MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
July 10, 2019
6:00 P.M.

A meeting of the Board of Trustees of the San Mateo County Mosquito and Vector Control District was held on July 10, 2019 in the District Office at 1351 Rollins Road, Burlingame, California.

TRUSTEES PRESENT:
Carolyn Parker City of Brisbane – arrived 6:23
Joe Galligan City of Burlingame
Claudia Mazzetti County-at-Large
Glenn R. Sylvester City of Daly City
Richard Wykoff City of Foster City
Scott Smith Town of Hillsborough
Justin Evans City of Menlo Park
Muhammad Baluom City of Millbrae – arrived 6:18
Kat Lion City of Redwood City
Ross Graves City of San Carlos
Paul Fregulia Town of Woodside

TRUSTEES ABSENT:
Mason Brutschy Town of Atherton – excused
Wade Leschyn City of Belmont – excused
Donna Rutherford City of East Palo Alto – excused
Kati Martin City of Half Moon Bay – excused
Peter DeJarnatt City of Pacifica – excused
Robert Riechel City of San Bruno – excused
Ed Degliantoni City of San Mateo – excused
Ray Williams Town of Portola Valley
Joe Silva City of Colma
Vacant City of South San Francisco
OTHERS PRESENT: District Manager, Dr. Chindi Peavey
Laboratory Director, Angie Nakano
Assistant Manager, Brian Weber
Finance Director, Richard Arrow
General Counsel, Alexandra Barnhill

1. CALL TO ORDER
   The general meeting was called to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE
   Board President Galligan led the Pledge of Allegiance.

3. OATH OF OFFICE
   None this month

4. ROLL CALL
   At 6:10, the roll call indicated that only 9 Trustees were present, constituting less than a quorum. Therefore, the agenda was rearranged to present information-only items until more members could arrive.

5. PUBLIC COMMENTS AND ANNOUNCEMENTS
   None

6. Ad Hoc Real Estate Committee Report [Agenda item 7B]
   Trustee Joe Galligan gave the committee report for the Ad Hoc Real Estate Committee. Regarding the District’s real estate transactions relating to the property next door to District Headquarters in Burlingame. He reported that the District had offered full asking price in June, but the seller did not respond. About two weeks later the District was informed that the property had been sold to another buyer.

7. Request for Trustee input by the Trustee Advisory Council of the Mosquito and Vector Control Association of California [Agenda item 13]
Trustee Donna Rutherford, who is currently serving as Chair and Coastal Region Representative gave a report and explained the letter from the Trustee Advisory Council to Trustees, requesting that trustees participate in a survey to provide input to the Council.

At 6:18 pm Trustee Muhammad Baluom arrived, totaling 10 trustees present.

Trustee Rick Wykoff suggested that the rest of the Staff Reports be moved up in the agenda while the Board waits for further Board members to arrive.

8. STAFF REPORTS [Agenda Item 9]

A. Assistant Manager, Brian Weber provided an update on Field Operations Programs per the report provided in the Board packet. In addition to the attached report, Brian Weber mentioned that the staff was conducting misting in storm drain lines – this consists of spraying aerosolized bacterial larvicides down the lines to reach pockets of water underground. This help control Culex pipiens mosquitoes. They learned this technique for Mosquito control districts in southern California. The Operations report discussed treating pockets of standing water in urban creeks. Trustees Paul Fregulia (Woodside) and Claudia Mazzetti (County Unincorporated) said they appreciated the work in creeks as this impacts residents in their areas.

At 6:23 pm Trustee Carolyn Parker arrived, constituting a quorum of 11 trustees present.

B. Laboratory Director, Angie Nakano provided an update on District Laboratory Programs per the report included in the Board packet. Trustee Ross Graves asked if the District has equipment to conduct PCR testing, Ms. Nakano replied that the District has equipment for Real Time PCR. He asked if we test dead birds for West Nile Virus in-house. Ms. Nakano replied that the District tests dead birds submitted by residents and sends out samples from the District's sentinel chicken flock to the state health department for ELISA testing.

Trustee Paul Fregulia asked why the District does not test ticks from Huddart Park or Edgewood Park for Lyme disease. Ms. Nakano replied that the District has tested ticks from these locations in prior years and is focusing now on places that have not been surveyed.
Trustee Justin Evans asked what is applied from the storm drain mist. Ms. Nakano replied that it is a bacteria. He asked how many new human cases of Lyme occur in this county per year. Trustee Scott Smith responded there are about 1-2 new cases per year acquired locally.

C. Public Health Education and Outreach Officer Megan Sebay was not present. The Public Outreach Program report provided in the Board packet was acknowledged.

Board President Joe Galligan stated that he would like to move forward with the action items on the agenda now that a quorum of Board members was present.

9. CONSENT CALENDAR [Agenda Item 6]

The following items were included on the Consent Calendar

A. Approval of Minutes

1. Minutes for the Regular Board Meeting, June 12, 2019 will be brought to the September 11, Board meeting for approval.

B. Approval of Contracts and Agreements

1. Lamar Transit Advertising – Approve having the District Manager sign a contract with Lamar Companies for up to $12,020 and take all actions necessary to effectuate the same.

Motion by Trustee Rick Wykoff, seconded by Trustee Ross Graves to approve Consent Calendar. Motion was approved unanimously.

10. BOARD COMMITTEE REPORTS [Agenda Items 7A and 7C]

A. Finance Committee – President Joe Galligan discussed the finance committee calendar and noted that it is provided in the Board packet.

B. Ad hoc Committee on Real Estate – President Joe Galligan gave report at beginning of meeting.

C. Inactive Committees – No reports given.
CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATOR pursuant to Government Code Section 54956.8 [Agenda Items 11-12]

Property: 1339-1343 Rollins Road, Burlingame
Agency Negotiator: Dr. Chindi Peavey, District Manager; Frank Cooke, BGHRE Commercial
Negotiating Parties: Andrew Peceimer, CB Commercial; Jessee Steinhart; and Samuel Stapleton or current owner
Under Negotiation: Price and terms of payment for purchase

The Board entered closed session at 6:36 pm and ended closed session at 7:27 pm.

The Board took no reportable actions in closed session.

11. FINANCIAL REPORT [Agenda Item 8]

Finance Director Richard Arrow reviewed the Financial Report for May 2019, which was provided in the Board packet.

Motion by Trustee Ross Graves, seconded by Trustee Scott Smith to approve Financial Report for May 2019. Approved unanimously.

12. Select Trustees to attend California Special Districts Association in Anaheim, CA [Agenda Item 10]

Board President Joe Galligan asked if any Board members wished to attend the Annual Conference of the California Special Districts Association and directed District Manager Chindi Peavey to ask Devina Walker to send a reminder to the Board members to let Board President Joe Galligan and District Manager Chindi Peavey know if they are interested in attending the conference.

13. Approval of an Agreement with the California Invasive Plant Council for Control of Invasive Spartina [Agenda Item 14]

Motion by Rick Wykoff, seconded by Ross Graves to approve having the District Manager sign an Agreement with the California Invasive Plant Council and take all actions necessary to effectuate the same. Motion passed unanimously.
MANAGER'S REPORT [Agenda Item 15]

District Manager Chindi Peavey gave the report contained in the Board packet.

Trustee Glenn Sylvester asked about the approval of the project to install solar panels and what had happened with the concern about the project's ROI. It was noted that it was approved several board meetings ago, and that the ROI had gotten down below 10 years.

Trustee Glenn Sylvester stated that he was aware of two negative Yelp reviews of the District in the past month. District Manager Chindi Peavey stated that she would have Public Health Education and Outreach Officer Megan Sebay investigate the issue.

14. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS [Agenda Item 16]

Trustee Paul Fregulia stated that he likes the single sided packet and wants his packet that way in the future, Rick Wykoff stated that he is satisfied with the format of his packet.

Board President Joe Galligan announced that the Board does not need to meet in August. The next Board meeting will be on September 11, 2019.

Board President Joe Galligan requested that District Manager send a Doodle poll to members of the ad hoc Real Estate committee to arrange a Meeting next month.

15. ANNOUNCE NEXT REGULARLY SCHEDULED BOARD MEETING [Agenda Item 17]

The next meeting of the Board will be an adjourned regular meeting and will be held on September 11, 2019 the 2nd Wednesday of the Month.

16. ADJOURNMENT AT 7:52 PM

The agenda for the July 10, 2019 Board meeting was posted at the District office July 5, 2019.

Joe Galligan, Board President  
Kati Martin, Board Secretary
I certify the above minutes were approved as read or corrected at a meeting of the Board held November 13, 2019.

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

Approved:

[Signatures]

District Manager  

Board President