

Marin/Sonoma
Mosquito & Vector Control District
595 Helman Lane
Cotati, California 94931
1-800-231-3236 (toll free) 707-285-2210 (fax)

**BOARD OF TRUSTEES
SPECIAL & REGULAR BOARD MEETING**

DATE: August 9, 2023
TIME: 6:00 p.m. (Special Board Meeting will continue into Regular Board Meeting at 7:00 p.m.)
LOCATION: **Teleconference – See Below**

Please note that options for observing the Board Meeting and for submitting communication regarding the meetings have changed. The Board of Trustees will meet remotely via teleconferencing, as authorized by Government Code Section 54953(e), because state or local officials have imposed or recommended measures to promote social distancing. (Gov. Code §§ 54953(e)(3), (e)(4).). All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

The Board Meeting Teleconference:

Click the link on the District's website, <https://www.msosquito.org/board-meetings>, to watch live-streamed meetings. The unique link for each meeting is found on the first page of the applicable agenda (see Zoom Meeting Link below for this meeting).

Public Communication:

The public is welcome to address the Board of Trustees on items listed on the Consent Calendar or on other items not listed on the agenda but within the Board's jurisdiction during the general Public Comment period. There will also be an opportunity for the public to comment on other agenda items at the time they are discussed. Please raise your hand using the electronic "raise hand" button or provide typed comments via the Q & A button. Both features are available at the bottom of the Zoom screen.

The public may submit comments by:

- 1) Emailing comments to dawnw@msosquito.org or
- 2) Delivering written comments via mail to the District; or
- 3) Participating in the teleconference by calling (669) 900-9128 or joining the videoconference at the link provided below:

[Zoom Meeting Link](#)

The Webinar ID is 873 6533 9910

Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection by contacting the Board Clerk at dawnw@msosquito.org or calling the District's offices at (707) 285-2200. If, due to a disability, and reasonable accommodation is needed to participate in this meeting, please contact the ADA Coordinator 24 hours in advance of the meeting at (707) 285-2204.

Agendas and supporting documents are also available for review on the District's official noticing bulletin board (595 Helman Lane, Cotati, CA 94931) and at the District's website at: <https://www.msamosquito.org/board-meetings>

In accordance with the Americans with Disabilities Act, if you require special assistance to participate in this meeting, please contact the Marin/Sonoma Mosquito & Vector Control District (MSMVCD) at 1-800-231-3236.

Translators, American Sign Language interpreters, and/or assistive listening devices for individuals with hearing disabilities will be available upon request. A minimum of 48 hours is needed to ensure the availability of translation service.

MSMVCD hereby certifies that this agenda has been posted in accordance with the requirements of the Government Code.

*Items marked * are enclosed attachments.*

Items marked # will be handed out at the meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL (13 members must be present for a quorum)

Bruce Ackerman, Fairfax
Cathy Benediktsson, Tiburon
Gail Bloom, Larkspur
Tamara Davis, Sonoma Co. at Large
Art Deicke, Santa Rosa
Laurie Gallian, Sonoma
Pamela Harlem, San Rafael
Susan Harvey, Cotati
Susan Hootkins, Petaluma
Evan Kubota, Windsor
Alison Marquiss, Corte Madera

Shaun McCaffery, Healdsburg
Vicki Nichols, Sausalito
Morgan Patton, Marin Co. at Large
Carol Pigoni, Cloverdale (**First V.P.**)
Diana Rich, Sebastopol (**Secretary.**)
Herb Rowland, Jr., Novato
Ed Schulze, Marin Co. at Large
David Witt, Mill Valley (**Second V.P.**)
Aarón Zavala, Rohnert Park
Richard Snyder, Belvedere (**President**)

Open Seats:

Ross, San Anselmo and one Sonoma County at Large

4. APPOINTMENT OF NEW TRUSTEE

Please welcome Trustee Alison Marquiss, recently appointed by the Town of Corte Madera.

5. PUBLIC TIME

*Public Time is time provided by the board so the public may make comment on any item **not on the agenda**.*

The public will be given an opportunity to speak on each agenda item at the time the item is presented. Once the public comment portion of any item on this agenda has been closed by the Board, no further comment from the public will be permitted unless authorized by the Board President and if so authorized, said additional public comment shall be limited to the provision of information not previously provided to the Board or as otherwise limited by order of the Board.

We respectfully request that you state your name and address and provide the Board President with a Speaker Card so that you can be properly included in the consideration of the item.

Please limit your comments to three (3) minutes per person or twenty (20) minutes per subject in total so that all who wish to speak can be heard.

6. CONSENT CALENDAR

A. APPROVAL OF AGENDA

B.* **Resolution 2023/24-XX: Authorizing Remote Teleconference/Virtual Meetings of the District Pursuant to Government Code Section 54953(e)(3)**

Staff Report: The attached proposed resolution would authorize the Board of Trustees to continue to hold virtual/teleconference meetings in compliance with the Brown Act, considering the termination of the Governor's declared state of emergency and current state standards regarding recommended social distancing measures.

C.* **MINUTES** – Minutes of Board Meeting held on July 12, 2023.

D.* **FINANCIAL REPORTS** – Review Financial Reports for July 2023.

ACTION NEEDED

INFORMATION ENCLOSED

7. NEW BUSINESS

A.* **Monthly Billing and Treatment Operations Cost Control Billing Sheet for FY 2023-24.**

Staff Report: Enclosed is the billing sheet that the District uses to charge other agencies (e.g. such as a city, a county, or the California Department of Fish and Wildlife) for mosquito control work on their lands. Most public agencies do not contribute any taxes in payment for the District's services; therefore we recover certain costs by billing those agencies we serve in this way.

The cost control billing sheet is updated each year and a comparison column is provided to show the costs for the previous fiscal year (FY 2022-23).

RECOMMENDED ACTION:

Consider a motion to approve the Monthly Billing and Treatment Operations Cost Control Billing Sheet for FY 2023-24.

INFORMATION ENCLOSED

B.* Appointments of Trustees to Board Committees.

Staff Report: Following discussions with the Executive Committee, President Richard Snyder appointed two Trustees to fill vacant seats on the MOU Committee. Appointments were also made to the newly created “District Manager Recruitment Committee.” In the enclosed, updated Committee Roster, the names of all the new appointees are shown in blue.

INFORMATION ENCLOSED

8. COMMITTEE & STAFF REPORTS

A. Executive Committee

Report by Richard Snyder, Chair

B. Legislative Committee

Report by Tamara Davis, Chair.

9.* MANAGER’S REPORTS

INFORMATION ENCLOSED

10. WRITTEN COMMUNICATIONS

CORRESPONDENCE RECEIVED BY THE DISTRICT FROM RESIDENTS OR ANY OTHER PARTY SHALL BE READ ALOUD OR HANDED OUT TO THE BOARD

11. OPEN TIME FOR BOARD OR STAFF COMMENTS

12. ADJOURNMENT

RESOLUTION NO. 2023/24-XX

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
AUTHORIZING REMOTE TELECONFERENCE/VIRTUAL MEETINGS
OF THE DISTRICT PURSUANT TO GOVERNMENT CODE SECTION 54953(e)**

WHEREAS, the Board of Trustees of the Marin/Sonoma Mosquito & Vector Control District (“District”) is committed to preserving and nurturing public access and participation in meetings of the Board; and

WHEREAS, meetings of the Board are open and public, as required by the Ralph M. Brown Act (Government Code Sections 54950 – 54963); and

WHEREAS section 54953(e) of the Brown Act makes provisions for remote teleconferencing participation subject to the existence of certain conditions. To continue meeting by remote teleconferencing means without complying with section 54953(b)(3), a required condition is that state or local officials have imposed or recommended measures to promote social distancing, and that the legislative body continues to make certain findings by majority vote at least every 30 days; and

WHEREAS, among other measures to promote physical distancing, the California Division of Occupational Safety and Health (“Cal/OSHA”) regulations at Title 8 Section 3205 recommend physical distancing in the workplace as precautions against the spread of COVID-19 and imposes certain restrictions and requirements due to a “close contact” which occurs when individuals are within six feet of another person in certain circumstances; and

WHEREAS, the Centers for Disease Control and Prevention continue to recommend avoiding contact and keeping a safe distance from a person who has a suspected or confirmed case of COVID-19; and

WHEREAS, to allow for physical distancing and remote meeting attendance in accordance with these recommended measures, the District desires to have procedures in place for the option to provide virtual access to Board meetings, with or without a public meeting location (“AB 361 Option”). Adoption of this Resolution will permit virtual meetings without the need to comply with Government Code Section 54953(b)(3), as authorized by Government Code Section 54953(e), and in such cases, the Board shall comply with the requirements to provide the public with access to the meetings as prescribed in Government Code Section 54953(e)(2); and

WHEREAS, as permitted when the AB 361 Option is utilized, the District will provide the public with the ability to attend Board meetings virtually. When the AB 361 Option is utilized, members of the public who wish to provide comment may make comments virtually.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Marin/Sonoma Mosquito & Vector Control District as follows:

SECTION 1. Recitals. The above recitals are incorporated as though set forth in this section.

SECTION 2. Authorization. The Board, and the District Manager or his designee, is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including conducting open and public meetings in accordance with Government Code Section 54953(e) and other applicable provisions of the Brown Act.

SECTION 3. Effective Date. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of: (a) 30 days; or (b) such time as the Board adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Board may continue to hold teleconference meetings without compliance with Government Code Section 54953(b)(3).

SECTION 4. Severability. Should any provision of this Resolution, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Resolution or the application of this Resolution to any other person or circumstance and, to that end, the provisions hereof are severable.

Passed and adopted at a special meeting of the Board of Trustees held August 9, 2023, by the following roll call vote:

	Yes	No	Abstain	Absent
Bruce Ackerman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cathy Benediktsson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gail Bloom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tamara Davis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Art Deicke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laurie Gallian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pamela Harlem	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Harvey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Hootkins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evan Kubota	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shaun McCaffery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vicki Nichols	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Morgan Patton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carol Pigoni	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Diana Rich	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Herb Rowland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Schulze	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Witt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aarón Zavala	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Richard Snyder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Totals:				

ATTEST:

APPROVED:

Diana Rich
Secretary, Board of Trustees

Richard Snyder
President, Board of Trustees

Marin/Sonoma Mosquito & Vector Control District

Board of Trustees
595 Helman Lane
Cotati, CA 94931

Meeting Held via Videoconference
July 12, 2023

SPECIAL & REGULAR BOARD MEETING MINUTES

1. **CALL TO ORDER**

First Vice President Pigoni called the meeting to order at 6:00 p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Members present:

Benediktsson, Cathy
Bloom, Gail
Davis, Tamara
Deicke, Art
Gallian, Laurie
Harlem, Pamela
Harvey, Susan
Hootkins, Susan
Kubota, Evan

McCaffery, Shaun
Nichols, Vicki
Patton, Morgan
Pigoni, Carol
Rowland Jr., Herb
Schulze, Ed
Witt, David
Zavala, Aarón
Snyder, Richard

Members absent:

Ackerman, Bruce
Rich, Diana

Open seats: Corte Madera, Ross, San Anselmo and one Sonoma County at Large

Others present:

Philip Smith, District Manager
Liz Garcia, Administrative Services Manager
Dawn Williams, Administrative Technician (Confidential)
Janet Coleson, General Counsel

A quorum was present and due notice had been published.

4. **PUBLIC TIME**

No public comment.

5. **CONSENT CALENDAR**

A. **CHANGES TO AGENDA/APPROVAL OF AGENDA**

B. **Resolution 2023/24-01: Authorizing Remote Teleconference/Virtual Meetings of the District Pursuant to Government Code Section 54953(e)(3)**

C. **MINUTES** – Minutes for Special Board Meeting held on June 14, 2023.

D. **JUNE 2023 FINANCIAL REPORTS**

It was M/S Trustee McCaffery/Trustee Harvey to accept the Consent Calendar:

Motion passed with a roll call vote:

Ayes: Trustee Benediktsson, Trustee Davis, Trustee Deicke, Trustee Gallian, Trustee Harlem, Trustee Harvey, Trustee Hootkins, Trustee McCaffery, Trustee Nichols, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Witt, and Trustee Snyder

No: Trustee Bloom

Abstain: Trustee Kubota and Trustee Zavala

Absent: Trustee Ackerman and Trustee Rich

6. **NEW BUSINESS**

A. **Proposed Revisions to District Employee Policy Manual**

It was M/S Trustee Snyder/Trustee Schulze to adopt Resolution 2023/24-02, approving changes to the Employee Policy Manual.

Motion passed with a roll call vote:

Ayes: Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Gallian, Trustee Harlem, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee McCaffery, Trustee Nichols, Trustee Patton, Trustee Pigoni, Trustee Rowland, Trustee Schulze, Trustee Witt, Trustee Zavala and Trustee Snyder

No: (none)

Abstain: (none)

Absent: Trustee Ackerman and Trustee Rich

7. **COMMITTEE & STAFF REPORTS**

A. **Legislative Committee**

Trustee Davis informed the Board that the California state budget had been approved, including money allocated for CalSurv, the vectorborne disease surveillance system headquartered at UC Davis. Unfortunately, the additional money that Assemblymember Jim Wood attempted to allocate for the control of invasive species of mosquitoes did not make it into the budget. In terms of potential changes to the Brown Act (Open Meeting Law), AB557 progressed out of the Assembly and was recently approved by the Senate Judiciary Committee.

8. MANAGER’S REPORTS

Manager Smith provided Assistant Manager Hawk’s written report and read aloud the updates. Mr. Smith also added to his written report that, fortunately, the balance in the District’s OPEB trust account had *not* declined by \$1.18M as previously reported. Staff at CalPERS CERBT explained to District staff that a glitch with their financial reporting system caused the erroneous financial statement. (*The Manager’s report was included in the July board packet*).

9. WRITTEN COMMUNICATIONS

No written communications.

10. OPEN TIME FOR BOARD OR STAFF COMMENTS

Trustee Schulze expressed his concern that if the Board returns to in-person meetings, the diversity of its membership will diminish substantially due to the inequity of compensation and travel costs.

Trustee Davis mentioned that she had noticed on Nextdoor that a lot of residents were inquiring about identifying insects. Trustee Davis inquired whether we are still providing this as a service. If so, she planned to refer residents to reach out to the District. Manager Smith explained that we provide the service, but at this time of year, the laboratory staff are very busy, and the turnaround time is longer than usual.

Trustee Nichols stated that she visited our booth at the Marin County Fair and was very impressed with the presentation of the booth and the friendliness and knowledge of Vector Control Technician Darren Brookshire.

Trustee Gallian reported that a few local residents told her how quickly their service requests were completed.

Trustee Hootkins mentioned a recent and informative article about the District in the Petaluma Argus-Courier.

11. ADJOURNMENT

There being no further business to come before the Board, it was M/S Trustee Snyder/Trustee Schulze to adjourn the meeting at 6:30 p.m.

District Representative
MSMVCD

Date of Approval

Trustee
MSMVCD Board of Trustees

Date of Approval

Objects 6000-6065

Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
6010 Salaries and Wages	317,059.28	317,059.28	4,222,384.00	4,222,384.00	3,905,324.72	8 %
6012 Marin County Emp Retirement Assoc.	3,204.84	3,204.84	37,920.00	37,920.00	34,715.16	8 %
6014 Overtime	0.00	0.00	27,500.00	27,500.00	27,500.00	0 %
6015 Seasonal Wages	28,057.18	28,057.18	366,400.00	366,400.00	338,342.82	8 %
6016 Trustee Wages	0.00	0.00	18,000.00	18,000.00	18,000.00	0 %
6022 Medicare Employer portion	4,914.26	4,914.26	66,538.00	66,538.00	61,623.74	7 %
6023 FICA (Social Security)	1,739.54	1,739.54	22,717.00	22,717.00	20,977.46	8 %
6030 Retirement - Employer Classic	47,853.21	47,853.21	624,565.00	624,565.00	576,711.79	8 %
6032 Retirement - Employer PEPRA	30,669.40	30,669.40	410,408.00	410,408.00	379,738.60	7 %
6041 Kaiser - Active Employees	43,767.85	43,767.85	688,091.00	688,091.00	644,323.15	6 %
6043 Dental - Active Employees	3,467.57	3,467.57	48,844.00	48,844.00	45,376.43	7 %
6045 Vision Service Plan - Active Employees	837.92	837.92	11,099.00	11,099.00	10,261.08	8 %
6047 Teamsters Anthem	0.00	0.00	20,654.00	20,654.00	20,654.00	0 %
6051 Sentry Life and Hartford Life	1,648.90	1,648.90	4,900.00	4,900.00	3,251.10	34 %
6053 Employee Assistance Program	0.00	0.00	2,200.00	2,200.00	2,200.00	0 %
6055 Employee Boot Allowance	316.66	316.66	7,600.00	7,600.00	7,283.34	4 %
6057 Employee Wellness Benefit	850.00	850.00	17,500.00	17,500.00	16,650.00	5 %
6059 State Unemployment (5.0% x 44 emp)	404.15	404.15	11,186.00	11,186.00	10,781.85	4 %
6061 Retiree Spousal - Teamsters, WHA or UH	0.00	0.00	0.00	0.00	0.00	0 %
6063 Retiree Spousal - Kaiser	0.00	0.00	0.00	0.00	0.00	0 %
6065 Retiree Medical Benefit	0.00	0.00	305,000.00	305,000.00	305,000.00	0 %
6XXX Object Group Total	484,790.76	484,790.76	6,913,506.00	6,913,506.00	6,428,715.24	7 %
Grand Total:	484,790.76	484,790.76	6,913,506.00	6,913,506.00	6,428,715.24	7 %

Vendor	Amount	Description	Fund
ADAPCO, INC.	29,200.34	Bti Liquid	GENERAL
ADAPCO, INC.	10,161.60	Bti Granules	GENERAL
ADAPCO, INC.	24,598.08	Bacillus Sphaericus FG	GENERAL
ADAPCO, INC.	49,406.40	BACILLUS SPHAERICUS/Bti GRANULES	GENERAL
AFLAC	1,311.58		GENERAL
AG-AIR, INC.	32,081.50	Aerial Application- Helicopter	GENERAL
ALDRICH NETWORK CONSULTING	56.24	Computers and Laptops	GENERAL
ALDRICH NETWORK CONSULTING	115.47	Computer Software	GENERAL
ALLIANT INSURANCE SERVICES, INC.	1,906.27	Group Property	GENERAL
BAY AREA DIGITAL SOLUTIONS	30,000.00	Digital Advertising	GENERAL
CAGWIN & DORWARD	599.00	Landscape Services	GENERAL
CALPERS 457 PLAN	8,540.00		GENERAL
CINTAS CORPORATION	2,302.91	Uniforms	GENERAL
CINTAS CORPORATION	1,090.56	COVID-19 Expenses	GENERAL
CLARKE MOSQUITO CONTROL PRODUCTS, INC	34,127.02	Methoprene Pellets	GENERAL
CLARKE MOSQUITO CONTROL PRODUCTS, INC	22,348.20	Spinosad	GENERAL
COMCAST BUSINESS	260.70	Comcast	GENERAL
Connect Your Care	12.95	Other Professional Services - Human	GENERAL
DELTA DENTAL OF CALIFORNIA	3,467.57	Dental - Active Employees	GENERAL
ES OPCO USA LLC	43,930.06	Methoprene Pellets	GENERAL
FISHER SCIENTIFIC	911.88	Surveillance Supplies	GENERAL
GREAT AMERICA FINANCIAL SERVICES	349.54	Copier Supplies	GENERAL
GREAT AMERICA FINANCIAL SERVICES	332.09	Copy Machine Lease	GENERAL
INTERSTATE BATTERY SYSTEM	875.83	Mosquito Traps	GENERAL
INTERSTATE BATTERY SYSTEM	118.48	Other Field Equipment	GENERAL
INTERSTATE BATTERY SYSTEM	143.36	Vehicle Maintenance	GENERAL
INTERSTATE BATTERY SYSTEM	118.48	Mosquito Traps	GENERAL
KAISER FOUNDATION HEALTH PLAN	7,062.50		GENERAL
KAISER FOUNDATION HEALTH PLAN	43,767.85	Kaiser - Active Employees	GENERAL
KELLY LIEBMAN	500.00	Employee Wellness Benefit	GENERAL
KEVIN BEARDSLEY	190.75	Employee Boot Allowance	GENERAL
LOWE'S BUSINESS ACCOUNT	10.01	Power Application Equipment	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	38,841.08		GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	47,853.21	Retirement - Employer Classic	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	30,669.40	Retirement - Employer PEPPA	GENERAL
MICHAEL CLARK	125.91	Employee Boot Allowance	GENERAL
MISSION SQUARE RETIREMENT	3,687.97	Retiree Health Savings Account	GENERAL
MVCAC	11,500.00	MVCAC	GENERAL
NATIONWIDE TRUST COMPANY, FSB	2,350.00		GENERAL
NICK BARBIERI TRUCKING,LLC	8,150.45	Fuel and Oil	GENERAL
NORTH BAY OFFICE FURNITURE LLC	2,774.95	Furniture	GENERAL
National Ice Delivery, Inc.	3,562.50	Dry Ice	GENERAL
P.G. & E.	868.61	Gas and Electricity	GENERAL
PATRICK VON ELM	1,275.00		GENERAL
QUADIENT FINANCE USA, INC.	293.04	Postage and Postage Supplies	GENERAL
RICHARD A. SANCHEZ	1,642.50	Janitorial Services	GENERAL
SAFETY KLEEN CORP	3,516.27	Hazardous Materials Cleaning	GENERAL
SANTA ROSA AUTO PARTS	127.91	Vehicle Maintenance	GENERAL
SENTRY LIFE INS. CO.	1,094.50	Sentry Life and Hartford Life	GENERAL
TASC	1,286.42		GENERAL
THE HARTFORD	554.40	Sentry Life and Hartford Life	GENERAL
UPS	182.81	Disease Surveillance and Testing (DART)	GENERAL
US BANK	30.87	Eye Wear, Wash and Eye Glass Wipes	GENERAL

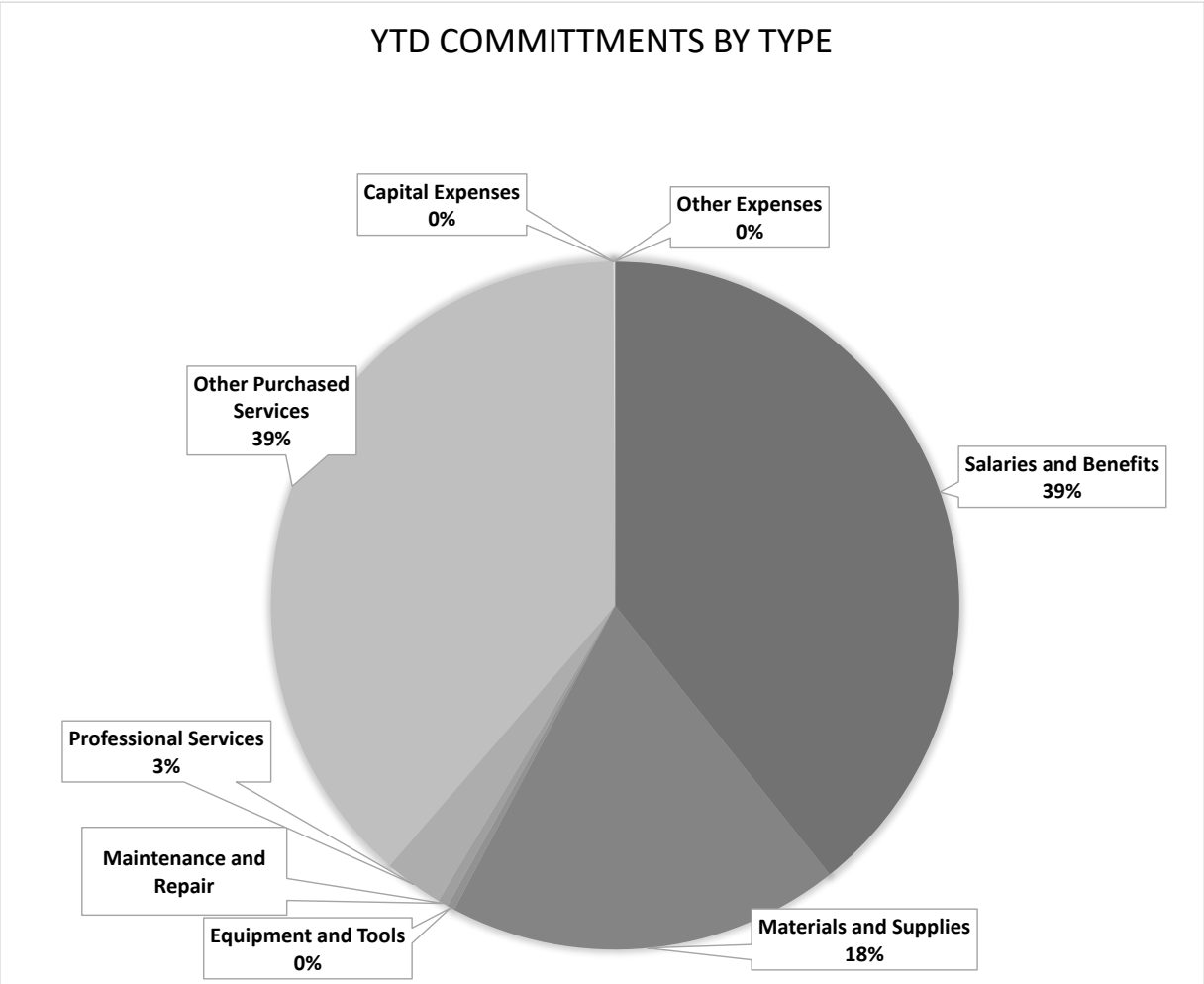
Vendor	Amount	Description	Fund
US BANK	81.78	Other Clothing and Safety Supplies	GENERAL
US BANK	26.26	Office Supplies	GENERAL
US BANK	243.53	UAS Drone Equipment	GENERAL
US BANK	292.78	Furniture	GENERAL
US BANK	1,960.70	Vehicle Maintenance	GENERAL
US BANK	13.65	Boats and Forklifts	GENERAL
VECTOR CONTROL JPA	225,994.00	Pooled Worker's Compensation	GENERAL
VECTOR CONTROL JPA	166,500.00	Pooled Liability	GENERAL
VECTOR CONTROL JPA	4,968.00	Pooled Auto Physical Damage	GENERAL
VECTOR CONTROL JPA	30,849.00	Group Property	GENERAL
VECTOR CONTROL JPA	1,606.00	Group Employee Bond	GENERAL
VECTOR CONTROL JPA	231.00	Aircraft Excess Coverage	GENERAL
VECTOR-BORNE DISEASE ACCOUNT	4,325.00	Employee Training	GENERAL
VISION SERVICE PLAN (CA)	837.92	Vision Service Plan - Active Employees	GENERAL
Total:	948,214.64		

Monthly Budget Summary Report

July-23

	Current Month Commitments	YTD Commitments	Current Appropriation	Available Appropriation	% Committed
Salaries and Benefits	488,479	488,479	7,086,682	6,598,203	7%
Materials and Supplies	229,481	229,481	996,100	766,619	23%
Equipment and Tools	4,477	4,477	110,460	105,983	4%
Maintenance and Repair	5,890	5,890	206,100	200,210	3%
Professional Services	34,519	34,519	813,117	778,598	4%
Other Purchased Services	479,341	479,341	1,043,779	564,438	46%
Capital Expenses	-	-	293,500	293,500	0%
Other Expenses	1,091	1,091	441,800	440,709	0%
	1,243,277	1,243,277	10,991,538	9,748,261	11%

YTD COMMITMENTS BY TYPE



**MONTHLY BILLING and TREATMENT OPERATIONS
COST CONTROL BILLING SHEET FY 2023/24**

LABOR COST:	APPROVED PRIOR			Approved FY 2023/24 Includes		OT Rate
	FY 2022/23			OPEB & Retirement		FY 23/24
Assistant Manager	\$145.50	hr		\$141.05	hr	EXEMPT
Biologist	\$99.25	hr		\$100.21	hr	EXEMPT
District Manager	\$188.75	hr		\$194.76	hr	EXEMPT
Environmental Biologist	\$87.00	hr		\$88.68	hr	EXEMPT
Field Supervisor	\$101.00	hr		\$101.93	hr	\$131.44
Lead Biologist	\$103.50	hr		\$104.57	hr	EXEMPT
Mechanic Assistant	\$77.00	hr		\$78.64	hr	\$104.90
Scientific Programs Manager	\$95.00	hr		\$96.63	hr	EXEMPT
Seasonal Field/Lab Asst.	\$24.00	hr		\$24.00	hr	\$36.50
Shop/Facilities Manager	\$84.00	hr		\$85.66	hr	\$114.80
Vector Control Technician	\$87.50	hr		\$88.38	hr	\$113.40

* The current hourly rate for each position is top step for FY 23/24. The fully loaded rate includes costs to cover medical, dental and vision benefits for each position. Also included: OPEB liability & retirement based on Tier/group
All rates rounded to the nearest 1/4 dollar.

EQUIPMENT COST:	APPROVED PRIOR			CHANGE	APPROVED FY 2023/24	
	FY 2022/23				Inc OPEB & Retirement	
ARGOS	\$110.25	hr		*	\$110.25	hr
A-1 Super Duty Mist Blower	\$152.00	NA			\$152.00	hr
ATV's/Bikes	\$22.50	hr		0.00%	\$22.50	hr
Boss Mist Blower	\$67.00	NA			\$67.00	hr
Komatsu Excavator	\$152.00	hr		*	\$152.00	hr
Electric Fogger	\$145.50	NA			\$145.50	hr
Gas Powered Fogger	\$160.00	NA			\$160.00	hr
Intelli Applicators	\$99.00	NA			\$99.00	hr
Lite Foot Snow Cat	\$101.50	hr		*	\$101.50	hr
Pisten Bully	\$136.75	hr		0.00%	\$136.75	hr
Airboat	\$136.75	hr		0.00%	\$136.75	
2022 Airboat	\$152.00	hr		0.00%	\$152.00	hr
Utility Task Vehicle (UTV)	\$59.25	hr		*	\$59.25	hr

All rates rounded to the nearest 1/4 dollar.

*Calculations for ARGO, UTV, Lite Foot, and excavator include specialized parts, labor and services

AERIAL APPLICATIONS:	APPROVED PRIOR			APPROVED FY 2023/24	
	FY 2022/23			**Subject to change	
Helicopter setup fee				\$200.00	
Helicopter crew fee				\$600.00	
Helicopter	\$1,750.00	hr		\$1,750.00	hr
Ferrying Time	\$1,750.00	hr		\$1,750.00	hr
Ground Supt Vehicle	\$3.00	per/mi		\$2.75	per/mi
Fuel Surcharge	varies			varies	

** Helicopter, ferrying time and Ground Support Vehicle rates are subject to increase when new rates are provided by the company during FY 23/24

**MONTHLY BILLING and TREATMENT OPERATIONS
COST CONTROL BILLING FY 2023/24**

MATERIAL COST:	APPROVED PRIOR		UPDATED COST	
Agnique MMF	\$ 40.42	gal.	\$ 40.42	gal.
Agnique MMF WSP	\$ 9.09	lb.	\$ 9.09	lb.
Altosid Briquets (small/30day)	\$ 1.37	each	\$ 1.37	each
Altosid Liquid Larvicide (A.L.L.) SR5	\$ 301.16	gal.	\$ 301.30	gal.
Altosid Liquid Larvicide (A.L.L.) SR20	\$ 1,030.83	gal.	\$ 1,114.39	gal.
Altosid P35	\$ 20.50	lb.	\$ 20.51	lb.
Altosid Pellets	\$ 29.10	lb.	\$ 30.26	lb.
Altosid SBG	\$ 2.56	lb.	\$ 2.56	lb.
Altosid XR Briquets (large/120 day)	\$ 3.92	each	\$ 3.93	each
Altosid XR Granules	\$ 12.60	lb.	\$ 12.60	lb.
BVA2	\$ 17.39	gal.	\$ 17.13	gal.
CoCo Bear	\$ 24.18	gal.	\$ 24.18	gal.
Deltadust (YJ Control)	\$ 15.15	lb.	\$ 15.15	lb.
Drione (YJ Control)	\$ 55.90	lb.	\$ 58.81	lb.
Evergreen 5-25 (Previously Pyrocide 706)	\$ 194.89	gal.	\$ 207.39	gal.
Kontrol Mosquito Larvicide Oil	\$ 6.57	gal.	\$ 6.57	gal.
Merus 3.0	\$ 449.33	gal.	\$ 449.33	gal.
Metalarv S-PT	\$ 31.47	lb.	\$ 31.47	lb.
Mosquito Fish	\$ 30.00	lb.	\$ 30.00	lb.
Natular 2EC	\$ 1,312.32	gal.	\$ 1,574.78	gal.
Natular G30 Granule	\$ 19.73	lb.	\$ 19.73	lb.
Natular XRT Tablet	\$ 5.09	each	\$ 6.03	each
Vectobac 12AS	\$ 45.39	lb.	\$ 48.90	lb.
Vectobac GS	\$ 3.02	lb.	\$ 3.18	lb.
Vectobac WDG	\$ 44.71	lb.	\$ 44.71	lb.
Vectolex FG	\$ 7.44	lb.	\$ 7.69	lb.
Vectolex WDG	\$ 64.57	lb.	\$ 69.92	lb.
Vectolex WSP	\$ 48.67	lb.	\$ 48.67	lb.
Vectomax FG	\$ 9.77	lb.	\$ 10.30	lb.
Vectomax WSP	\$ 92.37	lb.	\$ 96.56	lb.
Vecto Prime	\$ 4.32	lb.	\$ 4.32	lb.
Wasp Freeze (17.5 oz./can)	\$ 10.84	can	\$ 10.84	can
Zenivex E-20	\$ 364.51	gal.	\$ 364.51	gal.

To get the PROPOSED amount for the materials, the most recent purchase is used going forward into the new FY. If there has not been a purchase within the prior FY, the amount is brought forward into the new FY.

CHANGES: Materials that are highlighted in green have decreased/increased from prior fiscal year. Some of the changes may reflect sales tax increases or freight increases or simply, material cost increase/decrease.

Marin/Sonoma Mosquito Vector Control District

2023 Committee Roster

Executive: (*Standing Committee*)

Serve as Board leadership and meet with Manager. Work with Manager to set his/her goals and conduct Manager's performance evaluation. Remain alert to Trustee concerns.

- President – Richard Snyder
- 1st Vice President – Carol Pigoni
- 2nd Vice President – David Witt
- Secretary – Diana Rich
- Immediate Past President – Laurie Gallian
- At Large – Tamara Davis

Budget: (*Standing Committee*)

Review proposed annual budget prepared by staff and make recommendations to Board.

- Shaun McCaffery, Chair
- Gail Bloom, Vice Chair
- Pamela Harlem
- Susan Hootkins
- Carol Pigoni
- Cathy Benediktsson

Audit: (*Standing Committee*)

Review work done by auditors and staff and make recommendations to Board.

- Laurie Gallian, Chair
- Susan Hootkins
- Carol Pigoni
- Vacant*

Policy: (*Standing Committee*)

- Herb Rowland, Chair
- Tamara Davis
- David Witt

Marin/Sonoma Mosquito Vector Control District

2023 Committee Roster

Fiscal Strategies: *(Ad hoc Committee)*

Work with staff and consultants to review and assess the District's long-term financial status. Research potential funding mechanisms and provide recommendations to the Board.

- Carol Pigoni, Chair
- Laurie Gallian
- Shaun McCaffery
- Tamara Davis
- Richard Snyder
- Vacant*

Legislative: *(Ad hoc Committee)*

Stay abreast of proposed legislation and MVCAC regulations. Make recommendations to Board.

- Tamara Davis, Chair
- Ed Schulze

Nominating: *(Ad hoc Committee)*

Nominate Officers for next year's Board Officer positions.

- Ed Schulze
- Tamara Davis
- Herb Rowland

Memorandum of Understanding (MOU): *(Ad hoc Committee)*

- Herb Rowland, Chair
- Shaun McCaffery
- Laurie Gallian
- Susan Hootkins
- Cathy Benediktsson
- [Gail Bloom](#)
- [Evan Kubota](#)

Marin/Sonoma Mosquito Vector Control District

2023 Committee Roster

Environment, Climate Crisis and Sustainability Committee: *(Ad hoc Committee)*

Raises awareness and advises the Board and staff on issues concerning the environment and the climate crisis. Works with Trustees and staff to find opportunities to plan for and implement beneficial change consistent with the District's Programmatic EIR (MSMVCD 2016), State regulations, and local government policies. Recommends procedures, best management practices, or policies for potential adoption by the District, with the objective of promoting conservation, energy efficiency and the sustainable use of resources, as well as adaptation to climate changes.

- Laurie Gallian, Chair
- Susan Hootkins
- Bruce Ackerman
- Morgan Patton
- Vacant*

District Manager Recruitment Committee: *(Ad hoc Committee)*

Works with staff to select a professional recruitment company to find qualified candidates for the District Manager position. May conduct shortlist interviews and recommend finalist candidates for consideration by the Board of Trustees.

- Carol Pigoni, Chair
- Diana Rich
- Bruce Ackerman
- Tamara Davis
- Pamela Harlem
- David Witt
- Susan Hootkins

*Vacant positions may be filled by President appointment based on interest and/or need at any point in the year.

Manager's Report

- Following the Board's actions at its July 12th, 2023 meeting, recruitment has just opened for a part-time Human Resources Technician. We hope to bring the successful candidate on board in mid-September.
- Regarding the preliminary studies for the facilities expansion project, following some additional biological studies of certain areas, the potential for developing the site turned out to be more constrained than we first thought. Our ecological consultants have invited a member of the state regulatory staff to visit for a preliminary consultation about their views of our options. After this, we will be better positioned to report to the Board on potential expansion options.
- To date, the District has not detected any birds or mosquito pools infected with West Nile virus. Statewide, although the number of dead birds testing positive for WNV is much higher this year than last (147 versus 49), only two human cases have been reported. At this time last year, 702 mosquito pools had tested positive compared with 1,225 this year. Only one St. Louis encephalitis virus human case has been reported this year (from Kern County), although 137 mosquito pools statewide returned positive results.
- Buoyed by rising market conditions, as of August 2nd, the balance in the District's OPEB trust account for retiree future medical benefits had risen to \$8.27M. Last year, the fund's low point was \$7.3M, and the previous quarter-ending balance was \$7.9M. The balance of the pension prefunding trust (CEPPT) remains almost unchanged at \$1.80M.
- We are about to begin a drainage improvement project with a specialized contractor. All the metal buildings will have their guttering rehabilitated (about 940 linear feet), and new larger downspouts will be installed to replace the woefully undersized originals.
- We have applied to the FAA to renew the District's Certificate of Authorization to operate Unmanned Aircraft Systems. To comply with a new regulation that takes effect next month, we have installed an external "Remote I.D." module on our drone. This small unit acts like a digital "license plate," constantly broadcasting the drone's identification information and current position.
- President Snyder advises that because the next regular meeting date of September 13th falls outside the 30-day window established under AB361, Trustees will soon receive a poll via email to determine the optimal date for a meeting in early September.

- Thanks to the staff's continued vigilance, training events, and the safety committee's proactive stance, we have worked 181 continuous days without an accident or work-related injury.

Assistant Manager's Report

- During the last week of July and the first week of August there were significant high tide events. Tides reached a magnitude just below 8 feet in several marshes, including the Petaluma marsh that is several thousand acres in size. Operations staff planned carefully to accomplish effective mosquito surveillance and control.
- Fortunately, the treehole mosquito season is winding down! The District is still receiving treehole mosquito related service requests but substantially less than just a few weeks ago.
- Numerous service requests from the public for assistance with yellowjacket issues have been received daily. For example, from July 26 through August 1 the District received over 300 yellowjacket related requests.
- Laboratory staff are working diligently on several tasks including adult mosquito and mosquito-borne disease surveillance and mosquito larvicide efficacy testing.
- In addition to daily facilities, fleet maintenance and repair tasks, the shop staff are making progress on several projects, including equipment design and set up, and upgrading the gasoline pump monitoring system.
- Regular larval and adult mosquito surveillance has occurred at the Ellis Creek Water Recycling Facility in Petaluma. Vector Control Technician Jared Newman and Field Supervisor Jason Sequeira planned and executed a mosquito larvicide application to 140 acres of wastewater storage and treatment ponds at the site via helicopter.
- Field Supervisor Jason Sequeira and I continue to meet and work collaboratively with the City of Petaluma on a floating solar array project for the Ellis Creek Water Recycling Facility. We hope some proposed design features can be adjusted to facilitate access on the array so staff can carry out mosquito surveillance and control.
- The Rodent Control Specialist has continued to receive service requests for rat-related issues and is providing guidance and information to residents and businesses. There are also several problematic, large-scale rat issues that we are working on with residents and other agencies.

- We are experiencing another year of difficult mosquito surveillance and control in the Laguna de Santa Rosa. With hard work, diligence, the use of Argos, the airboat, and the helicopter, we have been able to control mosquito populations thus far. The *Ludwigia* (a.k.a. creeping water primrose) is dense and abundant in many areas. Surprisingly, in one of the field/wetland areas the *Ludwigia* has not resprouted and only the skeletons of last year's plants remain. This is where we are finding the largest populations of mosquito larvae.
- Recycled water irrigation on government and privately owned lands is in full swing. In the absence of a Source Reduction/Wastewater Specialist, the Field Supervisors and I have been working with property owners and performing mosquito surveillance and control. We are in the final stages of the recruitment process for the Wastewater/Source Reduction Specialist position.
- The District will have a booth at the Sonoma County Fair beginning August 3rd. Staff will provide information and educational materials to fair attendees. As usual, Public Information Officer Nizza Sequeira has done a great job planning the event and preparing the booth.