



**SAN MATEO COUNTY
MOSQUITO ABATEMENT DISTRICT
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**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES, FEB 14, 2007**

President Nickolas called the meeting to order at 7:00pm

TRUSTEES PRESENT:

- | | |
|------------------|-------------------|
| Ronald Anderson | Ray Honan |
| Robert Blake | Doris Kellett |
| Robert Bury | Robert Maynard |
| Valentina Cogoni | Leon Nickolas |
| John Curtis | Dennis Preger |
| Joseph Fil | James Ridgeway |
| Tim Frahm | Donna Rutherford* |
| Christine Fuller | Betsey Schneider |
| Cal Hinton | Richard Tagg |

TRUSTEES ABSENT:

- Lawrence Peterson
- Robert Riechel

STAFF PRESENT:

- Robert Gay, District Manager
- Karen Williams, Clerk of the Board
- James Counts, Field Operations Supervisor

GUESTS/SPEAKERS PRESENT:

None

Pledge of Allegiance

Public Input on Non Agendized Items

No one was present from the general public to address the Board

Introduction of new Trustees

President Nickolas welcomed Christine Fuller, Trustee for Daly City, to the Board. Trustee Fuller introduced herself and provided a brief background. She thanked the City for giving her this opportunity to serve and looked forward to an exciting experience.

President Nickolas welcomed Donna Rutherford, Trustee for East Palo Alto, to the Board. Trustee Rutherford introduced herself and stated she was looking forward to serving her community.

Consent Calendar

MOTION: Approve the consent calendar, which consisted of the list of expenditures for January, revenue received for January and the minutes of the January board meeting. Honan/Curtis, 14 ayes, 0 noes, 4 abstain due to not being present last month and 2 absent members.

District Programs/Staff Reports**Lab Services:**

Dr. Chindi Peavey was out ill and Lab services were reported in conjunction with Operations services.

Field Operation Services:

James Counts reported on the following activities of the Operations and Lab department:

- The Argos are being outfitted and prepped for the upcoming salt marsh season. They are mainly used at Bair Island in areas not accessible on foot.
- With the recent ditching that was performed at Bair Island, tidal flow is being restored to some areas, thus reducing acreage that will be in need of treatment for mosquitoes. Approximately 825 acres no longer need hand treatment. This will save the District money in materials and man power.
- James took several Trustees out on the hovercraft to familiarize them with the area known as Bair Island. This area covers 5,000 acres and is one of the main breeding sites for *Aedes Squamiger*, the winter salt marsh mosquito. Additional Trustees expressed interest in seeing this area either by boat or hovercraft.
- Our new mechanic, Russell Baker, is on board and is working out well.
- All Mosquito Control technicians are now working on laptops in the field. They have done very well working with them and the laptops provide much needed access to information in the field. Clerk Williams elaborated on the process and steps taken to reach this point.
- Five members of the staff presented talks at the annual MVCAC meeting in Fresno. The talks were:
 - Dr. Chindi Peavey, Raccoon Roundworm
 - Angela Rory, Spraying for ticks on local trails
 - Angie Nakano, Effects of mowing on tick populations
 - Lauren Marcus, A poster on the Catch, Mark and Release of mosquitoes
 - Kim Keyser, A study of paper wasps and a new introduced species from Europe

James commented that he would have liked to have the Trustee session moved to a different day during the annual meeting so that more Trustees can attend the employee presentations. Currently, their session conflicts with attendance to the presentations.

- James is working on setting up a contract for the Millbrae and Burlingame sewer plants. These areas require lots of attention for mosquito control and it would benefit the sewer plants to have our services before problems begin.
- James and Karen are working on establishing an abatement contract with a building complex at the end of Seaport Blvd in Redwood City. The paperwork has been completed but the building ownership recently changed and the contract will have to be

revised. The area has a serious problem with all the catch basins surrounding the property.

- The District will be treating for invasive *Spartina cordgrass* for U.S Fish and Wildlife and the Coastal Conservancy beginning in approximately July.
- A schedule for helicopter treatments was mailed to SFO, Stanford University, 3000 Portola Rd and Sharp Park Golf Course. The schedule consists of 7 dates beginning in July and running through approximately October, weather and need permitting.

Administrative Services

- Clerk Williams reported on the status of the completed website. A bold new flyer created by Ed Li, promotes our updated website. The purpose of this flyer will be for the Technicians to hand out to homeowners during service requests to help educate the public on our services and access to answers for frequently asked questions. The web site has received 5,204 hits since it's unveiling on January 9, 2007. Each month, Clerk Williams will provide the board with the number of hits and pages most frequently accessed.

Mosquito and Vector Control Association of California (MVCAC)

Manager Gay reported on the following MVCAC activities:

- Each of the four trustees, who attended the annual MVCAC conference on February 4th – 7th, gave an oral presentation of their experiences at the meeting.

Robert Bury: Trustee Bury provided a written report on the meetings he attended. He enjoyed the talk on Public Relations and how important informing the public is in regard to prevention. He stated that the presentations offered by our staff members were excellent. On the lighter side, he enjoyed the Superbowl party sponsored by MVCAC.

Valentina Cogoni: Trustee Cogoni stated that she thought that the conference was wonderful and recommended all trustees to attend in the future. She stated that our staff talks were far superior and more informative. The other presentations were on West Nile virus and ours were on subjects that were unique.

Betsey Schneider: Trustee Schneider reported that she enjoyed the topics presented by Deborah Bass, the Public Education Coordinator for Contra Costa MVCD. She discussed how they meet with 4th grade students and promote interest in mosquito prevention around their homes. She thought the talks presented by our staff were excellent and that the whole conference was a success. She echoed James Counts' comments regarding rescheduling the Trustee session so that they did not miss the staff presentations.

Ron Anderson: Trustee Anderson reported on his experiences at the annual meeting. He reported on the history of the New Jersey light trap. He was interested in the aerial photographs that are taken to identify green pools. Many presentations were on the West Nile virus and how other districts are addressing the problem. Trustee Anderson commented on the many legislative issues that were discussed and how they can impact on Districts like ours. Overall, he was impressed with our staff's participation and felt we presented professional topics. He enjoyed the conference.

James Counts commented that many of the topics covered by the annual meeting are either in place at our District already and are past programs that we have participated in. The District participates in many presentations to local schools and communities. The District also participated in the aerial photograph of green pools throughout San Mateo County this past spring. James stated that since our sources database is so extensive, many of the pools located were already sources that the Technicians were aware of. The District's program, which emphasizes

prevention, keeps a tight rein on breeding sources and many sources are found by neighbors reporting neighbors. Trustee Curtis asked about confidentiality on reported sources and James stated that we do use anonymous callers often. We do not pass along reporting information when checking on potential breeding sites. Our technicians make sure that all potential sources are checked routinely even without prompting by residents.

Manager Gay reported on the acceptance of the performance based budget program that he prepared for MVCAC. He has recently been appointed Treasurer.

Vector Control Joint Powers Agency

Manager Gay reported on the following VCJPA activities:

- Manager Gay reported on two claims for physical damage caused by the District. Both were minor automobile incidents and are in the process of completing the claims.
- Trustee Dennis Preger has been selected as Trustee Representative, Coastal and Sacramento Valley Regions. He will serve until June 30, 2007. The alternate position is now open and anyone interested should contact Manager Gay.
- The annual meeting is scheduled for February 25 – 27th, 2007 in Aptos, California. Both Manager Gay and Trustee Preger will attend.
- A possible change to the DMV pull notice process may occur. Currently, the VCJPA works in conjunction with the DMV to update districts with driver's record information. It may be necessary for individual districts to perform this service on their own. More information to follow.

District Manager's Activity Report

Manager Gay reported on the following topics:

- Legislative Day is scheduled for April 18, 2007. The Legislative Committee will meet with several members of the State Legislature to discuss and promote our mission and programs. Trustee Ridgeway will be unable to attend so newly appointed Trustee Fuller will take his place at this meeting.
- The American Mosquito Control Association annual meeting is scheduled for April 1 – April 5, 2007. The meeting will be held at the Peabody Hotel, Orlando Florida. The list of Trustees attending the 2007 annual meeting are:
 - Leon Nickolas - Millbrae
 - Larry Peterson - Hillsborough
 - Dennis Preger - Burlingame

Manager Gay and Vector Ecologist Peavey will also attend.

- Representative Leland Yee will be assisting in acquiring right-hand drive vehicles from overseas. Also, he will work with us on promoting Lyme disease awareness in the coming months.
- Manager Gay thanked Trustee Riechel on his work with the media, specifically San Bruno Cable, to promote our District through public access television. Manager Gay encouraged other Trustees to follow his lead and Manager Gay provided a contact person for additional help to establish a program in the other cities.
- An update to the ERAF funds received was reviewed.

Resolution M-005-07

MOTION: Approve Resolution to acknowledge appreciation of public service by Maggie Gomez. Curtis/Kellett, carried unanimously.

Board, C ommittee and Staff Announcements

Clerk Williams reported on the 2006 Conflict of Interest Form 700 that needs to be completed by all trustees and submitted to the County. A list was read off of those Trustees who have not submitted a signed copy.

Committee Meetings:

Manager Gay announced that Trustee Fuller would be added to the Legislative Committee and the Strategic Planning Committee.

Manager Gay asked for another Trustee to join the Policy Committee. Please contact Chairman Riechel, Clerk Williams or Manager Gay if interested.

Salary and Budget Committee Chairman Preger restated that during ongoing contract negotiations with the staff, it is very important to take this process seriously and to attend each meeting as scheduled. He complimented James Counts and Karen Williams, along with Chindi Peavey, on their hard work and stated that their appearances at these board meetings were not to specifically "self-promote" but to make the entire Board aware of the programs that they manage throughout the month. Trustee Preger wanted to make sure that everyone understood their role at the meeting and acknowledged their importance to the board process.

The following are the current committee meeting schedule:

Policy and Procedures:	February 21, 2007	12:00pm
Salary/Budget Committee	February 23, 2007	12:00pm
Strategic Planning:	Pending	
Environmental:	March 14, 2007	6:00pm

Reminder of Next Regularly Scheduled Board Meeting

The next regular board meeting is scheduled for March 14, 2007 at 7:00.

Adjournment

MOTION: Adjournment. Anderson/Schneider carried unanimously. 9:16pm

Approved:

District Manager

President

Date

* Donna Rutherford arrived 7:15pm