



**SAN MATEO COUNTY
MOSQUITO ABATEMENT DISTRICT
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**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES, APR 11, 2007**

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

TRUSTEES PRESENT:

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

TRUSTEES ABSENT:

None

STAFF PRESENT:

Robert Gay, District Manager
Karen Williams, Clerk of the Board
James Counts, Field Operations Supervisor
Chindi Peavey, Vector Ecologist

GUESTS/SPEAKERS PRESENT:

None

Pledge of Allegiance

Public Input on Non Agendized Items

None

Consent Calendar

MOTION:

Approve the consent calendar, which consisted of the list of expenditures for March, revenue received for March, minutes of the March board meeting, one (1) Fixed Asset Retirement and Resolution M-010-07. Curtis/Anderson, carried unanimously.

Purchasing Single-Tenant Industrial Building

Manager Gay reported on the proposed purchase of the property in Redwood City located at 832 Barron Ave. Circumstances have made the current owner interested in selling the property and discussion has begun to pursue purchasing the property for \$600,000. The Strategic Planning Committee, along with the District Manager, Bernie Head of Head Real Properties, Hans Slade of Cornish and Carey and the current owner of record, Bob Edwards, are scheduled to meet on April 13, 2007 to walk the property, make notes, take pictures and have further discussions regarding this process.

Action item removed because purchase will not be decided at this meeting.

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

Dr. Chindi Peavey reported on the following activities of the Lab department:

- Clean-Up the Bay Program. The Operations and Lab staff will be participating in a Bay Clean up along the shore of Coyote Point. Using District equipment, we will be able to remove shopping carts, tires and other debris from the end of San Mateo Creek and along the shoreline. This effort will include media reporters and photographers in correlation with Earth Day events.
- The Lab will be participating in an educational booth at the San Francisco Zoo in observance of Earth Day.
- Very little West Nile virus activity this month. We have no birds or humans who have tested positive for West Nile virus in San Mateo County. Santa Clara County has 6 positive birds. Three were found in April in Saratoga and Cupertino and one was found in Palo Alto. Our District will keep an eye on the progression of this into our county.
- Adult tick season is over. The season for nymphal ticks has begun. The Lab staff has been surveying 11 parks and 8 of them have ticks suspected of carrying Lyme disease. The prevalence is 1-3% positive. The month of May has been proclaimed Lyme Disease Awareness month.
- The Lab Staff, in conjunction with County Health Officials, is conducting a telephone survey of the Infectious Disease physicians at local hospitals regarding their knowledge and education on Lyme Disease in San Mateo County. The purpose is to find out what they know or believe about Lyme Disease in the County. Participation in the telephone survey has been difficult due to the schedule of local physicians.
- A press release to increase awareness of Lyme Disease was given to Pacifica residents. While addressing a service request, a woman in Pacifica reported finding ticks in her neighborhood in a highly populated area.
- Dr. Peavey recently gave a presentation at El Camino Hospital to the Lyme Disease Advisory Committee. Unfortunately, physicians did not attend the meeting so it became combative and the members of the advisory committee were very vocal about legislation issues and physician education. They believe that their diagnosis' are hindered by a lack of physician education about the prevalence of Lyme disease in our County.
- Dr. Peavey presented a handout of Legislative issues for the upcoming Legislators Day in Sacramento. The flyer is designed to promote our programs and services to the Legislators to continue their valuable support.

- Dr. Peavey, along with the Environmental Committee, is preparing a handout to promote all of our District services, which can be provided to individual cities and any interested parties.
- Dr. Peavey and James Counts will be attending a meeting on April 25, 2007 with the San Francisco Estuary about a Cal-Fed funded project of an analysis of pyrethroid usage.
- Trustee Riechel complimented the staff on the legislative handout from current and previous years. It was a useful tool promoting our District in Sacramento.

Field Operation Services:

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

- The City of Burlingame has invited us to participate in the kick-off event to the centennial celebration. It is a parade through Burlingame ending at Washington Park. We will use the Dodge power wagon and tow the hovercraft and maybe bring an ARGO or two. We will be allowed to walk along the vehicles handing out mosquito tattoos and repellent wipes to the crowd along the way.
- The Earth Day program to help the San Mateo Parks Department remove shopping carts and old tires out of the mouth of San Mateo creek and the shoreline is planned for April 19th, 20th, 21st, and 22nd.
- James has been in contact with the City of San Mateo Public Works department to keep informed about any repairs to tidal gates. Last year, when repairs were necessary to the tidal flow gates in San Mateo, the water throughout Foster City was lowered and this caused a huge fly off of Chironomid midges. These insects look like mosquitoes but do not bite and only serve as food sources for other insects and birds. When these insects hatched, our district was inundated with service calls for several weeks. Operations and Lab department are doing surveillance for midge larvae to monitor populations if the water is lowered.
- The District is experiencing a good year in regard to Salt Marsh mosquito populations. We seem to have a mild year and the preventative work has paid off.
- The Operations Department has begun the catch basin program. Two Seasonal Mosquito Control technicians have been hired. Currently the full-time technicians help out by driving the right-hand drive vehicles until all summer staff is hired.
- The Operations staff will begin the treatment for vaults throughout the county. The Technicians are scheduled for this and the next upcoming weekends. The program takes two Sunday mornings and is done every three months. The treatments are done in the early morning hours of Sundays to avoid traffic congestion.
- With the recent five cuts in the levee areas made at Bair Island, tidal flow is being restored to some areas, thus reducing acreage that will be in need of treatment for mosquitoes. Previously, the Operations staff would hand treat 200 – 300 acres, now it is reduced to approximately 20 – 30 acres. This will save the District money in materials and man power.
- Operations staff has reorganized the chemical shed to allow greater access and better storage options.
- James took several Trustees out on the hovercraft and boat 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. Everyone enjoyed the experience and stated that it was very educational.

Trustee Fil stated that he has received several compliments on Mosquito Control Technician Tina Sebay. She is assigned to the Woodside/Portola Valley area and her presence is greatly appreciated.

Trustee Riechel complimented the staff on their quick response to a neighbor's recent mosquito complaint. He received glowing remarks from the neighbor.

President Nickolas complimented the Operations staff for the recent boat and hovercraft excursions. He stated it was very educational and gave him a good understanding of how much area has to be treated regularly in the Bair Island area.

Administrative Services

- Clerk Williams reported on the status of the completed website. The web site has received 4,301 for the month of March. The majority of the hits were during that last two weeks of the month and a large number of viewers were interested in our Lyme disease page and brochures.

American Mosquito Control Association

Attendees to the Annual American Mosquito Control Association in Orlando Florida reported on the conference.

Trustee Preger: He commented that this meeting was much better than previous meetings. The setting was well laid out and the talks were interesting and quite varied. He also enjoyed the Trustee excursion to the Kennedy Space Center. The history of mosquito control in Florida mentioned how Burlingame California was instrumental in the creation of the mosquito abatement district in Florida back in the early 1900's.

Trustee Peterson: He echoed the sentiments of Trustee Preger. He enjoyed the variety of presentations. He did state that he was disappointed in the scheduling of presentations because some of the best talks were scheduled during the Trustee sessions. He was very interested in the Cape Canaveral mosquito population history. It consists of more than 100,000 acres and has the most mosquitoes anywhere in the world.

President Nickolas: President Nickolas enjoyed the meeting. He was very pleased with the organization of the meetings and the layout was great. It provided easy access to all venues.

Manager Gay: Manager Gay reported that he was impressed that over 1,200 people were in attendance. He stated that the talks were educational and interesting. He enjoyed the conference.

Next year's conference will be held in Sparks, Nevada.

Mosquito and Vector Control Association of California (MVCAC)

Manager Gay reported on the following MVCAC activities:

- The District has been receiving Resolutions and Proclamations from several cities who have supported Mosquito and Vector Control Awareness week during April 23-29, 2007. More cities are to preparing the proclamation throughout the month.
- The 2008 Annual meeting will be held January 13 - 16, 2008 in Palm Springs, California.
- Legislative day is scheduled for April 18, 2007. The Legislative Committee consists of Manager Robert Gay, Trustee Robert Riechel of San Bruno, Trustee Christine Fuller of Daly City, Trustee Ron Anderson of Foster City and Trustee Robert Bury of Redwood City.

Vector Control Joint Powers Agency

Manager Gay reported on the following VCJPA activities:

- The DMV pull notice program has undergone a change. The District will be responsible for obtaining current and ongoing DMV reports from its Full time and Part time employees. The purpose of the change relates to the level of confidentiality that is lost having a third party handle the process. A resolution indicating the change in process was presented for board approval. A change to the District Policy Manual will also be addressed at the upcoming Policy Committee Meeting on April 26, 2007.

Motion to approve Resolution M-010-07 was addressed during the consent calendar.

Direct Deposit for Trustee Reimbursement

Policy Committee Chairman Riechel recommended that all Trustees enroll in the direct deposit program for the depositing of any expense payments. Currently, six of the twenty Trustees receive checks for all expense payments. The problem has come up due to several previous payments remaining outstanding on the bank reconciliation. Finance Administrator Williams reported that the County Controller's office recommends stale dating any out of date checks to clear out the accounts. If any of these checks need to have stops placed on them, the fee is \$25.00 per item. The cost in time, materials and fees to void and reissue a bank check is significant to that of direct deposit. This problem comes up each year as the District nears fiscal year end. Trustee Honan stated that this topic is one of personal choice and could not be legislated. Trustee Rutherford applauded the convenience of direct deposit and stated that participation was painless and seamless. Concern was raised about if someone did not have a bank account. A stipulation was added to allow for individuals with no bank accounts.

ACTION: Motion, effective July 1, 2007, all Trustees will be required to participate in the direct deposit program for all District expenses unless they do not have a bank account. Also, if they do not have a bank account and incur a bank fee on any bank check, the cost of that bank check will be deducted from the amount of the check, or due and payable to the District. Fil/Blake, Ayes 19, Noes 1.

District Manager's Activity Report

Manager Gay reported on the following topics:

- David Baruto of Representative Leland Yee's office will continue to work on co-sponsoring Lyme disease awareness in the month of May.
- Manager Gay is looking forward to the upcoming Legislative Day April 18 – 19th, 2007.

Board, Committee and Staff Announcements**Committee Meetings:**

Strategic Planning Committee: The Committee will be meeting Friday, April 13, 2007 to pursue the purchase of the Redwood City Building site. Any other interested parties are invited to attend. Lunch will be provided prior to the travel to the site. The next scheduled Committee will be scheduled after the May Board meeting.

Environmental Committee: Chairman Curtis reported on the recent meeting. The topic is to study pesticide usage throughout San Mateo County. The study would compare the amount of household contaminants that are present in water ways in comparison to the District usage of

insect specific pesticides. It is the belief that general household pesticides use pollute more than any materials that the District uses for treatment purposes.

Policy and Procedures Committee: Chairman Riechel reported on the final version of the District Illness and Injury Prevention Program. Changes were made to match new legislative requirements. Two comments were made for minor corrections which would be addressed at the conclusion of the meeting. Trustee Frahm requested additional language is added to reflect laws regarding laptop/monitor screens being displayed while driving. Trustee Riechel agreed to add the additional language and the staff will be informed of the additional policy.

ACTION: Motion to accept the Illness and Injury Prevention Policy with recommended changes. Rutherford/Honan, carried unanimously.

He stated that work has begun on revising and updating the District Employee manual. As the manual is completed, it will be presented to the staff for review and Trustees for approval.

The following are the current committee meeting schedule:

Strategic Planning:	April 13, 2007	12:00pm
Policy and Procedures:	April 26, 2007	12:00pm
Budget and Salary:	May 3, 2007	12:00pm
Environmental:	May 9, 2007	6:00pm

Reminder of Next Regularly Scheduled Board Meeting

The next regular board meeting is scheduled for May 9, 2007 at 7:00.

Adjournment

MOTION: Adjournment. Honan/Fil carried unanimously. 9:00pm

Approved:

District Manager

President

Date