

Marin/Sonoma Mosquito & Vector Control District

Board of Trustees
595 Helman Lane
Cotati, CA 94931

Meeting Held via Videoconference
May 11, 2022

SPECIAL & REGULAR BOARD MEETING MINUTES

1. **CLOSED SESSION**
 - A. **Closed Session pursuant to California Government Code Section 54957.6
CONFERENCE WITH LABOR NEGOTIATORS**

District Representatives: Kelly Tuffo, Liebert Cassidy Whitmore
Philip Smith
Erik Hawk

Employee Organization: Western Council of Engineers
 - B. **Closed Session pursuant to California Government Code Section 54957**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Position: District Manager.
 - C. **Adjourn Closed Session to Open Board Meeting.**
Report: Direction was given to staff.
2. **CALL TO ORDER**

President Laurie Gallian called the meeting to order at 7:07 pm.
3. **PLEDGE OF ALLEGIANCE**

4. ROLL CALL

Members present:

Ackerman, Bruce	McCaffery, Shaun
Benediktsson, Cathy	Patton, Morgan
Bloom, Gail	Pigoni, Carol
Davis, Tamara	Rich, Diana
Deicke, Art	Rowland Jr., Herb
Harlem, Pamela	Schulze, Ed
Hootkins, Susan	Siwy, Veronica
Khush, Ranjiv	Snyder, Richard
Kubota, Evan	Witt, David
	Gallian, Laurie

Members absent: None

Open seats: Corte Madera, Cotati, Ross, Sausalito and one Sonoma County at Large

Others present:

Philip Smith, District Manager
Erik Hawk, Assistant Manager
Dawn Williams, Confidential Administrative Assistant
Dana Shigley, Management Aide
Janet Coleson, General Counsel

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

5. PUBLIC TIME

No public comment.

6. CONSENT CALENDAR

A. CHANGES TO AGENDA/APPROVAL OF AGENDA

B. Resolution 2021/22-06: Authorizing Remote Teleconference/Virtual Meetings of the District Pursuant to AB 361

C. MINUTES – Minutes for Special Board Meeting held on March 9, 2022.

It was M/S Trustee Davis/Trustee Snyder to accept the Consent Calendar which also passed and adopted Resolution 2021/22-06 authorizing Remote Teleconferencing/Virtual Meetings of the District Pursuant to AB 361 with the following changes to the Minutes:

Item 3, Roll Call: Remove Morgan Patton (listed twice) under Members Absent and add City of Ross to Open Seats.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Kubota, Trustee McCaffery, Trustee Patton, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Gallian

No: (none)

Abstain: (none)

Absent: (none)

7. NEW BUSINESS

A. Resolution No. 2021/22-07

It was M/S Trustee Davis/Trustee Snyder to approve Resolution 2021/22-07, A Resolution of Intention to Levy Assessments for FY 2022-23, Preliminarily Approving Engineer's Report for the Marin/Sonoma Mosquito and Vector Control District, Vector Control Assessment District (Assessment No. 1).

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Kubota, Trustee McCaffery, Trustee Patton, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Gallian

No: (none)

Abstain: (none)

Absent: Trustee Pigoni

B. Resolution No. 2021/22-08

It was M/S Trustee Snyder/Trustee Schulze to approve Resolution 2021/22-08, A Resolution of Intention to Levy Assessments for FY 2022-23, Preliminarily Approving Engineer's Report for the Marin/Sonoma Mosquito and Vector Control District, Northwest Mosquito, Vector Disease Control Assessment District (Assessment No. 2).

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Kubota, Trustee McCaffery, Trustee Patton, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Gallian

No: (none)

Abstain: (none)

Absent: Trustee Pigoni

C. Public Hearing June 8, 2022

It was M/S Trustee Davis/Trustee Schulze to schedule the notice of hearing for the Marin/Sonoma Mosquito & Vector Control District, Vector Control Assessment District (Assessment No. 1), and for the Northwest Mosquito, Vector and Disease Control Assessment (Assessment No. 2).

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Kubota, Trustee McCaffery, Trustee Patton, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Gallian

No: (none)

Abstain: (none)

Absent: Trustee Pigoni

D. Financial Status: Fiscal Year 2021/22 Year to Date Totals and Year-end Projections

Management Aide, Dana Shigley provided a brief report explaining the year-to-date revenue projection as of April 30, 2022, which forecasted about \$500,000 dollars more than the FY 2021/22 budgeted amount. Correspondingly, the expense projection is anticipated to be a little more than \$500,000 less than budgeted. Considering all factors, operating revenues are likely to exceed operating expenses by approximately \$1.5 million. However, this figure does not include any proposed future transfers or payments towards the proposed pension prefunding trust or the capital fund for space planning.

E. New Financial Forecasting Model

Management Aide, Dana Shigley presented the new financial forecasting model created in Excel that will provide the District's long-term budget projections. The new model uses actual expenditures, which offers greater flexibility and would also result in improved accuracy in determining financial forecasts.

Five Minute Break

F. Potential Future Adoption of Section 115 Pension Prefunding Trust

It was M/S Trustee Khush/Trustee Pigoni to direct staff to proceed with establishing a Section 115 Pension Trust Fund account with CEPPT.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Kubota, Trustee McCaffery, Trustee Patton, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Gallian

No: (none)

Abstain: (none)

Absent: (none)

G. Proposed New Board Policy 4100: Budget Development and Management Policy

It was M/S Trustee Pigoni/Trustee Schulze to adopt Resolution 2021/22-09, approving Policy 4100 and adding it to the Board Policy Manual.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Kubota, Trustee McCaffery, Trustee Patton, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Gallian

No: (none)

Abstain: (none)

Absent: (none)

H. Proposed Amendments to existing Policy 5060

It was M/S Trustee Pigoni/Trustee Davis to adopt Resolution 2021/22-10, approving the proposed amendments to existing 5060.

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Kubota, Trustee McCaffery, Trustee Patton, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Siwy, Trustee Snyder, Trustee Witt and Trustee Gallian

No: (none)

Abstain: (none)

Absent: (none)

8. COMMITTEE & STAFF REPORTS

A. Executive Committee

President Gallian stated the Executive Committee met with District staff on April 5th to discuss items that have been addressed on this Agenda. The committee plans to meet in September and November 2022.

B. Budget Committee

Trustee McCaffery noted that the items on the Board's agenda were covered in the last Budget meeting. Nothing else to report.

C. Legislative Committee

Trustee Davis reported the \$1 million in state funding received last year for the CalSurv database seems to be available again this year. In addition, the Mosquito & Vector Control Association of California has requested one-time funding of \$3 million, with an additional, ongoing \$0.5M in annual funding

from the California Department of Fish & Wildlife to address mosquito control issues on state lands. Trustee Davis noted that she, Trustee Schulze and Manager Smith met with Senator Mike McGuire to discuss statewide and local vector issues, including the problems caused by the invasive *Ludwigia* plant in the Laguna de Santa Rosa.

9. MANAGER’S REPORT

Manager Smith added to his written report by noting that the District’s Actuary, Marilyn Oliver, of Bartel Associates, has announced her retirement to be effective July 1, this year. Bartel Vice President Doug Pryor will be assigned to the District.

Assistant Manager Hawk reported that the District conducted its first official UAS (drone) mission for mosquito surveillance and it went very well. *(A video was shown) (Manager’s and Assistant Manager’s reports were included in the May Board packet)*

10. WRITTEN COMMUNICATIONS

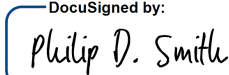
No written communications.

11. OPEN TIME FOR BOARD OR STAFF COMMENTS

No comments.

12. ADJOURNMENT

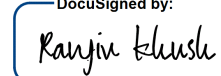
There being no further business to come before the Board, it was M/S Trustee Schulze /Trustee Davis to adjourn the meeting at 9:31 pm.

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District Representative
MSMVCD

6/9/2022

Date of Approval

DocuSigned by:

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Trustee
MSMVCD Board of Trustees

6/10/2022

Date of Approval