FINANCIAL COMMITTEE – Chairman Report Leon Nickolas Meeting is scheduled for March 30, 2011 to start working on the Operational Budget for next fiscal year.

   D. STRATGETIC PLANNING COMMITTEE – Chairman Report Joe Fil Meeting is scheduled for March 16th, 2011.
C. ENVIRONMENTAL COMMITTEE – Chairman Report John Curtis
Meeting was scheduled for March 9, 2011. Discussion doing a publicity which
will be Chindi designing posters on Lyme disease for each trustee to distribute to
schools in their cities.

ACTION: After a discussion, a motion was made by Trustee Robert Riechel and
seconded by Trustee Robert Maynard to approve the Monthly Subsidy for employees
who retire with the District after May 31, 2004, as outlined in the San Mateo MVCD
Summary of Retiree Benefit Provision prepared by Catherine MacLeod, Manager, Health
& Benefits Actuarial Services, and BRS. Motion passed unanimously.

11. MANAGER AND STAFF ANNOUNCEMENTS

A. District Manager’s Report provided updates with the California legislature,
Mosquito and Vector Control Association of California, Vector Control Joint
Powers Agency, American Mosquito Control Association, and the California
Special District Association.
B. Dr. Chindi Peavey provided a verbal report of the laboratory programs proposed
for March and included a written Entomology Report for February.
C. James Counts of the Operation Department provided a verbal report on operation
programs completed in February and proposed for the rest of the year.
D. Vika Sinipata provided current financial figures and an overview report of the
current Administrative department.

12. NEXT REGULAR SCHEDULED BOARD MEETING

ACTION: Motion was made by Trustee James Metz and seconded by Trustee Donna
Rutherford to approve the next meeting for April 13, 2011. Motion passed unanimously.

13. ADJOURNMENT

ACTION: Motion was made by Trustee Leon Nickolas to approve the adjournment of the
meeting. Motion passed unanimously.

There being no further business, the meeting was adjourned.

I certify the above minutes were approved as read or corrected at a meeting of the Board
held on March 9, 2011.

** All reports that were provided to the trustees at the board meeting will be available
upon request.
Approved:

[Signature]

District Manager

[Signature]

President

5-11-2011

Date