

## Marin/Sonoma Mosquito & Vector Control District

Board of Trustees  
595 Helman Lane  
Cotati, CA 94931

June 12, 2024  
MINUTES

1. **CALL TO ORDER**

President Pigoni called the meeting to order at 7:00 p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

**Members Present:**

Bruce Ackerman	Alison Marquiss
Cathy Benediktsson	Shaun McCaffery
Gail Bloom	Vicki Nichols
Tamara Davis	Diana Rich
Laurie Gallian	Herb Rowland, Jr.
Rika Gopinath	Ed Schulze
Susan Harvey	Richard Snyder
Susan Hootkins	David Witt <i>Arrived at 7:05</i>
Evan Kubota	Carol Pigoni

**Open Seats:**

Rohnert Park, Ross, one Marin County at Large, San Anselmo, Santa Rosa and one Sonoma County at Large

**Others Present:**

Peter Bonkrude, District Manager  
Erik Hawk, Assistant Manager  
Liz Garcia, Administrative Services Manager  
Carolyn Borr, Administrative Clerk  
Janet Coleson, General Counsel  
Nizza Sequeira, Public Information Officer  
Alex Flink, SCI Consultant  
Teresa Thomas-Nett, Vector Control Technician

A quorum was present and due notice had been published.

4. **PUBLIC TIME**

No public comment:

5. **CONSENT CALENDAR**

A. **APPROVAL OF AGENDA**

**B.\* MINUTES** – Minutes of Board Meeting held on May 8, 2024.

**C.\* FINANCIAL REPORTS** – Accept Financial Reports for May 2024.

*It was M/S Trustee Benediktsson/Trustee Snyder to accept the Consent Calendar.*

*Motion passed with a roll call vote:*

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

***No:** (none)*

***Abstain:** (none)*

***Absent:** (none)*

**6. ITEMS REMOVED FROM CONSENT**

No items removed from consent calendar.

**7. INFORMATION ONLY**

**A.\* Presentation from Nizza Sequeira- Public Information Officer**  
MSMVCD Open House

**8. COMMITTEE REPORTS**

**A. Executive Committee**  
Verbal Report by Carol Pigoni

**B. Budget Committee**  
Verbal Report by Chair Shuan McCaffery/Gail Bloom

**C. Audit Committee**  
No Report

**D. Policy Committee**  
No Report

**9. DEPARTMENT REPORTS**

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

No additional comments were made, Peter welcomed questions, no questions were asked.

**B.\* Operations/Asst. Manager's Report**  
Report by Erik Hawk

No additional comments were made, Erik welcomed questions, no questions were asked.

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

**10. PUBLIC HEARING**

**A.\* Resolution No. 2023/24-16**

*It was M/S Trustee Snyder/Trustee Gallian to approve Resolution 2023/24-16. A Resolution of the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District: A Resolution approving the engineer's report, confirming the assessment diagram and assessment and ordering the levy of assessments for fiscal year 2024-25 for the Vector Control Assessment (Assessment No. 1).*

*Motion passed with a roll call vote:*

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

***No:** (none)*

***Abstain:** (none)*

***Absent:** (none)*

**B.\* Resolution No. 2023/24-17**

*It was M/S Trustee Snyder/Trustee Gallian to approve Resolution 2023/24-17. A Resolution of the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District: A Resolution approving the engineer's report, confirming the assessment diagram and assessment and ordering the levy of assessments for fiscal year 2024-25 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 Gallian, Trustee Gopinath, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Marquiss, Trustee McCaffery, Trustee Nichols, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Witt and Trustee Snyder*

***No:** (none)*

***Abstain:** (none)*

***Absent:** (none)*

**11. NEW BUSINESS**

**A.\* Proposed Budget for Fiscal Year (FY) 2024-25**

*It was M/S Trustee Snyder/Trustee Davis to adopt Resolution 2023/24-18, adopting on Operating and Capital Budget FY 2024-25.*

*Motion passed with a roll call vote:*

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

*No: (none)*

*Abstain: (none)*

*Absent: (none)*

*It was M/S Trustee Snyder/Trustee Gallian to adopt Resolution 2023/24-19, establishing the list of Authorized Positions.*

*Motion passed with a roll call vote:*

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

*No: (none)*

*Abstain: (none)*

*Absent: (none)*

- B.\* Discussion and/or approval to authorize the District Manager to execute a contract with Native Sage Environmental Consulting at a cost not to exceed \$170,000.**

*It was M/S Trustee Davis/Trustee Snyder to authorize the District Manager to contract with Native Sage Environmental Consulting at a cost not to exceed \$170,000.*

*Motion passed with a roll call vote:*

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

*No: (none)*

*Abstain: (none)*

*Absent: (none)*

- C.\* Discussion and/or approval to authorize the District Manager to execute a contract with Capital Program Management, Inc. (CPM) at a cost not to exceed \$25,000 starting July 1, 2024.**

*It was M/S Trustee Snyder/Trustee Benediktsson to authorize the District Manager to contract with CPM, Inc., at a cost not to exceed \$25,000 starting July 1, 2024, to October 31, 2024.*

*Motion passed with a roll call vote:*

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

**No:** *(none)*

**Abstain:** *(none)*

**Absent:** *(none)*

**D.\* Discussion and/or approval to authorize the District Manager to execute an agreement with the West Marin Mosquito Council.**

*It was M/S Trustee Schulze/Trustee Snyder to authorize the District Manager to execute an agreement with the West Marin Mosquito Council for the term June 13<sup>th</sup>, 2024 – June 13<sup>th</sup>, 2025.*

*Motion passed with a roll call vote:*

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

**No:** *(none)*

**Abstain:** *(none)*

**Absent:** *(none)*

**E.\* Discussion and/ approval to amend and integrate the following three policies as required by recent California State law changes.**

- 1. Workplace Violence Prevention Plan**
- 2. Pre-Employment Physical Examination**
- 3. Sick Leave**

*It was M/S Trustee Snyder/Trustee Davis for approval to amend and integrate the following three policies as required by recent California State law changes.*

- 1. Workplace Violence Prevention Plan*
- 2. Pre-Employment Physical Examination*
- 3. Sick Leave*

*Motion passed with a roll call vote:*

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

**No:** *(none)*

**Abstain:** *(none)*

**Absent:** *(none)*

**F.\* Discussion and/or approval to cancel the July 10<sup>th</sup>, 2024, Regular Meeting of the Board of Trustees**

*It was M/S Trustee Snider/Trustee Schulze approving the cancellation of the July 10<sup>th</sup>, 2024, Regular Meeting of the Board of Trustees and directing staff to post the cancelled agenda per Brown Act requirements.*

*Motion passed with a roll call vote:*

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

***No:** (none)*

***Abstain:** (none)*

***Absent:** (none)*

**G.\* Discussion and potential approval of agreement with Public Agency Law for General Counsel legal services and with BBK for specialized legal services.**

*It was M/S Trustee Snider/Trustee Benediktsson authorizing the District Manager to negotiate and execute a contract with Public Agency Law inc. with District Council as Jenet Coleson for a rate not to exceed \$245/hour for general legal services.*

*Motion passed with a roll call vote:*

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

***No:** (none)*

***Abstain:** (none)*

***Absent:** (none)*

**12. CLOSED SESSION**

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

**CONFERENCE WITH LABOR NEGOTIATORS**

District Representatives: Kelly Tuffo, Liebert Cassidy Whitmore  
Peter Bonkrude  
Liz Garcia  
Erik Hawk

Employee Organization: Teamsters Local 665

**B. Reconvene to Open Session. Report from closed sessions (if any).**

The Board gave direction to the District Manager.

**13. WRITTEN COMMUNICATIONS**

No written communications.

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

No board or staff comments.

15. **ADJOURNMENT**

There being no further business to come before the Board, it was M/S Trustee Schulze/Trustee Rich to adjourn the meeting at 9:30 p.m.

Signed by:

*Peter Bonkrude*

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*District Representative  
MSMVCD*

8/20/2024

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

Signed by:

*Cathy Benediktsson*

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

8/15/2024

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