



**San Mateo County
Mosquito and Vector Control District
1351 Rollins Rd
Burlingame CA 94010
(650) 344-8592 Fax (650) 344-3843
www.smcmad.org**

**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES, DECEMBER 10, 2008**

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

TRUSTEES PRESENT:

- | | |
|------------------|-------------------|
| Ronald Anderson | Ray Honan |
| Robert Blake | Sam Lerner |
| John Curtis | Robert Maynard |
| Valentina Cogoni | Lawrence Peterson |
| Leon Nickolas | James Ridgeway |
| Christine Fuller | Robert Riechel |
| Cal Hinton* | Donna Rutherford |
| Dennis Preger | Richard Tagg |

TRUSTEES ABSENT:

- | | |
|-------------|-----------------|
| Robert Bury | Betsy Schneider |
| Joseph Fil | |
| Tim Frahm | |

STAFF PRESENT:

- Robert Gay, District Manager
Richard Chow, Field Operations Foreman
Chindi Peavey, Vector Ecologist

GUESTS/SPEAKERS PRESENT:

- George Wailes, Carr McClellan Ingersoll Thompson
& Horn

Pledge of Allegiance

Public Input on Non Agendized Items

No one from the public was present to speak.

Consent Calendar

- MOTION:** To pull October 8, 2008 minutes from consent calendar but to approve minutes of November 12, 2008 Board Meeting. Peterson/Curtis carried unanimously.

General Fund #2706 – Revenue and Expenditure Statements

- MOTION:** To approve the Revenue statements for September, October and November 2008. Honan/Fuller, carried unanimously.

- MOTION:** To approve the Expenditures for October and November 2008. Hinton/Peterson, carried unanimously.

Capital Project Fund #2705 – Revenue and Expenditure Statements

MOTION: To approve the Revenue statements for September, October and November 2008. Curtis/Hinton, carried unanimously.

MOTION: To approve the Expenditures for October and November 2008. Honan/Riechel, carried unanimously.

Closed Session

Conference with Legal Counsel – Existing Litigation (Subdivision (a) of Section 54956.9), Name of case: Jake Niebaum vs. San Mateo County Mosquito Abatement District, Case No. CIV 473503.

Conference with Legal Counsel – Conclusion of appeals committee. Name of Case: Karen Williams vs. San Mateo County Mosquito and Vector Control District

MOTION: To adjourn into closed session. Riechel/Fuller, carried unanimously.

MOTION: To come out of closed session. Riechel/Rutherford, carried unanimously.

No action taken during closed session.

Building Project – 890 Barron Ave

Manager Gay reported on the status of the building project at 890 Barron Ave, Redwood City. The overall construction is 95% completed. The sewer line is being installed. The counter top and sink faucets will be installed on December 23, 2008. The cabinet layout and design have been finalized. There are some issues with the three phase electrical system. The District may have to modify it to a single phase system. A three phase system gives us more ability to have bigger pieces of equipment in the future. PG&E has given the approval for the three phase system but the installers indicated that the pole we have is set up for single phase electrical. PG&E would have to tie into a pole down the street and put in a special transformer and they are reluctant to do so. Bernie Head is working with them to correct this issue. There may be some additional costs involved with leaving the system as single phase because our electrical box will have to be changed out.

The plans to Redwood City Water Department have been submitted and approved but the District is having problems about having the lines inspected. The inspectors are requiring additional or different items and causing further delays. The estimated date for completion of this process is December 17, 2008.

The site was graded today.

District Programs/Staff Reports

Vector Ecologist Peavey reported on activities of the Lab Staff. Topics included:

- West Nile Virus update: To date, 2 birds testing positive for the disease have been found in South San Francisco and Atherton. Ten (10) human deaths have been reported in California but that activity has been centered in Southern California. No human cases have been found in San Mateo County. Final count for the state for this year is 409 human cases and 32 horses. Records indicate that the 2004-2005 season was the highest period of West Nile virus activity in California.
- Duck's Unlimited is working with US Fish and Wildlife to begin the breaching of some dikes at B3 on Bair Island, which will aid in the reduction of mosquito breeding sites.
- Tick Surveillance Program: The Lab staff has been focusing on performing surveillance in the area of Portola Valley Ranch, which is a perfect tick habitat. It is oak woodland with houses scattered on 1 to 5 acre plots.

- The Lab will begin construction of the District's annual report. In the past, this report was a comprehensive description of all programs but the District wants to focus on only annual programs and highlights of the past year. This report would resemble the monthly Entomology report but would be more in-depth. Trustee Riechel asked for ideas on places for distribution and if it was something that each trustee should address to their respective city. Dr. Peavey asked for ideas from the Trustees on suggestions for wide distribution.
- The staff will be attending a continuing education workshop on January 14, 2009 in Alameda.
- Rat Program: The calls for assistance are low at this time.
- Goals in the New Year: Continued West Nile virus surveillance, creation of museum specimens for rodents to use for displays and education, continue the Lyme disease surveillance program, expansion of the trapping of mammals at Costanoa for the Tularemia program and continued enhancements of the mapping and database program for rodent baiting stations. Dr. Peavey is interested in acquiring a taxidermied rat to bring to fairs and schools.

Field Operations Foreman Richard Chow reported on the activities of the Operations Department. Topics included:

- Foreman Chow reported on the Bair Island dike cuts. He commented that the areas that will have the breaching done will significantly reduce the instances from breeding of *Aedes dorsalis*, a vicious day biting mosquito that impacts residents in areas of Redwood Shores, San Carlos and Belmont each year.
- The Technicians had their zone areas changed. It is important that the technicians are very familiar with at least 2-3 zones. Zones are usually rotated every 2-3 years.
- The invasive cord grass program will be scheduled again this coming year. The concerns of impact on the endangered Clapper Rail and its breeding season have affected the start of the program in the past. The Coastal Conservancy got a special exception that will allow the District to begin treatment in July rather than September. The start of the program is important due to the timing of when the invasive cord grass goes to seed. The District's work will not affect the endangered species. The areas that will be treated include the northern bay areas and areas of Bair Island in Redwood City.
- Helicopter treatment for Mills Field, Sharp Park, Jasper Ridge and 3000 Portola Rd was completed last month. This treatment helps reduce populations of *Culex erythrothorax*.

American Mosquito Control Association (AMCA)

Manager Gay reported on the upcoming annual meeting in New Orleans, LA. The attendees are Trustee John Curtis (Pacifica), Dr. Chindi Peavey and Assistant Vector Ecologist Theresa Shelton.

Information was provided that a future annual meeting will be located in Anaheim, CA during the same year that a MVCAC meeting will be held in Palm Springs, CA. Several districts have expressed concerns about the two meetings being close in dates and the expenses involved in holding the AMCA annual meeting in our state. Comments included possibly cancelling or moving one of the two meetings. More information to follow.

Mosquito and Vector Control Association of California (MVCAC)

Manager Gay reported on the activities for MVCAC.

- 2009 Annual Conference at Hyatt Burlingame: Manager Gay has registered all trustees and staff members for the meeting. A tentative schedule for the meeting was provided to all the trustees. Trustee Cogoni (Menlo Park) is arranging the seating arrangements for the banquet.
- Senator Leland Yee will be a guest speaker at the annual meeting.
- Volunteers may be needed for registering participants at the annual meeting.
- MVCAC will have a new website up and running at the end of the month.

District Manager's Activity Report

Manager Gay reported on the following activities:

Legislative Update:

- MVCAC Legislative Day will be March 3, 2009.

Vector Control Joint Powers Agency

- Nothing to report

Public Education Outreach

- The District will be reviewing the list of upcoming fairs.

Financial Commentary

- In January, the Trustees will be required to complete a W-2 form to report the income that is received as payment for attending board meetings. The Trustees are now to be treated as employees who receive wages.
- The City of Burlingame may pass a storm water drainage fee. The District's cost will be \$1,440.00 each year. The work is to improve the storm drain system which is in significant need of repair and upgrading.

District Audit

- Manager Gay is working on finishing up the Management Discussion and Analysis section.

General Comments

- Ralph Heim has been reporting to all of the districts regarding the serious budget crisis in the State of California. Currently, local government money is not being reviewed for cut backs.
- Kone Elevator submitted a letter indicating that they would be increasing their maintenance costs by 4.47% and also adding a 2.7% increase on fuel costs. Manager Gay contacted Kone to discuss the 2.7% increase because gasoline costs have actually been reduced.

Election of Board Officers

The new Board Officers for 2009:

- President elect = Raymond Honan, South San-Francisco
- Vice-President elect = Ron Anderson, Foster City
- Secretary elect = Valentina Cogoni, Menlo Park
- Assistant Secretary elect = James Ridgeway, San Mateo

MOTION: To approve Board Officers for 2009. Hinton/Rutherford, carried unanimously

Board, Committee and Staff Announcements

General

The following Trustees have been reappointed for the following terms:

- Dennis Preger (Burlingame) 4 years
- Jim Ridgeway (San Mateo) 4 years
- Donna Rutherford (East Palo Alto) 4 years
- Christine Fuller (Daly City) 4 years
- Betsey Schneider (San Carlos) 2 years

Clerk Williams had not received notice regarding Trustee Peterson (Hillsborough) by the date of tonight's board meeting.

Committee Meetings

Policy Committee: The next meeting is currently unscheduled.

Environmental Committee: The next scheduled meeting is January 14, 2009 immediately preceding the Board meeting at 6:00pm.

Finance Committee: The next meeting is currently unscheduled.

Strategic Planning: The next meeting is currently unscheduled.

Manager Evaluation Committee: The next meeting is currently unscheduled.

Reminder of Next Regularly Scheduled Board Meeting

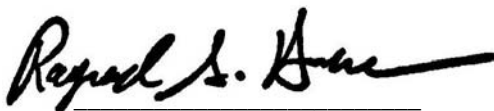
The next regular board meeting is scheduled for January 14, 2009 at 7:00pm.

MOTION: Motion to approve the next meeting for January 14, 2009. Honan/Anderson carried unanimously. 9:40pm

Adjournment

MOTION: To adjourn the meeting. Peterson/Rutherford, carried unanimously. 9:41pm

Approved:



President



District Manager

Jan 14, 2009

Date

* Cal Hinton arrived at 7:07 pm