



**San Mateo County
Mosquito and Vector Control District
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**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES, MAY 14, 2008**

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

TRUSTEES PRESENT:

Ronald Anderson	Robert Maynard
Robert Blake	Leon Nickolas
Robert Bury	Dennis Preger
Valentina Cogoni	James Ridgeway
John Curtis	Robert Riechel
Christine Fuller	Donna Rutherford
Ray Honan	Betsey Schneider
Sam Lerner	Richard Tagg

TRUSTEES ABSENT:

Joseph Fil	Lawrence Peterson
Tim Frahm	
Cal Hinton	

STAFF PRESENT:

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

GUESTS/SPEAKERS PRESENT:

Portor Goltz, County Counsel
John Bliss, Engineer, SCI Consulting Group

Pledge of Allegiance

Public Input on Non Agendized Items

No one from the public was present to speak.

The Board was shown a segment of KPIX Channel 5 show “Eye on the Bay” with Brian Hackney. The segment was about unusual jobs in the bay area which featured Field Supervisor James Counts and mosquito control.

Introductions were made for Portor Goltz, County Counsel, who is assigned to handle any legal issues for County Special Districts and John Bliss, for SCI Consulting Group, who assists the District with the benefit assessment taxation. New Atherton Trustee Samuel Lerner was also introduced. He is a practicing Veterinarian and he is very enthusiastic about joining the board.

Consent Calendar

MOTION: Approve the consent calendar, which consisted of the list of expenditures for April, revenue received for April, and minutes of the April board meeting. Honan/Riechel, carried unanimously.

Oath of Office

Manager Gay turned over the floor to Portor Goltz, County Counsel, who proceeded to administer the Oath of Office to the Trustees and key staff. The purpose was to adhere to the guidelines and make sure that each trustee has record of this oath on file. Those trustees not in attendance will have to have the oath administered at a later date.

Engineers Report

Manager Gay turned the floor over to John Bliss, SCI Consulting Group. Mr. Bliss reviewed step one of a two step process to establish the tax roll amounts for the North and West County Mosquito and Disease Control Assessment District. The coming tax year, the price for a single family unit will change from \$16.08 to \$16.57 per year, which includes a 3% CPI. The second step of this process will take place at the July board meeting. At that time, the Board will move forward with accepting the Engineers report and applying the new tax amounts to the tax rolls.

MOTION: Approve Resolution M-007-08 intention to levy assessments, preliminarily approving the engineer's report, and providing notice of a public hearing for the North and West County Mosquito and Disease Control Assessment District. Curtis/Honan, carried unanimously.

Manager Gay noted the requirement in the Engineers Report that the District must hold a Community Open House to answer any questions about the benefit assessment from the public. He would like to have Trustees in the North and West County Mosquito and Disease Control Assessment District contact local schools or organizations to inquire about scheduled events like fairs to see if we could piggy-back on these events. If so, we could advertise our participation and promote our programs with an audience already in attendance for the event and fulfill our requirement at the same time. Our previous Community Open House, though heavily advertised, was not very well attended.

Fiscal Year 2008-2009 Budget Presentation (First Round)

Manager Gay presented a PowerPoint presentation outlining the previous three year revenue and expenses and highlighted the upcoming fiscal year 2008-09 budget for expenditures. The budget will need to be finalized and approved at the July 2008 board meeting.

Barron Road Update

Manager Gay reported on the latest information regarding the Building Project Phase III. The contractors are being lined up and bids and quotes are being received. The District is awaiting the demolition permit from the county. Demolition is scheduled for June 16, 2008.

District Programs/Staff Reports

Vector Ecologist Peavey reported on the activities of the Lab Department. The topics included:

- Mosquito Populations: The number of the most common house mosquito, *Culex pipiens*, has begun to increase. The population of the salt marsh mosquito, *Aedes squamiger*, has been very low this year due to the great work by the Operations staff and the helicopter treatments at Bair Island, Redwood City. Also the fresh water mosquito, *Aedes washinoi* have been kept low with our continued surveillance program.
- West Nile Virus Update: No positive results in San Mateo County at this time. The majority of activity in the State is isolated to Southern California areas.
- The sentinel chicken flock has arrived and is stationed at the coop at Jasper Ridge. No chickens have tested positive for West Nile virus anti-bodies.
- The Lab staff is working on a study on catch basin treatment using BVA2 verses Golden Bear GB1111. By sampling the catch basin populations before and after treatment, they are measuring the effectiveness of the two products.

- Assistant Vector Ecologist Rory and Nakano have been working on a Veterinarian survey of heartworm throughout San Mateo County. The Veterinarians have been very cooperative and very interested in the questions and results. The responses received have been significantly more than those received for the Physician survey on Lyme disease. The survey is looking into the distribution of cases of heartworm throughout the county; is it mostly in only certain southern county areas or spread throughout?
- Dr. Peavey and Field Supervisor Counts attended a meeting today with the Regional Water Quality Control Board. The purpose is to work on a permit to require municipalities and agencies to clean out ditches because they are breeding sources for mosquitoes. The idea is to create a template to show the mosquito problems in fairly urban sites and get permits to get the sites cleaned up. The process may be a long one but San Mateo County, Contra Costa County and Marin County are working on a pilot program to get the guidelines in place.
- Tick Surveillance: Two sites have been identified with positive tick populations: Water Dog Lake in Belmont and Huddart Park in Woodside. The Huddart Park area has come back with large numbers of *Ixodes Pacificus* nymphal stage ticks, which are vectors for Lyme disease. The Lab will continue to study these two areas for infection rates and also monitor throughout the county.
- Light brown apple moth: Several Trustees had requested information on the recent news reports on spraying for the light brown apple moth throughout California. Dr. Peavey obtained a basic informational flyer from California Department of Food and Agriculture and provided it to the Trustees. She instructed all Trustees to direct their city officials to contact the phone number and website of California Department of Food and Agriculture for any questions and concerns they may have. California Department of Food and Agriculture is the agency handling this issue. This is not a mosquito and vector control program and we are not affiliated with this issue in any way.

Field Operations Supervisor Counts reported on the activities of the Operations Department. Topics included:

- Marsh work is tapering down. The Technicians are continuing to monitor areas for *Aedes dorsalis* around Redwood Shores.
- Emphasis is being conducted on the catch basin program along with drain lines and vaults. Vault work was conducted on the previous Sunday, where teams of two technicians completed treatment to approximately 1,500 vaults. The remaining 2,000-ish vaults will be completed on May 18th and then again in three months.
- All eight right hand drive jeeps are up and running and being utilized for catch basin work. Full time technicians, along with two summer hires, are performing this work. Two more summer hires will be brought on in June to relieve the full-time technicians.
- Supervisor Counts has been working with the sewer plants throughout the County on treatment issues. San Mateo sewer plant does not want us to use our normal method of treatment and they stated that they will have their own staff maintain their tanks to control the breeding. Supervisor Counts indicated that he is willing to allow this process change but if it becomes a breeding problem, we will resume normal treatment procedures.
- James discussed the process that the District will use to handle the new vector control programs. The program is just beginning and a few requests for service have already come in. The technicians evaluate the problem and inform the homeowner on how to prevent the problem. The District may utilize the knowledge of former Environmental Health Inspector Randy Blair to help train the field staff on problem areas for rodents throughout the County. Most residents will have to hire an outside pest control company to help eradicate any rodent problems. President Nickolas stated that as Code

Enforcement Officer, they instruct residents to hire licensed and professional companies. They do not refer any specific company to residents.

- The creek clearance program has now begun. All 32 creeks in San Mateo County will be walked every 30 days, checking for standing water and breeding.
- James was interviewed by Brian Hackney, from Eye on the Bay Channel 5. The interview was geared toward interesting professions in the Bay Area. James took the reporter and his photographer out to Bair Island in the Hovercraft so they could experience first hand some of the issues of the job. It was a great segment to promote the District.

Mosquito and Vector Control Association of California (MVCAC)

Manager Gay reported on the activities for MVCAC. Work has begun on arranging the Mosquito and Vector Control Association of California Annual meeting for 2009, which is being held at the Hyatt Hotel, Burlingame.

The Legislative Committee of MVCAC is following Senate Bill 1326, which is a requirement for Trustees to receive information on issues of discrepancies within annual audits.

Assembly Concurrent Resolution 110, which is the Resolution for Mosquito and Vector Control Awareness week was a success. The District received approximately 14 resolutions and proclamations from the cities within the District.

Assembly Concurrent Resolution 117 regarding the light brown apple moth is becoming a difficult situation for the California Department of Food and Agriculture. A MVCAC subcommittee has been formed to assist with reviewing this issue. Seven separate bills address this same issue.

The District sent letters to the Senate Sub-Committee on Finance to prevent the loss of the continuing education program. The Districts in the region offered to increase fees from \$25.00 to \$100.00 per person to keep the program in place. It is now up to the Finance Committee to verify that enough money will be generated with this increase to fund the program.

American Mosquito Control Association Conference

Manager Gay reported on the activities for AMCA. The 2009 annual meeting will be held in New Orleans, Louisiana on April 5 – 9, 2009. The available attendees for this meeting were reviewed. Since the District is currently completing the fiscal year budget, the number of attendees will impact on the cost set aside for this meeting. Manager Gay stated “As your District Manager, I will continue to go on record not supporting the Board sending more than two trustees, one being your President, to the National Mosquito Control Conference. This meeting is intended for the country’s University personnel performing research and the District’s technical scientific staff performing surveillance and control operations”. He went on to state that he understands that trustees learn information on mosquito surveillance and control programs and that they enjoy the AMCA trustee session but the state association (MVCAC) and California Special District Association (CSDA) provide informative sessions geared more to our local issues and Trustee governance. He also stated that “each year, our District holds a Program Education Day for all trustees in which they can learn about their individual city issues directly from the Technician who handles that area. This information is crucial to learning about local issues and keeping their City Councils informed of our programs”. The Trustees will have to make the final decision by the June 11, 2008 board meeting so that budgetary items can be finalized.

District Manager's Activity Report

Manager Gay reported on the following activities:

The public agency educational outreach program that involves all Districts in the coastal region, in conjunction with KCBS radio, is up for renewal. The District cost is \$5,000 and will receive 176 infomercials and 960 streaming infomercials online. Trustee Riechel supported the idea and requested our District participate along with the other regional Districts. This sentiment was expressed by the other trustees. Manager Gay stated he would make the arrangements to initiate the program again this year.

CSDA will be holding it's next meeting entitled "Embracing Technology" in Irvine, California on September 22 – 25th, 2008. Trustees interested in attending were Robert Riechel, San Bruno; Valentina Cogoni, Menlo Park; James Ridgeway, San Mateo; Leon Nickolas, Millbrae; and Ray Honan, South San Francisco. Sam Lerner expressed interest in attending so he will be added to the attendance list. The hotel rooms have been reserved and registration for the meeting will take place later in the year.

Trustee Ray Honan, South San Francisco, has decided to become a nominee for the Board of Directors Region #3, Seat C, of the California Special District Association.

MOTION: To designate Trustee Ray Honan for election as a Director of CSDA. Riechel/Fuller, carried unanimously.

The Vector Control Joint Powers Agency (VCJPA) had nominated two Trustees for the Sacramento Region; Kristi Lawrence, Fresno and Margaret Findley from San Gabriel. Kristi Lawrence was elected the representative.

Bickmore Risk Services is setting up an Other Post Employment Benefit (OPEB) Joint Powers Formation Board. Three Districts, San Mateo, Marin and San Joaquin, are involved in the development and the purpose is to be able to create this plan in a less expensive manner than what Cal-Pers offers.

The future VCJPA annual meeting is being moved from Aptos to Sacramento. New nuts and bolts sessions will be set up for finance and administrative staff to demonstrate proper procedures for forms and claims.

The Local Area Formation Commission (LAFCO) held their meeting on May 6th of the Independent Special District Selection Committee and there were 17 voting members present. Iris Gallagher of Bayshore Sanitary District was unanimously re-elected to the LAFCO special district term ending in May of 2012 and David Altscher was unanimously re-elected as the Alternate Special District LAFCO member for the term ending May of 2012.

Board Committee and Staff Announcements

Clerk Williams reviewed a list of staff and trustees who were missing beneficiary information for the VCJPA business travel accident insurance program. The information would be updated and provided to the VCJPA upon completion.

Policy Committee Chairman Riechel reported on the Fixed Asset Accounting Control policy 6020. Updated copies were provided to all members in the board prepaket.

MOTION: To approve District Policy 6020 – Fixed Asset Accounting Control. Riechel/Honan, carried unanimously.

Manager Gay reported on an update of Trustee Cal Hinton. Cal is at home and improving. He hopes be attending the June meeting. We look forward to seeing him soon.

Manager Gay reported on an update of Mosquito Control Technician Cavanaugh. She is still recovering from her injuries and receiving physical therapy. She may return to work this month.

Manager Gay reported on the recent passing of Trustee Larry Peterson's (Hillsborough) wife Barbara. The memorial service was May 9, 2008, followed by a reception at Coyote Point Museum. Barbara Peterson was very active in numerous philanthropic organizations in San Mateo County and was passionate about environmental education. She was an advocate for the new Coyote Point Museum that opened in 1981. Our thoughts and prayers go out to the Peterson Family and Larry stated that he was sorry he was unable to attend this evening but that he would be present at the June meeting.

Committee Meetings

Policy Committee: Chairman Riechel reported that the next scheduled meeting will be May 20, 2008 at 12:00pm to discuss further updates to the District Policy manual.

Finance Committee: Manager Gay reported the next meeting is scheduled for May 27, 2008 at 12:00pm.

Environmental Committee: Chairman Curtis reported that the next scheduled meeting is June 11, 2008 immediately preceding the Board meeting at 6:00pm.

Strategic Planning: Chairman Fil reported that the next scheduled meeting is June 24, 2008 at 12:00pm at the Redwood City Corporate Yard site.

Reminder of Next Regularly Scheduled Board Meeting

The next regular board meeting is scheduled for June 11, 2008 at 7:00pm.

MOTION: Approve next meeting for June 11, 2008. Maynard/Preger, carried unanimously.

Adjournment

MOTION: To adjourn the meeting in memory of Barbara Peterson, beloved wife of Trustee Larry Peterson (Hillsborough). Curtis/Honan, carried unanimously. 9:25pm

Approved:


District Manager


President

June 11, 2008
Date

* Trustee Rutherford departed at 9:09pm