San Mateo County
Mosquito & Vector Control
1351 Rollins Rd
Burlingame, CA 94010-2409

MINUTES OF THE REGULAR BOARD MEETING

MAY 11, 2011, 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 May 11, 2011 in the District Office at 1351 Rollins Road, Burlingame, California.

TRUSTEES PRESENT

Ronald Anderson
Christine Fuller
Maria Martinucci
Robert Riechel
Richard Tagg
James Metz
John Curtis
Donelle O’Connor

Joseph Fil
Raymond Honan
Barry Meinerth
Betsey Schneider
Samuel Lerner
Donna Rutherford
Jim Ridgeway
Leon Nickolas

TRUSTEE ABSENT

Tim Frahm
Robert Maynard
Valentina Cogoni
Lawrence Peterson

OTHERS PRESENT

District Manager, Robert Gay
Accounting Supervisor, Vika Sinipata
District Laboratory Director, Dr. Chindi Peavey
District Operations Director, James Counts

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. A roll call indicated that 16 Trustees were present, 4 were absent, and there is one vacancy in the Town of Colma.
4. SPECIAL PRESENTATIONS

- **Engineers Report, Levy Assessments, and Notice of Public Hearing – Resolution M-008-11.**

**ACTION:** Motion was made by Trustee James Metz and seconded by Trustee John Curtis to open public hearing. *Motion* passed unanimously.

**ACTION:** Motion was made by Trustee Robert Riechel and seconded by Trustee Donna Rutherford to close public hearing. *Motion* passed unanimously.

**ACTION:** Motion was made by Trustee Leon Nickolas and seconded by Trustee Jim Ridgeway to approve Resolution M-008-11. *Motion* by roll call passed unanimously with four trustees absent.

- **Coastal Conservancy Agreement – Resolution M-009-11.**

**ACTION:** Motion was made by Trustee Ron Anderson and seconded by Trustee Christine Fuller to approve resolution M-009-11. *Motion* by roll call passed unanimously with four trustees absent.

5. PUBLIC COMMENTS AND ANNOUNCEMENTS

None

6. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

- **MVCAC Spring Meeting-Seaside.** Comments from Leon Nickolas: the Board of Director Meeting was chaired by President Robert Gay and the meeting was very informative on state and local issues. In 2014, the MVCAC Annual Meeting will be held at San Diego at the Hilton. On the legislative side, Becky Kline and other District Managers are working hard with our legislators to push legislation that would exempt mosquito control agencies from the NPDES permit requirement.

- **Retirement and Christmas Meeting.** Trustee Retirement gathering will be held at the home of Trustee Dr. James Ridgeway and his wife Diane, in San Mateo. This is a special event acknowledged as a Trustee Retirement gathering for Dr. Lawrence Peterson who served on our District Board for the City of Hillsborough for over 25 years and will leave the District in December 2011. The Retirement Party will be held on Friday, December 9th from 5pm-8pm. All staff and trustees and families are invited.

- **AMCA Legislative Washington DC.** Trustee Sam Lerner returned from the legislative meeting in Washington DC for the American Mosquito Control Association (AMCA) and was able to give a brief overview of the meetings with
the legislators. Trustee Lerner and Trustee Valentina Cogoni will both provide more detailed reports at the June Board Meeting.

7. AGENDA AMENDMENTS

  o None

8. CONSENT CALENDAR

A. MINUTES - Regular Board Meeting held on March 9, 2011.
B. MINUTES – Regular Board Meeting held on April 13, 2011.
C. GENERAL FUND #2706 – Reconciliation Report for March 2011.

ACTION: Motion was made by Trustee John Curtis and seconded by Trustee Jim Metz to approve the consent calendar. Motion passed unanimously.

9. BOARD COMMITTEE REPORTS

A. ENVIRONMENTAL COMMITTEE – Chairperson John Curtis Committee met on May 11th @ 6pm and the topic of discussion was public relation.

B. MANAGER’S EVALUATION COMMITTEE – Chairperson Valentina Cogoni Since Valentina was still at Washington, Trustee Meinerth gave the report for the committee. The tabulation results are now ready and the committee wants to meet in a close session at the June board-meeting from 6:30pm-7:00pm. Trustee Riechel requested as an agenda item for the June Board Meeting to vote on extending the District Manager’s contract through July 31, 2011. The extension would provide additional time for the evaluation process and subsequent amending of the District Manager’s salary and benefit package.

C. FINANCIAL COMMITTEE – Chairperson Report Leon Nickolas Meeting will be on May 25, 2011 to continue working on the Operational Budget for next fiscal year.

D. STRATEGIC PLANNING COMMITTEE – Chairperson Report Joe Fil Meeting is scheduled for August 30, 2011.

E. POLICY COMMITTEE – Chairperson Report Robert Riechel The committee met on April 12th and made minor changes to the Policy No. 5060.
ACTION: Motion was made by Trustee Joseph Fil and seconded by Trustee Barry Meinerth to approve the District Policy No. 5060 as amended. Motion passed unanimously.

10. MANAGER AND STAFF ANNOUNCEMENTS

B. Dr. Chindi Peavey provided a verbal report of the laboratory programs proposed for May and included a written Entomology Report for April.
C. James Counts of the Operation Department provided a verbal report on operation programs completed in May and proposed for the rest of the year.
D. Vika Sinipata provided current financial figures and an overview report of the current Administrative department.

11. NEXT REGULAR SCHEDULED BOARD MEETING

ACTION: Motion was made by Trustee Richard Tagg and seconded by Trustee Donelle O’Connor to approve the next meeting for June 8, 2011. Motion passed unanimously.

12. ADJOURNMENT

ACTION: Motion was made by Trustee Maria Martinucci and seconded by Donelle O’Connor 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 May 11, 2011.

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

Approved:

[Signature]
District Manager

[Signature]
President

6/8/2011
Date