

**BOARD OF TRUSTEES
BOARD MEETING**

DATE: February 12, 2025

TIME: 6:00 p.m.

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

Videoconference & Teleconference Option: [Zoom Link](#) Meeting ID: 832 4173 8772

Telephone Access: 1-669-900-9128

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

* Marin Satellite Location: Corte Madera Town Hall, 300 Tamalpais Dr. Corte Madera, CA.

94925 * 71 Montevideo Wy., San Rafael, CA. 94903 * 2352 Mar East St., Tiburon, CA. 94920 *

903 Hacienda Cir., Rohnert Park, CA. 94928 * 1 Tenaya Ln., Novato, CA. 94947 * 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

Alison Marquiss, Corte Madera

Jake Mackenzie, Rohnert Park

Shaun McCaffery, Healdsburg

Vicki Nichols, Sausalito

Carol Pigoni, Cloverdale

Piper Primrose, Novato

Ed Schulze, Marin Co. at Large

Richard Snyder, Belvedere

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

Open Seats:

Ross, one 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 Special Board Meeting held on January 15, 2025.

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

ACTION NEEDED

RECOMMENDATION: Approve and accept the consent calendar.

INFORMATION ENCLOSED

6. **ITEMS REMOVED FROM CONSENT**

7.* **INFORMATION ONLY**

A. MSMVCD Proposed Community Outreach Events

INFORMATION ENCLOSED

8. **COMMITTEE REPORTS**

A. **Executive Committee**
No Report

B. **Facility Improvement Committee**
Report by Chair Vicki Nichols

C. **Policy Committee**
No Report

D. **Finance Committee**
Report by

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. **Brief reports by Trustees and staff members who attended the 2025 Mosquito Vector Control Association of California (MVCAC) Annual Conference.**
Pursuant to the Board Policy Manual, Section 2050.70, this time is allocated for Trustees and staff who attended the annual conference to provide a brief verbal or written report on an aspect of this premier training and education event.

B.* **Board Committee Assignments**
Report by President David Witt

INFORMATION ENCLOSED

C.* **Proposed Mid-Year Amendment of FY 2024-25 Annual Budget**
Presentation by Liz Garcia, Administrative Services Manager. *(see attached proposed Budget Amendment packet)*

ACTION NEEDED

RECOMMENDED ACTION: Review and discuss mid-year budget status report and recommendations for budget amendments. Consider a motion to adopt Resolution 2024/25-XX amending the Fiscal Year 2024-25 Adopted Budget.

INFORMATION ENCLOSED

11. **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

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

13. **ADJOURNMENT**

Marin/Sonoma Mosquito & Vector Control District

Board of Trustees
595 Helman Lane
Cotati, CA 94931

January 15, 2025
MINUTES

1. CALL TO ORDER

First Vice President Witt called the meeting to order at 6:01 p.m.

2. PLEDGE OF ALLEGIENCE

3. ROLL CALL

Members present:

Ackerman, Bruce
Benediktsson, Cathy
Bloom, Gail
Conrad, Scott
Davis, Tamara
Gallian, Laurie
Gopinath, Rika
Harvey, Susan
Hootkins, Susan

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

Members absent:

Carter, Phill
Kubota, Evan
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.

First Vice President Witt noted that there are four new members on the board, it would be beneficial for each board member to introduce themselves and provide a brief background on themselves during the roll call vote.

4. INTRODUCTION OF NEW TRUSTEES

The introduction of new trustees was provided during roll call.

5. PUBLIC TIME

No public comment.

6. CONSENT CALENDAR

A. CHANGES TO AGENDA/APPROVAL OF AGENDA

B. MINUTES – Minutes of Board Meeting held on December 11, 2024.

C. FINANCIAL REPORTS – Accept Financial Reports for December 2024.

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

Motion passed with a roll call vote:

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

No: (none)

Abstain: (none)

Absent: Phill Carter, Trustee Kubota and Trustee Pigoni

7. ITEMS REMOVED FROM CONSENT

No items removed from the consent calendar.

8. INFORMATION ONLY

No information only items.

9. COMMITTEE REPORTS

A. Executive Committee

No Report

B. Facility Improvement Committee

Committee Chair Vicki Nichols provided a short update, indicating that the committee is continuing to collect information and plans to meet again soon before giving an update at the next board meeting.

C. Policy Committee

No Report

10. DEPARTMENT REPORTS

A. Administrative/Manager’s Report

Manager Bonkrude added to his written report; highlighting upcoming presentations to representative cities.

B. Operations/Assistant Manager’s Report

Assistant Manager Hawk had no further information to include in his report and offered to address any questions.

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.

D. Outreach/Public Information Officer’s Report

District Manager Bonkrude indicated that the report is written but he is open to answering any questions.

11. NEW BUSINESS

A. 2025 Trustee Election Nominations and Election of Officers

It was M/S Trustee Snyder/Trustee Gallian to accept the Nomination Committee’s recommendations to appoint the slate of Board Officers for 2025: President, David Witt, 1st Vice President, Laurie Gallian, 2nd Vice President, Cathy Benediktsson, and Secretary, Susan Harvey.

Motion passed with a roll call vote:

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

No: (none)

Abstain: (none)

Absent: Phill Carter, Trustee Kubota and Trustee Pigoni

B. Passing the Gavel

C. Committee Assignments

President Witt invited Trustees to contact him if they are interested in joining a committee and mentioned that staff would email the board a list of current committees.

D. Approve Signature Card for District Bank Account

It was M/S Trustee Snyder/Trustee Davis to approve the list of persons authorized to sign checks drawn on the District’s Bank Accounts: President, 1st Vice President, Secretary, Trustee Davis, Trustee McCaffery, District Manager Bonkrude and Assistant Manager Hawk.

Motion passed with a roll call vote:

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

No: (none)

Abstain: (none)

Absent: Phill Carter, Trustee Kubota and Trustee Pigoni

E. Authorization for District Manager to Execute Forms, Contracts, and Purchases Associated with eh CalOES Cybersecurity Grant

It was M/S Trustee Snyder/Trustee Davis to authorize the District Manager to execute all necessary forms, contracts, and purchases associated with the CalOES Cybersycurity Grant of \$216,000.

Motion passed with a roll call vote:

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

No: (none)

Abstain: (none)

Absent: Phill Carter, Trustee Kubota and Trustee Pigoni

12. WRITTEN COMMUNICATIONS

No written communications.

13. OPEN TIME FOR BOARD OR STAFF COMMENTS

Trustee Gallian acknowledged Biologist Kristen Holt for her 20 years of service at the District, as highlighted in Dr. Furey’s report. This longevity reflects her dedication and commitment to the District. Manager Bonkrude mentioned that several other staff members will also be acknowledged for reaching the 20-year milestone at an upcoming meeting with the board and separately with staff.

Trustee Bloom inquired about vehicle disposal and fleet cycle.

14. ADJOURNMENT

There being no further business to come before the Board, it was M/S Trustee Gallian/Trustee Snyder to adjourn the meeting at 6:55 p.m.

District Representative
MSMVCD

Date of Approval

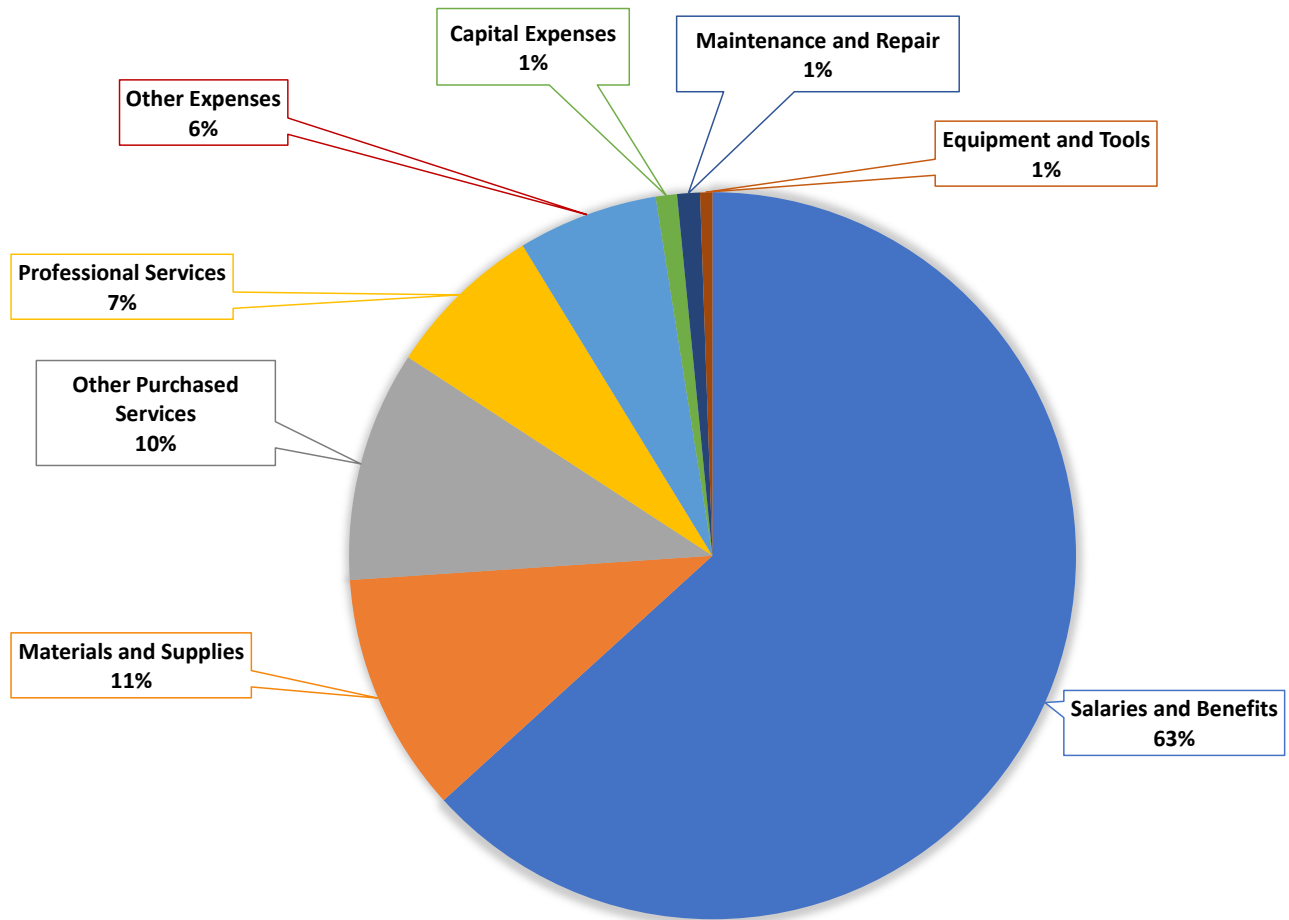
Trustee
MSMVCD Board of Trustees

Date of Approval

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

	Current Month Commitments	Year To Date Commitments	Current Appropriation	Available Appropriation	Percent Committed	% of Total Expenses
Salaries and Benefits	\$571,596	\$4,108,771	\$7,449,377	\$3,340,606	55%	63%
Materials and Supplies	59,747	694,227	1,213,374	519,147	57%	11%
Other Purchased Services	19,680	666,110	1,120,032	453,922	59%	10%
Professional Services	64,279	459,194	1,008,684	549,490	46%	7%
Other Expenses	0	404,581	818,320	413,739	49%	6%
Capital Expenses	0	61,944	324,220	262,276	19%	1%
Maintenance and Repair	9,427	65,408	104,600	39,192	63%	1%
Equipment and Tools	5,014	35,483	88,940	53,457	40%	1%
	\$729,744	\$6,495,719	\$12,127,547	\$5,631,828	54%	100%

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	354,698.89	2,570,166.01	4,469,471.00	4,469,471.00	1,899,304.99	58%
6012 Marin County Emp Retirement Assoc.	1,372.16	16,265.95	28,704.00	28,704.00	12,438.05	57%
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	5,018.62	38,771.90	69,039.00	69,039.00	30,267.10	56%
6023 FICA (Social Security)	251.95	10,847.66	18,097.00	18,097.00	7,249.34	60%
6030 Retirement - Employer Classic	45,766.92	329,747.71	613,459.00	613,459.00	283,711.29	54%
6032 Retirement - Employer PEPR	37,907.57	265,530.36	434,642.00	434,642.00	169,111.64	61%
6041 Kaiser - Active Employees	56,027.74	373,133.31	737,164.00	737,164.00	364,030.69	51%
6043 Dental - Active Employees	4,100.40	28,867.46	52,312.00	52,312.00	23,444.54	55%
6045 Vision Service Plan - Active	771.06	5,360.94	9,844.00	9,844.00	4,483.06	54%
6047 Teamsters Anthem	9,322.60	46,599.46	79,504.00	79,504.00	32,904.54	59%
6051 Sentry Life and Hartford Life	1,008.00	3,219.72	4,900.00	4,900.00	1,680.28	66%
6053 Employee Assistance Program (EAP)	384.12	768.24	1,248.00	1,248.00	479.76	62%
6054 District 457 Retirement Match	5,511.16	26,256.58	0.00	0.00	-26,256.58	0%
6055 Employee Boot Allowance	650.80	3,154.32	7,600.00	7,600.00	4,445.68	42%
6057 Employee Wellness Benefit	2,250.00	10,476.30	21,100.00	21,100.00	10,623.70	50%
6059 State Unemployment	13,573.28	14,443.42	14,812.00	14,812.00	368.58	98%
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	27,962.47	160,508.66	351,600.00	351,600.00	191,091.34	46%
6067 Retiree Health Savings Account	7,768.75	48,205.05	64,681.00	64,681.00	16,475.95	75%
6068 Cal Employers' Pension Prefunding	0.00	0.00	0.00	0.00	0.00	0%
6069 Cal Employer's Retiree Benefit	-2,750.00	0.00	123,000.00	123,000.00	123,000.00	0%
6XXX Object Group Total	571,596.49	4,108,770.71	7,449,377.00	7,449,377.00	3,340,606.29	55%
Grand Total:	571,596.49	4,108,770.71	7,449,377.00	7,449,377.00	3,340,606.29	55%

Vendor	Amount	Description	Fund
ADAPCO, INC.	12,087.57	Bti Liquid	GENERAL
ADAPCO, INC.	7,638.60	Bti Granules	GENERAL
AFLAC	1,478.80		GENERAL
ALDRICH NETWORK CONSULTING	95.92	Computers and Laptops	GENERAL
ALDRICH NETWORK CONSULTING	5,500.00	Network and IT Consulting Services	GENERAL
ASCENT ENVIRONMENTAL, INC.	6,554.25	Other Professional Services	CAPITAL PROJECTS
AT & T	558.16	AT&T	GENERAL
BRAD BALL	26.00	Staff Travel	GENERAL
BRODIE'S TIRE & BRAKE INC.	954.46	Vehicle Maintenance	GENERAL
CAGWIN & DORWARD	686.00	Landscape Services	GENERAL
CALPERS 457 PLAN	24,350.92		GENERAL
CINTAS CORPORATION	2,538.97	Uniforms	GENERAL
CINTAS CORPORATION	284.10	First Aid Supplies and Kits	GENERAL
CINTAS CORPORATION	307.87	Janitorial Services	GENERAL
CITY OF COTATI - IRRIGATION 01-1210-00	148.58	Water - Irrigation/Industrial	GENERAL
CITY OF COTATI - SEWER - 01-1220-00	547.79	Water and Sewer	GENERAL
CLARKE MOSQUITO CONTROL PRODUCTS, INC	11,662.21	Methoprene Liquid	GENERAL
CLARKE MOSQUITO CONTROL PRODUCTS, INC	12,252.83	Spinosaad	GENERAL
CODY WILSON	26.00	Staff Travel	GENERAL
COMCAST BUSINESS	549.41	Phone System	GENERAL
COMCAST BUSINESS	318.37	Comcast	GENERAL
COMPLETE WELDERS SUPPLY, INC.	102.72	Dry Ice	GENERAL
COMPLETE WELDERS SUPPLY, INC.	160.54	Other Maintenance and Repair	GENERAL
COUNTY OF MARIN	27,962.47	Retiree Medical Benefit	GENERAL
CPS HR CONSULTING	155.00	Other Professional Services - Human	GENERAL
Chris Mohrman	750.00	Employee Wellness Benefit	GENERAL
Connect Your Care	13.32	Other Professional Services - Human	GENERAL
DAVID WITT	504.54	Trustee Travel	GENERAL
DELTA DENTAL OF CALIFORNIA	4,100.40	Dental - Active Employees	GENERAL
ERIC SEDER	290.80	Employee Boot Allowance	GENERAL
ERIC SEDER	26.00	Staff Travel	GENERAL
FISHER SCIENTIFIC	1,649.75	Surveillance Supplies	GENERAL
GAIL BLOOM	71.55	Trustee Travel	GENERAL
GREAT AMERICA FINANCIAL SERVICES	352.66	Copier Supplies	GENERAL
GREAT AMERICA FINANCIAL SERVICES	332.09	Copy Machine Lease	GENERAL
Govinvest Inc	10,500.00	Other Professional Services - Human	GENERAL
HOME DEPOT CREDIT SERVICES	41.40	Trailer Repair	GENERAL
HOME DEPOT CREDIT SERVICES	20.45	ATV/UTV Repair	GENERAL
INTERSTATE BATTERY SYSTEM	791.67	Vehicle Maintenance	GENERAL
INTERSTATE BATTERY SYSTEM	203.47	ATV/UTV Repair	GENERAL
INTERSTATE BATTERY SYSTEM	361.44	ARGO Repair	GENERAL
JACOB LEPORI	26.00	Staff Travel	GENERAL
JAKE MACKENZIE	103.42	Trustee Travel	GENERAL
JARED NEWMAN	26.00	Staff Travel	GENERAL
JASON PIETSCH	26.00	Staff Travel	GENERAL
JASON SEQUEIRA	26.00	Staff Travel	GENERAL
JAY'S ENGRAVING & RUBBER STAMPS	71.08	Office Supplies	GENERAL
JEFF PETERSEN	26.00	Staff Travel	GENERAL
JESSI HAGELSHAW	26.00	Staff Travel	GENERAL
JIM SMITH	26.00	Staff Travel	GENERAL
KAISER FOUNDATION HEALTH PLAN	5,474.00		GENERAL
KAISER FOUNDATION HEALTH PLAN	56,027.74	Kaiser - Active Employees	GENERAL
KEITH TYNER	26.00	Staff Travel	GENERAL

Vendor	Amount	Description	Fund
KEVIN BEARDSLEY	26.00	Staff Travel	GENERAL
KRISTEN HOLT	26.00	Staff Travel	GENERAL
LIEBERT CASSIDY WHITMORE	37.50	Human Resources Legal Services	GENERAL
LIZ GARCIA	713.40	Staff Travel	GENERAL
LOWE'S BUSINESS ACCOUNT	9.89	Trailer Repair	GENERAL
MARC NADALE	360.00	Employee Boot Allowance	GENERAL
MARC NADALE	26.00	Staff Travel	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	42,893.02		GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	45,766.92	Retirement - Employer Classic	GENERAL
MARIN COUNTY EMPLOYEES RETIREMENT ASSOC	37,907.57	Retirement - Employer PEPRA	GENERAL
MAZE & ASSOCIATES	1,102.00	Annual Audit	GENERAL
MISSION SQUARE RETIREMENT - Account Fees	118.75	Retiree Health Savings Account	GENERAL
MISSION SQUARE RETIREMENT - Contribution	7,650.00	Retiree Health Savings Account	GENERAL
MVCAC	1,386.00	MVCAC	GENERAL
MVCAC	45.00	Staff Travel	GENERAL
NATIONAL ICE DELIVERY, INC	1,539.00	Dry Ice	GENERAL
NICK BARBIERI TRUCKING,LLC	5,950.63	Fuel and Oil	GENERAL
NORTH BAY COMMERCIAL SERVICES INC.	612.00	HVAC	GENERAL
P G & E - ELECTRIC	975.78	Gas and Electricity	GENERAL
P G & E - GAS	3,343.60	Gas and Electricity	GENERAL
PIPER PRIMROSE	48.58	Trustee Travel	GENERAL
PREFERRED ALLIANCE, INC.	195.24	Occupational Health Testing	GENERAL
PUBLIC AGENCY LAW, INC.	1,494.50	Legal Counsel	GENERAL
QUADIENT FINANCE USA, INC.	250.00	Postage and Postage Supplies	GENERAL
RECOLOGY SONOMA MARIN	412.57	Solid Waste Collection and Disposal	GENERAL
REGIONAL GOVERNMENT SERVICES	75.00	Recruitment Services	GENERAL
RELIABLE HARDWARE AND STEEL CO.	822.06	Steel	GENERAL
REYFF ELECTRIC INC.	2,130.00	Grounds	GENERAL
RICHARD A. SANCHEZ	1,231.87	Janitorial Services	GENERAL
ROBERT MCGOVERN	26.00	Staff Travel	GENERAL
ROBERT MORTON	750.00	Employee Wellness Benefit	GENERAL
ROBERT MORTON	26.00	Staff Travel	GENERAL
SAFETY KLEEN CORP	3,327.77	Hazardous Materials Cleaning	GENERAL
SANTA ROSA AUTO PARTS	462.63	Vehicle Maintenance	GENERAL
SARAH BROOKS	750.00	Employee Wellness Benefit	GENERAL
SARAH BROOKS	26.00	Staff Travel	GENERAL
SEAN O'BRIEN	26.00	Staff Travel	GENERAL
SEBASTOPOL BEARING & HYDRAULIC	61.12	Trailer Repair	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	Employee Assistance Program (EAP)	GENERAL
TENDER CORPORATION	2,044.80	Presentation Supplies	GENERAL
TERESA THOMAS-NETT	26.00	Staff Travel	GENERAL
THE HARTFORD	1,008.00	Sentry Life and Hartford Life	GENERAL
THE PRESS DEMOCRAT	560.57	Other Memberships and Subscriptions	GENERAL
TYLER BAKER	26.00	Staff Travel	GENERAL
Trevor Leslie	26.00	Staff Travel	GENERAL
UPS	3.28	Disease Surveillance and Testing (DART)	GENERAL
US BANK	263.90	Personnel Truck Equipment	GENERAL
US BANK	316.55	Other Food and Household Supplies	GENERAL
US BANK	99.53	Office Supplies	GENERAL
US BANK	15.00	Presentation Supplies	GENERAL
US BANK	308.35	Other Outreach and Education Supplies	GENERAL

Vendor	Amount	Description	Fund
US BANK	318.99	Other Office Expense	GENERAL
US BANK	298.39	Ear Wear	GENERAL
US BANK	1,973.01	Mosquito Traps	GENERAL
US BANK	83.04	Other Field Equipment	GENERAL
US BANK	84.35	Hand Tools	GENERAL
US BANK	1,657.50	Computer Software	GENERAL
US BANK	112.51	ARGO Repair	GENERAL
US BANK	138.47	Boats and Forklifts	GENERAL
US BANK	38.84	Admin Building	GENERAL
US BANK	150.00	Recruitment Services	GENERAL
US BANK	799.50	IBM/AS400 Maintenance Agreement	GENERAL
US BANK	87.96	Research	GENERAL
US BANK	177.10	Printing Services	GENERAL
US BANK	1,119.06	Staff Travel	GENERAL
US BANK	450.00	Booth Rental	GENERAL
VECTOR CONTROL JPA	384.12	Employee Assistance Program (EAP)	GENERAL
VEEMAC LLC	30,266.00	Other Professional Services	CAPITAL PROJECTS
VERIZON WIRELESS	8,009.88	Cell Phone Services	GENERAL
VISION SERVICE PLAN (CA)	771.06	Vision Service Plan - Active Employees	GENERAL
Total:	425,198.08		



MSMVCD Proposed Community Outreach Events 2025

These are events that the District may participate in during 2025. Not all event dates have been published. Highlighted events indicate those we have signed up for or attended. The events below are organized by month.

Event	City	Month
River Montessori Foundation's Annual Creator Faire	Petaluma	January 25
Cloverdale Citrus Fair	Cloverdale	February 14 – 17
Marin Farm Day	San Rafael	March 20
Northbay Science Discovery	Santa Rosa	March 8
Sonoma County Ag Days	Santa Rosa	March 11-12
Climate Ready fair	Cotati	March 29
Butter and Egg Day	Petaluma	April 12
Apple Blossom Fair	Sebastopol	April 26-27
Dia de Los Ninos	Santa Rosa	April
Novato Community Fair	Novato	May 10
Party on the Plaza	Rohnert Park	May
Healdsburg Country Fair	Healdsburg	May 23-24
Bodega Bay Fisherman's Festival	Bodega Bay	May 3-4
Kids to Park Day	Santa Rosa	May 20
Woofstock	Novato	May 4
Fairfax Festival and Ecofest	Fairfax	June
WaterWise Expo	Santa Rosa	June
Western Weekend	Pt. Reyes	June
Skaggs Island Bike Ride	Skaggs Island- Sonoma	June
Marin County Fair	San Rafael	July 2-6
Petaluma Art and Garden	Petaluma	July 13
Gravenstein Apple Fair	Sebastopol	August 9-10
Tomales Festival	Tomales	August
Sonoma County Fair	Santa Rosa	August 1-10
Fiesta de Independencia	Santa Rosa	September 14
Marin Senior Fair	San Rafael	September
Petaluma Youth Ag Day	Petaluma	September
Valley of the Moon Vintage Festival	Sonoma	September 25-27
Shoreline Harvest Festival	Pt. Reyes	September
Glen Ellen Fair	Glen Ellen	October
Geyserville Fall Colors	Geyserville	October
A Toast to Sausalito	Sausalito	October 18



MSMVCD Proposed Community Outreach Events 2025

These are events that the District may participate in during 2025. Not all event dates have been published. Highlighted events indicate those we have signed up for or attended. The events below are organized by city/town.

Event	City	Month
Bodega Bay Fisherman's Festival	Bodega Bay	May 3-4
Cloverdale Citrus Fair	Cloverdale	February 14 – 17
Climate Ready Fair	Cotati	March 29
Fairfax Festival and Ecofest	Fairfax	June
Geyserville Fall Colors	Geyserville	October
Glen Ellen Fair	Glen Ellen	October
Healdsburg Country Fair	Healdsburg	May 23-24
Novato Community Fair	Novato	May 10
Woofstock	Novato	May 4
River Montessori Foundation's Annual Creator Faire	Petaluma	January 25
Butter and Egg Day	Petaluma	April 12
Petaluma Art and Garden	Petaluma	July 13
Petaluma Youth Ag Day	Petaluma	September
Western Weekend	Pt. Reyes	June
Shoreline Harvest Festival	Pt. Reyes	September
Party on the Plaza	Rohnert Park	May
Marin Farm Day	San Rafael	March 20
Marin County Fair	San Rafael	July 2-6
Marin Senior Fair	San Rafael	September
Northbay Science Discovery	Santa Rosa	March 8
Sonoma County Ag Days	Santa Rosa	March 11-12
Dia de Los Ninos	Santa Rosa	April
Kids to Park Day	Santa Rosa	May 20
WaterWise Expo	Santa Rosa	June
Sonoma County Fair	Santa Rosa	August 1-10
Fiesta de Independencia	Santa Rosa	September 14
Apple Blossom Fair	Sebastopol	April 26-27
Gravenstein Apple Fair	Sebastopol	August 9-10
Skaggs Island Bike Ride	Skaggs Island- Sonoma	June
Valley of the Moon Vintage Festival	Sonoma	September 25-27
A Toast to Sausalito	Sausalito	October 18
Tomales Festival	Tomales	August



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www.msosquito.org

Peter Bonkrude
District Manager

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Manager's Report

February 6, 2025

Strategic Planning and Budget Development

We have completed the strategic planning focus groups and are seeking input from the Board regarding the timeline for completing the strategic planning workshop. Board guidance on preferred scheduling will ensure effective preparation and participation. Concurrently, we have begun the budget planning process for the upcoming fiscal year. Initial discussions have focused on anticipated expenditures, revenue forecasts, and priority funding areas. Board input will be essential as we refine our budget proposals to align with strategic objectives and operational needs.

Facility and Technology Improvements

The Facility Improvement Committee convened to discuss ongoing and future projects, including infrastructure needs, potential upgrades, and budgetary considerations. Identified priorities will help guide resource allocation and long-term planning. Additionally, the beta version of VeeMac has been installed, and staff training is currently underway. We anticipate a full "go live" implementation in April 2025, which will enhance our operational efficiency and data management capabilities. Staff engagement and feedback during this transition period will be critical to ensure smooth implementation.

Outreach and Industry Engagement

Our collaboration with AMCA and Media Cause remains a focal point as we continue efforts on a national awareness campaign. I will be presenting our progress at the upcoming AMCA Annual Conference, highlighting the impact of our outreach initiatives. Additionally, I attended the MVCAC Annual Conference in Oakland, CA, where I had the opportunity to moderate a symposium on new technologies and data visualization. This event facilitated knowledge exchange and collaboration among industry professionals. I also participated in the MVCAC Coastal Manager's Meeting, where we discussed regional challenges, best practices, and upcoming initiatives to improve mosquito control efforts.

To further our community engagement, I provided updates on district activities and mosquito control efforts to several local municipalities, including the City of Healdsburg, Town of Corte Madera, City of San Rafael, City of Cloverdale, and City of Cotati. These presentations helped strengthen relationships with local governments and enhance public awareness of our vector control initiatives.

Staffing and Labor Relations

Discussions with Teamsters representatives are ongoing regarding job description updates outlined in our signed Memorandum of Understanding

(MOU). These updates aim to align job roles with operational needs and industry standards. Additionally, we have rolled out a revised staff evaluation process designed to enhance performance assessments and support professional development. The updated evaluation framework provides clearer expectations and encourages continuous growth among staff members.

In preparation for the upcoming season, we have also initiated the hiring process for seasonal staff. Interviews are actively underway to ensure we bring in qualified personnel to support our field operations. This recruitment effort is essential to maintaining the efficiency and effectiveness of our mosquito control programs throughout the peak season.

Notable Events:

- Participated in the MVCAC Regulatory Affairs Committee Meetings
- Met with Teamster's to discuss Job descriptions.
- Attended the AMCA Board Meeting
- Met with AdHoc Facility Improvement Committee
- Met with Bay Area Mosquito Districts to discuss the PEIR Addendum
- Attended the MVCAC Annual Meeting in Oakland, CA

OPERATIONS REPORT

February 2025

MVCAC Annual Conference Attendance:

The majority of our technicians attended one day at the MVCAC Annual Conference this year. This opportunity allowed staff to engage in valuable training sessions, network with other professionals in the field, and stay updated on the latest research and advancements in vector control. The knowledge gained will be applied to improve our operational strategies moving forward.

Veemac Software Implementation:

Staff have started working with the new Veemac software, which is designed to enhance data collection, reporting, and operational efficiency. Initial feedback has been positive, and as we continue integrating this system into daily workflows, we anticipate increased accuracy and streamlined field operations.

Field Work Update:

Fieldwork for the season has officially begun, though recent rains caused a slight pause in operations. With weather conditions improving, technicians have resumed regular monitoring and treatment activities. We are closely tracking mosquito populations and environmental conditions to inform our treatment strategies.

Upcoming Large-Scale Treatments:

Looking ahead, we plan to begin large-scale treatments near the end of February. These efforts will target areas with high mosquito breeding potential to mitigate early-season population growth and minimize public health risks.

Seasonal Hiring:

Seasonal hiring efforts have started earlier than usual this year. This adjustment was made to help address some current staffing shortages. By bringing on seasonal staff ahead of schedule, we aim to ensure full coverage of operational needs and maintain effective vector control efforts as we move into the peak season.

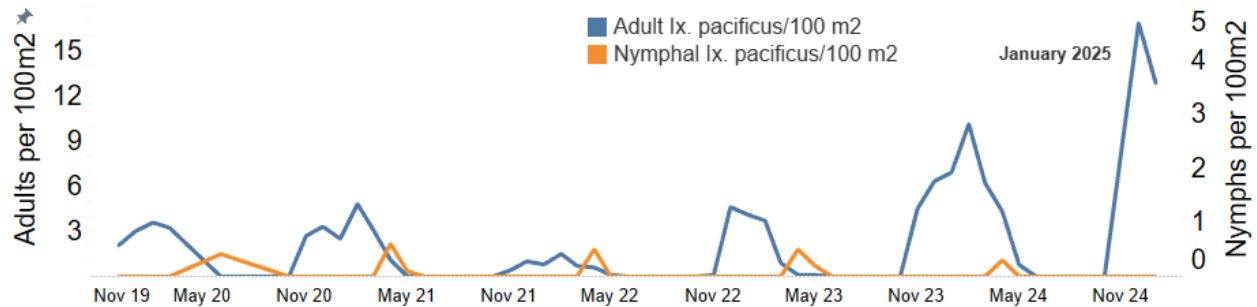
Strategic Planning Focus Groups:

Operations staff have actively participated in the first round of strategic planning meetings, providing valuable insights into our current processes and future needs. Their feedback has been overwhelmingly positive, contributing to the development of a strategic direction that aligns with both operational challenges and organizational goals.

Scientific Programs Manager Update

Recent sampling of *Ixodes pacificus* ticks at Foothill Regional Park in Windsor indicates the tick population is rebounding to pre-Kincade Fire levels (~16 adults/100m²).

Foothill Regional Park - Pond B Loop



January Highlights

- Scientific Programs Manager (SPM) Kelly Furey presented a poster entitled “Innovative 3D Printed Traps: A Cost-Effective Solution for Mosquito Surveillance” at the annual Mosquito and Vector Control Association of California (MVCAC) meeting that received a lot of good feedback.
- SPM Furey, Biologist Kristen Holt, and Lead Biologist (LB) Sarah Brooks attended portions of the MVCAC annual conference in Oakland.
- SPM Furey led a meeting with supervisory and management staff to discuss and improve the District’s invasive *Aedes* response plan.
- Laboratory staff met with operations and management staff to discuss the 2025 adult mosquito surveillance program, including introducing new weekly EVS trapping beginning in February.
- SPM Furey, Biologist Holt, and LB Brooks participated in VeeMac training.
- SPM Furey moderated the quarterly coastal biologist meeting.
- SPM Furey participated in an MVCAC committee chair meeting and led a meeting of the Vector and Vector-borne Disease Committee.
- Biologist Holt began the extraction of the 2024 ticks collected for the District’s surveillance program.
- SPM Furey and Biologist Holt worked together to optimize the tick testing panel utilizing the new real-time PCR equipment.
- LB Brooks and Biologist Holt set multiple adult mosquito traps throughout the counties.
- LB Brooks worked with Manager Bonkrude on the accuracy of movement of data from the current MapVision data system to the new VeeMac system.
- LB Brooks worked with operations staff to complete the annual National Pollutant Discharge Elimination System (NPDES) report.
- SPM Furey continued printing new traps and updates for previous EVS traps.
- Biologist Holt and SPM Furey conducted tick surveillance at three locations.
- SPM Furey participated in interviews for seasonal employees.



DATE: February 12th, 2025

SUBJECT: 2025 Committee Assignments

BACKGROUND:

The Board of Trustees has established several standing and ad hoc committees to ensure effective governance and operational oversight. These committees focus on key aspects of the organization's management, including financial oversight, policy development, legislative tracking, and facility improvement. The current committee roster includes both standing and ad hoc committees, with roles and responsibilities outlined below.

Standing Committees:

- **Executive Committee:** Provides board leadership, supports the Manager's goal setting and performance evaluation, and remains responsive to Trustee concerns.
- **Finance Committee:** Reviews and assesses the District's long-term financial health, budget, and audit reports, making informed recommendations to the Board.
- **Policy Committee:** Oversees the development, review, and recommendation of policies guiding District operations and governance.

Ad Hoc Committees:

- **Legislative Committee:** Monitors proposed legislation and MVCAC regulations, providing recommendations to the Board.
- **Nominating Committee:** Selects nominees for next year's Board Officer positions.
- **Facility Improvement Committee:** Oversees the planning, development, and maintenance of the organization's physical facilities.

President Witt is soliciting any interested Board members for committee membership.

See attachment A for the Committee Roster list.

STAFF RECOMMENDATION:

Approve the committee rosters as described in Attachment A with any requested changes.

FISCAL IMPACT:

There is no immediate fiscal impact.

Marin/Sonoma Mosquito Vector Control District

2025 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
- 1st Vice President – Laurie Gallian
- 2nd 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: (*Standing Committee*)

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

- Tamara Davis
- David Witt
- *Vacant*

Legislative: (*Ad hoc Committee*)

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

- Tamara Davis, Chair
- Ed Schulze

Marin/Sonoma Mosquito Vector Control District

2025 Committee Roster

Nominating: *(Ad hoc Committee)*

Selects nominees for next year's Board Officer positions.

- Ed Schulze
- Tamara Davis
- *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.



DATE: February 12, 2025

SUBJECT: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT AMENDING THE 2024/25 ADOPTED FISCAL YEAR BUDGET

BACKGROUND:

Staff prepared the enclosed list of items to consider for inclusion in the proposed mid-year budget adjustment. To accurately depict the District's financial standing and plan for the remainder of the year, staff met with the Board President on February 6, 2025 to review and consider the proposed budgetary adjustments for Fiscal Year (FY) 2024/25. The results of this meeting are presented to the full Board tonight for your review and consideration.

Please note the following is a summary of the proposed changes to the Board of Trustees approved budget:

	General Fund	Capital Fund
Budgeted revenue, originally budgeted	\$11,791,687	\$791,520
Budgeted revenue, proposed increase/(decrease)	\$0	(\$60,000)
Budgeted revenue, total including proposed	\$11,791,687	\$731,520
Budgeted expenses, originally budgeted	\$11,453,327	\$674,220
Budgeted expenses, proposed increase/(decrease)	\$318,000	(\$60,000)
Budgeted expenses, total including proposed	\$11,771,327	\$614,220
Budgeted Net Operating Result after adjustments	\$20,360	\$117,300

Revenues for the proposed budget amendment, General Fund revenues were left unadjusted with \$11,791,687 anticipated to be received through June 30, 2025. The District has received property tax revenue information from both counties through January 31, 2025. There is always a delay in receiving revenue information from the County of Marin, but they were able to give the District preliminary reports. Property tax revenue for both counties appear to be in line with the revenue budget, with 55% of budget collected from Marin County and 57% of budget collected from Sonoma County. The revenue for the Capital Fund has been decreased by the same amount as the decreased transfer from the General Fund. See the Capital Outlay section for a discussion of the Capital Fund.

Salaries and benefits adjustments were agreed upon in the Memorandum of Understanding (MOU) between the represented staff and the District on August 14, 2024. As a result, the budget for several salary and benefit general ledger accounts need to be adjusted. The proposed budget adjustment takes into consideration offsetting savings from vacant positions and additional expenses related to known employee retirements.

Proposed Expense Adjustments by Department

Department 5100 Admin:

- Kaiser-Active Employees, decrease \$60,000. The decrease is due to a couple of employees declining health insurance from Kaiser and the mid-year premium increase being lower than originally budgeted.
- District 457 Retirement Match, increase \$56,000. The District agreed in the new MOU to a 2% match of each employee's base salary, once the employee passes their probationary period. Currently, of the Districts' 35 employees, 27 employees are participating in the District match.
- Employee Boot Allowance, increase \$5,000. In the new MOU, the District increased the boot allowance \$150 for each of the employees that are required to wear safety boots to \$400 a year. The prior boot allowance was \$250.
- Employee Wellness Benefit, increase by \$6,000. The District agreed in the new MOU to an increase of the Employee Wellness Benefit to \$750 a year for each employee. The prior reimbursable amount for wellness was \$500 a year.
- Retiree Health Savings Account, increase by \$22,000. The District increased in the MOU the Retirement Health Savings account contribution for employees hired after August 1, 2014 to \$450 a month, an increase from \$283.69 a month. Employees hired before this date are in a different retirement medical insurance plan that is paid by the District for the employee and their spouse.
- Transfers out, decrease \$60,000. Due to a combination of not purchasing conference room microphone/sound equipment and a safe for the Finance Department, and being able to secure better prices on the capital assets that were purchased, the District can decrease the transfer needed to the capital account by \$60,000.

Department 5200 Laboratory:

- Salaries and Wages, an increase of \$32,000. A budget increase is needed due to the memorandum of understanding between the District and the represented employees.

Department 5300 Operations:

- Salaries and Wages, an increase of \$440,000. A budget increase is needed due to the memorandum of understanding between the District and the represented employees. This increase was offset by the savings from the Environmental Biologist position not being filled this fiscal year. In addition, the calculations have been adjusted for the two employees that have told the District they are retiring next month.

Department 5400 Shop/Facilities:

- Salaries and Wages, an increase of \$18,000. A budget increase is needed due to the memorandum of understanding between the District and the represented employees.

Department 5500 Community Outreach/Education:

- Salaries and Wages, a decrease of \$120,000. The budget decrease is due to the Environmental Program Manager not being hired this fiscal year, resulting in a savings for this position, which was offset by the increases needed as a result of the memorandum of understanding between the District and the represented employees.

Department 5600 Information Technology:

- Computers and Laptops, a decrease of \$10,000. The District was awarded the FY2024 State and Local Cybersecurity Grant Program, which will be used for the purchase of computer equipment, allowing these budgeted funds to be used for other purposes.
- Security Equipment, a decrease of \$11,000. The District was awarded the FY2024 State and Local Cybersecurity Grant Program, which will be used for the purchase of security equipment, allowing these budgeted funds to be used for other purposes.

Capital Outlay- the amendment calls for a few adjustments to the cost of capital items scheduled for purchase during FY 2024/25. The following budget adjustments are requested.

Other Professional Services, a decrease of \$44,000.

After an extensive RFP process, VeeMac was chosen as the District's new Data Collection Software. The contract with VeeMac and various conversion costs are lower than originally budgeted.

The Building design and environmental permitting work will be less than originally budgeted for this fiscal year. Based on additional work requested by the Facilities Committee, some of the environmental review and permitting work has been suspended.

Office Furniture, a decrease of \$16,000.

Originally budgeted was \$10,000 for upgrading the conference room microphone/sound equipment. Staff purchased some equipment early in the year, which seems to have resolved the sound issues we were having for remote participants. The combined purchase price of the equipment, cost less than the District's capitalization threshold. At this time, additional equipment is not planned for the conference room.

Originally budgeted was \$6,000 for a new safe for the Finance Department. The District has chosen to put different security measures in place, which eliminate the need for a new safe.

STAFF RECOMMENDATION:

1. Review and discuss mid-year budget status report and recommendations for budget amendments.
2. Consider a motion to adopt Resolution 2024/25-XX amending the Fiscal Year 2024/25 Adopted Budget

FISCAL IMPACT:

If approved, this amendment to the FY 2024/25 budget would result in \$318,000 being added to general expenditures.

If budgeted revenues and expenditure projections come in as anticipated for FY 2024/25, revenues will exceed expenses by \$20,360 in the Operating Fund, increasing the District's net position.

For capital outlay, a decrease of \$60,000 is proposed due to a combination of not purchasing conference room microphone/sound equipment and a safe for the Finance Department, and being able to secure better prices on the capital assets that were purchased.

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
101 GENERAL						
4100 TAXES MARIN COUNTY						
	4110 Current Secured	0.00	1,665,008.05	3,008,884.00	1,343,875.95	55 %
	4115 Current Unsecured	0.00	47,499.06	57,463.00	9,963.94	83 %
	4125 Prior Unsecured	0.00	2,773.47	2,500.00	-273.47	111 %
	4130 Benefit Assessment Marin #1	0.00	630,577.20	1,144,500.00	513,922.80	55 %
	4135 Benefit Assessment Marin #2A	0.00	105,073.97	192,159.00	87,085.03	55 %
	4150 Supplemental Taxes	0.00	19,616.46	71,800.00	52,183.54	27 %
	4160 RDA Residual	0.00	8,040.77	20,300.00	12,259.23	40 %
	Account Group Total:	0.00	2,478,588.98	4,497,606.00	2,019,017.02	55 %
4200 TAXES SONOMA COUNTY						
	4210 Current Secured	0.00	2,002,479.24	3,499,620.00	1,497,140.76	57 %
	4215 Current Unsecured	0.00	109,687.48	107,100.00	-2,587.48	102 %
	4220 Secured Delinquent	0.00	0.00	17,340.00	17,340.00	0 %
	4230 Benefit Assessment Sonoma #1	0.00	1,135,261.24	2,062,800.00	927,538.76	55 %
	4235 Benefit Assessment Sonoma #2AB	0.00	541,474.98	1,011,581.00	470,106.02	54 %
	4239 Delinquent Special Assessment	0.00	26,253.06	26,800.00	546.94	98 %
	4250 Sonoma Supplemental Taxes	0.00	33,230.74	50,000.00	16,769.26	66 %
	4260 Sonoma RDA	0.00	-51,843.77	-92,300.00	-40,456.23	56 %
	Account Group Total:	0.00	3,796,542.97	6,682,941.00	2,886,398.03	57 %
4300 USE OF MONEY AND PROPERTY						
	4310 Investment Earnings	0.00	265,146.86	250,000.00	-15,146.86	106 %
	Account Group Total:	0.00	265,146.86	250,000.00	-15,146.86	106 %
4400 STATE AND FEDERAL						
	4410 Homeowners Property Tax Relief	0.00	3,858.15	10,140.00	6,281.85	38 %
	4420 In-Lieu Tax	0.00	97.85	300.00	202.15	33 %
	4490 Other State Aid	0.00	26.64	200.00	173.36	13 %
	Account Group Total:	0.00	3,982.64	10,640.00	6,657.36	37 %
4500 CHARGES FOR SERVICES						
	4510 Miscellaneous Services	0.00	250,846.67	325,000.00	74,153.33	77 %
	Account Group Total:	0.00	250,846.67	325,000.00	74,153.33	77 %
4900 OTHER REVENUES						
	4910 Refunds and Reimbursements	0.00	10,993.45	25,000.00	14,006.55	44 %
	4920 Insurance Refunds and Adjustments	0.00	72,781.00	0.00	-72,781.00	%
	4930 Sales of District Property	0.00	3,101.99	500.00	-2,601.99	620 %
	Account Group Total:	0.00	86,876.44	25,500.00	-61,376.44	341 %
	Fund Total:	0.00	6,881,984.56	11,791,687.00	4,909,702.44	58 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
301 CAPITAL PROJECTS						
4300	USE OF MONEY AND PROPERTY					
	4310 Investment Earnings	0.00	0.00	2,000.00	2,000.00	0 %
	Account Group Total:	0.00	0.00	2,000.00	2,000.00	0 %
4900	OTHER REVENUES					
	4990 Transfers In	0.00	404,581.25	789,520.00	384,938.75	51 %
	Account Group Total:	0.00	404,581.25	789,520.00	384,938.75	51 %
	Fund Total:	0.00	404,581.25	791,520.00	386,938.75	51 %
	Grand Total:	0.00	7,286,565.81	12,583,207.00	5,296,641.19	58 %

Capital Acquisition
2024/25 Budget

Budgeted Capital Expenses

	Actual Amount Paid	Anticipated Amount	Budgeted Amount	Account 301-5900-
Replacement of Existing Equipment (funded by replacement program reserves)				
Airboat and Trailer (Motor was purchased in 2023/24)	\$ 29,170	\$ 114,100	\$ 114,100	6870 March 2025 Delivery, Deposit pd
Argo ATV	25,205	25,205	28,000	6870
One three-quarter ton Truck		69,791	74,000	6880 Feb 2025 Delivery
	54,375	209,096	216,100	
Additions (not in equipment replacement program)				
Data Collection Software upgrade/purchase	62,032	115,000	150,000	6489 Making Progressive Pmts
41 Chairs for Conference room, 23 employee office chairs		30,000	30,000	6850 Reviewing options with vendors
Conference room microphone/sound equipment		—————	10,000	6850 Not going to purchase
Safe for Finance Department		—————	6,000	6850 Not going to purchase
One airboat GPS system (for new airboat)		14,320	14,320	6870
	62,032	159,320	210,320	
Carried Forward from 2023/24				
Building design and environmental permitting	90,704	165,000	200,000	6489 \$90,704 paid as of 2/3/25
East Exit Gate Motor Replacement		20,700		6840 Emergency Repairs. Not in orig budget
Fuel Management System (not in replacement program)		28,328	40,000	6840 Anticipate completion in March
Mist Blower	7,570	7,570	7,800	6880
	98,274	221,598	247,800	
Total Budgeted Capital Expenses	\$ 214,681	\$ 590,013	\$ 674,220	Anticipate \$69,207 under budget
	Paid year to date			

Transfers from General Fund

Annual payment for replacement program	\$ 337,200	Transferred Oct 2024
New assets, not in replacement program	210,320	
New assets, carried forward from the prior year, not in replacement program	247,800	
Total Transfers from General Fund	\$ 795,320	

RESOLUTION 2024/25-XX

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
AMENDING THE 2024/25 ADOPTED FISCAL YEAR BUDGET**

WHEREAS, the Board of Trustees has adopted a budget for the 2024/25 fiscal year that lays out a plan for operating and capital expenditures during the year; and

WHEREAS, the District entered into a new Memorandum of Understanding between the represented staff and the District, several salary and benefit expenses, as well as other expenses have changed since the budget was adopted and the Board of Trustees now wish to amend the adopted budget.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Marin/Sonoma Mosquito & Vector Control District amends the adopted 2024/25 fiscal year budget as follows:

1. Additional expenses associated with department 5100 Administration.

Account		Current Budget	Change	New Budget
101-5100-6041	Kaiser-Active Employees	\$737,164	(\$60,000)	\$677,164
101-5100-6054	District 457 Retirement Match	\$0	\$56,000	\$56,000
101-5100-6055	Employee Boot Allowance	\$7,600	\$5,000	\$12,600
101-5100-6057	Employee Wellness Benefit	\$21,100	\$6,000	\$27,100
101-5100-6067	Retiree Health Savings Account	\$64,681	\$22,000	\$86,681
101-5100-6990	Transfers Out	\$795,320	(\$60,000)	\$735,320

2. Additional expenses associated with department 5200 Laboratory.

Account		Current Budget	Change	New Budget
101-5200-6010	Salaries and Wages	\$404,552	\$32,000	\$436,552

3. Additional expenses associated with department 5300 Operations.

Account		Current Budget	Change	New Budget
101-5300-6010	Salaries and Wages	\$2,831,748	\$440,000	\$3,271,748

4. Additional expenses associated with department 5400 Shop.

Account		Current Budget	Change	New Budget
101-5400-6010	Salaries and Wages	\$225,438	\$18,000	\$243,438

5. Additional expenses associated with department 5500 Community Outreach and Education.

Account		Current Budget	Change	New Budget
101-5500-6010	Salaries and Wages	\$386,303	(\$120,000)	\$266,303

6. Additional expenses associated with department 5600 Information Technology.

Account		Current Budget	Change	New Budget
101-5600-6252	Computers and Laptops	\$13,500	(\$10,000)	\$3,500
101-5600-6253	Security Equipment	\$11,000	(\$11,000)	\$0

7. Additional expenses associated with Fund 301 Capital Assets.

Account		Current Budget	Change	New Budget
301-5900-6489	Other Professional Services	\$350,000	(\$44,000)	\$306,000
301-5900-6850	Office Furniture	\$46,000	(\$16,000)	\$30,000

Effective Date This Resolution shall become effective upon its adoption.

PASSED AND ADOPTED at a regular meeting of the Board of Trustees held February 12, 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"/>
Alison Marquiss	<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"/>
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"/>
Ed Schulze	<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:

 Susan Harvey
 Secretary, Board of Trustees

 David Witt
 President, Board of Trustees