

Marin/Sonoma Mosquito & Vector Control District

Board of Trustees
595 Helman Lane
Cotati, CA 94931

December 11, 2024
MINUTES

1. **CALL TO ORDER**

President Pigoni 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
Davis, Tamara
Gopinath, Rika *Arrived at 6:01*
Harvey, Susan
Hootkins, Susan
Kubota, Evan

Marquiss, Alison
McCaffery, Shaun
Nichols, Vicki
Schulze, Ed
Snyder, Richard
Witt, David *Arrived at 6:13*
Pigoni, Carol

Members absent:

Gallian, Laurie
Rowland Jr., Herb

Open seats: Rohnert Park, Ross, one Marin County at Large, San Anselmo, Santa Rosa, Sebastopol and one Sonoma County at Large

Others present:

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

A quorum was present, and due notice had been published.

4. **PUBLIC TIME**

No public comment.

5. CONSENT CALENDAR

A. CHANGES TO AGENDA/APPROVAL OF AGENDA

B. MINUTES – Minutes of Board Meeting held on October 9, 2024.

C. FINANCIAL REPORTS – Accept Financial Reports for October and November 2024.

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

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Gopinath, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Alison Marquiss, Trustee McCaffery, Trustee Nichols, Trustee Schulze, Trustee Snyder and Trustee Pigoni

No: (none)

Abstain: (none)

Absent: Trustee Gallian, Trustee Rowland, and Trustee Witt

6. ITEMS REMOVED FROM CONSENT

No items removed from the consent calendar.

7. INFORMATION ONLY

No information only items.

8. COMMITTEE REPORTS

A. Executive Committee

No Report

B. Facility Improvement Committee

Committee Chair Vicki Nichols introduced the committee members and provided a summary of the two meetings held previously with one being a site visit. The committee thoroughly reviewed documents and discussed the fundamentals of improving the facility, including the financial aspects and schematic designs. The committee plans to meet again soon, the overall goal is to provide recommendations to the board.

C. Policy Committee

No Report

D. Nominating Committee

Committee Chair Ed Schulze presented the nominations for Board Officers positions for 2025: President – David Witt, 1st Vice President – Laurie Gallian, 2nd Vice President – Cathy Benediktsson and Secretary – Susan Harvey.

9. DEPARTMENT REPORTS

A. Administrative/Manager’s Report

Manager Bonkrude added to his written report; we are currently scheduling presentations to all the appointing city/town councils and board of supervisors. This is to provide a quick introduction as the new District Manager, give an update on the 2024 season and explain what is planned for 2025 season. We will provide the calendared dates so that you can attend if you choose. Lastly, he thanked Trustee Rich and Trustee Rowland and extended the gratitude to all the board members for their service at the District.

B. Operations/Assistant Manager’s Report

District Manager Bonkrude stated Assistant Manager Hawk didn’t have any additional information to add to his report.

C. Laboratory/Scientific Programs Manager’s Report

Scientific Programs Manager Dr. Furey added to her written report that the results for the Tick Surveillance Survey show that the adult *Ixodes pacificus* are out and in abundance so be mindful when you are out hiking.

10. NEW BUSINESS

A. Discussion and/or approval to authorize the District Manager to Surplus District Property (Attachment A) per Board Policy 4030

It was M/S Trustee Snyder/Trustee McCaffery to authorize the District Manager to surplus district property (Attachment A) per Board Policy 4030.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Gopinath, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Alison Marquiss, Trustee McCaffery, Trustee Nichols, Trustee Schulze, Trustee Snyder, Trustee Witt and Trustee Pigoni

No: (none)

Abstain: (none)

Absent: Trustee Gallian and Trustee Rowland

B. Discussion and/or Approval of Purchase and Implementation of GovInvest Software for Financial Forecasting and Long-Term Planning

It was M/S Trustee Snyder/Trustee Davis to approve the purchase and implementation of GovInvest software for financial forecasting and long-term planning.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Gopinath, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Alison Marquiss, Trustee McCaffery, Trustee Nichols, Trustee Schulze, Trustee Snyder, Trustee Witt and Trustee Pigoni

No: (none)

Abstain: (none)

Absent: Trustee Gallian and Trustee Rowland

C. Proclamation Honoring Trustee Diana Rich for her Dedicated Service to the District and its Mission

It was M/S Trustee Davis/Trustee Nichols to approve Proclamation 2024/25-01 Honoring Trustee Diana Rich for her Dedicated Service to the District and its Mission.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Gopinath, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Alison Marquiss, Trustee McCaffery, Trustee Nichols, Trustee Schulze, Trustee Snyder, Trustee Witt and Trustee Pigoni

No: (none)

Abstain: (none)

Absent: Trustee Gallian and Trustee Rowland

D. Proclamation Honoring Trustee Herb Rowland for his Dedicated Service to the District and its Mission

It was M/S Trustee Snyder/Trustee Schulze to approve Proclamation 2024/25-02 Honoring Trustee Herb Rowland for his Dedicated Service to the District and its Mission.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Gopinath, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Alison Marquiss, Trustee McCaffery, Trustee Nichols, Trustee Schulze, Trustee Snyder, Trustee Witt and Trustee Pigoni

No: (none)

Abstain: (none)

Absent: Trustee Gallian and Trustee Rowland

E. Discussion and/or Approval to Cancel the Regular Board Meeting Date, January 8, 2025, and To Schedule a Special Board Meeting for January 15, 2025.

It was M/S Trustee Nichols/Trustee McCaffery to approve the cancelation of the Regular Board Meeting January 8, 2025, and to schedule a Special Board Meeting on January 15, 2025.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Gopinath, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Alison Marquiss, Trustee McCaffery, Trustee Nichols, Trustee Schulze, Trustee Snyder, Trustee Witt and Trustee Pigoni

No: (none)

Abstain: (none)

Absent: Trustee Gallian and Trustee Rowland

11. WRITTEN COMMUNICATIONS

No written communications.

12. OPEN TIME FOR BOARD OR STAFF COMMENTS

Trustee Nichols mentioned that the current Marin satellite meeting location will not be available for some of the months in 2025: February, May, September and November, but are looking into alternative locations.

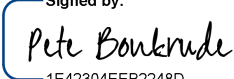
Trustee Davis explained that Trustee Gallian apologized for missing tonight’s meeting but wanted to wish everyone a Happy Holiday. Trustee Davis expressed the same sentiments.

Trustee Gopinath expressed sincere gratitude from the City of San Rafael Manager to District Manager Bonkrude and Rodent Control Specialist Tony Russo for assisting in a rodent control issue in the Canal area of San Rafael.

District Manager Bonkrude wished everyone a Happy Holidays. He explained that year 2024 has gone by quickly, and is looking forward to the 2025 new year.

13. ADJOURNMENT

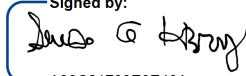
There being no further business to come before the Board, it was M/S Trustee Davis/Trustee Schulze to adjourn the meeting at 6:47 p.m.

Signed by:

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District Representative
MSMVCD

1/16/2025

Date of Approval

Signed by:

A30C21703E0E40A...

Trustee
MSMVCD Board of Trustees

1/16/2025

Date of Approval