A regular meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on April 10, 2013, in the District Office at 1351 Rollins Road, Burlingame, California.

TRUSTEES PRESENT: Betsy Schneider James Ridgeway
Christine Fuller Raymond Honan
Rick Wykoff Valentina Cogoni
Leon Nickolas Donelle O’Conner
Robert Maynard Peter DeJarnatt
Robert Riechel Scott Smith
Samuel Lerner Richard Tagg
Maria Martinucci Donna Rutherford
Barry Meinerth

TRUSTEES ABSENT: James Metz

OTHERS PRESENT: District Manager, Robert Gay
Finance Director, Rosendo Rodriguez
Assistant Manager, Brian Weber
County Counsel, Aimee Armsby
Laboratory Director, Dr. Nayer Zahiri
John Bliss, SCI Consulting
Barry Weinstein, Legal Counsel

REGULAR MEETING OF THE BOARD OF TRUSTEES

6:00PM

1. CALL TO ORDER

President Lerner called the meeting to order at 6:00PM and stated that it was being recorded.

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

3. ROLL CALL

The roll call indicated that 17 Trustees were present with Trustee Smith arriving at 6:20 PM and Trustee Meinerth at 7:15 PM. Trustee Metz was absent. New trustee Steve Hedlund was present for the oath of office but did not attend the meeting.

4. SPECIAL PRESENTATION:

Engineer's Report, Levy Assessments, and Notice of a Public Hearing-Resolution M-006-13, John Bliss Engineer, SCI Consulting Group gave the annual report to the Board.

James Counts commented from the public.

- Motion by Schneider, 2nd De Jarnatt to approve Resolution M-006-13, with no tax increase having the rate remain at $17.26 per parcel on the annexed part of the county. Voted unanimously by a roll call of the Board 16-0.

5. OATHS ADMINISTERED TO TRUSTEES

Oath of office was administered to new Trustee Steve Hedlund of Portola Valley by County Counsel Aimee Armsby. There was also a presentation of a plaque of appreciation to retiring member Joe Fil for his 12 years of dedicated service to the Board.

6. MOTION TO MOVE INTO CLOSED SESSION

- Motion to move into closed session by Honan, 2nd Fuller, approved by the Board 16-0.

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<th>CLOSED SESSION MEETING OF THE BOARD OF TRUSTEES</th>
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<td>1. Call to order</td>
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<tr>
<td>2. Conference with Legal Counsel-Anticipated Litigation</td>
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<td>Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: One Case</td>
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<tr>
<td>3. Conference with Legal Counsel-Pending Litigation</td>
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<tr>
<td>Significant exposure to litigation pursuant to subdivision (a) of Section 54956.9: People v. Dearman &amp; Sinipata</td>
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7. REPORT FROM CLOSED SESSION (7:50PM):

- Action: On anticipated litigation: The Board unanimously directed counsel to send a letter and pursue settlement discussions with Hartford Insurance.

- No action on pending litigation, for information only.

8. PUBLIC COMMENTS:

There were no public comments.

9. CONSENT CALENDAR:

- Motion to approve consent calendar of the March 13, 2013 meeting, by DeJarnatt, 2nd Tagg, approved by a 17-0 vote of the Board.

8. REGULAR AGENDA

a. Local Agency Formation Commission (LAFCO) Meeting, March 20, 2013. Finance Director Rosendo Rodriguez attended and reported that LAFCO requested the District to provide an update on the progress it has made since the issuance of the service review. There was a decision to eliminate 2 credit card holders and establish credit limits on the cards as per direction from LAFCO.

9. BOARD COMMITTEE MEETING DATES AND REPORTS:

a. Environmental/Public Outreach Committee: Donna Rutherford chair. No meeting this week, next meeting in May.

b. Finance Committee: Donelle O’Connor chair – Met March 4th met with employees and listened to proposals; March 5th to review proposals; and March 25th to prepare a response to proposals. Will next meet with counsel to review the committee’s response to staff.

c. Strategic Planning Committee: Jim Ridgeway new Chair- Next meeting TBA.

d. Policy Committee: Robert Riechel chair- Worked on minor changes to expand term limitations and reasonable travel expense reimbursements. Details were provided in tonight’s Board packet of the following policy revisions:

- Motion to approve policies 4040, 4050, 4060, 4070, 4140, 4150 and 1120 by Riechel, 2nd Nickolas, approved by Board 17-0.

e. Ad-hoc Building Committee: Chair, Dick Tagg: Building permit was issued by Burlingame costing $1726. RFP to be sent out to contractors and scheduled to be brought back to the Board for approval in June.
8. FINANCIAL REPORT: FINANCE DIRECTOR: ROSENDO RODRIGUEZ

Review of the Financial Documents for the fiscal year 2012-2013; July through February. The budget was at 59.6% of projections which is a little low for this time of year since this is the slow part of the season. There was $236K in ERAF revenues, Cash balance in the General Fund was $5.4M, and the Capital fund was $262K. Details of the financial report were included in the Board’s packet.

- Action to approve the Financial Documents for fiscal year 2012-2013, July through February by Ridgeway, 2nd Martinucci, unanimously approved by the Board 17-0.

9. MANAGER’S REPORT

Manager Gay indicated that a complete report of the activities is contained in the Board’s packet including the following items:

- Mosquito and Vector Control Association of California (MVCAC): Federal & State regulatory issues with the NPDES permit.
- Vector Control Joint Powers Agency (VCJPA): Legislative and court cases, AB 1345, and the successful completion by the District of Employment Risk Management training.
- American Mosquito Control Association, (AMCA): President Lerner and Assistant Manager Weber will be traveling to Washington, DC, May 6-8, to lobby for mosquito needs nationwide.
- California Special District Association (CSDA): Working on grassroots legislative programs.
- Repaired the malfunctioning security system for the district office.
- Reviewing “piggyback” contract for Sharp copiers.
- STAFF AND GENERAL ANNOUNCEMENTS:
  - Laboratory Director, Dr. Zahiri, gave an overview of the entomology report, using mosquito traps, negative WNV bird testing in San Mateo Co., sentinel chickens, and tick collection.
  - Assistant Manager, Brian Weber, gave an update on staff activities including: the salt marsh program and exploring the possibility of leasing all District vehicles through a company such as Enterprise Rent a Car.

11. BOARD MEMBERS COMMENTS AND ANNOUNCEMENTS:

None

12. NEXT REGULARLY SCHEDULED BOARD MEETING:

- Motion by Nickolas, 2nd Smith to approve the next meeting for May 8, 2013, unanimously approved by the Board 17-0 vote.
13. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:33PM.

- Motion by Fuller, 2nd DeJarnatt to adjourn, unanimously approved by the Board 17-0.

I certify the above minutes were approved as read or corrected at a meeting of the Board held on May 8, 2013.

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

Approved:

[Signature]
District Manager

[Signature]
Board President