MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
May 8, 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 May 8, 2019 in the District Office at 1351 Rollins Road, Burlingame, California.

TRUSTEES PRESENT:
Mason Brutschy Town of Atherton
Wade Leschyn City of Belmont
Carolyn Parker City of Brisbane
Joe Galligan City of Burlingame
Joe Silva City of Colma
Claudia Mazzetti County-at-Large
Richard Wykoff City of Foster City
Kati Martin City of Half Moon Bay
Scott Smith Town of Hillsborough
Peter DeJarnatt City of Pacifica
Ray Williams Town of Portola Valley
Robert Riechel City of San Bruno
Ross Graves City of San Carlos
Chris Levin-Young City of South San Francisco
Paul Fregulia Town of Woodside

TRUSTEES ABSENT:
Glenn R. Sylvester City of Daly City
Donna Rutherford City of East Palo Alto - excused
Justin Evans City of Menlo Park - excused
Muhammad Baiuom City of Millbrae
Kat Lion City of Redwood City - excused
Ed Degliantoni City of San Mateo

OTHERS PRESENT:
District Manager, Dr. Chindi Peavey
Lab Director, Angie Nakano
Assistant Manager: Brian Weber
Interim Finance Director, Richard Arrow
Public Health and Outreach Officer, Megan Sebay
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 8, 2019
6 PM

1. CALL TO ORDER

The general meeting was called to order at 6 PM.

2. PLEDGE OF ALLEGIANCE

Trustee Galligan led the Pledge of Allegiance.

3. OATH OF OFFICE

None.

4. ROLL CALL

The roll call indicated that 14 Trustees were present, constituting a quorum.

5. PUBLIC COMMENTS AND ANNOUNCEMENTS

None.

6. CONSENT CALENDAR

Motion by Trustee Wykoff, second by Trustee Reichel, to approve the Consent Calendar items, was approved 14-0.

REGULAR AGENDA

7. SPECIAL PRESENTATIONS

Receive presentation from SCI Consulting Group regarding the Engineer's Report calculating the Assessment(s) and consider adoption of Resolution M-009-19 approving the Preliminary Diagram and Engineer's Report and stating the intention of the Board to continue to levy North and West
County Mosquito Disease Control Assessment District on the north and west county areas for fiscal year 2019-20.

Sonia Ortega, Project Analyst, SCI Consulting Group, gave a brief overview of the Preliminary Engineer’s Report for the North and West County Mosquito and Disease Control Assessment District completed May, 2019. She also provided the published report for the Board members.

Trustee Graves requested an explanation of the idea to reduce the assessment.

Trustee Riechel indicated the Finance Committee chose to not recommend reducing the assessment to respond to temporary fluctuations because if the District has to raise the assessment next year it may create poor optics to the residents.

Trustee Martin requested an explanation of the 3% assessment increase aspect for the new board members. Ms. Ortega provided a short tutorial on the issue, explaining the CPI adjustment is tied to the San Francisco Bay area index, and can be increased annually 3% plus any other CPI adjustments for prior years that have not been levied.

Trustee Mazzetti had several questions regarding the assessment of open space which President Galligan referred to SCI.

There was a difference of opinion with regard to the use of the term employees in the report and District Manager Dr. Peavey requested SCI to further clarify for the June meeting.

Motion by Trustee Riechel, second by Trustee Wykoff/Mazzetti, to approve the Resolution M-009-19, the Preliminary Engineer’s Report for the North and West County Mosquito and Disease Control Assessment District, was approved 14-0.

8. BOARD COMMITTEE REPORTS

A. Environmental and Public Outreach – did not meet

B. Strategic Planning Committee – did not meet.

C. Policy Committee – did not meet

D. Manager’s Evaluation Committee – will recess until September, 2019.

E. Legislative Committee –
CA Assembly Bill 1486 (Ting) Surplus Land—expands Surplus Land Act property requirements for both and local and state government agencies, making it more difficult for local agencies to dispose of real estate. Staff recommends opposition to the bill.

Trustee DeJarnatt recommends reading the list of supporters of the bill before considering. Suspecting housing shortage in the area is generating this action.

Trustee Riechel indicates we should be actively opposing the bill.

Trustee Wykoff questioned the impact of eminent domain and condemnation.

Trustee Leschyn questioned what impact this would have on the District. Manager Dr. Peavy reminded the Board that the District has a piece of land in Redwood City that may be affected.

Manager Dr. Peavey will send an informational letter to the cities regarding the Board’s position.

Motion by Trustee Riechel, second by Trustee Wykoff, to approve a letter of opposition to AB 1486 both to the cities and other affected special districts in the county and to the legislature, passed 14-0.

CA AB 320 (Quirk)—Pest Control: mosquito abatement

Assistant Manager Brian Weber reviewed the legislation noting that the concept has been promoted for several legislative session and benefits all mosquito and vector agencies.

Trustee Smith inquired whether the public will have access to the data base information. Weber indicated it will be available by request through an agency only, to preserve security. There was a discussion regarding the data base uses.

Motion by Trustee Smith, second by Trustee Leschyn, to approve a letter in support of AB 320, passed 15-0

F. Finance Committee – Delayed for the arrival of committee chair Brutschy.

G. Ad hoc Committee to Review Solar proposals – Manager Dr. Peavey reviewed the three bids for solar installation on the office building. Staff recommended proceeding with the solar project review by the Finance Committee with recommendations for selection by the Board at the June Board meeting.

9. FINANCIAL REPORT
Interim Finance Director Arrow reviewed the information provided in the Board packet for fiscal year 2018-19: July 2018 through March, 2019.

**Motion by Trustee Wykoff, second by Trustee DeJarnatt, to approve the Financial Documents for fiscal year 2018-19; July 2018 through March 2019, was approved 14-0**

10. **STAFF REPORTS**

A. Assistant Manager Brian Weber reviewed the information in the Board packet.

B. Lab Director Angie Nakano reviewed the information provided in the Board packet.

   Lab Director Angie Nakano, announced that she and Tara Roth, submitted papers to the MVCAC for publication.

C. Public Health, Education, and Outreach Officer, Megan Sebay, advised that web traffic for the District is up around 50%. She also advised the Board that a ‘kissing bug’ was discovered in Delaware, which is of concern as this bug has not been found in the United States until now. She advised that this bug carries a virus that causes damage to the human heart, often causing death.

   Trustee Mazzetti inquired how many people attended the Open House. Sebay indicated about 150 people attended consisting of mostly of new attendees.

   Trustee Mazzetti asked Sebay to provide specific information about the website increase. Sebay indicated about 100 web hits per day.

   Trustee Graves complimented Sebay for the content of the monthly publication.

   Trustee Martin inquired if the District has considered including a ‘translate’ application for the website homepage. Sebay responded that a translate application is one of the features she would like to add as soon as possible.

Trustee Brutschy arrived @ 6:40.

11. **CONSIDER AN ADJUSTMENT TO THE BUDGET FOR FISCAL YEAR 2018-2019**

   Interim Finance Director, Richard Arrow, reviewed the information provided in the Board packet for adjustments to the current fiscal year’s budget.
Trustee Mazzetti requested additional funds be allocated to the Public Health and Outreach budget to acquire the ‘translate’ application. Deferred to item 12.

Arrow requested that any further budget adjustment wanted by Board members be submitted before the next regular Board meeting.

This item will be voted on at the regular June Board meeting.

   Interim Finance Director, Richard Arrow and District Manager Dr. Peavey, presented the proposed 2019-2020 District budget, as contained in the Board packet.

   This item will be voted on at the regular June Board meeting.

13. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54956.8

   No reportable action taken.

14. MANAGER’S REPORT

   General Manager Dr. Peavey reviewed the Board packet materials briefly.

15. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

   Trustee Wykoff thanked Lab Director Nakano and Outreach Officer for their efforts.

16. ANNOUNCE NEXT REGULARLY SCHEDULED BOARD MEETING

   The next regular meeting is scheduled for June 12, 2019 @ 6 PM at the District office.

17. ADJOURNMENT @ 7:30 PM

   The agenda for the May 8, 2019 Board meeting was posted at the District office May 3, 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 June 12, 2019.

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

Approved:

[Signature]
District Manager

[Signature]
Board President