

**BOARD OF TRUSTEES  
BOARD MEETING**

DATE: April 9, 2025

TIME: 6:00 p.m.

LOCATIONS: District Headquarters, 595 Helman Lane, Cotati, CA. 94931

Videoconference & Teleconference Option: [Zoom Link](#) Meeting ID: 854 2357 8845

Telephone Access: 1-669-900-9128

\* Sonoma Satellite Location: Alio Labs Inc., 5793 Skylane Blvd., Suite D, Windsor, CA. 95492

\* Marin Satellite Location: Central Marin Police Authority, Community Room, 250, Doherty Dr., Larkspur, CA. 94939 \* 104 Jimenez St., Santa Fe, NM 87501 \* 240 West St., Sebastopol, CA. 95472 \* 71 Montevideo Wy., San Rafael, CA. 94903 \* 2352 Mar East St., Tiburon, CA. 94920 \* 903 Hacienda Cir., Rohnert Park, CA. 94928 \* 10 Pomander Walk, Belvedere, CA. 94920

*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 (**Second V.P.**)

Gail Bloom, Larkspur

Phill Carter, Sebastopol

Scott Conrad, Santa Rosa

Tamara Davis, Sonoma Co. at Large

Laurie Gallian, Sonoma (**First V.P.**)

Rika Gopinath, San Rafael

Susan Harvey, Cotati (**Secretary**)

Susan Hootkins, Petaluma

Evan Kubota, Windsor

Jake Mackenzie, Rohnert Park

Alison Marquiss, Corte Madera

Shaun McCaffery, Healdsburg

Vicki Nichols, Sausalito

Carol Pigoni, Cloverdale

Piper Primrose, Novato

Richard Snyder, Belvedere

David Witt, Mill Valley (**President**)

**Open Seats:**

Ross, two Marin County at Large, San Anselmo and one Sonoma County at Large

*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.*

#### 4. **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.*

#### 5. **CONSENT CALENDAR**

##### A. **APPROVAL OF AGENDA**

B.\* **MINUTES** – Minutes of Board Meeting held on February 12, 2025.

C.\* **FINANCIAL REPORTS** – Accept Financial Reports for February and March 2025.

#### **ACTION NEEDED**

**RECOMMENDATION:** Approve and accept the consent calendar.

**INFORMATION ENCLOSED**

#### 6. **ITEMS REMOVED FROM CONSENT**

#### 7. **INFORMATION ONLY**

#### 8. **COMMITTEE REPORTS**

A. **Executive Committee**  
Report by VP Laurie Gallian

B. **Facility Improvement Committee**  
No Report

C. **Policy Committee**  
No Report

D. **Finance Committee**  
No Report

9. **DEPARTMENT REPORTS**

A.\* **Administrative/Manager's Report**  
Report by Peter Bonkrude

B.\* **Operations Report**  
Report by Peter Bonkrude

C.\* **Laboratory/Scientific Programs Manager's Report**  
Report by Dr. Kelly Furey

INFORMATION ENCLOSED

10. **NEW BUSINESS**

A.\* **Resolution No. 2024/25-XX Honoring the Memory and Service of Edward Schulze**

**ACTION NEEDED**

**RECOMMENDED ACTION:** To approve Resolution No. 2024/25-XX Honoring the Memory and Service of Edward Schulze.

INFORMATION ENCLOSED

B.\* **Resolution No. 2024/25-XX Honoring Teresa Thomas-Nett, Marc Nadale, Chris Mohrman, Kristen Holt, and Kevin Beardsley for 20 Years of Dedicated Service**

**ACTION NEEDED**

**RECOMMENDED ACTION:** To approve Resolution No. 2024/25-XX Honoring Teresa Thomas-Nett, Marc Nadale, Chris Mohrman, Kristen Holt, and Kevin Beardsley for 20 Years of Dedicated Service.

INFORMATION ENCLOSED

C.\* **Resolution No. 2024/25-XX Honoring Steve Miller and Tony Russo for Their Years of Dedicated Service Upon Retirement**

**ACTION NEEDED**

**RECOMMENDED ACTION:** Staff recommend that the Board adopt Resolution No. 2024/25-XX Honoring Steve Miller and Tony Russo for their exceptional service and extending best wishes for their retirements.

INFORMATION ENCLOSED

D.\* **Committee Realignment-Transition of Policy Committee to Ad Hoc status and General Committee Interest Outreach**  
Report by President David Witt

**ACTION NEEDED**

**RECOMMENDED ACTION:** Staff recommend that the Board approve the transition of the Policy Committee from a standing committee to an ad hoc committee. Staff also recommends that the Board authorize the Board President to receive expressions of interest from Trustees who wish to serve on a committee.

INFORMATION ENCLOSED

**B.\* Request for Proposals (RFP)- Information Technology and Network Management Services**

**ACTION NEEDED**

**RECOMMENDED ACTION:** Staff recommend the Board authorize the continuation of the RFP process and direct the District Manager to review all submitted proposals following the May 6, 2025, deadline. Staff further recommend scheduling interviews with top-ranked firms and bringing a final recommendation for contract award to the Board at the regular meeting in May 2025.

INFORMATION ENCLOSED

**11. CLOSED SESSION**

**A. Closed Session pursuant to California Government Code Section 54957.6**

**CONFERENCE WITH LABOR NEGOTIATORS**

District Representatives: Peter Bonkrude

Unrepresented Employees: Assistant Manager  
Administrative Services Manager

Employee Organization: Teamsters Local 665  
Management /Confidential Unit  
General Unit

**B. Closed Session pursuant to California Government Code Section 54957**

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

**Position: District Manager**

**C. Adjourn Closed Session and reconvene to Open Session. Report from Closed Session (if any)**

**12. WRITTEN COMMUNICATIONS**

No written communications.

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

**13. OPEN TIME FOR BOARD OR STAFF COMMENTS**

**14. ADJOURNMENT**

# Marin/Sonoma Mosquito & Vector Control District

Board of Trustees  
595 Helman Lane  
Cotati, CA 94931

February 12, 2025  
MINUTES

1. **CALL TO ORDER**

President Witt called the meeting to order at 6:00 p.m.

2. **PLEDGE OF ALLEGIENCE**

3. **ROLL CALL**

**Members present:**

Ackerman, Bruce  
Benediktsson, Cathy  
Bloom, Gail  
Carter, Phill  
Conrad, Scott  
Davis, Tamara  
Gallian, Laurie  
Gopinath, Rika *Arrived @ 6:15*  
Harvey, Susan  
Hootkins, Susan

Kubota, Evan  
Mackenzie, Jake  
Marquiss, Alison  
McCaffery, Shaun  
Nichols, Vicki  
Primrose, Piper  
Schulze, Ed  
Snyder, Richard  
Witt, David

**Members absent:**

Pigoni, Carol

**Open seats:** Ross, one Marin County at Large, San Anselmo and one Sonoma County at Large

**Others present:**

Peter Bonkrude, District Manager  
Erik Hawk, Assistant 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. MINUTES** – Minutes of Special Board Meeting held on January 15, 2025.

**C. FINANCIAL REPORTS** – Accept Financial Reports for January 2025.

*It was M/S Trustee Davis/Trustee Schulze to approve and accept the Consent Calendar.*

*Motion passed with a roll call vote:*

*Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Carter, Trustee Conrad, Trustee Davis, Trustee Gallian, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Marquiss, Trustee Mackenzie, Trustee McCaffery, Trustee Nichols, Trustee Primrose, Trustee Schulze, Trustee Snyder and Trustee Witt*

*No: (none)*

*Abstain: (none)*

*Absent: Trustee Gopinath and Trustee Pigoni*

**6. ITEMS REMOVED FROM CONSENT**

No items removed from the consent calendar.

**7. INFORMATION ONLY**

**A. MSMVCD Proposed Community Outreach Events**

PIO Nizza Sequeira provided a list of potential Community Outreach Events that the District could attend. The highlighted are ones that we are currently scheduled to attend.

**8. COMMITTEE REPORTS**

**A. Executive Committee**

No Report

**B. Facility Improvement Committee**

Committee Chair Vicki Nichols gave an update, sharing that the committee recently held their second meeting. They are still in the process of reviewing all materials related to the facility expansion and will seek guidance from the finance committee as well. The Board will soon receive a Preliminary Project Concept Packet that outlines the process, with an expected start date in March 2025.

**C. Policy Committee**

No Report

9. **DEPARTMENT REPORTS**

**A. Administrative/Manager's Report**

Manager Bonkrude supplemented his written report by noting that he attended the MVCAC Conference in Oakland, where he moderated a symposium on Data Technology and Data Visualization. He also mentioned that staff had the opportunity to attend due to the conference's proximity, offering both educational value and continuing education credits.

**B. Operations/Assistant Manager's Report**

Assistant Manager Hawk mentioned that technical difficulties led to a significant portion of his report being missing, but assured the board that he would present it at the next meeting. He also offered to address any questions about the content that was included in the report.

**C. Laboratory/Scientific Programs Manager's Report**

Scientific Programs Manager Dr. Furey updated her written report to include that the District received a new 3D printer at the end of January. After troubleshooting over the past couple of weeks, it is now operating smoothly. She is working quickly to complete the Furey 3000s in time for the upcoming season.

10. **NEW BUSINESS**

**A. Brief reports by Trustees and staff members who attended the 2025 Mosquito Vector Control Association of California (MVCAC) Annual Conference.**

Trustees Witt, Davis, Mackenzie, Bloom, and Primrose shared that they found the MVCAC Annual Conference to be both informative and educational. Each trustee provided a brief overview of one or more topics that stood out to them.

**B. Board Committee Assignments**

President Witt suggested cleaning up the committee lists, proposing that the Executive and Finance Committees remain as standing committees, while the Policy, Legislative, Nominating, and Facility Improvement Committees be designated as ad hoc committees. He encouraged board members to get involved by joining a committee and to contact him if they want to be added.

**C. Proposed Mid-Year Amendment of FY 2024-25 Annual Budget**

*It was M/S Trustee Snyder/Trustee Benediktsson to adopt Resolution 2024/25-01 amending the Fiscal Year 2024-25 Adopted Budget.*

*Motion passed with a roll call vote:*

***Ayes:** Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Carter, Trustee Conrad, Trustee Davis, Trustee Gallian, Trustee Gopinath, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Marquiss, Trustee Mackenzie, Trustee McCaffery, Trustee Nichols, Trustee Primrose, Trustee Schulze, Trustee Snyder and Trustee Witt*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee Pigoni*

**11. WRITTEN COMMUNICATIONS**

No written communications.

**12. OPEN TIME FOR BOARD OR STAFF COMMENTS**

President Witt noted that during the Strategic Planning focus group he participated in, one staff member mentioned feeling more disconnected from the trustees now than in the past, which Witt found to be enlightening during this process.

Trustee Gallian noted that she found the focus group to be beneficial, particularly because it allowed for active engagement from both trustees and staff members, fostering a better understanding of various perspectives.

Trustee Mackenzie shared that he had the opportunity to tour the facility, which he found to be very informative. However, he emphasized the importance of following the proper protocol when scheduling, as it must be arranged through management. He also expressed interest in participating in a ride-along in the field in the future.

Trustee Benediktsson inquired whether the District hosts interns or collaborates with local state colleges for educational opportunities. Assistant Manager Hawk explained that Dr. Kelly Furey teaches a seminar annually in the Entomology class at Sonoma State and that the District is working with the university to explore potential internship opportunities moving forward.

Trustee Carter suggested that it could be beneficial for the District to also reach out to other community colleges, such as College of Marin and Santa Rosa Junior College, to explore potential internship opportunities.

Manager Bonkrude informed the Board that the final Strategic Planning focus group meeting is scheduled for early April as a full-day session. If you receive an invite to attend, please confirm your attendance.

Trustee Bloom mentioned that the culture here has not allowed for trustees to interact with staff. Traditionally, she is accustomed to having quality gatherings and award ceremonies where the board was invited, providing an opportunity for everyone to meet and connect. Lastly, don't forget about Dominican College for potential internship opportunities too.

Trustee Hootkins pointed out that the Open House presents another opportunity for trustees to meet and connect with staff.

Trustee Carter inquired about the Special District Leadership Academy. Manager Bonkrude explained that if anyone is interested in attending, they would be happy to arrange it. Mr. Carter also added that he had the opportunity to meet with management and tour the District, which he found to be very valuable.



**13. ADJOURNMENT**

There being no further business to come before the Board, it was M/S Trustee Schulze/Trustee Davis to adjourn the meeting at 7:08 p.m.

\_\_\_\_\_  
*District Representative*  
*MSMVCD*

\_\_\_\_\_  
*Date of Approval*

\_\_\_\_\_  
*Trustee*  
*MSMVCD Board of Trustees*

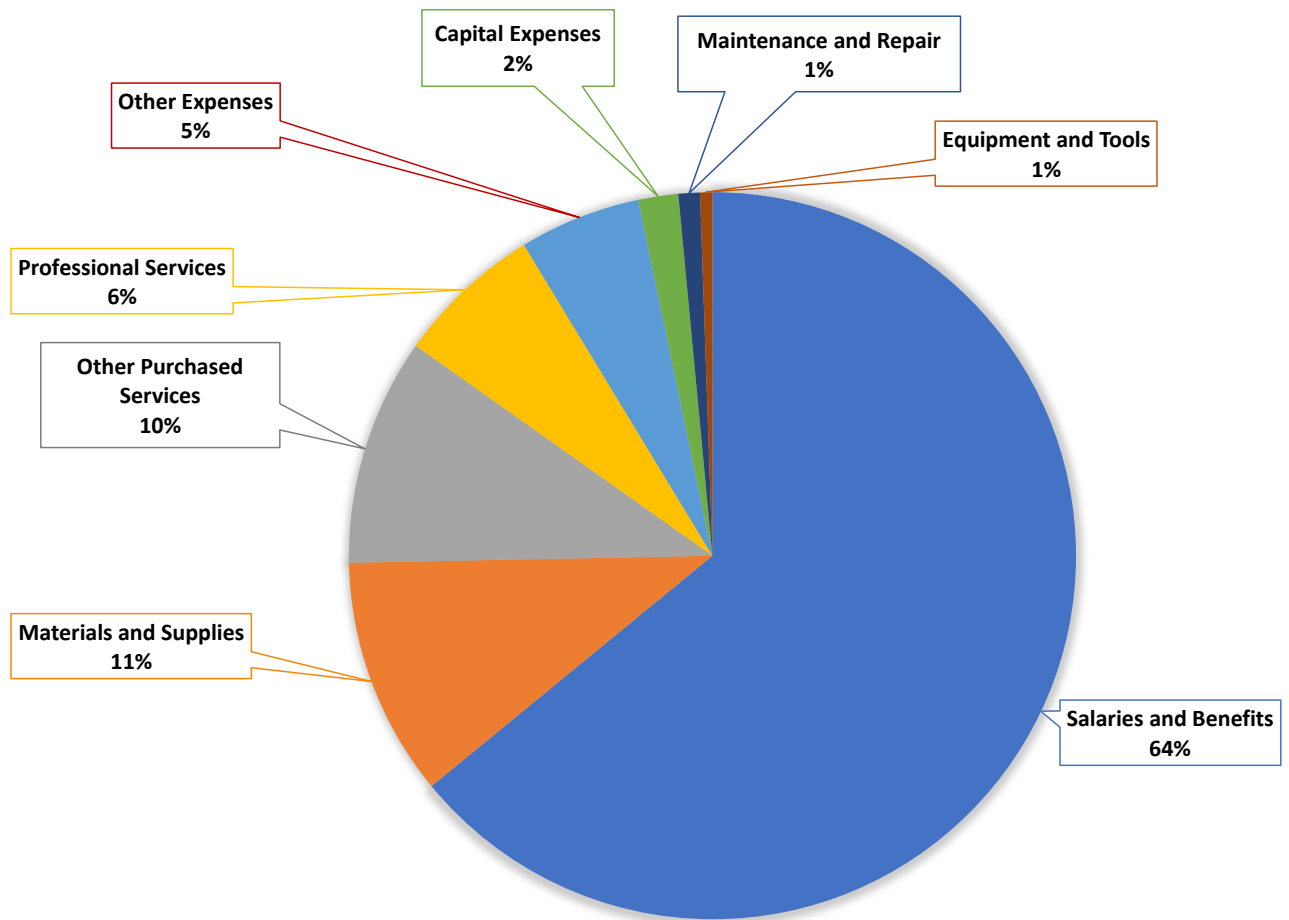
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*Date of Approval*

DRAFT

**MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT**  
**Monthly Budget Summary Report**  
 February 2025

	<b>Current Month Commitments</b>	<b>Year To Date Commitments</b>	<b>Current Appropriation</b>	<b>Available Appropriation</b>	<b>Percent Committed</b>	<b>% of Total Expenses</b>
Salaries and Benefits	\$683,588	\$4,792,359	\$7,848,377	\$3,056,018	61%	64%
Materials and Supplies	100,568	794,795	1,213,374	418,579	66%	11%
Other Purchased Services	17,447	756,871	1,120,032	363,161	68%	10%
Professional Services	28,635	487,829	964,684	476,855	51%	7%
Other Expenses	0	404,581	758,320	353,739	53%	5%
Capital Expenses	69,791	131,735	308,220	176,485	43%	2%
Maintenance and Repair	6,257	71,666	104,600	32,934	69%	1%
Equipment and Tools	5,405	40,889	67,940	27,051	60%	1%
	<b>\$911,691</b>	<b>\$7,480,724</b>	<b>\$12,385,547</b>	<b>\$4,904,823</b>	<b>60%</b>	<b>100%</b>

**YEAR TO DATE COMMITMENTS BY TYPE**



Objects 6000-6099

Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
6010 Salaries and Wages	356,094.15	2,926,260.16	4,469,471.00	4,839,471.00	1,913,210.84	60%
6012 Marin County Emp Retirement Assoc.	1,947.57	18,213.52	28,704.00	28,704.00	10,490.48	63%
6014 Overtime	0.00	8,006.11	27,500.00	27,500.00	19,493.89	29%
6015 Seasonal Wages	0.00	141,916.55	291,900.00	291,900.00	149,983.45	49%
6016 Trustee Wages	0.00	6,525.00	28,800.00	28,800.00	22,275.00	23%
6022 Medicare Employer portion	5,037.51	43,809.41	69,039.00	69,039.00	25,229.59	63%
6023 FICA (Social Security)	205.49	11,053.15	18,097.00	18,097.00	7,043.85	61%
6030 Retirement - Employer Classic	46,599.62	376,347.33	613,459.00	613,459.00	237,111.67	61%
6032 Retirement - Employer PEPR	37,213.97	302,744.33	434,642.00	434,642.00	131,897.67	70%
6041 Kaiser - Active Employees	55,727.74	428,861.05	737,164.00	677,164.00	248,302.95	63%
6043 Dental - Active Employees	4,100.40	32,967.86	52,312.00	52,312.00	19,344.14	63%
6045 Vision Service Plan - Active	771.06	6,132.00	9,844.00	9,844.00	3,712.00	62%
6047 Teamsters Anthem	9,322.60	55,922.06	79,504.00	79,504.00	23,581.94	70%
6051 Sentry Life and Hartford Life	0.00	3,219.72	4,900.00	4,900.00	1,680.28	66%
6053 Employee Assistance Program (EAP)	0.00	768.24	1,248.00	1,248.00	479.76	62%
6054 District 457 Retirement Match	5,696.04	31,952.62	0.00	56,000.00	24,047.38	57%
6055 Employee Boot Allowance	0.00	3,154.32	7,600.00	12,600.00	9,445.68	25%
6057 Employee Wellness Benefit	1,509.17	11,985.47	21,100.00	27,100.00	15,114.53	44%
6059 State Unemployment	606.27	15,049.69	14,812.00	14,812.00	-237.69	102%
6061 Retiree Spousal - Teamsters, WHA	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	28,106.67	188,615.33	351,600.00	351,600.00	162,984.67	54%
6067 Retiree Health Savings Account	7,650.00	55,855.05	64,681.00	86,681.00	30,825.95	64%
6068 Cal Employers' Pension Prefunding	0.00	0.00	0.00	0.00	0.00	0%
6069 Cal Employer's Retiree Benefit	123,000.00	123,000.00	123,000.00	123,000.00	0.00	100%
6XXX Object Group Total	683,588.26	4,792,358.97	7,449,377.00	7,848,377.00	3,056,018.03	61%
<b>Grand Total:</b>	<b>683,588.26</b>	<b>4,792,358.97</b>	<b>7,449,377.00</b>	<b>7,848,377.00</b>	<b>3,056,018.03</b>	<b>61%</b>

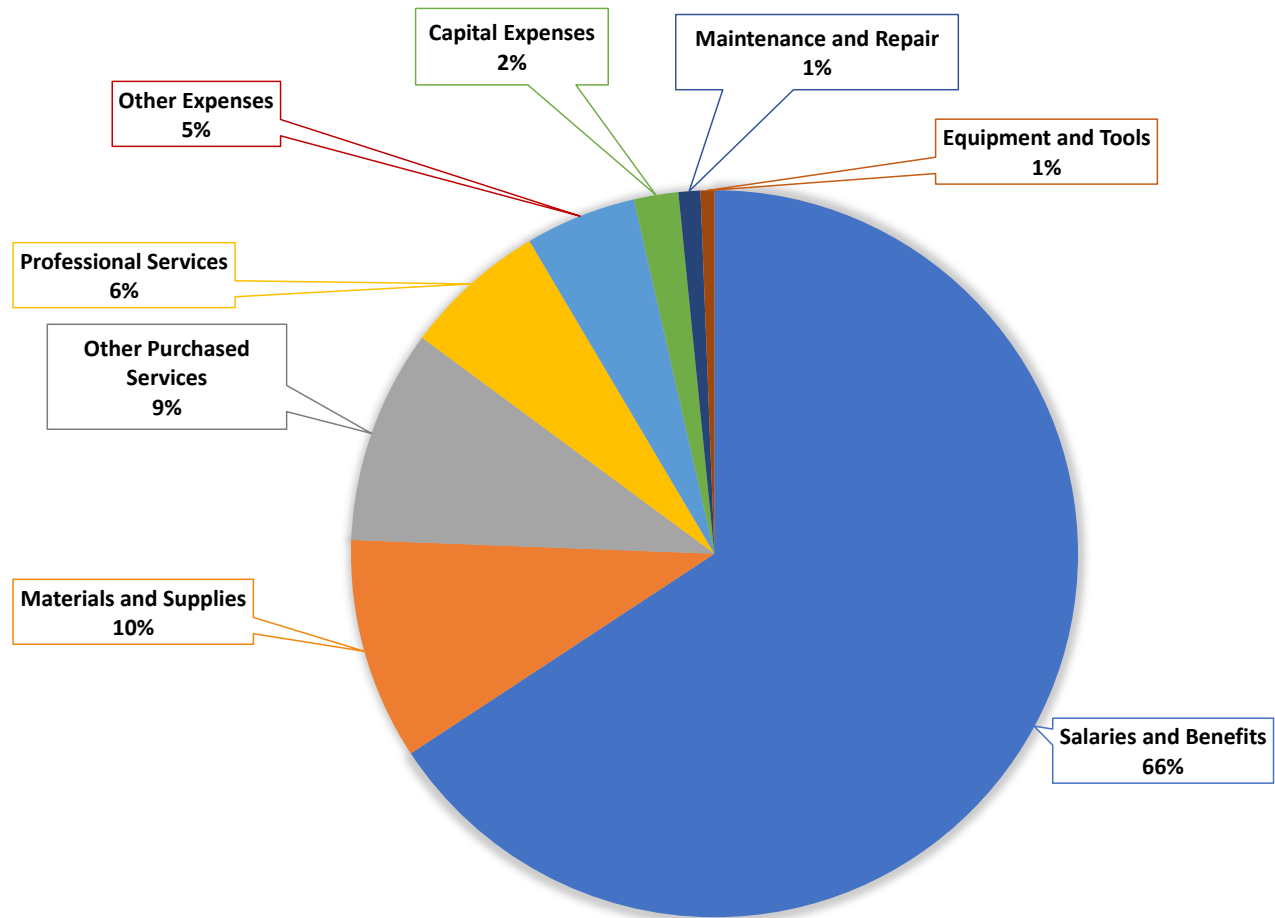
Vendor	Amount	Description	Fund
ADAPCO, INC.	6,581.17	Pyrocide	GENERAL
ADAPCO, INC.	12,052.01	Bti Liquid	GENERAL
ADAPCO, INC.	190.53	Bti Granules	GENERAL
ADAPCO, INC.	25,474.08	Bacillus Sphaericus FG	GENERAL
ADAPCO, INC.	33,988.79	BACILLUS SPHAERICUS/Bti GRANULES	GENERAL
ADAPCO, INC.	3,338.09	BACILLUS SPHAERICUS WDG	GENERAL
AFLAC	1,478.80		GENERAL
AGBEE LLC	2,475.00	Aerial Application-Helicopter&Drone	GENERAL
AIRGAS USA, LLC	107.43	Other Clothing and Safety Supplies	GENERAL
ANTHONY RUSSO, JR.	747.20	Employee Wellness Benefit	GENERAL
ASCENT ENVIRONMENTAL, INC.	731.95	Other Professional Services	CAPITAL PROJECTS
BAY ALARM COMPANY	1,549.35	Alarm Services	GENERAL
BAY AREA AIR QUALITY	444.00	Other Fees, Permits and Taxes	GENERAL
BEST BEST & KRIEGER, LLC.	145.00	Legal Counsel	GENERAL
CAGWIN & DORWARD	686.00	Landscape Services	GENERAL
CALPERS	123,000.00	Cal Employer's Retiree Benefit Trust	GENERAL
CALPERS 457 PLAN	25,585.80		GENERAL
CAPITAL PROGRAM MANAGEMENT, INC	2,798.50	Other Professional Services	CAPITAL PROJECTS
CINTAS CORPORATION	127.85	First Aid Supplies and Kits	GENERAL
CINTAS CORPORATION	307.87	Janitorial Services	GENERAL
CITY OF COTATI - IRRIGATION 01-1210-00	90.98	Water - Irrigation/Industrial	GENERAL
CITY OF COTATI - SEWER - 01-1220-00	647.45	Water and Sewer	GENERAL
CLARKE MOSQUITO CONTROL PRODUCTS, INC	0.00	Spinosad	GENERAL
COMCAST BUSINESS	548.41	Phone System	GENERAL
COMCAST BUSINESS	318.50	Comcast	GENERAL
COUNTY OF MARIN	28,106.67	Retiree Medical Benefit	GENERAL
Connect Your Care	13.69	Other Professional Services - Human	GENERAL
DAWN WILLIAMS - PETTY CASH	45.00	Booth Rental	GENERAL
DELTA DENTAL OF CALIFORNIA	4,100.40	Dental - Active Employees	GENERAL
GAIL BLOOM	46.00	Trustee Travel	GENERAL
GREAT AMERICA FINANCIAL SERVICES	352.66	Copier Supplies	GENERAL
GREAT AMERICA FINANCIAL SERVICES	332.09	Copy Machine Lease	GENERAL
HASHIR PRODUCTS	7,189.10	Presentation Supplies	GENERAL
JAKE MACKENZIE	40.00	Trustee Travel	GENERAL
KAISER FOUNDATION HEALTH PLAN	5,774.00		GENERAL
KAISER FOUNDATION HEALTH PLAN	55,727.74	Kaiser - Active Employees	GENERAL
LIEBERT CASSIDY WHITMORE	225.00	Human Resources Legal Services	GENERAL
LIZ GARCIA	701.98	Employee Wellness Benefit	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	43,090.64		GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	46,599.62	Retirement - Employer Classic	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	37,213.97	Retirement - Employer PEPRA	GENERAL
MISSION SQUARE RETIREMENT - Account Fees	7,650.00	Retiree Health Savings Account	GENERAL
NATIONAL ICE DELIVERY, INC	769.50	Dry Ice	GENERAL
NICK BARBIERI TRUCKING,LLC	3,506.04	Fuel and Oil	GENERAL
NORTH BAY COMMERCIAL SERVICES INC.	3,524.95	HVAC	GENERAL
NORTH MARIN WATER DISTRICT	531.79	Hydrant Water	GENERAL
P G & E - ELECTRIC	715.92	Gas and Electricity	GENERAL
P G & E - GAS	3,515.35	Gas and Electricity	GENERAL
QUADIENT LEASING USA, INC.	313.09	Postage Machine Lease	GENERAL
RECOLOGY SONOMA MARIN	429.41	Solid Waste Collection and Disposal	GENERAL
RICHARD A. SANCHEZ	1,642.50	Janitorial Services	GENERAL
SANTA ROSA AUTO PARTS	707.50	Vehicle Maintenance	GENERAL
SCI CONSULTING GROUP	15,326.09	Assessment Management Services	GENERAL

Vendor	Amount	Description	Fund
SEBASTOPOL BEARING & HYDRAULIC	974.60	ARGO Repair	GENERAL
SEBASTOPOL BEARING & HYDRAULIC	106.28	Field Equipment	GENERAL
SILVERIA, BUICK, GMC TRUCK	69,790.55	Vehicles	CAPITAL PROJECTS
SONOMA MEDIA INVESTMENTS, LLC	2,480.64	Public Relations Newspaper Articles	GENERAL
SPARK CREATIVE DESIGN	477.00	Printing Services	GENERAL
STERLING	500.00	Other Professional Services - Human	GENERAL
TEAMSTERS LOCAL 665 - UNION	1,600.00		GENERAL
TEAMSTERS LOCAL UNION NO. 856 HEALTH AND	1,212.00		GENERAL
TEAMSTERS LOCAL UNION NO. 856 HEALTH AND	9,322.60	Teamsters Anthem	GENERAL
US BANK	2,232.56	Eye Wear, Wash and Eye Glass Wipes	GENERAL
US BANK	793.48	Other Clothing and Safety Supplies	GENERAL
US BANK	659.15	Food for Trustee Meetings	GENERAL
US BANK	661.31	Other Food and Household Supplies	GENERAL
US BANK	290.44	Office Supplies	GENERAL
US BANK	44.01	Copier Supplies	GENERAL
US BANK	10.10	Postage and Postage Supplies	GENERAL
US BANK	88.02	Printer Cartridges and Supplies	GENERAL
US BANK	106.23	Presentation Supplies	GENERAL
US BANK	184.89	Other Outreach and Education Supplies	GENERAL
US BANK	1,726.15	Other Office Expense	GENERAL
US BANK	54.99	RT PCR Supplies	GENERAL
US BANK	39.51	Fuel and Oil	GENERAL
US BANK	62.96	Respirators	GENERAL
US BANK	628.77	Mosquito Traps	GENERAL
US BANK	30.79	Field Tools	GENERAL
US BANK	903.49	Other Field Equipment	GENERAL
US BANK	2,920.64	Computer Software	GENERAL
US BANK	59.34	Other Computer Equipment/Tools	GENERAL
US BANK	211.27	ATV/UTV Repair	GENERAL
US BANK	28.39	ARGO Repair	GENERAL
US BANK	17.24	Mosquito Traps	GENERAL
US BANK	19.69	Shop	GENERAL
US BANK	54.71	Vehicle Storage/Garage	GENERAL
US BANK	498.98	Other Building and Grounds Maintenance	GENERAL
US BANK	113.73	Lab Equipment	GENERAL
US BANK	78.00	Recruitment Services	GENERAL
US BANK	79.16	Research	GENERAL
US BANK	32.98	Other Memberships and Subscriptions	GENERAL
US BANK	135.00	Employee Training	GENERAL
US BANK	345.80	Employee Recognition	GENERAL
US BANK	2,675.62	Staff Travel	GENERAL
US BANK	210.00	Trustee Travel	GENERAL
VERIZON WIRELESS	4,097.29	Cell Phone Services	GENERAL
VISION SERVICE PLAN (CA)	771.06	Vision Service Plan - Active Employees	GENERAL
Total:	618,934.88		

**MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT**  
**Monthly Budget Summary Report**  
 March 2025

	<b>Current Month Commitments</b>	<b>Year To Date Commitments</b>	<b>Current Appropriation</b>	<b>Available Appropriation</b>	<b>Percent Committed</b>	<b>% of Total Expenses</b>
Salaries and Benefits	\$592,812	\$5,385,171	\$7,848,377	\$2,463,206	69%	66%
Materials and Supplies	13,368	808,163	1,213,374	405,211	67%	10%
Other Purchased Services	22,923	779,794	1,120,032	340,238	70%	10%
Professional Services	34,128	521,957	964,684	442,727	54%	6%
Other Expenses	0	404,581	758,320	353,739	53%	5%
Capital Expenses	29,832	161,567	308,220	146,653	52%	2%
Maintenance and Repair	7,953	79,618	104,600	24,982	76%	1%
Equipment and Tools	9,798	50,687	67,940	17,253	75%	1%
	<b>\$710,815</b>	<b>\$8,191,539</b>	<b>\$12,385,547</b>	<b>\$4,194,008</b>	<b>66%</b>	<b>100%</b>

**YEAR TO DATE COMMITMENTS BY TYPE**



Objects 6000-6099

Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
6010 Salaries and Wages	360,110.19	3,286,370.35	4,469,471.00	4,839,471.00	1,553,100.65	68%
6012 Marin County Emp Retirement Assoc.	1,891.24	20,104.76	28,704.00	28,704.00	8,599.24	70%
6014 Overtime	718.00	8,724.11	27,500.00	27,500.00	18,775.89	32%
6015 Seasonal Wages	15,400.00	157,316.55	291,900.00	291,900.00	134,583.45	54%
6016 Trustee Wages	3,550.00	10,075.00	28,800.00	28,800.00	18,725.00	35%
6022 Medicare Employer portion	5,235.34	49,044.75	69,039.00	69,039.00	19,994.25	71%
6023 FICA (Social Security)	1,359.74	12,412.89	18,097.00	18,097.00	5,684.11	69%
6030 Retirement - Employer Classic	45,661.60	422,008.93	613,459.00	613,459.00	191,450.07	69%
6032 Retirement - Employer PEPR	37,611.78	340,356.11	434,642.00	434,642.00	94,285.89	78%
6041 Kaiser - Active Employees	56,027.74	484,888.79	737,164.00	677,164.00	192,275.21	72%
6043 Dental - Active Employees	4,055.16	37,023.02	52,312.00	52,312.00	15,288.98	71%
6045 Vision Service Plan - Active	730.14	6,862.14	9,844.00	9,844.00	2,981.86	70%
6047 Teamsters Anthem	9,472.60	65,394.66	79,504.00	79,504.00	14,109.34	82%
6051 Sentry Life and Hartford Life	504.00	3,723.72	4,900.00	4,900.00	1,176.28	76%
6053 Employee Assistance Program (EAP)	0.00	768.24	1,248.00	1,248.00	479.76	62%
6054 District 457 Retirement Match	5,964.12	37,916.74	0.00	56,000.00	18,083.26	68%
6055 Employee Boot Allowance	2,115.47	5,269.79	7,600.00	12,600.00	7,330.21	42%
6057 Employee Wellness Benefit	5,113.13	17,098.60	21,100.00	27,100.00	10,001.40	63%
6059 State Unemployment	1,085.04	16,134.73	14,812.00	14,812.00	-1,322.73	109%
6061 Retiree Spousal - Teamsters, WHA	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	28,106.67	216,722.00	351,600.00	351,600.00	134,878.00	62%
6067 Retiree Health Savings Account	8,100.00	63,955.05	64,681.00	86,681.00	22,725.95	74%
6068 Cal Employers' Pension Prefunding	0.00	0.00	0.00	0.00	0.00	0%
6069 Cal Employer's Retiree Benefit	0.00	123,000.00	123,000.00	123,000.00	0.00	100%
6XXX Object Group Total	592,811.96	5,385,170.93	7,449,377.00	7,848,377.00	2,463,206.07	69%
<b>Grand Total:</b>	<b>592,811.96</b>	<b>5,385,170.93</b>	<b>7,449,377.00</b>	<b>7,848,377.00</b>	<b>2,463,206.07</b>	<b>69%</b>

Vendor	Amount	Description	Fund
ACRISURE AEROSPACE PARTNERS INS. SOLUTIO	3,560.00	Aircraft Excess Coverage	GENERAL
AFLAC	1,478.80		GENERAL
AG-AIR, INC.	16,967.50	Aerial Application-Helicopter&Drone	GENERAL
ALDRICH NETWORK CONSULTING	19.26	Computers and Laptops	GENERAL
ALDRICH NETWORK CONSULTING	5,500.00	Network and IT Consulting Services	GENERAL
ANTHONY RUSSO, JR.	164.59	Employee Boot Allowance	GENERAL
ASCENT ENVIRONMENTAL, INC.	2,927.80	Other Professional Services	CAPITAL PROJECTS
AT & T	549.03	AT&T	GENERAL
BRODIE'S TIRE & BRAKE INC.	932.91	Vehicle Maintenance	GENERAL
CA SURVEYING & DRAFTING SUPPLY INC. SACR	1,980.00	Computer Software	GENERAL
CAGWIN & DORWARD	686.00	Landscape Services	GENERAL
CALPERS 457 PLAN	26,394.74		GENERAL
CAPITAL PROGRAM MANAGEMENT, INC	2,026.50	Other Professional Services	CAPITAL PROJECTS
CASEY RICHTER	586.64	Staff Travel	GENERAL
CINTAS CORPORATION	556.29	Uniforms	GENERAL
CINTAS CORPORATION	328.25	First Aid Supplies and Kits	GENERAL
CINTAS CORPORATION	307.87	Janitorial Services	GENERAL
CITY OF COTATI - IRRIGATION 01-1210-00	90.98	Water - Irrigation/Industrial	GENERAL
CITY OF COTATI - SEWER - 01-1220-00	558.42	Water and Sewer	GENERAL
COMCAST BUSINESS	546.90	Phone System	GENERAL
COMCAST BUSINESS	318.50	Comcast	GENERAL
COSTCO WHOLESALE MEMBERSHIP	260.00	Other Memberships and Subscriptions	GENERAL
COUNTY OF MARIN	28,106.67	Retiree Medical Benefit	GENERAL
CULLIGAN QUENCH USA, INC.	75.90	Drinking Water	GENERAL
Connect Your Care	13.32	Other Professional Services - Human	GENERAL
DEEPSEAS, LLC.	7,192.00	Computer Software	GENERAL
DELTA DENTAL OF CALIFORNIA	4,055.16	Dental - Active Employees	GENERAL
ELIJAH ALTER	382.39	Employee Boot Allowance	GENERAL
ERIK HAWK	750.00	Employee Wellness Benefit	GENERAL
FRIEDMAN'S HOME IMPROVEMENT	116.30	Power Application Equipment	GENERAL
FRIEDMAN'S HOME IMPROVEMENT	0.00	Admin Building	GENERAL
GREAT AMERICA FINANCIAL SERVICES	352.66	Copier Supplies	GENERAL
GREAT AMERICA FINANCIAL SERVICES	407.42	Copy Machine Lease	GENERAL
INTERSTATE BATTERY SYSTEM	324.12	Vehicle Maintenance	GENERAL
JASON SEQUEIRA	750.00	Employee Wellness Benefit	GENERAL
KAISER FOUNDATION HEALTH PLAN	5,474.00		GENERAL
KAISER FOUNDATION HEALTH PLAN	56,027.74	Kaiser - Active Employees	GENERAL
KAISER PERMANENTE - OHSS	1,041.00	Occupational Health Testing	GENERAL
KELLY FUREY	750.00	Employee Wellness Benefit	GENERAL
KELLY FUREY	674.90	Staff Travel	GENERAL
LIEBERT CASSIDY WHITMORE	262.50	Human Resources Legal Services	GENERAL
LIZ GARCIA	48.02	Employee Wellness Benefit	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	42,670.17		GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	45,661.60	Retirement - Employer Classic	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	37,611.78	Retirement - Employer PEPRA	GENERAL
MISSION SQUARE RETIREMENT - Account Fees	8,100.00	Retiree Health Savings Account	GENERAL
NATIONAL ICE DELIVERY, INC	1,539.00	Dry Ice	GENERAL
NICK BARBIERI TRUCKING,LLC	8,260.28	Fuel and Oil	GENERAL
NORTH BAY OFFICE FURNITURE LLC	29,832.00	Office Furniture	CAPITAL PROJECTS
P G & E - ELECTRIC	490.36	Gas and Electricity	GENERAL
P G & E - GAS	3,397.11	Gas and Electricity	GENERAL
PETER BONKRUDE	624.00	Staff Travel	GENERAL
RECOLOGY SONOMA MARIN	429.41	Solid Waste Collection and Disposal	GENERAL



Vendor	Amount	Description	Fund
REDWOOD LOCK LLC	43.80	Vehicle Maintenance	GENERAL
RICHARD A. SANCHEZ	1,642.50	Janitorial Services	GENERAL
ROBIN HINKS	265.00	Employee Boot Allowance	GENERAL
SANTA ROSA AUTO PARTS	740.15	Vehicle Maintenance	GENERAL
SANTA ROSA FIRE EQUIPMENT, INC.	1,338.75	Admin Building	GENERAL
SARAH BROOKS	186.58	Employee Boot Allowance	GENERAL
SEAN BAKER	370.11	Employee Boot Allowance	GENERAL
SEAN O'BRIEN	738.60	Employee Wellness Benefit	GENERAL
SEBASTOPOL BEARING & HYDRAULIC	3,295.48	Power Application Equipment	GENERAL
STERLING	633.50	Other Professional Services - Human	GENERAL
STEVE MILLER	375.00	Employee Boot Allowance	GENERAL
STEVE MILLER	732.92	Employee Wellness Benefit	GENERAL
TEAMSTERS LOCAL 665 - UNION	1,600.00		GENERAL
TEAMSTERS LOCAL UNION NO. 856 HEALTH AND	1,212.00		GENERAL
TEAMSTERS LOCAL UNION NO. 856 HEALTH AND	9,322.60	Teamsters Anthem	GENERAL
THE HARTFORD	504.00	Sentry Life and Hartford Life	GENERAL
TYLER BAKER	371.80	Employee Boot Allowance	GENERAL
US BANK	384.89	Coats, Rain Gear, Boots (no logo)	GENERAL
US BANK	60.25	Eye Wear, Wash and Eye Glass Wipes	GENERAL
US BANK	82.47	Other Clothing and Safety Supplies	GENERAL
US BANK	319.92	Food for Staff for Business Meetings	GENERAL
US BANK	74.80	Drinking Water	GENERAL
US BANK	56.26	Other Food and Household Supplies	GENERAL
US BANK	298.30	Office Supplies	GENERAL
US BANK	179.48	Presentation Supplies	GENERAL
US BANK	741.20	Other Outreach and Education Supplies	GENERAL
US BANK	35.15	Other Office Expense	GENERAL
US BANK	23.08	Other Lab Supplies	GENERAL
US BANK	102.27	Mosquito Traps	GENERAL
US BANK	70.36	Field Tools	GENERAL
US BANK	159.42	Other Field Equipment	GENERAL
US BANK	275.00	Computer Software	GENERAL
US BANK	272.96	Vehicle Maintenance	GENERAL
US BANK	246.10	Power Application Equipment	GENERAL
US BANK	12.08	Shop	GENERAL
US BANK	109.47	Admin Building	GENERAL
US BANK	520.71	Grounds	GENERAL
US BANK	39.00	Other Professional Services - Human	GENERAL
US BANK	149.73	Printing Services	GENERAL
US BANK	16.49	Other Memberships and Subscriptions	GENERAL
US BANK	97.47	Employee Recognition	GENERAL
US BANK	6,204.32	Staff Travel	GENERAL
US BANK	227.78	Booth Rental	GENERAL
VECTOR-BORNE DISEASE ACCOUNT	123.00	Employee Training	GENERAL
VERIZON WIRELESS	4,307.38	Cell Phone Services	GENERAL
VISION SERVICE PLAN (CA)	730.14	Vision Service Plan - Active Employees	GENERAL
Total:	391,453.06		

101 GENERAL

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
REVENUES							
TAXES MARIN COUNTY							
4110 Current Secured	141	1,664,867	14,114		1,679,122	3,008,884	-1,329,762
4115 Current Unsecured		47,499	4,590		52,089	57,463	-5,374
4125 Prior Unsecured		2,773	663		3,436	2,500	936
4130 Benefit Assessment Marin		630,577	2		630,579	1,144,500	-513,921
4135 Benefit Assessment Marin		105,074			105,074	192,159	-87,085
4150 Supplemental Taxes	625	18,991	11,713		31,329	71,800	-40,471
4160 RDA Residual		8,041			8,041	20,300	-12,259
Total TAXES MARIN COUNTY	766	2,477,822	31,082		2,509,670	4,497,606	-1,987,936
TAXES SONOMA COUNTY							
4210 Current Secured		2,002,479			2,002,479	3,499,620	-1,497,141
4215 Current Unsecured		109,687			109,687	107,100	2,587
4220 Secured Delinquent						17,340	-17,340
4230 Benefit Assessment Sonoma		1,135,261			1,135,261	2,062,800	-927,539
4235 Benefit Assessment Sonoma		541,475			541,475	1,011,581	-470,106
4239 Delinquent Special		26,253			26,253	26,800	-547
4250 Sonoma Supplemental Taxes		33,231			33,231	50,000	-16,769
4260 Sonoma RDA		-51,844			-51,844	-92,300	40,456
Total TAXES SONOMA COUNTY		3,796,542			3,796,542	6,682,941	-2,886,399
USE OF MONEY & PROPERTY							
4310 Investment Earnings	264,218	246,846			511,064	250,000	261,064
Total USE OF MONEY & PROP	264,218	246,846			511,064	250,000	261,064
STATE & FEDERAL							
4410 Homeowners Property Tax		3,858	3,541		7,399	10,140	-2,741
4420 In-Lieu Tax		98			98	300	-202
4490 Other State Aid		27			27	200	-173
Total STATE & FEDERAL		3,983	3,541		7,524	10,640	-3,116
CHARGES FOR SERVICES							
4510 Miscellaneous Services	69,212	100,748	81,643		251,603	325,000	-73,397
Total CHARGES FOR SERVICE	69,212	100,748	81,643		251,603	325,000	-73,397
OTHER REVENUE							
4910 Refunds and	1,995	3,242	6,263		11,501	25,000	-13,499
4920 Insurance Refunds and	7,101	65,680	4,550		77,331		77,331
4930 Sales of District	985	1,902	350		3,237	500	2,737
Total OTHER REVENUE	10,081	70,824	11,163		92,069	25,500	66,569
Total REVENUES	344,277	6,696,765	127,429		7,168,472	11,791,687	-4,623,215

**MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT**  
**General Fund Quarterly Balance Sheet Comparison Report**  
**March 2025**

	June 30, 2024	Change from June 30, 2024	December 31, 2024	
<b>Current Assets</b>				
Cash with Marin County-General Fund	\$ 17,376,004	\$ (314,124)	\$ 17,061,880	
Cash at Exchange Bank	43,509	80,484	123,992	
Petty Cash	350	-	350	
Deposits with VCJPA	904,732	-	904,732	**
Deposits in CEPPT	1,925,747	-	1,925,747	**
Accounts Receivable	2,083,876	(161,884)	1,921,992	
Property Taxes Receivable	395,110	(395,110)	-	
Compensated Absences - Amount to be Provided	520,895	(0)	520,895	**
Inventory	168,058	(0)	168,058	**
<b>Total Current Assets</b>	<b>\$ 23,418,281</b>	<b>\$ (790,635)</b>	<b>\$ 22,627,646</b>	
 <b>Liabilities and Equity</b>				
<b>Current Liabilities</b>				
Accounts Payable	\$ 96,454	\$ (96,454)	\$ -	
Other Payables	1,433	(1,433)	-	
Deferred Revenue	1,880,426	-	1,880,426	
Compensated Absences	520,895	-	520,895	**
Section 125 Plan & Ins Premiums (Waiting for State reimbursement)		-	(173)	
FSA Medical & Dep Care Payable	-	1,150	1,150	
<b>Total Current Liabilities</b>	<b>\$ 2,499,208</b>	<b>\$ (96,910)</b>	<b>\$ 2,402,298</b>	
 <b>Equity</b>				
Non-Spendable: Inventory	168,058	-	168,058	**
Assignment for Deposits with VCJPA	904,732	-	904,732	**
Assignment for No Income Period	5,059,577	-	5,059,577	**
Commitment for Public Health Emergency	2,023,831	-	2,023,831	**
Assignment for Pension Prefunding Trust	1,925,747	-	1,925,747	**
Unassigned	8,630,011	2,207,117	10,837,128	
CURRENT YEAR INCOME/(LOSS)	2,207,116	(2,900,841)	(693,725)	
<b>Total Equity</b>	<b>\$ 20,919,073</b>	<b>\$ (693,725)</b>	<b>\$ 20,225,348</b>	
 <b>Total Liabilities &amp; Equity</b>	 <b>\$ 23,418,281</b>	 <b>\$ (790,635)</b>	 <b>\$ 22,627,646</b>	

**NOTES:**

Shaded items have offsets in the Current Assets section and Liabilities and Equity section.

\*\*These balances do not change throughout the year. They are updated at June 30th.

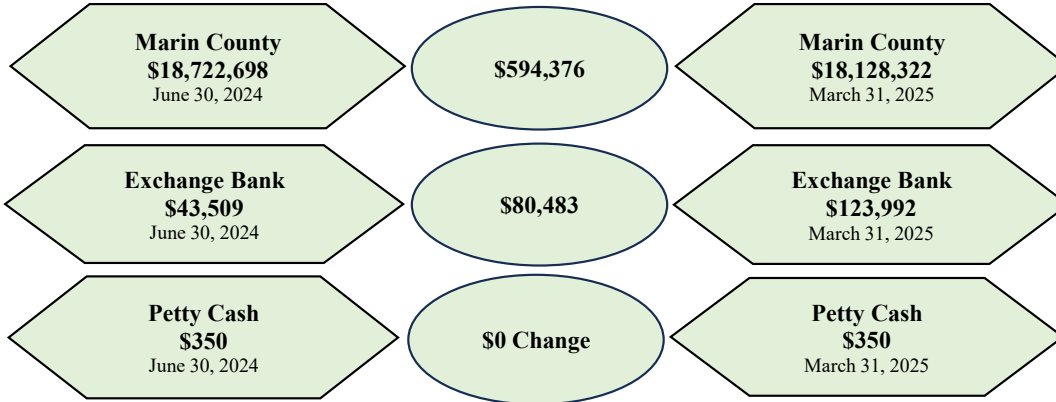
# MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT

## Quarterly Key Figures Comparison Report

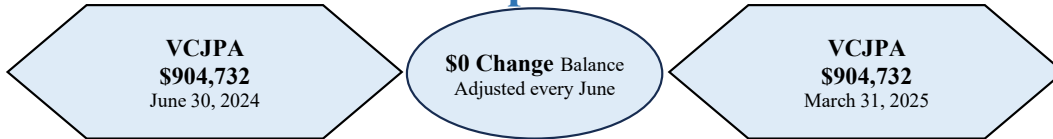
### March 2025

Balance at June 30, 2024	Change from Year End	Balance as of March 31, 2025
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### Cash and Investments



### Deposits



### Retirement

<b>Marin County Employees' Retirement Association (MCERA)</b>	
Total Market Value of Assets	\$34,652,424
Total Accrued Liability	37,408,373
<b>Unfunded Liability</b>	<b><u>\$2,755,949</u></b>
<b>Funded Ratio</b>	<b>92.60%</b>
(Information from MCERA's April 2024 presentation. Will be updated in May 2025)	
Employee distribution: 14 Classic, 19 Pepra and 1 Not participating (part-time employee)	



CERBT, California Employer's Retiree Benefit Trust, to pay for Tier One retiree health benefits. General Ledger updated in June



CEPPT, California Employers' Pension Prefunding Trust, to meet MCERA requirements. General Ledger updated in June



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Peter Bonkrude  
*District Manager*

#### BOARD OF TRUSTEES

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*Mill Valley*

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1<sup>st</sup> Vice President  
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Richard Snyder  
*Belvedere*

## Manager's Report

April 3rd, 2025

### Strategic Planning and Technology Enhancements

This past month marked an exciting advancement with the rollout of the District's new data collection system. This initiative enhances the way we manage and analyze field data, ultimately leading to improved operational efficiency and accuracy. The system is currently being implemented following thorough internal testing and staff training. This step forward complements our ongoing strategic planning process, which continues to shape our long-term goals and position the District for future success.

### Staffing and Recruitment

In March, I participated in interviews for the Rodent Specialist position, a key replacement to support the retirement of Tony Russo and help continue our rodent management capabilities. Additionally, recruitment for seasonal staff is underway as we prepare for the upcoming busy season. These efforts are vital to ensuring adequate field support and maintaining a high standard of service delivery throughout the warmer months.

### Industry Engagement and Presentations

The District remained engaged with our statewide partners through active participation in the MVCAC Spring Quarterly Meeting and the 2025 Legislative Day. These events provide critical opportunities to advocate for funding, policy, and resources that benefit mosquito and vector control programs. Additionally, I facilitated the MVCAC Working Group focused on revising the Trustee Manual, further supporting statewide governance consistency. On the national stage, I attended the AMCA Annual Meeting in Puerto Rico and presented on the District's media partnership with AMCA and Media Cause. This presentation highlighted the effectiveness of our outreach campaigns and emphasized the District's leadership in public communication. Other events included the Coastal Regional Invasive Mosquito Symposium, where regional collaboration was emphasized.

### Partnerships and Regulatory Coordination

This report period involved several high-level regulatory and interagency meetings. I met with representatives from the California Department of Public Health (CDPH) to discuss proposed changes to vector control regulatory language. The District also finalized and submitted its application with CalOES after working closely with their team. Further, I collaborated with the MVCAC Regulatory Affairs Committee to prepare and draft comments in response to the proposed federal listing of the Monarch Butterfly. I authored the initial draft that was submitted by MVCAC on behalf of member agencies.

## **Operations and Infrastructure**

Work continued on operational and infrastructure improvements. I met with Bay Alarm to gather budget details for the addition of new access control stations, which will enhance facility security. In tandem, discussions with Native Sage and Ascent Environmental focused on the infrastructure upgrade timeline and the PEIR Addendum, respectively. We also completed the delivery and setup of new chairs for the Board Room and Operations staff, contributing to a more functional and comfortable working environment.

## **Community and Board Engagement**

In line with our commitment to transparency and outreach, I presented an overview of District services to the Town of Windsor. This presentation helped strengthen local partnerships and build awareness of our work. I also joined members of the West Marin community for an initial conversation on potential mosquito control services in that region. Internally, the Executive Committee convened this month to discuss priorities and governance items relevant to the coming fiscal year.

## **Notable Events:**

- Participated in Strategic Planning for the District
- Rolled out new Data Collection System for the District
- Participated in Rodent Specialist Interviews
- Attended the MVCAC Spring Quarterly Meeting
- Attended MVCAC 2025 Legislative Day
- Facilitated MVCAC Working Group Meeting-Trustee Manual Revision
- Met with CDPH to discuss regulatory code language
- Met with CalOES to finalize the application information and submit the final form
- Met with Bay Alarm to work on budget information for additional access control stations
- Attended the Coastal Regional Invasive Mosquito Symposium
- Continued meeting with Media Cause and AMCA to discuss ongoing national media efforts
- Presented to the Town of Windsor of District Operations
- Met with Native Sage to discuss infrastructure upgrade progress
- Met with Ascent Environmental to discuss PEIR Addendum
- Executive Committee Meeting
- Attended the AMCA Annual Meeting in Puerto Rico
  - Presented on the work the District and PIO conducted for the National Media campaign
- Met with MVCAC Regulatory Affairs Committee to draft comments for the federal listing of the Monarch Butterfly
  - Wrote the first draft for MVCAC to submit
- Received the chair replacements for the Board room and Operations staff
- Met with West Marin group to kickoff discussion on a mosquito control in the West Marin area
- Attended the MVCAC Regulatory Affairs Meeting

## Assistant Manager's Report

- In early March, field staff began finding substantial populations of *Culex tarsalis* (a.k.a. western encephalitis mosquito) mosquitoes in freshwater sources. Staff are working diligently to control populations in the aquatic stage before they complete the life cycle, hatch as adults, and disperse into populated areas.
- *Aedes dorsalis* (a.k.a. pale marsh mosquito) mosquitoes have been found in tidal and brackish marshes. Staff are carefully monitoring the tide cycles to plan and perform mosquito surveillance and control the populations. If this mosquito species reaches the adult stage, it exhibits very aggressive biting pressure and can fly several miles from the marsh (e.g., up to 15+ miles) for a blood meal.
- Treehole mosquitoes are beginning to emerge from flooded cavities in trees. This species is also very aggressive. The District will receive many service requests from residents in Marin and Sonoma counties very soon.
- Operations staff are working with property owners to pump water from flooded agricultural fields to prevent or substantially reduce mosquito production and the potential need for repeated mosquito control applications.
- The Mechanic/Facilities Manager (MFM), Field Supervisors, and I continue to work on the preparation of the draft 2025/26 budget.
- The MFM and I are working daily on the procurement of capital items in the current fiscal year budget.
- The MFM and I have been following the construction of the new airboat included in the current budget closely. It is almost finished and we anticipate taking delivery in May.
- I am happy to report that the fuel management system replacement project included in the current budget has been completed. The project required a substantial amount of effort. The installation was seamless and the system is functioning well.
- We welcomed four returning seasonal staff to the operations department in March. We are pleased to have Sean Baker, Chris Carter, Michael Clarke, and Carly Everidge working with us for another season!
- We congratulated Steve Miller (Field Supervisor) and Tony Russo (Rodent Control Specialist) on their retirement on March 28<sup>th</sup>. Steve was a member of our team for 17 years and Tony for nearly 24 years. They will both be missed!
- We are in the final stages of recruitment for the Rodent Control Specialist position and will launch another recruitment for the Field Supervisor position soon. In the meantime, I will be responding to service requests for rodent-related issues and assisting the Field Supervisors with field operations.

## Scientific Programs Manager Update

### Scientific Programs Manager (SPM) Meetings Attended:

- Sonoma County Infectious Disease Task Force – presented on the invasive *Aedes* situation in California and the efforts of the District to detect it
- American Mosquito Control Association – presented a poster entitled “Innovative 3D Printed Traps: A Cost-Effective Solution for Mosquito Surveillance”
  - Received a lot of good feedback regarding the trap design/function
  - Left the trap for Puerto Rico Vector Control to try in the field
- Coastal Region Invasive Mosquito Symposium – attended the symposium at Alameda County Mosquito Abatement to discuss different aspects of invasive *Aedes* in the coastal region
- Mosquito and Vector Control Association of California – attended the quarterly meeting in Sacramento and led the Vector and Vector-borne Disease Committee meeting

### February/March Highlights

- SPM Furey and Lead Biologist (LB) Brooks participated in strategic planning meetings at the District
- Biologist Holt completed the testing of the 2024 ticks collected by the District
- LB Brooks, along with field supervisors, conducted the annual best management practices training for all staff
- SPM Furey provided training for all full-time staff on West Nile virus, Ticks of Marin and Sonoma Counties, and Invasive *Aedes*
- Lab staff conducted initial assays for methoprene resistance, determining the District’s susceptible colony is still susceptible
- Lab staff conducted initial bottle bioassays using Zenivex, determining the District’s susceptible colony is still susceptible
- Lab staff participated in giving a tour of the facilities and lab programs to members of the Lake County Vector Control District
- LB Brooks participated in the VeeMAC working group, providing valuable contributions to the programming and answering questions from District staff regarding the program
- Biologist Holt conducted the proficiency panel required for in-house testing of mosquitoes for West Nile virus, St. Louis encephalitis virus, and western equine encephalitis virus
- The lab welcomed two seasonal employees: Robin Hinks and Elijah Alter. They are a wonderful addition to our team and have hit the ground running, helping to prepare for the adult mosquito season
- SPM Furey and Field Supervisor Marc Nadale, with help from Field Supervisor Jason Sequeira and LB Brooks, conducted onboarding and training for seasonal staff
- All lab staff set weekly traps targeting *Aedes sierrensis* adults. Full adult mosquito surveillance EVS trapping will begin the week of April 1
- SPM Furey printed 40 Furey 3000 traps to use for laboratory EVS trapping
- SPM Furey completed the budget worksheet for the laboratory department for 2025/2026



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# Marin/Sonoma

## Mosquito and Vector Control

### District



## 2024

# Vector Surveillance Report

595 Helman Lane, Cotati, CA 94931

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(707) 285 - 2200 | [www.ms mosquito.org](http://www.ms mosquito.org)

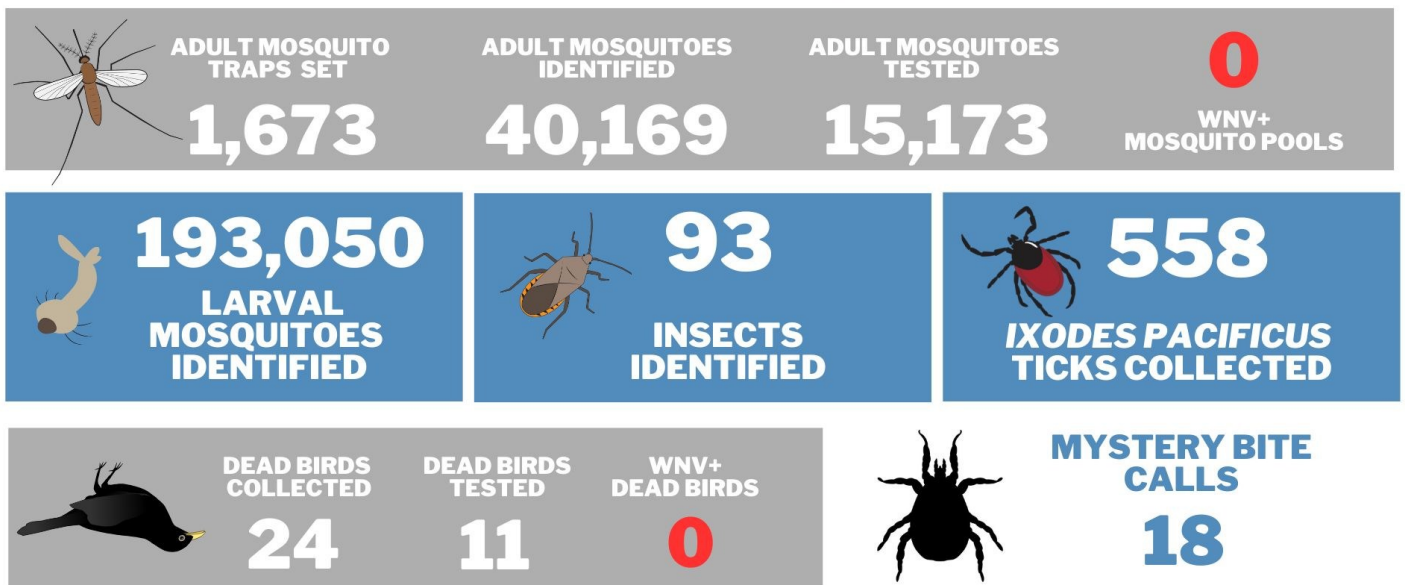
# Laboratory Program Overview

## Programs and Activities

The laboratory at the Marin/Sonoma Mosquito and Vector Control District (the District) contributes to the District’s mission of protecting the health and welfare of the communities it serves in many ways. This includes monitoring the species distribution and abundance of vectors and vector-borne diseases, evaluating the efficacy of mosquito control materials and equipment, and providing support for operations staff in surveillance and control. On a regular basis, laboratory staff are busy working on a number of projects and activities. Operations staff bring in larval samples daily for the laboratory to identify, helping the District to know where and when different species are active, and when it is time to institute source reduction and/or treat sources with a larvicide. Members of the public also submit photos and specimens of insects for laboratory staff to identify. This year the District processed 93 submissions. In addition, laboratory staff work closely with the District’s Rodent Control Specialist on unique cases involving mystery biting incidents, with particular attention to the tropical rat mite, as they can cause a significant issue for the public. The infographic below shows the extensive work completed by the laboratory in 2024.



## MSMVCD LABORATORY 2024 BY THE NUMBERS



# Laboratory Program Overview

## Arbovirus Surveillance Program

The Marin/Sonoma Mosquito and Vector Control District (the District) maintains a multifaceted surveillance program for arboviruses, including West Nile virus (WNV), St. Louis encephalitis virus (SLEV), and western equine encephalitis virus (WEEV). The District utilizes active and passive surveillance techniques to detect and quantify the density of mosquito populations and the intensity of virus transmission in the region. This information is then used to predict areas of elevated disease risk and inform critical vector control interventions to effectively and efficiently protect human health.

Since 2014, the District has conducted enhanced invasive mosquito surveillance efforts. The invasive species *Aedes aegypti* and *Aedes albopictus* have expanded their range throughout California, reaching closer to our county borders every year. These mosquitoes are aggressive daytime biters, and can make it virtually impossible to enjoy outdoor activities. They can also transmit diseases that our native mosquitoes cannot, making them a potential threat to public health. Neither species has been found in Marin or Sonoma counties, but we need your help! Call if you're being bitten by any mosquitoes, and make sure to let us know if it's during the daytime!

## An innovative 3D printed adult mosquito trap

The District sets over 1,800 adult mosquito traps annually, utilizing carbon dioxide and a light source to attract adult mosquitoes. During the 2024 adult mosquito season, staff evaluated the effectiveness of the conventional traps compared with another commercially available trap, as well as 3D printed traps. Measurements and field studies determined that all the new traps functioned better than the original. Though comparable in functionality, the 3D printed trap cost significantly less than the others. The development of this innovative trap demonstrates a cost effective and efficient alternative to commercially available traps for adult mosquito surveillance.



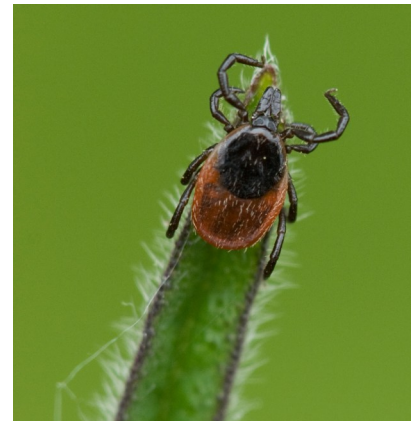
# Laboratory Program Overview

## Tick and Tick-Borne Disease

### Surveillance Program

Throughout the year, District laboratory staff collect ticks of different species and life stages from trails in state, regional, and local parks and recreation areas around Marin and Sonoma counties. Ticks are collected by dragging a one meter square flannel flag on the ground and in the vegetation along trails. Collected specimens are identified and separated by species, sex, and life stages to be tested for pathogens when appropriate. The three main species collected by the District are *Dermacentor occidentalis* (the Pacific Coast tick), *Dermacentor variabilis* (the American dog tick), and *Ixodes pacificus* (the western black-legged tick).

*Ixodes pacificus* is the common tick species in the area that can transmit *Borrelia burgdorferi*, the bacterium that causes Lyme disease. Adults and nymphs of this species are tested for this pathogen, as well as *Borrelia miyamotoi*, which is a bacteria that causes a relapsing fever-type illness. This bacteria has been found in *I. pacificus* throughout the state, including in Marin and Sonoma counties. In 2022, California’s first human case of disease linked to *B. miyamotoi* was identified in Marin County. *I. pacificus* also transmits the human pathogen *Anaplasma phagocytophilum*.



*Ixodes pacificus* female questing

In 2024, the Centers for Disease Control and Prevention determined that the American dog tick in California is a different species than in other parts of the United States. The new scientific name is *Dermacentor similis*.

## Tick species of Marin and Sonoma counties



*Dermacentor occidentalis*

Pacific Coast tick



*Dermacentor similis*

American dog tick



*Ixodes pacificus*

Western black-legged tick



# Arbovirus Surveillance

## Arbovirus Surveillance Program

In 2024, 144 mosquito pools\* from Marin County and 449 pools from Sonoma County were tested for WNV, SLEv, and WEEv. WNV was not detected in any mosquito pools tested in either county in 2024.

A total of 24 dead birds were collected, of which 11 were suitable for WNV testing. No birds from either county tested positive for WNV in 2024.

\*Female mosquitoes of the same species collected in the same trap are pooled by species (up to 50 per tube) to be tested for the presence of WNV, SLEv, and WEEv.

County	Species	# of Pools
Marin	<i>Culex erythrothorax</i>	67
	<i>Culex pipiens</i>	21
	<i>Culex stigmatosoma</i>	22
	<i>Culex tarsalis</i>	34
Sonoma	<i>Culex erythrothorax</i>	141
	<i>Culex pipiens</i>	48
	<i>Culex stigmatosoma</i>	128
	<i>Culex tarsalis</i>	132

WNV detection 2004 - 2023				
Year	Humans	Dead Birds	Mosquito Pools*	Sentinel Chickens
2004	0	72	1	0
2005	1	92	0	0
2006	1	29	5	0
2007	1	23	1	0
2008	0	12	2	0
2009	0	N/A	0	0
2010	0	N/A	0	0
2011	0	N/A	2	0
2012	0	28	3	1
2013	2	46	5	3
2014	0	43	12	3
2015	1	14	12	0
2016	0	13	2	N/A
2017	0	6	1	N/A
2018	0	0	1	N/A
2019	0	0	0	N/A
2020	0	1	0	N/A
2021	0	1	2	N/A
2022	0	1	0	N/A
2023	1	18	6	N/A
<b>2024</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

N/A indicates that testing was not conducted

### West Nile Virus Dead Bird Hotline

The California Department of Public Health runs a hotline that residents from any county in the state can call when they find a dead bird. If you find one, please let them know! When birds are the right species in the right conditions, the District can have them tested for WNV. Visit [westnile.ca.gov](http://westnile.ca.gov) for more info.



# Executive Summary

## Tick and Tick-Borne Disease

### Surveillance Program

In 2024, staff from the District visited seven parks in 13 sampling events, resulting in 515 *Ixodes pacificus* adults and 47 *I. pacificus* nymphs collected for testing. A multiplex real-time polymerase chain reaction (PCR) assay was used to test these ticks for two bacteria: *Borrelia burgdorferi* (the causative agent of Lyme disease) and *Borrelia miyamotoi* (a related bacterium that can cause a relapsing fever-type illness). Nymphal ticks were tested individually, while adult ticks were pooled by collection date, location, and sex. A maximum of five ticks were placed in each pool. In previous years, nymphal ticks were tested in pools as well. Therefore overall infection prevalences for both counties are presented below as Minimum Infection Prevalence (MIP).

Minimum Infection Prevalence (MIP) = (number of positive tick pools/total ticks tested)\*100

#### *Ixodes pacificus* testing for *Borrelia burgdorferi*: 2008 - 2024

County	Total Adults Tested	Minimum Infection Prevalence	Total Nymphs Tested	Minimum Infection Prevalence
Marin	7,953	2.10%	2,622	4.08%
Sonoma	9,506	1.53%	2,675	4.07%
Overall	17,459	1.79%	5,297	4.08%

#### *Ixodes pacificus* testing for *Borrelia miyamotoi*: 2016 - 2024

County	Total Adults Tested	Minimum Infection Prevalence	Total Nymphs Tested	Minimum Infection Prevalence
Marin	2,951	1.08%	1,012	0.99%
Sonoma	3,178	0.72%	832	1.08%
Overall	6,129	1.00%	1,844	1.03%

### 2024 Overview

**Marin County:** Nine pools of adults tested positive for *Borrelia burgdorferi*. One pool of adults and one nymph tested positive for *Borrelia miyamotoi*.

**Sonoma County:** One pool of adults tested positive for *Borrelia burgdorferi*. Four pools of adults tested positive for *Borrelia miyamotoi*.

Visit our website at [www.msosquito.org/tick-surveillance](http://www.msosquito.org/tick-surveillance) for detailed information about cumulative tick collections at specific parks.





# 2024 Adult Tick Testing

## Tick and Tick-Borne Disease

### Surveillance Program

County	Park/Trail	Adults Tested (Pools)	<i>Borrelia burgdorferi</i>		<i>Borrelia miyamotoi</i>	
			Pos. Pools	MIP	Pos. Pools	MIP
Marin	<b>Bald Hill Open Space Preserve</b>	<b>74 (16)</b>	<b>2</b>	<b>2.70%</b>	<b>1</b>	<b>1.35%</b>
	Connector to Sky Ranch Trail	30 (7)	1	3.33%	0	0.00%
	Yolanda Trail	44 (9)	1	2.28%	1	2.28%
	<b>Gary Giacomini Open Space Preserve</b>	<b>21 (6)</b>	<b>1</b>	<b>4.76%</b>	<b>0</b>	<b>0.00%</b>
	Willis Evans Trail	21 (6)	1	4.76%	0	0.00%
	<b>Marin Municipal Water District</b>	<b>16 (4)</b>	<b>2</b>	<b>12.5%</b>	<b>0</b>	<b>0.00%</b>
	Sunnyside Trail	16 (4)	2	12.5%	0	0.00%
	<b>Mount Tamalpais State Park</b>	<b>140 (28)</b>	<b>4</b>	<b>2.86%</b>	<b>0</b>	<b>0.00%</b>
	Alice Eastwood Trail	110 (22)	3	2.73%	0	0.00%
	Panoramic Trail	30 (6)	1	3.33%	0	0.00%
<b>Total</b>	<b>251 (54)</b>	<b>9</b>	<b>3.59%</b>	<b>1</b>	<b>0.40%</b>	
Sonoma	<b>Hood Mountain Regional Park</b>	<b>62 (14)</b>	<b>0</b>	<b>0.00%</b>	<b>1</b>	<b>1.61%</b>
	Lower Johnson Ridge Trail	62 (14)	0	0.00%	1	1.61%
	<b>Shiloh Ranch Regional Park</b>	<b>192 (41)</b>	<b>1</b>	<b>0.052%</b>	<b>3</b>	<b>1.56%</b>
	Big Leaf Trail	192 (41)	1	0.052%	3	1.56%
	<b>Sugarloaf State Park</b>	<b>10 (4)</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
	Canyon Trail	1 (1)	0	0.00%	0	0.00%
	Hillside Trail	8 (2)	0	0.00%	0	0.00%
	Pony Gate Trail	1 (1)	0	0.00%	0	0.00%
<b>Total</b>	<b>264 (59)</b>	<b>1</b>	<b>0.38%</b>	<b>4</b>	<b>1.52%</b>	

Minimum Infection Prevalence (MIP) = (number of positive tick pools/total ticks tested)\*100

# indicates site/trail not previously sampled



# 2024 Nymphal Tick Testing

## Tick and Tick-Borne Disease

### Surveillance Program

County	Park/Trail	Nymphs Tested	<i>Borrelia burgdorferi</i>		<i>Borrelia miyamotoi</i>	
			Pos. Pools	MIP	Pos. Pools	MIP
Marin	<b>Bald Hill Open Space Preserve</b>	<b>1</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
	Connector to Sky Ranch Trail	1	0	0.00%	0	0.00%
	Yolanda Trail	0	n/a	n/a	n/a	n/a
	<b>Gary Giacomini Open Space Preserve</b>	<b>42</b>	<b>0</b>	<b>0.00%</b>	<b>1</b>	<b>2.38%</b>
	Willis Evans Trail	42	0	0.00%	1	2.38%
	<b>Marin Municipal Water District</b>	<b>0</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
	Sunnyside Trail	0	n/a	n/a	n/a	n/a
	<b>Mount Tamalpais State Park</b>	<b>4</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
	Alice Eastwood Trail	4	0	0.00%	0	0.00%
	Panoramic Trail	0	n/a	n/a	n/a	n/a
<b>Total</b>	<b>47</b>	<b>0</b>	<b>0.00%</b>	<b>1</b>	<b>2.13%</b>	
Sonoma	<b>Hood Mountain Regional Park</b>	<b>0</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
	Lower Johnson Ridge Trail	0	n/a	n/a	n/a	n/a
	<b>Shiloh Ranch Regional Park</b>	<b>0</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
	Big Leaf Trail	0	n/a	n/a	n/a	n/a
	<b>Sugarloaf State Park</b>	<b>0</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
	Canyon Trail	0	n/a	n/a	n/a	n/a
	Hillside Trail	0	n/a	n/a	n/a	n/a
	Pony Gate Trail	0	n/a	n/a	n/a	n/a
<b>Total</b>	<b>0</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	

Infection Prevalence (IP) = (number of positive ticks/total ticks tested)\*100

# indicates site/trail not previously sampled





# Tick Safety Tips

## Tick and Tick-Borne Disease

### Surveillance Program

#### **Before entering tick habitat, take the following precautions**

- Consider applying an effective tick repellent to exposed skin that has one of the following EPA-registered active ingredients: DEET, picaridin, IR3535, oil of lemon eucalyptus (OLE), or para-menthane-diol (PMD).
- Consider pretreating clothing/personal outdoor equipment with a product labeled for tick protection, such as permethrin.
- It is important to read repellent and permethrin product labels carefully before applying.
- Wear light-colored clothing (making it easier to spot ticks).
- Wear long pants, long sleeves, and long socks whenever possible. This makes it more difficult for ticks to get to your skin.

#### **While in tick habitat**

- Stay on trails. Adult ticks are typically more abundant on uphill sides of trails.
- Avoid contact with nymphal habitats, including leaf litter, downed logs, and tree trunks.
- Periodically check people and animals for ticks.

#### **After exiting tick habitat**

- Check people and animals for ticks, promptly removing any that might be on clothing or skin.
- Tumble dry clothes in a dryer on high heat for 10 minutes to kill ticks.
- Shower after coming indoors and carefully check for ticks.
- Properly remove any attached ticks immediately.

#### **How to properly remove a tick**

- Ideally, use tweezers to grasp the head of the tick as close to the skin as possible.
- Pull upward with steady, even pressure. DO NOT twist or jerk the tick; this can cause the mouthparts to break off and remain in the skin. If this happens, remove the mouthparts with tweezers. If you are unable to remove the mouthparts easily with clean tweezers, leave it alone and let the skin heal.
- After removing the tick, thoroughly clean the bite area and your hands with rubbing alcohol or soap and water.
- Never crush a tick with your fingers. Dispose of a live tick by putting it in alcohol, placing in a sealed bag/container, wrapping it tightly in tape, or flushing it down the toilet.
- If redness or pain develops at the tick site, consult your physician.



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**DATE: April 9, 2025**

**SUBJECT: Adoption of Resolution No. 2024/25-XX Honoring the Memory and Service of Edward Schulze**

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**BACKGROUND:**

Edward Schulze was appointed to the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District in May 2005. Over the course of more than two decades, Ed demonstrated unwavering dedication to the District's mission of protecting public health through vector surveillance and control. His leadership, insight, and service on a wide range of committees, including Legislative, Fiscal Strategies, Executive, Public Outreach, and many others—greatly contributed to the Board's effective governance and long-term strategic planning.

Ed served as Board President in 2012 and consistently championed initiatives that prioritized community engagement, fiscal responsibility, and innovation in vector control operations. His passing represents a significant loss for the District and the community it serves.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Trustees adopt Resolution No. 2024/25-XX Honoring the Memory and Service of Edward Schulze. This resolution formally acknowledges his exceptional service, leadership, and impact on the District, and expresses the Board's condolences to his family and loved ones.

**FISCAL IMPACT:**

There is no direct fiscal impact associated with the adoption of this resolution.

**RESOLUTION NO. 2024/25-XX**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT  
HONORING THE MEMORY AND SERVICE OF EDWARD SCHULZE**

**WHEREAS**, Edward Schulze was appointed to the Marin/Sonoma Mosquito and Vector Control District Board in May 2005, and devoted over 20 years of dedicated service to the Board and the community; and

**WHEREAS**, during his remarkable tenure, Ed played a pivotal role in advancing the mission of the Board, contributing his expertise, leadership, and passion to many important initiatives and committees; and

**WHEREAS**, throughout his time on the Board, Ed served on numerous committees, helping shape the strategic direction and ensure sound governance, including his involvement with the **Legislative, Nominating, West Marin, Fiscal Strategies, Executive, Audit, Budget, Compensation, Solar, District Manager Search, Public Outreach, and Legislative & Regulatory Committees**; and

**WHEREAS**, Ed's leadership was especially evident when he served as **Board President in 2012**, guiding the organization through key decisions with unwavering dedication to the mission of the Marin/Sonoma Mosquito and Vector Control District; and

**WHEREAS**, Ed's service on the **Legislative, Nominating, West Marin, Fiscal Strategies, Executive**, and other committees throughout the years played an essential role in the Board's ability to address complex issues, prioritize fiscal responsibility, and respond to the needs of the community; and

**WHEREAS**, Ed's legacy is marked by his commitment to enhancing public health, his strategic vision, and his unyielding support for the goals of the Marin/Sonoma Mosquito and Vector Control District; and

**WHEREAS**, Ed's passing leaves a lasting void within the Board and the community, yet his work and contributions will continue to serve as a foundation for future generations; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Marin/Sonoma Mosquito and Vector Control District Board honors and remembers Ed Schulze for his outstanding service, leadership, and the immeasurable impact he had during his two decades of service; and

**BE IT FURTHER RESOLVED**, that the Marin/Sonoma Mosquito and Vector Control District Board extends its deepest condolences to his family and loved ones, and expresses its profound gratitude for his tireless dedication to public service.

**IN WITNESS WHEREOF**, this resolution has been duly adopted by the Marin/Sonoma Mosquito and Vector Control District Board this April 9, 2025, by the following roll call vote:

	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
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"/>
Phill Carter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Conrad	<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"/>
Laurie Gallian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rika Gopinath	<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"/>
Jake Mackenzie	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alison Marquiss	<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"/>
Carol Pigoni	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Piper Primrose	<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"/>
David Witt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vote Totals:				

ATTEST:

APPROVED:

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Susan Harvey  
Secretary, Board of Trustees

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David Witt  
President, Board of Trustees



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**DATE: April 9, 2025**

**SUBJECT:** Adoption of Resolution Honoring Teresa Thomas-Nett, Marc Nadale, Chris Mohrman, Kristen Holt, and Kevin Beardsley for 20 Years of Dedicated Service

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**BACKGROUND:**

Recognizing the long-term contributions of employees is a key part of maintaining a supportive and appreciative workplace culture. The District wishes to formally honor five employees—Teresa Thomas-Nett, Marc Nadale, Chris Mohrman, Kristen Holt, and Kevin Beardsley—for reaching the significant milestone of 20 years of service.

Over the past two decades, these employees have demonstrated unwavering commitment to the mission of the District, contributing to both field and administrative operations. Their work has helped ensure the effective delivery of public health services to the residents of Marin and Sonoma counties and has advanced the District’s values of professionalism, integrity, and community service.

To acknowledge and celebrate their accomplishments, staff has prepared a resolution recognizing their years of service, which is presented for the Board’s consideration and adoption.

**STAFF RECOMMENDATION:**

Staff recommends that the Board adopt Resolution No. 2024/25-XX Honoring Teresa Thomas-Nett, Marc Nadale, Chris Mohrman, Kristen Holt, and Kevin Beardsley for 20 years of exemplary service to the District.

**FISCAL IMPACT:**

There is no direct fiscal impact associated with the adoption of this resolution.

**RESOLUTION NO. 2024/25-XX**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT**

**HONORING TERESA THOMAS-NETT, MARC NADALE, CHRIS MOHRMAN,  
KRISTEN HOLT, AND KEVIN BEARDSLEY FOR 20 YEARS OF DEDICATED  
SERVICE**

WHEREAS, Teresa Thomas-Nett, Marc Nadale, Chris Mohrman, Kristen Holt, and Kevin Beardsley have each served the Marin/Sonoma Mosquito and Vector Control District with dedication and professionalism for 20 years; and

WHEREAS, over the course of two decades, these five employees have made substantial contributions to the mission of the District, promoting public health and environmental stewardship through excellence in mosquito and vector control operations; and

WHEREAS, Teresa, Marc, Chris, Kristen, and Kevin have each brought unique skills, unwavering commitment, and a spirit of collaboration to their roles, supporting both field and administrative operations across the District; and

WHEREAS, their institutional knowledge, reliability, and hard work have strengthened the District's ability to serve the residents of Marin and Sonoma counties with consistent, science-based, and community-focused services; and

WHEREAS, their commitment has helped advance innovation, improve service delivery, and support a positive and professional workplace culture; and

WHEREAS, the District recognizes that the impact of long-serving employees reaches far beyond job titles, touching the lives of colleagues, community members, and future generations of public health professionals; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District does hereby recognize and express its sincere appreciation to Teresa Thomas-Nett, Marc Nadale, Chris Mohrman, Kristen Holt, and Kevin Beardsley for 20 years of exceptional service; and

BE IT FURTHER RESOLVED, that the Board commends their contributions, celebrates their milestones, and offers heartfelt gratitude for their dedication to protecting public health and improving the quality of life in our communities.

IN WITNESS WHEREOF, this resolution has been duly adopted by the Marin/Sonoma Mosquito and Vector Control District Board this April 9, 2025, 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"/>
Phill Carter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Conrad	<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"/>
Laurie Gallian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rika Gopinath	<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"/>
Jake Mackenzie	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alison Marquiss	<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"/>
Carol Pigoni	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Piper Primrose	<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"/>
David Witt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vote Totals:				

ATTEST:

APPROVED:

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Susan Harvey  
Secretary, Board of Trustees

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David Witt  
President, Board of Trustees



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**DATE: April 9, 2025**

**SUBJECT: Adoption of Resolution Honoring Steve Miller and Tony Russo for Their Years of Dedicated Service Upon Retirement**

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**BACKGROUND:**

The District is proud to recognize and celebrate the retirements of two longtime employees—Steve Miller and Tony Russo—who have served the organization with distinction for 17 and 24 years, respectively.

Steve and Tony have each made meaningful contributions to the success of the District through their leadership, technical expertise, and commitment to public service. Their efforts have supported the District’s mission to safeguard the health and comfort of residents in Marin and Sonoma counties through effective mosquito and vector control operations.

Their decades of service have not only advanced the District’s work but also fostered a culture of teamwork, professionalism, and excellence. As they each transition into retirement, it is appropriate and well-deserved that the Board formally recognize their careers and convey its appreciation for their dedication.

**STAFF RECOMMENDATION:**

Staff recommends that the Board adopt Resolution No. 2024/25-XX Honoring Steve Miller and Tony Russo for their exceptional service and extending best wishes for their retirements.

**FISCAL IMPACT:**

There is no direct fiscal impact associated with the adoption of this resolution.



**RESOLUTION NO. 2024/25-XX**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT**

**HONORING STEVE MILLER AND TONY RUSSO FOR THEIR YEARS OF  
DEDICATED SERVICE UPON RETIREMENT**

WHEREAS, Steve Miller and Tony Russo have faithfully served the Marin/Sonoma Mosquito and Vector Control District for 17 and 24 years respectively, contributing significantly to the mission and day-to-day operations of the District; and

WHEREAS, throughout their careers, Steve and Tony demonstrated exceptional professionalism, dedication, and teamwork, helping to ensure the health and safety of the communities in Marin and Sonoma counties; and

WHEREAS, Steve Miller is recognized for his steady leadership, technical expertise, and commitment to field operations, leaving a lasting impact on his colleagues and the community; and

WHEREAS, Tony Russo is commended for his extensive service, institutional knowledge, and strong work ethic, which have greatly benefited the District's programs and initiatives; and

WHEREAS, the contributions of Steve and Tony have helped strengthen the District's ability to respond to vector-borne disease challenges with integrity and scientific rigor; and

WHEREAS, their retirements mark the conclusion of long and distinguished careers in public service, and their presence and wisdom will be greatly missed by staff and colleagues alike; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District does hereby express its sincere appreciation to Steve Miller and Tony Russo for their outstanding service and congratulates them on their well-earned retirements; and

BE IT FURTHER RESOLVED, that the Board extends its best wishes to Steve and Tony for a healthy, joyful, and fulfilling retirement.

IN WITNESS WHEREOF, this resolution has been duly adopted by the Marin/Sonoma Mosquito and Vector Control District Board this April 9, 2025, by the following roll call vote:

	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
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"/>
Phill Carter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Conrad	<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"/>
Laurie Gallian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rika Gopinath	<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"/>
Jake Mackenzie	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alison Marquiss	<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"/>
Carol Pigoni	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Piper Primrose	<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"/>
David Witt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vote Totals:				

ATTEST:

APPROVED:

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Susan Harvey  
Secretary, Board of Trustees

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David Witt  
President, Board of Trustees



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**DATE: April 9, 2025**

**SUBJECT: Committee Realignment – Transition of Policy Committee to Ad Hoc Status and General Committee Interest Outreach**

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**BACKGROUND:**

The District currently operates with several standing committees, including the Policy Committee, which reviews and recommends updates to District policies and procedures. At this time, staff and the Board President are recommending a realignment of committee structures to better reflect the current needs and workload of the Board.

Specifically, the Policy Committee would be transitioned from a standing committee to an ad hoc committee. This change would allow the Board to convene the committee as needed to address specific policy matters, rather than maintaining a standing meeting schedule. This approach aligns with best practices for ensuring focused, time-limited committee work while preserving flexibility.

Additionally, in preparation for upcoming projects and committee assignments, Board members are encouraged to notify the Board President if they are interested in serving on any District committees.

**STAFF RECOMMENDATION:**

Staff recommend that the Board approve the transition of the Policy Committee from a standing committee to an ad hoc committee. Staff also recommends that the Board authorize the Board President to receive expressions of interest from Trustees who wish to serve on a committee.

**FISCAL IMPACT:**

There is no direct fiscal impact associated with this action.

# Marin/Sonoma Mosquito Vector Control District

## 2025 DRAFT Committee Roster

### **Executive:**    (*Standing Committee*)

Provides board leadership, supports the Manager’s goal setting and performance evaluation, and remains responsive to Trustee concerns.

- President – David Witt
- 1<sup>st</sup> Vice President – Laurie Gallian
- 2<sup>nd</sup> Vice President – Cathy Benediktsson
- Secretary – Susan Harvey
- Immediate Past President – Carol Pigoni
- At Large – Tamara Davis

### **Finance:**    (*Standing Committee*)

Reviews and assesses the District’s long-term financial health, budget, and audit reports, making informed recommendations to the Board.

- Cathy Benediktsson
- Gail Bloom
- Tamara Davis
- Laurie Gallian
- Susan Harvey
- Susan Hootkins
- Shaun McCaffery
- Carol Pigoni
- Richard Snyder

### **Policy:**        (*Ad hoc Committee*)

Oversee the development, review, and recommendation of policies guiding District operations and governance.

- Tamara Davis
- David Witt
- Laurie Gallian
- Jake Mackenzie

# Marin/Sonoma Mosquito Vector Control District

## 2025 DRAFT Committee Roster

### **Legislative:**    *(Ad hoc Committee)*

Monitors proposed legislation and MVCAC regulations, providing recommendations to the Board.

- Tamara Davis, Chair
- *Vacant*

### **Nominating:**    *(Ad hoc Committee)*

Selects nominees for next year's Board Officer positions.

- Tamara Davis
- *Vacant*
- *Vacant*

### **Facility Improvement:**    *(Ad hoc Committee)*

Oversee the planning, development, and maintenance of the organization's physical facilities.

- Vicki Nichols, Chair
- Gail Bloom
- Richard Snyder
- Cathy Benediktsson
- David Witt
- Susan Harvey
- Carol Pigoni
- Bruce Ackerman

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



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**DATE: April 9, 2025**

**SUBJECT: Request for Proposals (RFP)- Information Technology and Network Management Services**

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**BACKGROUND:**

The Marin-Sonoma Mosquito and Vector Control District (District) relies heavily on robust information technology infrastructure to support both administrative functions and field operations. With approximately 40 employees, the District uses a combination of hosted servers, mobile field data collection devices, and internal communication systems that require professional IT management.

To continue ensuring secure, reliable, and forward-thinking technology services, the District is proposing to issue a Request for Proposals (RFP) seeking qualified firms or independent contractors to provide comprehensive IT and network management services. The RFP will be issued on April 10, 2025, and proposals are due by May 6, 2025, at 3:30 p.m.

The scope of work includes but is not limited to: network and infrastructure support, cybersecurity, mobile device management, database administration, strategic IT planning, and help desk support.

**STAFF RECOMMENDATION:**

Staff recommend the Board authorize the continuation of the RFP process and direct the District Manager to review all submitted proposals following the May 6, 2025, deadline. Staff further recommend scheduling interviews with top-ranked firms and bringing a final recommendation for contract award to the Board at the regular meeting in May 2025.

**FISCAL IMPACT:**

The fiscal impact will be determined upon selection of a vendor and finalization of the service agreement. The selected vendor's proposal will include a detailed pricing structure, including hourly rates and any fixed-fee services. Costs are expected to be consistent with current budget projections for IT services and will be incorporated into the FY 2025–26 District Budget.



## **REQUEST FOR PROPOSALS**

BY MARIN-SONOMA MOSQUITO AND VECTOR CONTROL DISTRICT

### **FOR INFORMATION TECHNOLOGY AND NETWORK MANAGEMENT SERVICES**

Proposal Issued: April 10, 2025

Proposals Due By: May 6, 2025, at 3:30 p.m.

Questions Due By: May 1, 2025, at 3:30 p.m.

Contract Start Date: June 15, 2025

### **SUBMISSION INSTRUCTIONS**

Proposers shall submit proposals digitally in a PDF file format, not to exceed 15 pages, via email to:

Peter Bonkrude, MS- District Manager

[pbonkrude@msmosquito.org](mailto:pbonkrude@msmosquito.org)

### **INQUIRIES**

Questions regarding this RFP may be directed to Peter Bonkrude, MS- District Manager at [pbonkrude@msmosquito.org](mailto:pbonkrude@msmosquito.org)

#### **1. INTRODUCTION**

The Marin-Sonoma Mosquito and Vector Control District (the "District") is soliciting proposals from qualified firms or independent contractors ("proposers") to provide information technology and network management services. The District requires robust IT support for its operational needs, including field data collection, hosted server environments, cybersecurity, and general IT management for a staff of 40 employees.

## **2. BACKGROUND**

The District is an independent, publicly funded special district serving Marin and Sonoma counties. Its mission is to protect public health by managing vector populations and vector-borne diseases through surveillance, research, and control operations. The District relies on modern IT systems to facilitate field data collection, secure network infrastructure, and seamless communication between administrative and field staff.

## **3. SCOPE OF WORK**

The selected consultant will be responsible for providing comprehensive IT services, including but not limited to:

### **A. Network and Infrastructure Support**

- Management and maintenance of LAN/WAN, VPN, and wireless networks.
- Server administration, including cloud-hosted and on-premise systems.
- Security management, including firewall configuration and intrusion detection.
- Remote access solutions for field staff.

### **B. User and Help Desk Support**

- Troubleshooting and technical assistance for staff (remote and onsite support).
- Email, collaboration, and productivity tool management (e.g., Microsoft 365, Google Workspace).
- IT asset inventory and lifecycle management.

### **C. Field Data Collection and Mobile Device Management**

- Support for mobile devices used for GIS mapping, field surveys, and reporting.
- Integration of field data collection tools with centralized databases.
- Cybersecurity for remote access and mobile devices.
- Support for Mobile Device Management software and rollout

### **D. Cybersecurity and Compliance**

- Implementation of cybersecurity best practices and compliance with government regulations.
- Regular security audits, vulnerability assessments, and penetration testing.
- Disaster recovery planning and data backup solutions.

### **E. Software and Database Administration**

- Database management and optimization for field data and operational records.



- Support and maintenance of GIS and vector control tracking systems.
- Ensuring software compliance and license management.

#### **F. Strategic IT Planning and Consultation**

- Recommendations for system upgrades and modernization efforts.
- Development of IT policies and best practices for data governance.
- Training sessions for staff on cybersecurity awareness and IT best practices.

### **4. PROPOSAL CONTENT**

- **Certifications:** A list of relevant professional certifications held by the firm or key personnel, such as NIST 800 series compliance, Cisco certifications (e.g., CCNA, CCNP), Microsoft Certified Professional (MCP), Apple Certified Support Professional (ACSP), or equivalent credentials.

Proposals must include the following information:

- **Firm Information:** Company name, address, and primary contact details.
- **Experience & Qualifications:** A summary of relevant experience providing IT services to similar agencies or organizations.
- **Project Approach & Methodology:** A description of how your firm will meet the scope of work requirements.
- **Team & Personnel:** A list of key personnel assigned to the project and their qualifications.
- **References:** At least three client references for similar IT support projects.
- **Pricing & Fee Structure:** A detailed breakdown of pricing, including hourly rates and fixed-fee services.
- **Insurance Coverage:** Proof of professional liability insurance.

### **5. EVALUATION AND SELECTION CRITERIA**

Proposals will be evaluated based on the following criteria:

**Experience & Qualifications**– Relevant experience in IT services, particularly in the public sector.

**Approach & Methodology**– Quality and feasibility of the proposed plan.

**Staffing & Availability**– Adequacy of proposed team and responsiveness.

**Pricing & Cost Efficiency**– Competitive pricing and cost-effectiveness.

**References & Past Performance**– Feedback from previous clients.

## 6. GENERAL CONDITIONS

- **Conflict of Interest Statement:** Proposers must disclose any potential conflicts of interest, in compliance with California Public Contract Code, to ensure adherence to ethical standards.
- **Accessibility Standards:** All IT services and products provided under this RFP must comply with applicable accessibility standards, including Section 508 of the Rehabilitation Act, to ensure inclusivity and compliance with federal and state regulations.

The District reserves the right to modify the RFP process, request additional information, or reject any or all proposals. All proposal costs are to be borne by the proposer. The District reserves the right to negotiate final contract terms with the selected vendor. The contract is anticipated to be a multi-year agreement, subject to annual review and renewal.

## 7. CONTRACT TERMS

The initial contract will be for a three-year term, commencing **June 15, 2025**, with an option to extend for an additional two years upon satisfactory performance and mutual agreement.

## 8. TIMELINE

RFP Issued: April 10, 2025

Proposals Due By: May 6, 2025, at 3:30 p.m.

Questions Due By: May 1, 2025, at 3:30 p.m.

Evaluation & Interviews: May 2025

Award Notification: May 2025

Contract Start Date: June 15, 2025

## 9. CONTACT INFORMATION

For inquiries regarding this RFP, please contact:

Peter Bonkrude, MS

Marin-Sonoma Mosquito and Vector Control District

pbonkrude@msmosquito.org

707-285-2200

## Supplemental Scope and Requirements

### Optional Services

- - Database Administration including MySQL, MS SQL Server, and Powershell scripting.
- - Data integration and migration using APIs or structured data files (e.g., CSV).
- - Mobile Device Management using Apple Business Manager.
- - Assistance with GIS-based field data collection systems.

### Required Qualifications

- - Bachelor's degree in Computer Science, Information Systems, or equivalent experience.
- - Expertise in Microsoft and Apple operating environments.
- - Experience with public sector IT requirements and data protection laws.
- - Ability to respond to critical system outages or cyber incidents promptly.

### Proposal Format Guidelines

- - Submit as a single PDF document, not to exceed 15 pages.
- - Include contact information, staff bios, project approach, references, and fee structure.
- - Be concise and relevant; lengthy or promotional materials are discouraged.

### General Conditions

- - All proposals become public record under the California Public Records Act.
- - The District is not liable for costs incurred in proposal preparation or interviews.
- - The District reserves the right to modify the RFP timeline, scope, or selection process.