

Marin/Sonoma  
Mosquito & Vector Control District  
595 Helman Lane  
Cotati, California 94931  
1-800-231-3236 (toll free) 707-285-2210 (fax)

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**BOARD OF TRUSTEES  
SPECIAL & REGULAR BOARD MEETING**

DATE: June 8, 2022  
TIME: Closed Session 6:00 pm.  
Regular Meeting 6:15 pm or as soon as possible after Closed Session  
LOCATION: **Teleconference – See Below**

Please note that due to the Shelter in Place Orders issued by Sonoma and Marin Counties Health Officers, and the State of California, options for observing the Board Meeting and for submitting communication regarding the meetings have changed. The Board of Trustees will meet remotely via teleconferencing, as authorized by Assembly Bill 361. A declared state of emergency exists as defined under the California Emergency Services Act. (Gov. Code §§ 52953(e)(1), (e)(4).). State and local officials have imposed or recommended measures to promote social distancing. All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

**The Board Meeting Teleconference:**

Click the link on the District's website, <https://www.msosquito.org/board-meetings>, to watch live-streamed meetings. The unique link for each meeting is found on the first page of the applicable agenda (see Zoom Meeting Link below for this meeting).

**Public Communication:**

The public is welcome to address the Board of Trustees on items listed on the Consent Calendar or on other items not listed on the agenda but within the Board's jurisdiction during the general Public Comment period. There will also be an opportunity for the public to comment on other agenda items at the time they are discussed. Please raise your hand using the electronic "raise hand" button or provide typed comments via the Q & A button. Both features are available at the bottom of the Zoom screen.

The public may submit comments by:

- 1) Emailing comments to [dawnw@msosquito.org](mailto:dawnw@msosquito.org) or
- 2) Delivering written comments via mail to the District; or
- 3) Participating in the teleconference by calling (669) 900-9128 or joining the videoconference at the link provided below:

**[Zoom Meeting Link](#)**

The Webinar ID is 871 0636 7346

Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection by contacting the Board Clerk at [dawnw@msosquito.org](mailto:dawnw@msosquito.org) or calling the District's offices at (707) 285-2200. If, due to a disability, a reasonable accommodation is needed to participate in this meeting, please contact the ADA Coordinator 24 hours in advance of the meeting at (707) 285-2204.

**Agendas and supporting documents are also available for review** on the District's official noticing bulletin board (595 Helman Lane, Cotati, CA 94931) and at the District's website at: <https://www.msamosquito.org/board-meetings>

*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.*

*Items marked \* are enclosed attachments.*

*Items marked # will be handed out at the meeting.*

**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

Unrepresented Employee: Erik Hawk

**B. Adjourn Closed Session to Open Board Meeting at 6:15 pm or as soon as possible after Closed Session.**

**2. CALL TO ORDER**

**3. PLEDGE OF ALLEGIANCE**

**4. ROLL CALL (13 members must be present for a quorum)**

Bruce Ackerman, Fairfax  
Cathy Benediktsson, Tiburon  
Gail Bloom, Larkspur  
Tamara Davis, Sonoma Co. at Large  
Art Deicke, Santa Rosa  
Pamela Harlem, San Rafael  
Susan Hootkins, Petaluma  
Ranjiv Khush, San Anselmo (*Secretary*)  
Evan Kubota, Windsor  
Shaun McCaffery, Healdsburg

Morgan Patton, Marin Co. at Large  
Carol Pigoni, Cloverdale (*Second V.P.*)  
Diana Rich, Sebastopol  
Herb Rowland, Jr., Novato  
Ed Schulze, Marin Co. at Large  
Veronica Siwy, Rohnert Park  
Richard Snyder, Belvedere (*First V.P.*)  
David Witt, Mill Valley  
Laurie Gallian, Sonoma (*President*)

**Open Seats:**

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

## 5. 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.*

## 6. CONSENT CALENDAR

### A. APPROVAL OF AGENDA

#### B.\* Resolution 2021/22-11: Authorizing Remote Teleconference/Virtual Meetings of the District Pursuant to AB 361

Staff Report: The attached proposed resolution would authorize the Board of Trustees to continue to hold virtual/teleconference meetings in compliance with AB 361, considering the continued declared state of emergency and recommended social distancing measures.

#### C.\* MINUTES – Minutes of Board Meeting held on May 11, 2022.

#### D.\* FINANCIAL REPORTS – Review Financial Reports for May 2022.

### ACTION NEEDED

INFORMATION ENCLOSED

## 7. PUBLIC HEARING

A.\* The purpose of this Public Hearing is to receive public comment regarding Resolution No. 2021/22-12, 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 2022-23 for the Vector Control Assessment (Assessment No. 1).

### ACTION NEEDED

**Staff Recommendation: Consider a motion to approve Resolution 2021/22-12.**

INFORMATION ENCLOSED (see attached staff report)

- B.\*** The purpose of this Public Hearing is to receive public comment regarding Resolution No. 2021/22-13, 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 2022-23 for the Northwest Mosquito, Vector and Disease Control Assessment (Assessment No. 2).

**ACTION NEEDED**

**Staff Recommendation: Consider a motion to approve Resolution 2021/22-13.**

INFORMATION ENCLOSED (*see attached staff report*)

**8. NEW BUSINESS**

**A.\* Laboratory Update**

Presentation by Dr. Kelly Liebman, Scientific Programs Manager

INFORMATION ENCLOSED

**B.\* Section 115 Pension Prefunding Trust**

**ACTION NEEDED**

**RECOMMENDATION:**

1. Review and discuss Proposed Board Policy 5080, budget amendment, and authorizing forms for the establishment and initial funding of a California Employers' Pension Prefunding Trust (CEPPT) Account with CalPERS.
2. Consider a motion to adopt Resolution 2021/22-14, authorizing the establishment of a CEPPT account and related actions.

INFORMATION ENCLOSED (*see attached staff report*)

**C.\* Proposed One-Time Stipend Payment**

**ACTION NEEDED**

**RECOMMENDATION:**

1. Consider a motion to adopt Resolution 2021/22-15, providing a one-time payment to certain employees and amending the adopted fiscal year 2021/22 budget to reflect the additional expense.

INFORMATION ENCLOSED (*see attached staff report*)

**D. Long-Term Facility Needs Assessment and Plan**

**ACTION NEEDED**

**RECOMMENDATION:**

1. Discuss the need for a long-term facility needs assessment and plan.
2. Consider a motion to adopt Resolution 2021/22-16, transferring \$250,000 from the General Fund to the Capital Fund and directing staff to proceed with development of a long-term facility needs assessment and plan.

INFORMATION ENCLOSED (*see attached staff report*)

- E.\* Proposed Budget for Fiscal Year (FY) 2022-23: Presentation by staff and recommendation by the Budget Committee. Please refer to the enclosed proposed Annual Budget and the Budget Highlights document.**

**ACTION NEEDED**

**BUDGET COMMITTEE AND STAFF RECOMMENDATION:**

1. Review and discuss the proposed draft of the FY 2022-23 budget.
2. Consider a motion to approve the annual budget for FY 2022-23

INFORMATION ENCLOSED (*see attached staff report*)

**F.\* Third Amendment to District Manager Employment Agreement**

Staff Report: The proposed amendment to the employment agreement with the District Manager would, on July 1, 2022, increase salary by a COLA of 2.75%, and additionally provide a 1% increase to annual salary for longevity. No changes to any other existing terms of employment are proposed.

**RECOMMENDED ACTION: Recommendation by Executive Committee:**

1. Review and discuss the proposed Third Amendment to Section 5.0 of the Amended and Restated District Manager Employment Agreement.
2. Authorize the Board President to execute the Third Amendment to the District Manager Amended and Restated Employment Agreement.

INFORMATION ENCLOSED

**9. COMMITTEE & STAFF REPORTS**

No Committee or staff reports.

**10.\* MANAGER'S REPORTS**

INFORMATION ENCLOSED

**11. 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**

**RESOLUTION NO. 2021/22-11**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT  
AUTHORIZING REMOTE TELECONFERENCE/VIRTUAL MEETINGS  
OF THE DISTRICT PURSUANT TO AB 361**

**WHEREAS**, the Board of Trustees of the Marin/Sonoma Mosquito & Vector Control District (“District”) is committed to preserving and nurturing public access and participation in meetings of the Board; and

**WHEREAS**, meetings of the Board are open and public, as required by the Ralph M. Brown Act (Government Code Sections 54950 – 54963); and

**WHEREAS**, the Brown Act makes provisions for remote teleconferencing participation subject to the existence of certain conditions. A required condition is that a state of emergency is declared by the Governor. It is further required that state and/or local officials have imposed or recommended measures to promote social distancing, or, meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, the Board finds that the requisite conditions exist for the District to conduct remote teleconference/virtual meetings without compliance with Government Code Section 54953(b)(3); and

**WHEREAS**, as a condition of extending the use of the provisions found in Government Code Section 54953(e), the Board must reconsider the circumstances of the State of Emergency that exist, and the Board has done so; and

**WHEREAS**, the state of emergency and recommended measures to promote social distancing persist currently; specifically, on March 4, 2020, the Governor proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19. In addition, state officials have issued orders imposing or recommending social distancing measures, specifically, the California Department of Public Health has stated that one of the steps that can be taken to slow the spread of COVID-19 is to: “Stay at least 6 feet away from others, whenever possible. This is called social distancing and is very important in preventing the spread of COVID-19;” and

**WHEREAS**, as a consequence of the State of Emergency and the social distancing recommendations mentioned above, the District desires to have AB 361 procedures in place for the option to provide virtual access to Board meetings, with or without a public meeting location (“AB 361 Option”). Adoption of this Resolution will permit virtual meetings without the need to comply with Government Code Section 54953(b)(3), as authorized by Government Code Section 54953(e), and in such cases, the Board shall comply with the requirements to provide the public with access to the meetings as prescribed in Government Code Section 54953(e)(2); and

**WHEREAS**, as permitted under AB 361, and when the AB 361 Option is utilized, the District will provide the public with the ability to attend Board meetings virtually. When the AB 361 Option is utilized, members of the public who wish to provide comment may make comments virtually.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Marin/Sonoma Mosquito & Vector Control District as follows:

**SECTION 1. Recitals.** The above recitals are incorporated as though set forth in this section.

**SECTION 2. Authorization.** The Board, and the District Manager or his designee, is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including conducting open and public meetings in accordance with Government Code Section 54953(e) and other applicable provisions of the Brown Act.

**SECTION 3. Effective Date.** This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of: (a) 30 days; or (b) such time as the Board adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Board may continue to hold teleconference meetings without compliance with Government Code Section 54953(b)(3).

**SECTION 4. Severability.** Should any provision of this Resolution, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Resolution or the application of this Resolution to any other person or circumstance and, to that end, the provisions hereof are severable.

**Passed and adopted** at a special meeting of the Board of Trustees held June 8, 2022, 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"/> |
| Tamara Davis       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Art Deicke         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Pamela Harlem      | <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"/> |
| Ranjiv Khush       | <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"/> |
| Shaun McCaffery    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Morgan Patton      | <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"/> |
| Diana Rich         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Herb Rowland       | <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"/> |
| Veronica Siwy      | <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"/> |
| Laurie Gallian     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vote Totals:       |                          |                          |                          |                          |

ATTEST:

APPROVED:

\_\_\_\_\_  
 Ranjiv Khush  
 Secretary, Board of Trustees

\_\_\_\_\_  
 Laurie Gallian  
 President, Board of Trustees



# 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  
Benediktsson, Cathy  
Bloom, Gail  
Davis, Tamara  
Deicke, Art  
Harlem, Pamela  
Hootkins, Susan  
Khush, Ranjiv  
Kubota, Evan

McCaffery, Shaun  
Patton, Morgan  
Pigoni, Carol  
Rich, Diana  
Rowland Jr., Herb  
Schulze, Ed  
Siwy, Veronica  
Snyder, Richard  
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 5<sup>th</sup> 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.

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

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

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

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

| Vendor                           | Amount    | Description                                 | Fund             |
|----------------------------------|-----------|---|------------------|
| ADVOWASTE MEDICAL SERVICES, LLC  | 180.00    | Other Lab Supplies                          | GENERAL          |
| AFLAC                            | 1,352.26  |   | GENERAL          |
| ALDRICH NETWORK CONSULTING       | 5,408.19  | Computers and Laptops                       | GENERAL          |
| ALDRICH NETWORK CONSULTING       | 170.69    | Computer Software                           | GENERAL          |
| ALDRICH NETWORK CONSULTING       | 5,000.00  | Network and IT Consulting Services          | GENERAL          |
| ALDRICH NETWORK CONSULTING       | 200.00    | Remote Backup Service                       | GENERAL          |
| ALPINE HELICOPTER SERVICE INC    | 18,179.70 | Aerial Application- Helicopter              | GENERAL          |
| AT & T                           | 120.11    | AT&T  | GENERAL          |
| BAY ALARM COMPANY                | 1,394.61  | Alarm Services                              | GENERAL          |
| BEST BEST & KRIEGER, LLC.        | 135.00    | Legal Counsel                               | GENERAL          |
| BRAD BALL                        | 200.00    | Employee Boot Allowance                     | GENERAL          |
| CAGWIN & DORWARD                 | 560.00    | Landscape Services                          | GENERAL          |
| CALPERS 457 PLAN                 | 8,400.00  |   | GENERAL          |
| CINTAS CORPORATION               | 2,591.86  | Uniforms                                    | GENERAL          |
| CINTAS CORPORATION               | 99.65     | First Aid Supplies and Kits                 | GENERAL          |
| CINTAS CORPORATION               | 1,012.00  | COVID-19 Expenses                           | GENERAL          |
| CITY OF COTATI                   | 2,001.15  | Water and Sewer                             | GENERAL          |
| CITY OF COTATI                   | 201.61    | Water - Irrigation/Industrial               | GENERAL          |
| CLAUDINE GOSSETT                 | 805.00    | Web Design, Hosting and Photography         | GENERAL          |
| COMCAST BUSINESS                 | 158.75    | Comcast                                     | GENERAL          |
| COMPLETE WELDERS SUPPLY, INC.    | 1,672.90  | Dry Ice                                     | GENERAL          |
| COUNTY OF MARIN                  | 2,872.90  | Retiree Spousal - Teamsters, WHA or UH      | GENERAL          |
| COUNTY OF MARIN                  | 7,355.88  | Retiree Spousal - Kaiser                    | GENERAL          |
| COUNTY OF MARIN                  | 15,431.96 | Retiree Medical Benefit                     | GENERAL          |
| Connect Your Care                | 12.58     | Other Professional Services - Human         | GENERAL          |
| DELTA DENTAL OF CALIFORNIA       | 3,393.77  | Dental - Active Employees                   | GENERAL          |
| ERIK HAWK                        | 200.00    | Employee Boot Allowance                     | GENERAL          |
| ES OPCO USA LLC                  | 5,467.55  | Zenivex                                     | GENERAL          |
| ES OPCO USA LLC                  | 3,613.89  | Methoprene Liquid                           | GENERAL          |
| ES OPCO USA LLC                  | 15,523.60 | Methoprene Briquettes                       | GENERAL          |
| ES OPCO USA LLC                  | 1,335.93  | Backpack Applicators                        | GENERAL          |
| ES OPCO USA LLC                  | 14,870.11 | Hand Held Foggers                           | GENERAL          |
| ES OPCO USA LLC                  | 284.00    | YJ Field Equipment                          | GENERAL          |
| FRIEDMAN'S HOME IMPROVEMENT      | 86.87     | Garage Equipment                            | GENERAL          |
| GRAINGER                         | 62.35     | Other Clothing and Safety Supplies          | GENERAL          |
| GRAINGER                         | 40.96     | Other Tools                                 | GENERAL          |
| GRAINGER                         | 778.15    | Power Application Equipment                 | GENERAL          |
| GRAINGER                         | 38.08     | Shop  | GENERAL          |
| GREAT AMERICA FINANCIAL SERVICES | 349.54    | Copier Supplies                             | GENERAL          |
| GREAT AMERICA FINANCIAL SERVICES | 332.09    | Copy Machine Lease                          | GENERAL          |
| HOME DEPOT CREDIT SERVICES       | 49.57     | Other Food and Household Supplies           | GENERAL          |
| HOME DEPOT CREDIT SERVICES       | 75.17     | Other Agricultural and Operational Supplies | GENERAL          |
| HOME DEPOT CREDIT SERVICES       | 4.83      | Contingency                                 | GENERAL          |
| Hansel Ford Lincoln              | 32,387.36 | Vehicles                                    | CAPITAL PROJECTS |
| INTERSTATE BATTERY SYSTEM        | 160.98    | Vehicle Maintenance                         | GENERAL          |
| JAY'S ENGRAVING & RUBBER STAMPS  | 43.15     | Office Supplies                             | GENERAL          |
| KAISER FOUNDATION HEALTH PLAN    | 6,587.50  |   | GENERAL          |
| KAISER FOUNDATION HEALTH PLAN    | 48,755.90 | Kaiser - Active Employees                   | GENERAL          |
| KRISTEN HOLT                     | 157.93    | Employee Boot Allowance                     | GENERAL          |
| LA VOZ BILINGUAL NEWSPAPER       | 900.00    | Public Relations Newspaper Articles         | GENERAL          |
| LIEBERT CASSIDY WHITMORE         | 1,190.50  | Human Resources Legal Services              | GENERAL          |
| LOWE'S BUSINESS ACCOUNT          | 10.36     | Vehicle Maintenance                         | GENERAL          |
| LOWE'S BUSINESS ACCOUNT          | 32.37     | Other Field and Application Equipment       | GENERAL          |

| Vendor                                    | Amount     | Description                             | Fund             |
|---|------------|---|------------------|
| MARIN COUNTY EMPLOYEES RETIREMENT ASSOC   | 37,286.90  |   | GENERAL          |
| MARIN COUNTY EMPLOYEES RETIREMENT ASSOC   | 65,232.22  | Retirement - Employer Classic           | GENERAL          |
| MARIN COUNTY EMPLOYEES RETIREMENT ASSOC   | 28,290.80  | Retirement - Employer PEPRA             | GENERAL          |
| MARIN INDEPENDENT JOURNAL                 | 1,670.00   | Public Relations Newspaper Articles     | GENERAL          |
| MARIN INDEPENDENT JOURNAL                 | 50.00      | Newspaper and Legal Notices             | GENERAL          |
| MARIN SCOPE NEWSPAPERS                    | 325.00     | Public Relations Newspaper Articles     | GENERAL          |
| MISSION SQUARE RETIREMENT                 | 2,480.18   | Retiree Health Savings Account          | GENERAL          |
| MITEL                                     | 1,023.96   | Phone System                            | GENERAL          |
| MVCAC                                     | 880.00     | Disease Surveillance and Testing (DART) | GENERAL          |
| NATIONWIDE TRUST COMPANY, FSB             | 2,650.00   |   | GENERAL          |
| NORTH BAY PETROLEUM                       | 18,959.68  | Fuel and Oil                            | GENERAL          |
| NORTHBAY AUTO WRAPS                       | 4,578.50   | Outdoor Advertising                     | GENERAL          |
| OFFICE DEPOT BUSINESS CREDIT              | 227.65     | Office Supplies                         | GENERAL          |
| OFFICE DEPOT BUSINESS CREDIT              | 150.54     | Printer Cartridges and Supplies         | GENERAL          |
| P.G.& E.                                  | 12,740.15  | Gas and Electricity                     | GENERAL          |
| PATRICK VON ELM                           | 1,450.00   |   | GENERAL          |
| POINT REYES LIGHT                         | 395.00     | Public Relations Newspaper Articles     | GENERAL          |
| RECOLOGY SONOMA MARIN                     | 360.19     | Solid Waste Collection and Disposal     | GENERAL          |
| REDWOOD LOCK LLC                          | 12.04      | Vehicle Maintenance                     | GENERAL          |
| RICHARD A. SANCHEZ                        | 1,642.50   | Janitorial Services                     | GENERAL          |
| SACRAMENTO-YOLO MOSQUITO & VECTOR CONTROL | 600.00     | Fish Supplies                           | GENERAL          |
| SANTA ROSA AUTO PARTS                     | 1,378.33   | Vehicle Maintenance                     | GENERAL          |
| SANTA ROSA AUTO PARTS                     | 59.08      | Shop                                    | GENERAL          |
| SARAH BROOKS                              | 191.13     | Employee Boot Allowance                 | GENERAL          |
| SARAH BROOKS                              | 500.00     | Employee Wellness Benefit               | GENERAL          |
| SEBASTOPOL BEARING & HYDRAULIC            | 56.45      | Vehicle Maintenance                     | GENERAL          |
| SEBASTOPOL BEARING & HYDRAULIC            | 220.42     | Grounds                                 | GENERAL          |
| SILVEIRA CHEVROLET                        | 204,761.65 | Vehicles                                | CAPITAL PROJECTS |
| SILVERIA, BUICK, GMC TRUCK                | 52,579.05  | Vehicles                                | CAPITAL PROJECTS |
| SIX ROBBLEES' INC.                        | 100.22     | Trailer Repair                          | GENERAL          |
| SONOMA MEDIA GROUP                        | 1,955.00   | Radio Advertising                       | GENERAL          |
| SONOMA MEDIA INVESTMENTS, LLC             | 436.00     | Public Relations Newspaper Articles     | GENERAL          |
| SONOMA MEDIA INVESTMENTS, LLC             | 103.00     | Newspaper and Legal Notices             | GENERAL          |
| TASC                                      | 833.32     |   | GENERAL          |
| TEAMSTERS LOCAL UNION NO. 856 HEALTH AND  | 337.50     |   | GENERAL          |
| TEAMSTERS LOCAL UNION NO. 856 HEALTH AND  | 1,389.30   | Teamsters Anthem                        | GENERAL          |
| TECHNICAL SAFETY SERVICES, INC.           | 737.00     | Lab Equipment                           | GENERAL          |
| THE HARTFORD                              | 274.26     | Sentry Life and Hartford Life           | GENERAL          |
| THE PRESS DEMOCRAT                        | 484.00     | Other Memberships and Subscriptions     | GENERAL          |
| TY O'DONNELL                              | 191.13     | Employee Boot Allowance                 | GENERAL          |
| TY O'DONNELL                              | 42.40      | Employee Wellness Benefit               | GENERAL          |
| UPS                                       | 294.00     | Disease Surveillance and Testing (DART) | GENERAL          |
| US BANK                                   | 43.79      | Uniforms                                | GENERAL          |
| US BANK                                   | 1,476.02   | Personnel Truck Equipment               | GENERAL          |
| US BANK                                   | 552.78     | Coats, Rain Gear and Boots              | GENERAL          |
| US BANK                                   | 32.50      | Eye Wear, Wash and Eye Glass Wipes      | GENERAL          |
| US BANK                                   | 532.94     | Other Clothing and Safety Supplies      | GENERAL          |
| US BANK                                   | 867.51     | Other Food and Household Supplies       | GENERAL          |
| US BANK                                   | 135.68     | Office Supplies                         | GENERAL          |
| US BANK                                   | 24.98      | Presentation Supplies                   | GENERAL          |
| US BANK                                   | 224.37     | Other Office Expense                    | GENERAL          |
| US BANK                                   | 168.39     | Other Lab Supplies                      | GENERAL          |
| US BANK                                   | 66.54      | Other Safety Equipment                  | GENERAL          |



| Vendor                   | Amount     | Description                            | Fund    |
|--------------------------|------------|--|---------|
| US BANK                  | 185.84     | Field Tools                            | GENERAL |
| US BANK                  | 7.04       | Other Tools                            | GENERAL |
| US BANK                  | 665.27     | Appliances and Office Tools            | GENERAL |
| US BANK                  | 792.00     | Computer Software                      | GENERAL |
| US BANK                  | 93.20      | Vehicle Maintenance                    | GENERAL |
| US BANK                  | 427.04     | Large Field Equipment                  | GENERAL |
| US BANK                  | 29.00      | Web Design, Hosting and Photography    | GENERAL |
| US BANK                  | 5.25       | Other Professional Services            | GENERAL |
| US BANK                  | 699.80     | Other Communication Services           | GENERAL |
| US BANK                  | 70.00      | Employee Training                      | GENERAL |
| US BANK                  | 621.70     | Staff Travel                           | GENERAL |
| US BANK                  | 100.00     | Booth Rental                           | GENERAL |
| US BANK                  | 75.00      | Contingency                            | GENERAL |
| VECTOR CONTROL JPA       | 458.54     | Employee Assistance Program            | GENERAL |
| VERIZON WIRELESS         | 3,083.75   | Cell Phone Services                    | GENERAL |
| VISION SERVICE PLAN (CA) | 816.01     | Vision Service Plan - Active Employees | GENERAL |
| WINE COUNTRY RADIO       | 1,008.00   | Radio Advertising                      | GENERAL |
| Total:                   | 673,440.80 |  |         |

Objects 6000-6023

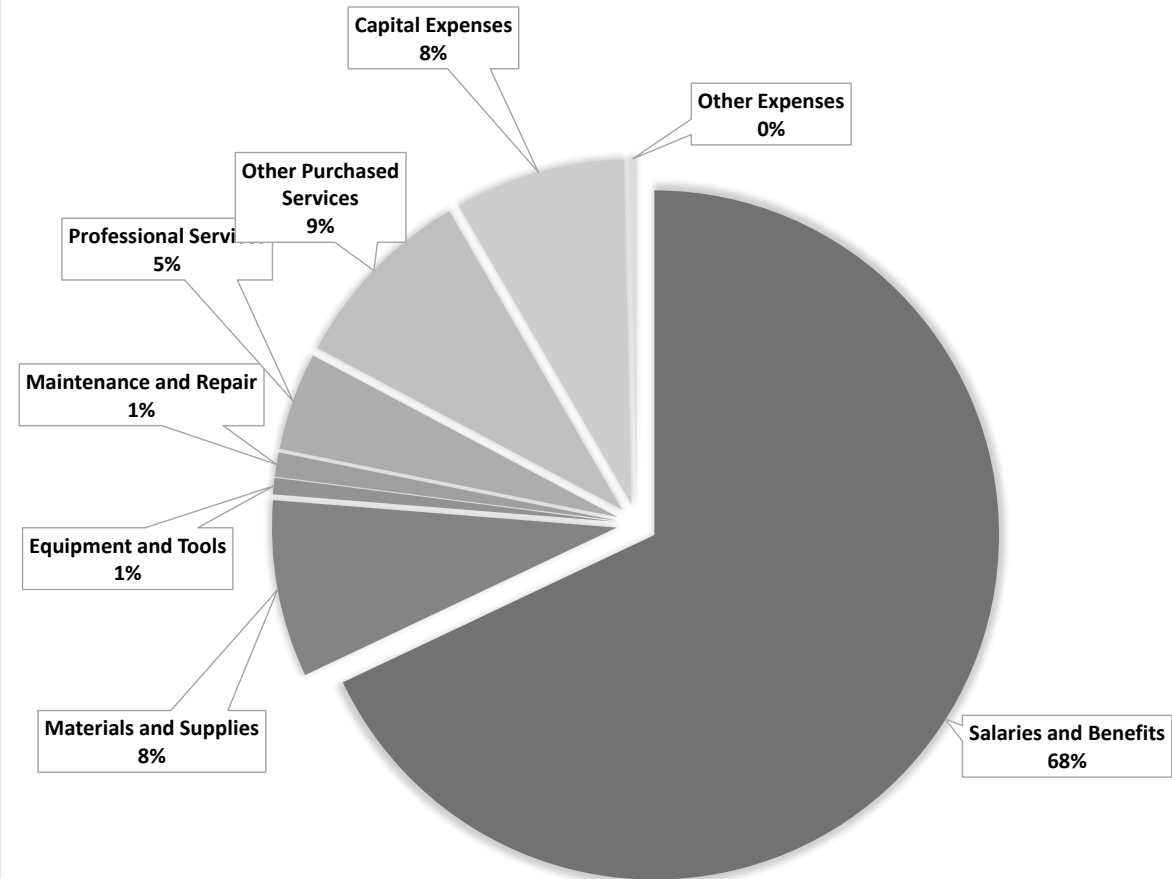
| Object                         | Committed<br>Current Month | Committed<br>YTD | Original<br>Appropriation | Current<br>Appropriation | Available<br>Appropriation | %<br>Committed |
|--------------------------------|----------------------------|------------------|---------------------------|--------------------------|----------------------------|----------------|
| 6010 Salaries and Wages        | 308,784.74                 | 3,368,708.12     | 3,853,981.00              | 3,725,795.00             | 357,086.88                 | 90 %           |
| 6012 MCERA Credit              | 1,950.60                   | 23,080.58        | 24,209.00                 | 25,069.00                | 1,988.42                   | 92 %           |
| 6014 Overtime                  | 3,921.95                   | 8,218.17         | 50,073.00                 | 48,073.00                | 39,854.83                  | 17 %           |
| 6015 Seasonal Wages            | 17,755.50                  | 148,065.41       | 259,500.00                | 282,750.00               | 134,684.59                 | 52 %           |
| 6016 Trustee Wages             | 0.00                       | 9,025.00         | 16,000.00                 | 16,000.00                | 6,975.00                   | 56 %           |
| 6022 Medicare Employer portion | 4,705.06                   | 50,262.37        | 61,070.00                 | 61,570.00                | 11,307.63                  | 82 %           |
| 6023 FICA (Social Security)    | 1,100.84                   | 9,739.63         | 17,577.00                 | 20,077.00                | 10,337.37                  | 49 %           |
| 6XXX Object Group Total        | 338,218.69                 | 3,617,099.28     | 4,282,410.00              | 4,179,334.00             | 562,234.72                 | 87 %           |
| Grand Total:                   | 338,218.69                 | 3,617,099.28     | 4,282,410.00              | 4,179,334.00             | 562,234.72                 | 87 %           |

## Monthly Budget Summary Report

May-22

|                          | Current Month<br>Commitments | YTD<br>Commitments | Current<br>Appropriation | Available<br>Appropriation | % Committed |
|--------------------------|------------------------------|--------------------|--------------------------|----------------------------|-------------|
| Salaries and Benefits    | 517,790                      | 5,820,830          | 6,684,489                | 863,659                    | 87%         |
| Materials and Supplies   | 53,726                       | 711,203            | 824,425                  | 113,222                    | 86%         |
| Equipment and Tools      | 23,913                       | 65,910             | 88,740                   | 22,830                     | 74%         |
| Maintenance and Repair   | 4,104                        | 96,390             | 205,594                  | 109,204                    | 47%         |
| Professional Services    | 31,895                       | 393,419            | 581,712                  | 188,293                    | 68%         |
| Other Purchased Services | 32,394                       | 761,311            | 889,365                  | 128,054                    | 86%         |
| Capital Expenses         | 289,728                      | 685,391            | 764,814                  | 79,423                     | 90%         |
| Other Expenses           | 1,092                        | 29,727             | 377,200                  | 347,473                    | 8%          |
|                          | 954,642                      | 8,564,182          | 10,416,339               | 1,852,157                  | 82%         |

### YTD COMMITMENTS BY TYPE



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## STAFF REPORT



DATE: June 8, 2022

TO: The Board of Trustees

FROM: Philip D. Smith, District Manager

SUBJECT: Public Hearing and Resolutions Approving the Engineer's Reports; Confirming the Assessment Diagram and Assessment; and Ordering the Levy of Assessments for Fiscal Year 2022/23 for Assessment No. 1 (Resolution No. 2021/22-12) and Assessment No. 2 (Resolution No. 2021/22-13).

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### **RECOMMENDATION**

Staff recommends that the Board hold a public hearing, consider all public comments, and subsequently approve the resolutions that would approve the Engineer's Reports, confirm the diagram and assessment, and order the levy of assessments for fiscal year 2022/23 for the Assessment No. 1 and Assessment No. 2 as the final step in levying the annual assessments.

### **RESULT OF RECOMMENDED ACTION**

The Board will order the levy of the assessments for fiscal year 2022/23, and will cause those levies to be submitted by SCI Consulting Group to the County Auditors of Marin and Sonoma to be included on the 2022/23 property tax bills.

### **BACKGROUND**

The Vector Control Assessment District (Assessment No. 1) was formed in October 9, 1996, by Resolution No. 96/97-3, after a public meeting held on September 11, 1996 and a public hearing held on October 9, 1996 to allow for public input. The first assessments were levied in fiscal year 1997/98. The purpose of the Assessment No. 1 is to provide surveillance and control of vectors and mosquitoes within the original boundaries of the District. Since this assessment pre-dates the 1996 approval of Proposition 218, it is considered a "grandfathered assessment" and is not held to the same standards of some of the requirements established by Proposition 218. The Board of Trustees established a maximum assessment rate of \$12.00 per single family equivalent benefit unit (SFE) for the 1996/97 fiscal year.

The Northwest Mosquito, Vector and Disease Control Assessment (Assessment No. 2) was established in 2004, after a LAFCo annexation proceeding and after gaining property owner ballot support for a new benefit assessment. This benefit assessment was established to provide mosquito, vector and disease control to the coastal areas of Marin County and the coastal and northern areas Sonoma County, not previously serviced by the District or any agency.

- Balloting Conducted: October 7 to November 22, 2004
- Ballot Results: 61.22 % of the weighted returned ballots were in support of the proposed assessment
- Board Approval of 1<sup>st</sup> Year Assessment Levies: November 29, 2004, Resolution No. 04/05-05
- First Year Assessments Levied: 2005/06
- Fiscal Year 2005/06 Approved Rate: \$19.00 per single family equivalent benefit unit (SFE)
- Annual CPI: In each subsequent year, the maximum assessment rate increases by the annual change in the San Francisco Bay Area Consumer Price Index, not to exceed 5% per year
- Fiscal Year 2022/23 Maximum Rate: \$30.05 per single family equivalent benefit unit (SFE) for Zone A and Zone West Marin, and \$28.74 for Zone B

In order to continue to levy the assessments each year, SCI Consulting Group, the District’s assessment engineer, prepared the Engineer’s Reports that include the special and general benefits from the assessments, the proposed budget for the assessments for fiscal year 2022/23, the updated proposed assessments for each parcel in the Assessment Districts, and the proposed assessments per single family equivalent benefit unit. At the May 11, 2022 Board meeting, the Board reviewed the Engineer’s Reports and adopted Resolution Nos. 2021/22-07 and 2021/22-08, to declare intention to continue the assessments, preliminarily approve the Engineer’s Reports, and provide for notice of the annual public hearing.

Each year, the Board conducts a noticed public hearing and receives public input on the proposed assessments and the services that they would fund, in order to continue to levy the assessments for the coming fiscal year. After hearing the public testimony, the Board may take final action on setting the assessment rate, establishing the services and improvements to be funded, and ordering the continuation of the assessments for fiscal year 2022/23.

**PROPOSED RATE AND CPI HISTORY**

Assessment No 1: Assessment No. 1 has a maximum assessment of \$12.00 per SFE. The estimate of cost and budget in the Engineer’s Report proposes assessments for fiscal year 2022/23 at the rate of \$12.00. The total amount of revenues that would be generated by the assessments in fiscal year 2022/23 at the proposed rate of \$12.00 is approximately \$3,187,800. The following table list the historical revenues and rates for Assessment No. 1:

| MS-MVCD<br>Assessment No.1 |            | Marin County |                  |                          | Sonoma County |                  |                          |
|----------------------------|------------|--------------|------------------|--------------------------|---------------|------------------|--------------------------|
| Fiscal Year                | Asmt / SFE | SFE Units    | Total Assessment | Increase from prior year | SFE Units     | Total Assessment | Increase from prior year |
| 2000-01                    | \$6.00     | 93,498       | \$560,985        |                          | 155,748       | \$934,488        |                          |
| 2001-02                    | \$6.00     | 93,548       | \$561,288        | \$303                    | 157,597       | \$945,582        | \$11,094                 |
| 2002-03                    | \$9.75     | 93,296       | \$908,863        | \$347,575                | 155,805       | \$1,517,947      | \$572,365                |
| 2003-04                    | \$9.75     | 93,725       | \$913,043        | \$4,181                  | 157,280       | \$1,532,320      | \$14,373                 |
| 2004-05                    | \$5.00     | 94,126       | \$470,630        | (\$442,413)              | 157,879       | \$789,395        | (\$742,925)              |
| 2005-06                    | \$9.74     | 94,232       | \$917,792        | \$447,162                | 159,725       | \$1,555,587      | \$766,192                |
| 2006-07                    | \$10.72    | 94,356       | \$1,011,491      | \$93,699                 | 161,810       | \$1,734,598      | \$179,011                |
| 2007-08                    | \$10.72    | 94,419       | \$1,012,166      | \$675                    | 163,352       | \$1,751,128      | \$16,530                 |
| 2008-09                    | \$10.72    | 94,340       | \$1,011,319      | (\$847)                  | 164,359       | \$1,761,924      | \$10,796                 |
| 2009-10                    | \$10.72    | 94,455       | \$1,012,558      | \$1,238                  | 164,956       | \$1,768,334      | \$6,410                  |
| 2010-11                    | \$10.72    | 94,955       | \$1,017,918      | \$5,360                  | 165,245       | \$1,771,421      | \$3,087                  |
| 2011-12                    | \$10.72    | 94,888       | \$1,017,194      | (\$724)                  | 165,592       | \$1,775,146      | \$3,725                  |
| 2012-13                    | \$11.02    | 94,746       | \$1,044,101      | \$26,907                 | 165,758       | \$1,826,653      | \$51,507                 |
| 2013-14                    | \$11.56    | 94,636       | \$1,093,992      | \$49,891                 | 166,164       | \$1,920,850      | \$94,197                 |
| 2014-15                    | \$12.00    | 94,723       | \$1,136,670      | \$42,678                 | 166,454       | \$1,997,448      | \$76,598                 |
| 2015-16                    | \$12.00    | 94,868       | \$1,138,416      | \$1,746                  | 166,729       | \$2,000,742      | \$3,294                  |
| 2016-17                    | \$12.00    | 95,076       | \$1,140,912      | \$2,496                  | 167,053       | \$2,004,636      | \$3,894                  |
| 2017-18                    | \$12.00    | 95,059       | \$1,140,702      | (\$210)                  | 167,643       | \$2,011,710      | \$7,074                  |
| 2018-19                    | \$12.00    | 95,104       | \$1,141,248      | \$546                    | 168,415       | \$2,020,977      | \$9,267                  |
| 2019-20                    | \$12.00    | 95,192       | \$1,142,298      | \$1,050                  | 168,881       | \$2,026,572      | \$5,595                  |
| 2020-21                    | \$12.00    | 95,218       | \$1,142,616      | \$318                    | 168,945       | \$2,027,340      | \$768                    |
| 2021-22                    | \$12.00    | 95,157       | \$1,141,884      | (\$414)                  | 169,522       | \$2,034,264      | \$7,692                  |
| 2022-23                    | \$12.00    | 95,150       | \$1,141,800      | (\$816)                  | 170,500       | \$2,046,000      | \$18,660                 |

Assessment No 2: As shown in the following table, the maximum authorized assessment rate for fiscal year 2022/23 is \$30.05 per single family equivalent (SFE) benefit unit in Zone A and Zone West Marin, and \$28.74 in Zone B. The estimate of cost and budget in the Engineer’s Report proposes assessments for fiscal year 2022/23 to remain the same at the authorized rates of \$28.82 for Zone A and Zone West Marin, and \$27.56 (rounded) for Zone B. The total amount of revenues that would be generated by the assessments in fiscal year 2022/23 at the proposed rates is approximately \$1,070,600.

|          |         |                         | ASSESSMENT NO. 2                 |                               |                                  |                               |
|----------|---------|-------------------------|----------------------------------|-------------------------------|----------------------------------|-------------------------------|
|          |         |                         | ZONES A & West Marin             |                               | ZONE B                           |                               |
|          |         |                         | Asmt / SFE<br>Used for the<br>FY | Maximum<br>Authorized<br>Rate | Asmt / SFE<br>Used for the<br>FY | Maximum<br>Authorized<br>Rate |
| uld be   | FY      | Bay Area<br>CPI History |                                  |                               |                                  |                               |
| DEC 2004 | 2005-06 | 2.15%                   | \$19.00                          | \$19.00                       | \$19.00                          | \$19.00                       |
| DEC 2005 | 2006-07 | 1.95%                   | \$19.36                          | \$19.37                       | \$19.36                          | \$19.37                       |
| DEC 2006 | 2007-08 | 3.44%                   | \$19.36                          | \$20.03                       | \$19.36                          | \$20.03                       |
| DEC 2007 | 2008-09 | 3.84%                   | \$19.36                          | \$20.80                       | \$19.36                          | \$20.80                       |
| DEC 2008 | 2009-10 | 0.01%                   | \$19.36                          | \$20.80                       | \$19.36                          | \$20.80                       |
| DEC 2009 | 2010-11 | 2.61%                   | \$19.36                          | \$21.35                       | \$18.51                          | \$20.41                       |
| DEC 2010 | 2011-12 | 1.52%                   | \$19.36                          | \$21.67                       | \$18.51                          | \$20.72                       |
| DEC 2011 | 2012-13 | 2.92%                   | \$19.92                          | \$22.30                       | \$19.05                          | \$21.32                       |
| DEC 2012 | 2013-14 | 2.22%                   | \$20.88                          | \$22.80                       | \$19.97                          | \$21.81                       |
| DEC 2013 | 2014-15 | 2.57%                   | \$21.68                          | \$23.39                       | \$20.73                          | \$22.36                       |
| DEC 2014 | 2015-16 | 2.67%                   | \$22.24                          | \$24.01                       | \$21.27                          | \$22.96                       |
| DEC 2015 | 2016-17 | 3.17%                   | \$24.76                          | \$24.77                       | \$23.69                          | \$23.69                       |
| DEC 2016 | 2017-18 | 3.53%                   | \$25.64                          | \$25.64                       | \$24.52                          | \$24.52                       |
| DEC 2017 | 2018-19 | 2.94%                   | \$26.40                          | \$26.40                       | \$25.25                          | \$25.25                       |
| DEC 2018 | 2019-20 | 4.49%                   | \$27.58                          | \$27.59                       | \$26.38                          | \$26.38                       |
| DEC 2019 | 2020-21 | 2.45%                   | \$28.26                          | \$28.27                       | \$27.03                          | \$27.03                       |
| DEC 2020 | 2021-22 | 2.00%                   | \$28.82                          | \$28.83                       | \$27.56                          | \$27.57                       |
| DEC 2021 | 2022-23 | 4.24%                   | <b>\$28.82</b>                   | \$30.06                       | \$27.56                          | \$28.74                       |

The following table list the historical revenues and rates for Assessment No. 2:

| MS-MVCD<br>Assessment No.2 |               | Marin County |                     |                                | Sonoma County |                     |                                |
|----------------------------|---------------|--------------|---------------------|--------------------------------|---------------|---------------------|--------------------------------|
| Fiscal<br>Year             | Asmt /<br>SFE | SFE<br>Units | Total<br>Assessment | Increase<br>from prior<br>year | SFE<br>Units  | Total<br>Assessment | Increase<br>from prior<br>year |
| 2005-06                    | \$19.00       | 5,559        | \$105,627           | \$105,627                      | 29,412        | \$558,736           | \$558,736                      |
| 2006-07                    | \$19.36       | 5,602        | \$108,448           | \$2,821                        | 29,588        | \$572,826           | \$14,091                       |
| 2007-08                    | \$19.36       | 5,596        | \$108,341           | (\$108)                        | 29,631        | \$573,660           | \$834                          |
| 2008-09                    | \$19.36       | 5,668        | \$109,730           | \$1,389                        | 29,808        | \$577,087           | \$3,427                        |
| 2009-10                    | \$19.36       | 5,701        | \$110,370           | \$640                          | 29,992        | \$580,644           | \$3,557                        |
| 2010-11                    | \$19.36       | 5,781        | \$111,917           | \$1,547                        | 30,018        | \$580,959           | \$315                          |
| 2011-12                    | \$19.36       | 5,758        | \$111,473           | (\$444)                        | 29,954        | \$579,709           | (\$1,250)                      |
| 2012-13                    | \$19.92       | 5,759        | \$114,720           | \$3,247                        | 29,977        | \$596,957           | \$17,248                       |
| 2013-14                    | \$20.88       | 5,767        | \$120,424           | \$5,704                        | 29,998        | \$626,146           | \$29,189                       |
| 2014-15                    | \$21.68       | 5,770        | \$125,099           | \$4,675                        | 30,078        | \$651,882           | \$25,737                       |
| 2015-16                    | \$22.24       | 5,792        | \$128,823           | \$3,724                        | 30,131        | \$669,885           | \$18,003                       |
| 2016-17                    | \$24.76       | 5,809        | \$143,836           | \$15,013                       | 30,278        | \$749,433           | \$79,548                       |
| 2017-18                    | \$25.64       | 5,817        | \$149,148           | \$5,312                        | 30,314        | \$777,001           | \$27,568                       |
| 2018-19                    | \$26.40       | 5,840        | \$154,186           | \$5,038                        | 30,400        | \$802,297           | \$25,296                       |
| 2019-20                    | \$27.58       | 5,890        | \$162,459           | \$8,274                        | 30,326        | \$836,111           | \$33,814                       |
| 2020-21                    | \$28.26       | 5,915        | \$167,158           | \$4,698                        | 30,374        | \$858,081           | \$21,970                       |
| 2021-22                    | \$28.82       | 5,918        | \$170,557           | \$8,097                        | 30,389        | \$875,516           | \$17,435                       |
| 2022-23                    | \$28.82       | 5,875        | \$169,318           | (\$1,239)                      | 31,283        | \$901,282           | \$25,766                       |

**CONCLUSION**

Staff recommends the Board approve the Resolutions Approving the Engineer’s Reports, Confirming the Assessment Diagram and Assessment and Ordering the Continuation of Assessments for Fiscal Year 2022/23 for the Vector Control Assessment (Assessment No. 1) and the Northwest Mosquito, Vector and Disease Control Assessment (Assessment No. 2)

**RESOLUTION NO. 2021/22-12**

**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 ASSESSEMENT AND  
ORDERING THE CONTINUATION OF THE LEVY OF ASSESSMENTS  
FOR FISCAL YEAR 2022/23  
FOR THE VECTOR CONTROL ASSESSMENT (ASSESSMENT NO. 1)**

WHEREAS, the Marin/Sonoma Mosquito and Vector Control District (“District”) is authorized, pursuant to the authority provided in Health and Safety Code Section 2082 and Article XIII D of the California Constitution, to levy assessments for mosquito, vector and disease control projects and services; and

WHEREAS, such vector surveillance and control projects and services provide tangible public health benefits, reduced nuisance benefits and other special benefits to the public and properties within the areas of service; and

WHEREAS, the District formed the “Marin/Sonoma Mosquito and Vector Control District, Vector Control Assessment District,” (“Assessment No. 1”) pursuant to the Law, which is primarily described as encompassing the eastern, more densely populated areas of Marin and Sonoma Counties, including the cities of Belvedere, Corte Madera, Fairfax, Larkspur, Mill Valley, Novato, Ross, Sausalito, San Anselmo, San Rafael, and Tiburon, in Marin County, and Cotati, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, and Windsor in Sonoma County, as well as surrounding unincorporated areas; and

WHEREAS, Assessment No. 1 was authorized by Resolution No. 96/97-3 passed on October 9, 1996 by the Board of Trustees (the “Board”) of the Marin/Sonoma Mosquito and Vector Control District; and

WHEREAS, SCI Consulting Group, the Engineer of Work, prepared the report as ordered by the Board, and in accordance with Article XIID of the California Constitution and Section 2082 *et seq.*, of the Health and Safety Code for Assessment No. 1 (the "Report"). The Report has been made, filed with the secretary of the Board, and duly considered by the Board and are hereby deemed sufficient and preliminarily approved. The Report shall stand as the Engineer's Report for all subsequent proceedings under and pursuant to the foregoing resolution; and

WHEREAS, on May 11, 2022, this Board adopted Resolution No. 2021/22-07 to continue to levy and collect assessments for fiscal year 2022/23, preliminarily approving the Engineer’s Report, and providing for notice of hearing on June 8, 2022, at the hour of six o’clock (6:00) p.m. via teleconference at the Marin/Sonoma Mosquito and Vector Control District Office located at 595 Helman Lane, Cotati, California, 94931, for the MARIN/SONOMA MOSQUITO



AND VECTOR CONTROL DISTRICT, VECTOR CONTROL ASSESSMENT (ASSESSMENT NO. 1); and

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of the levy were fully heard and considered by this Board, an all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board there by acquired jurisdiction to order the levy of assessment prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District that:

SECTION 1. The above recitals are true and correct.

SECTION 2. The public interest, convenience and necessity require that the assessments continue to be approved and collected.

SECTION 3. The assessments are levied without regard to property valuation.

SECTION 4. The Engineer's Report for Assessment No. 1 together with the diagram of the Assessment contained therein and the proposed assessment roll for fiscal year 2022/23 is hereby confirmed and approved.

SECTION 5. The proposed projects and services are generally described as mosquito, vector and disease control, surveillance, source reduction, identification and elimination of removable breeding locations, identification and treatment of breeding and source locations, application of materials to eliminate larvae, disease surveillance and monitoring, public education, reporting, accountability, research and interagency cooperative activities (collectively the "Services") within Assessment No. 1.

SECTION 6. That based on the oral and documentary evidence, including the Engineer's Report for Assessment No. 1, offered and received at the public hearing, the Board expressly finds and determines that: (a) each of the several lots and parcels of land within the Assessment District will be specially benefited by the services to be financed by the assessment proceeds in at least the amount of the assessment apportioned against such lots and parcels of land, respectively; and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, said finding and determination as to special benefit to property with the Assessment District from the vector control and surveillance services to be financed with the assessment proceeds.

SECTION 7. That assessments for fiscal year 2022/23 for Assessment No. 1 shall continue to be levied at the rate of TWELVE DOLLARS AND NO CENTS (\$12.00) per single family equivalent benefit unit as specified in the Engineer's Report for fiscal year

2022/23, with estimated total annual assessment revenues of approximately \$3,187,800, as set forth in the Engineer's Report.

SECTION 8. That the mosquito abatement and vector and disease control services to be financed with assessment proceeds described in the Engineer's Report for Assessment No. 1 are hereby ordered.

SECTION 9. No later than August 1<sup>st</sup> following such adoption, the Board shall file a certified copy of the assessment and a certified copy of this resolution with the Auditors of the Counties of Marin and Sonoma ("County Auditors"). Upon such filing, each County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment. The assessments shall continue to be collected at the same time and in the same manner as County taxes are collected and all the laws providing for collection and enforcement shall apply to the collection and enforcement of the assessments. After collection by the two Counties, the net amount of the assessments, after deduction of any compensation due the Counties for collection, shall be paid to the VECTOR CONTROL ASSESSMENT (ASSESSMENT NO. 1).

SECTION 10. All revenues from assessments for Assessment No. 1 shall be deposited in a separate fund established under the distinctive designation of the Marin/Sonoma Mosquito and Vector Control District Vector Control Assessment (Assessment No. 1). Funds so designated shall be expended only for the special benefit of parcels within the Assessment No. 1.

SECTION 11. The Vector Control Assessment, as it applies to any parcel, may be corrected, cancelled or a refund granted as appropriate, by order of the Board of Trustees of the District. Any such corrections, cancellations or refunds shall be limited to the current fiscal year.

The foregoing Resolution was PASSED and ADOPTED by the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District at a regular meeting thereof held on June 8, 2022, at 595 Helman Lane, Cotati, California, 94931, by the following vote on a roll call:

|                    | 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"/> |
| Tamara Davis       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Art Deicke         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Pamela Harlem      | <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"/> |
| Ranjiv Khush       | <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"/> |
| Shaun McCaffery    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Morgan Patton      | <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"/> |
| Diana Rich         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Herb Rowland       | <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"/> |
| Veronica Siwy      | <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"/> |
| Laurie Gallian     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vote Totals:       |                          |                          |                          |                          |

APPROVED AND DATED this 8<sup>th</sup> day of June, 2022 after its passage.

ATTEST:

APPROVED:

\_\_\_\_\_  
 Ranjiv Khush  
 Secretary, Board of Trustees

\_\_\_\_\_  
 Laurie Gallian  
 President, Board of Trustees

\_\_\_\_\_  
 Philip D. Smith  
 District Manager

**RESOLUTION NO. 2021/22-13**

**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 ASSESSEMENT AND  
ORDERING THE CONTINUATION OF THE LEVY OF ASSESSMENTS  
FOR FISCAL YEAR 2022/23  
FOR THE NORTHWEST MOSQUITO, VECTOR AND DISEASE CONTROL  
ASSESSMENT (ASSESSMENT NO. 2)**

WHEREAS, the Marin/Sonoma Mosquito and Vector Control District (“District”) is authorized, pursuant to the authority provided in Health and Safety Code Section 2082 and Article XIII D of the California Constitution, to levy assessments for mosquito, vector and disease control projects and services; and

WHEREAS, such vector surveillance and control projects and services provide tangible public health benefits, reduced nuisance benefits and other special benefits to the public and properties within the areas of service; and

WHEREAS, the District formed the “Marin/Sonoma Mosquito and Vector Control District, Northwest Mosquito, Vector and Disease Control Assessment” (“Assessment No. 2”), which is generally described as encompassing the coastal areas of Marin County and the Coastal and Northern areas of Sonoma County, and more specifically, the incorporated cities of Healdsburg and Cloverdale; the unincorporated communities of Fallon, Tomales, Marshall, Inverness, Inverness Park, Drakes Beach, Tocaloma, Point Reyes Station, Olema, Nicasio, Bolinas, Stinson Beach, Muir Beach, Preston, Asti, Skaggs Springs, Cozzens Corner, Geyserville, Geyser Resort, Jintown, Kellog, Lytton, Annapolis, Sea Ranch, Stewarts Point, Shingle Mill, Soda Springs, Las Lomas, Plantation, Walsh Landing, Timber Cove, Fort Ross, Cazadero, Rio Nido, Guerneville, Monte Rio, Sheridan, Jenner, Duncans Mills, Bridge Haven, Ocean View, Sereno del Mar, Carmet, Salmon Creek, Bodega Bay, Bodega, Valley Ford, Occidental, Bloomfield, Two Rock, and Freestone; and other lands in both counties; and

WHEREAS, Assessment No. 2 was authorized by Resolution No. 04/05-05 passed on November 29, 2004 by the Board of Trustees of the District; and

WHEREAS, SCI Consulting Group, the Engineer of Work, prepared the report as ordered by the Board, and in accordance with Article XIID of the California Constitution and Section 2082 *et seq.*, of the Health and Safety Code for Assessment No. 2 (the "Report"). The Report has been made, filed with the secretary of the Board, and duly considered by the Board and are hereby deemed sufficient and preliminarily approved. The Report shall stand as the Engineer's Report for all subsequent proceedings under and pursuant to the foregoing resolution; and

WHEREAS, on May 11, 2022, this Board adopted Resolution No. 2021/22-08 to continue to levy and collect assessments for fiscal year 2022/23, preliminarily approving the Engineer's Report, and providing for notice of hearing on June 8, 2022, at the hour of six o'clock (6:00) p.m. via teleconference at the Marin/Sonoma Mosquito and Vector Control District Office located at 595 Helman Lane, Cotati, California, 94931, for the MARIN/SONOMA MOSQUITO AND VECTOR CONTROL DISTRICT, NORTHWEST MOSQUITO, VECTOR AND DISEASE CONTROL ASSESSMENT (ASSESSMENT NO. 2); and

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of the levy were fully heard and considered by this Board, an all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board there by acquired jurisdiction to order the levy of assessment prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District that:

SECTION 1. The above recitals are true and correct.

SECTION 2. The public interest, convenience and necessity require that the assessments continue to be approved and collected.

SECTION 3. The assessments are levied without regard to property valuation.

SECTION 4. The Engineer's Report for Assessment No. 2 together with the diagram of the Assessment contained therein and the proposed assessment roll for fiscal year 2022/23 is hereby confirmed and approved.

SECTION 5. The proposed projects and services are generally described as mosquito, vector and disease control, surveillance, source reduction, identification and elimination of removable breeding locations, identification and treatment of breeding and source locations, application of materials to eliminate larvae, disease surveillance and monitoring, public education, reporting, accountability, research and interagency cooperative activities (collectively the "Services") within Assessment No. 2.

SECTION 6. That based on the oral and documentary evidence, including the Engineer's Report for Assessment No. 2, offered and received at the public hearing, the Board expressly finds and determines that: (a) each of the several lots and parcels of land within the Assessment District will be specially benefited by the services to be financed by the assessment proceeds in at least the amount of the assessment apportioned against such lots and parcels of land, respectively; and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, said finding and determination as to special benefit to property with the Assessment District from the mosquito and disease control services to be financed with assessment proceeds.

SECTION 7. That assessments for fiscal year 2022/23 for Assessment No. 2 shall continue to be levied at the rates of TWENTY EIGHT DOLLARS AND EIGHTY TWO CENTS (\$28.82) per single-family equivalent benefit unit for Zone A and Zone West Marin, and TWENTY SEVEN DOLLARS AND FIFTY SIX CENTS (\$27.56) per single-family equivalent benefit unit for Zone B, as specified in the Engineer's Report for fiscal year 2022/23, with estimated total annual assessment revenues of approximately \$1,070,600, as set forth in the Engineer's Report.

SECTION 8. That the mosquito, vector and disease control services to be financed with assessment proceeds described in the Engineer's Report for Assessment No. 2 are hereby ordered.

SECTION 9. No later than August 1<sup>st</sup> following such adoption, the Board shall file a certified copy of the assessment and a certified copy of this resolution with the Auditors of the Counties of Marin and Sonoma ("County Auditors"). Upon such filing, each County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment. The assessments shall continue to be collected at the same time and in the same manner as County taxes are collected and all the laws providing for collection and enforcement shall apply to the collection and enforcement of the assessments. After collection by the two Counties, the net amount of the assessments, after deduction of any compensation due the Counties for collection, shall be paid to the NORTHWEST MOSQUITO, VECTOR AND DISEASE CONTROL ASSESSMENT (ASSESSMENT NO. 2).

SECTION 10. All revenues from assessments for Assessment No. 2 shall be deposited in a separate fund established under the distinctive designation of the Marin/Sonoma Mosquito and Vector Control District Northwest Mosquito, Vector and Disease Control Assessment (Assessment No. 2). Funds so designated shall be expended only for the special benefit of parcels within the Assessment No. 2.

SECTION 11. The Northwest Mosquito, Vector and Disease Control Assessment, as it applies to any parcel, may be corrected, cancelled or a refund granted as appropriate, by order of the Board of Trustees of the District. Any such corrections, cancellations or refunds shall be limited to the current fiscal year.

The foregoing Resolution was PASSED and ADOPTED by the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District at a regular meeting thereof held on June 8, 2022, at 595 Helman Lane, Cotati, California, 94931, by the following vote on a roll call:

|                    | 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"/> |
| Tamara Davis       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Art Deicke         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Pamela Harlem      | <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"/> |
| Ranjiv Khush       | <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"/> |
| Shaun McCaffery    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Morgan Patton      | <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"/> |
| Diana Rich         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Herb Rowland       | <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"/> |
| Veronica Siwy      | <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"/> |
| Laurie Gallian     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vote Totals:       |                          |                          |                          |                          |

APPROVED AND DATED this 8<sup>th</sup> day of June, 2022 after its passage.

ATTEST:

APPROVED:

\_\_\_\_\_  
 Ranjiv Khush  
 Secretary, Board of Trustees

\_\_\_\_\_  
 Laurie Gallian  
 President, Board of Trustees

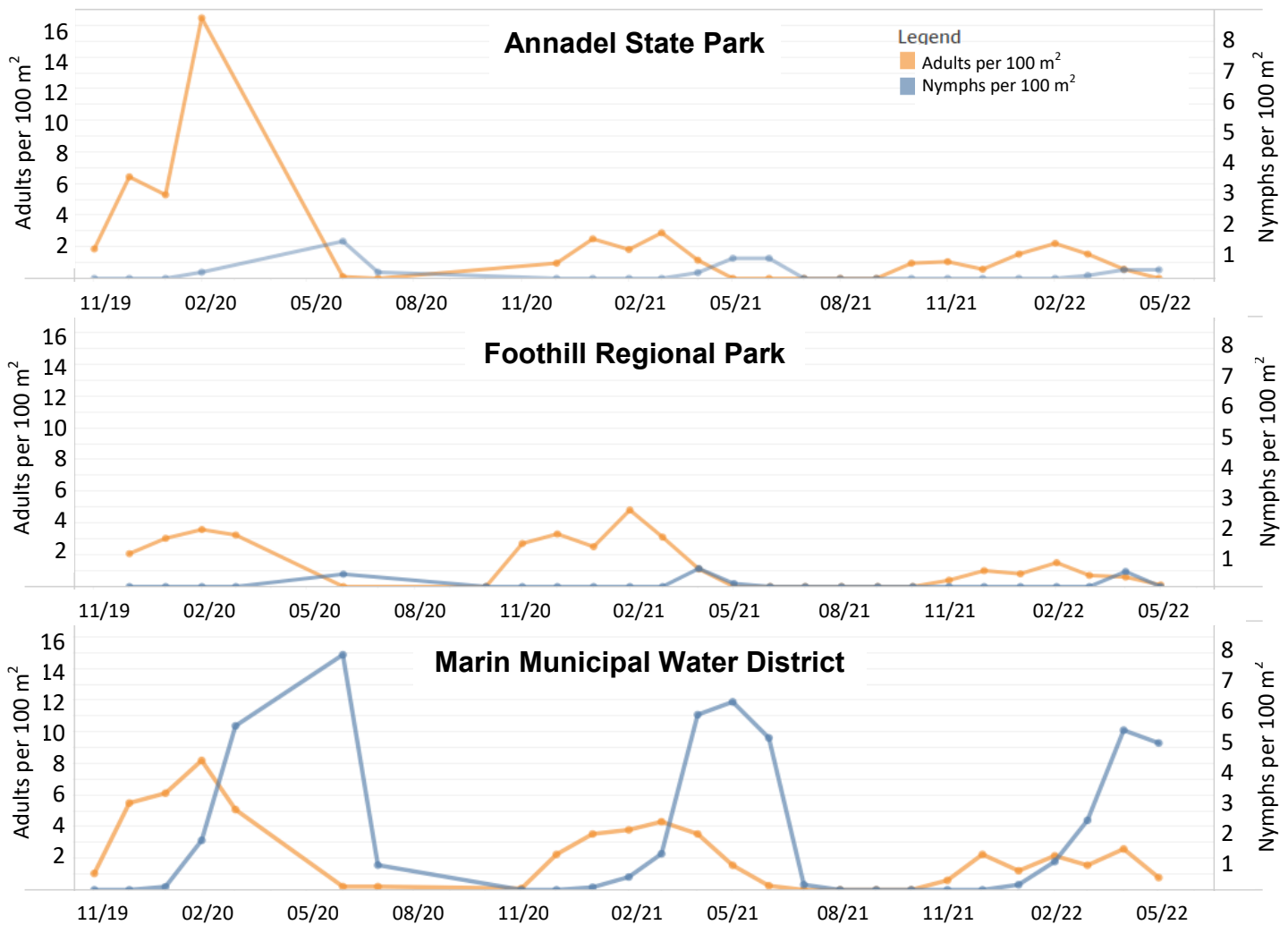
\_\_\_\_\_  
 Philip D. Smith  
 District Manager



# Laboratory Update January through May 2022

## Tick Surveillance

Every month, laboratory staff visit the Marin Municipal Water District (MMWD), Annadel State Park and Foothill Regional Park. During each visit, staff drag a 1 meter by 1 meter white flannel cloth on the same pre-defined trails. They stop every 15 steps to identify, count and record the number of ticks on the flag. These ticks are then released back into the environment. This type of sampling, recommended by the Centers for Disease Control and Prevention, allows us to see trends in tick abundance over time. Below is the distribution of adults and nymphs per 100 meters squared at each visit from November 2019 through May 2022.



Additional tick surveillance occurred from January through May at Spring Lake RP, Stillwater Cove RP, Riverfront RP, Annadel SP, and Foothill RP in Sonoma County and White Hill OSP, Golden Gate National Recreation Area, Mt Burdell OSP, and MMWD in Marin County.



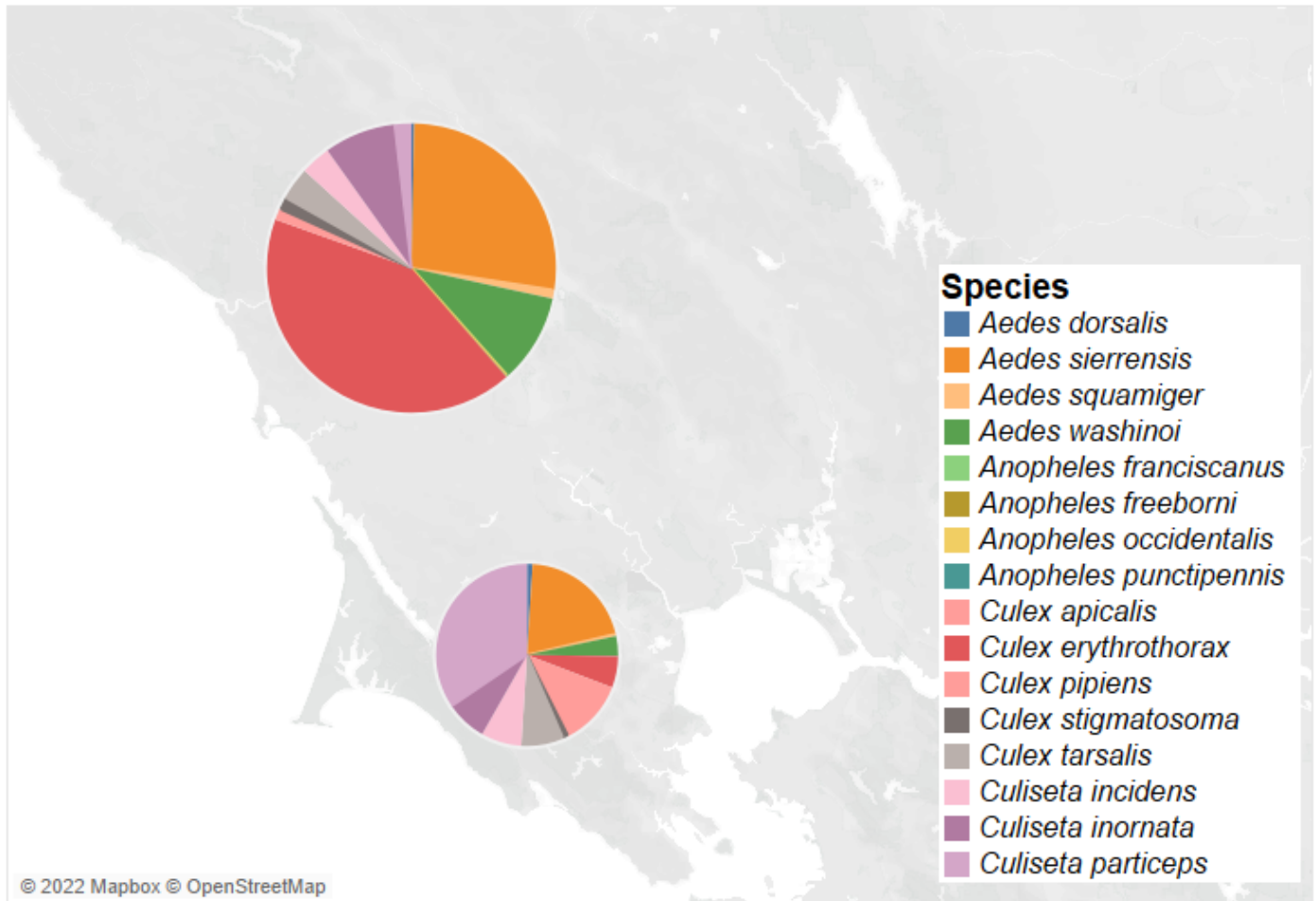


# Laboratory Update January through May 2022

## Adult mosquitoes identified by lab staff\*

| County | Trap Type | Total Traps | Total Adults |
|--------|-----------|-------------|--------------|
| Marin  | EVS       | 183         | 2,185        |
|        | Gravid    | 6           | 34           |
|        | Sentinel  | 12          | 18           |
|        | Sweep Net | 41          | 370          |
| Sonoma | EVS       | 294         | 3,822        |
|        | Gravid    | 22          | 66           |
|        | Sentinel  | 34          | 317          |
|        | Sweep Net | 150         | 1761         |

## Total Adults by County - Jan through May 2022



\*As of 5/24/22

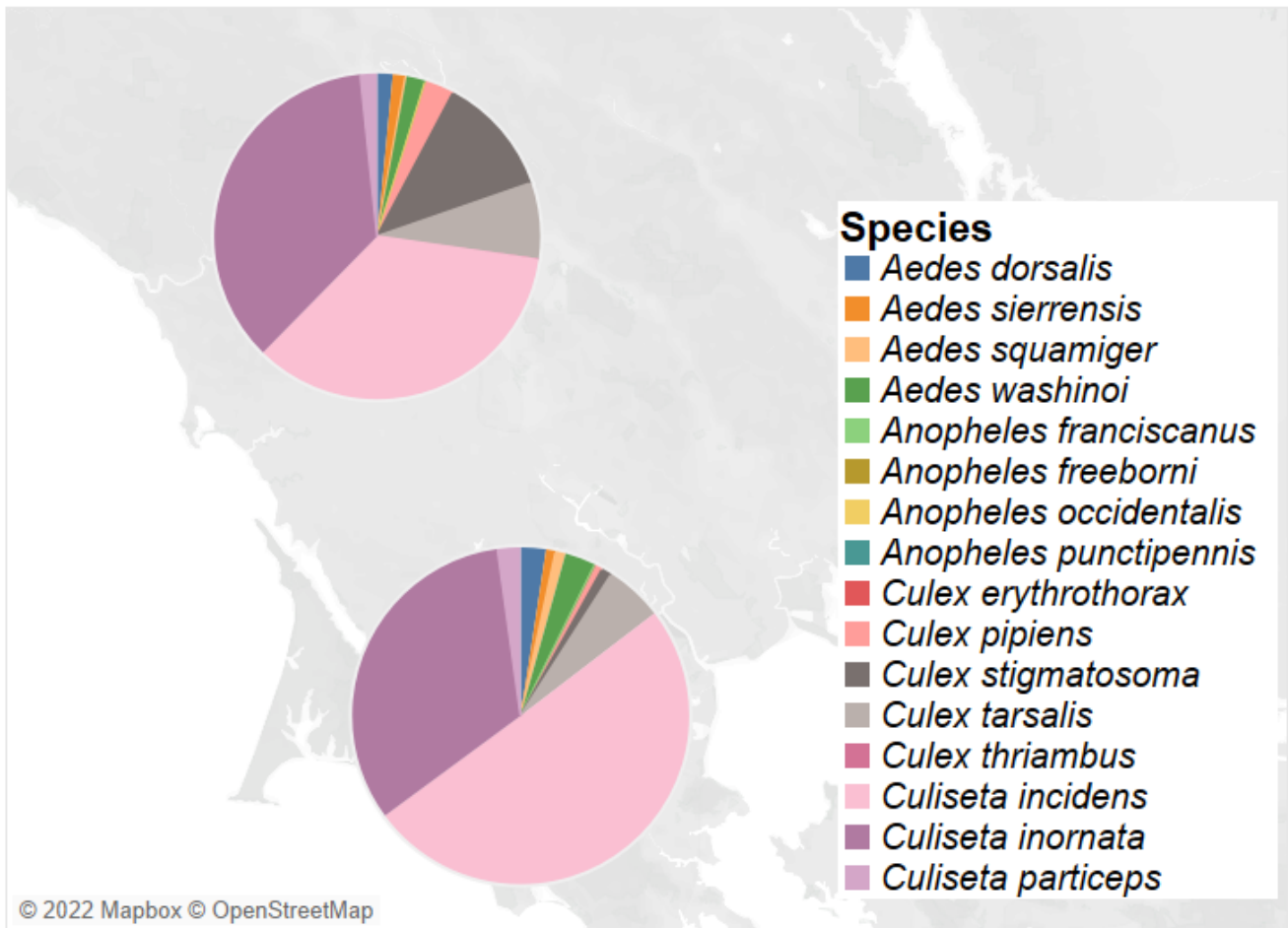


# Laboratory Update January through May 2022

## Larval mosquitoes identified by lab staff\*

| County | Total Samples | Total Larvae |
|--------|---------------|--------------|
| Marin  | 1,458         | 39,359       |
| Sonoma | 1,842         | 36,915       |

## Total Larvae by County - Jan through May 2022



\*As of 5/24/22



# Laboratory Update

## January through May 2022

### Additional Lab Activities

- Biologist Kristen Holt and Lead Biologist (LB) Sarah Brooks continued their daily work of identifying mosquito samples.
- Biologist Holt and seasonal staff maintained *Culex pipiens* and *Aedes sierrensis* colonies for use in testing ultra-low volume spray equipment.
- Beginning in April, one seasonal staff member joined the laboratory. He has been a great asset to the group, setting and retrieving all of our adult mosquito traps each week.
- Biologist Holt completed testing of the ticks collected in 2021.
- Scientific Programs Manager (SPM) Dr. Kelly Liebman answered insect identification requests, and has continued to work closely with Rodent Control Specialist Tony Russo as well as other vector control technicians on potential biting insect/mite service requests.
- SPM Liebman renewed required permitting for collecting ticks at county.
- SPM Liebman provided a training on invasive *Aedes* for new staff members and those who did not receive the training in January 2021.
- All lab staff participated in multiple continuing education courses, fulfilling a number of requirements for the 2021/2023 cycle, as well as online first aid/CPR training.
- SPM Liebman put together a flight book for sUAS operations at the district, working closely with LB Brooks to create district-specific checklists.
- LB Brooks became proficient in the use of the District's first sUAS, performing practice flights as well as the District's first official sUAS mission to take imagery of a ditch in Novato.
- SPM Liebman and LB Brooks attended several MVCAC IT committee webinars, learning about the different platforms each district uses for data collection and storage.
- SPM Liebman attended and participated in several meetings, including the quarterly coastal region biologists meeting, the bi-annual Lyme Disease Advocacy Committee meeting, monthly visual gateway working groups, a drone treatment training/workshop, and the annual tick-borne diseases working group.

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## STAFF REPORT

DATE: June 8, 2022

TO: The Board of Trustees

FROM: Philip D. Smith, District Manager  
Dana Shigley, Management Aide

SUBJECT: Establishment of a Section 115 Pension Prefunding Trust with CalPERS

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### RECOMMENDATION

1. Review and discuss Proposed Board Policy 5080, budget amendment, and authorizing forms for the establishment and initial funding of a California Employers' Pension Prefunding Trust (CEPPT) Account with CalPERS.
2. Consider a motion to adopt Resolution 2021/22-14, authorizing the establishment of a CEPPT account and related actions.

### BACKGROUND

At their meeting on May 11, the Board of Trustees discussed establishing a Section 115 Trust Account to prefund a portion of the District's pension obligations. In addition to the normal pension cost, for many years, the District has made amortized payments and special contributions to the Marin County Employees' Retirement Association (MCERA) towards its unfunded accrued pension liabilities (UAL). Although MCERA's most recent valuation estimates that as of June 30, 2021, the District is fully funded, whether that status will be maintained depends on the future performance of MCERA's investments. If returns fall short of MCERA's targets, the unfunded liabilities will recur.

Establishing a pension prefunding trust allows the District to grow assets towards future pension contributions, providing greater stability for budgeting purposes. Additionally, investing with a prefunding trust is likely to yield a greater rate of return than that offered by the County of Marin Treasury or the Local Agency Investment Fund (LAIF), while maintaining the liquidity of the assets.

After hearing a presentation from CalPERS Affiliate Program representative Karen Lookingbill, the Board directed staff to return on June 8 with a resolution taking the actions required to establish a District CEPPT trust account.

### ANALYSIS

Staff recommends that the Board adopt a resolution (Attachment A) taking three actions needed to implement the California Employers' Pension Prefunding Trust.

1. Adopt Board Policy 5080 (Attachment B) regarding funding of post-employee benefits. The proposed policy provides Board guidance for the administration of both the District's current

California Employers' Retiree Benefits Trust (CERBT) and the proposed CEPPT pension trust account. In practice, the District maintains between 90% and 100% of the District's total accrued liability for retiree medical insurance in the CERBT. The attached policy would formalize this practice. For the CEPPT, it is not possible, or even desirable, to fully pre-fund the District's total accrued liability as the amount is substantial and changes depending on market results and actuarial assumptions. Instead, the proposed policy requires the District to keep an amount equal to between one and three years of annual pension contributions to MCERA in the trust account. In both cases, the amount held in trust (CERBT and CEPPT) are unlikely to be needed by the District any time in the next several years and we anticipate deposits in the trusts will be long-term investments. (Note that adoption of this policy requires renumbering a previous policy and this adjustment is reflected in the resolution).

2. Authorize the submission of enrollment forms to set up the fund. CalPERS requires three forms to establish the District's CEPPT (Attachment C):
  - A. Agreement and Election to Prefund Employer Contributions. This is the agreement between CalPERS and the District to participate in the CEPPT program to be signed by the Board Chair.
  - B. Delegation of Authority to Request Disbursements. This form allows the District Manager, Assistant Manager, and Financial Manager to request a distribution from the CEPPT when needed; two signatures are required for withdrawals of more than \$10,000. Note the *positions* are authorized and not *specific individuals*. We do not anticipate needing a withdrawal for several years.
  - C. Certification of Funding Policy. This form directs CalPERS to invest the District's funds in one of two investment strategies, or enroll in both concurrently. The two strategies differ in the types of investments and anticipated long-term yields (see attachment D for additional information). We are recommending investment strategy 1. This strategy offers higher potential investment return, but also higher potential value volatility. Most CEPPT member agencies opt for Strategy 1. Out of 66 employers, 27 are in CEPPT Strategy 1, followed by 22 in CEPPT Strategy 2 while 17 are doing the CEPPT concurrent participation (some amount in both funds). As these funds will not likely be needed for many years, potential short-term volatility should not be a problem for the District and this long-term investment strategy should serve the District well. (Note that the District's current California Employers' Retiree Benefit Trust is also invested in strategy 1). Whichever CEPPT investment option the District chooses today, it may move its assets easily to a different strategy in the future.
3. Amend the adopted fiscal year 21/22 budget to add the transfer of \$1.1 million. As the Board is aware, the District anticipates that operating revenues in the 21/22 fiscal year will exceed expenses by approximately \$1.5 million. Of these funds, staff recommends that the Board transfer an amount equal to anticipated MCERA payments for one year, or \$1.1 million, to the CEPPT. This will bring the trust account immediately into compliance with the proposed

Board policy, addressed above. (Also on tonight's agenda, the Board will consider adopting a budget for fiscal year 22/23 that includes transferring an additional \$600,000 to the trust).

**ATTACHMENTS**

- A. Proposed Resolution 2021/22-14
- B. Proposed Board Policy 5080 for Prefunding Post-Employment Benefits
- C. Enrollment Forms required by CalPERS to establish CEPPT
- D. Investment Strategy Information Sheets

# Attachment B

**POLICY TITLE:** Funding Post-Employment Benefits

**NUMBER:** 5080

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## **5080 Purpose**

The District provides certain post-employment benefits to employees. These include a retirement pension provided through the Marin County Employees' Retirement Association (MCERA) and, under certain circumstances, post-retirement medical insurance benefits. These two benefits, which are described in detail in the District's annual financial statements, create long-term funding obligations for the District. These obligations are quantified periodically through actuarial analyses.

It shall be the policy of the District to set aside funds needed to fully or partially fund the long-term obligations created by these post-employment benefits, as described in this policy. These reserves ensure that the District will have sufficient funds available to provide the benefits when required; allow the District to plan ahead for costs, minimizing the impact on General Fund resources needed for operations; and ensure a prudent investment return on the District's investment.

### **Section 115 Trust**

As described in this policy, it is the District's policy to invest these post-employment benefit reserves in Section 115 Trusts, as defined in the Internal Revenue Code. Once funds are invested in a Section 115 Trust, the funds cannot be used for any purpose other than qualified benefit expenses. The District cannot withdraw funds for any other purpose. The District will participate in the California Employers' Pension Prefunding Trust (CEPPT) and the California Employers' Retiree Benefit Trust (CERBT), both managed by the California Public Employees' Retirement System (CalPERS). CalPERS offers varied investment strategies for these funds; the Board will direct staff regarding the appropriate investment strategy for each account as needed.

## **5080.10 Funding Post-Employment Benefits**

### **A. MCERA Retirement Benefits**

The District shall maintain a balance in the CEPPT needed to fund the next one to three years total annual contributions required by MCERA. MCERA determines this amount annually in their actuarial analyses, and this reserve policy will remain regardless of the program funding status as determined by MCERA. If MCERA determines that the District does not have an Unfunded Actuarial Accrued Liability, future payments required for "normal costs" will be set aside in the CEPPT, as described above. Annually, the District

will make deposits and withdrawals as needed to fund the program, maintain this required reserve and maximize investment earnings.

When the balance in the CEPPT is either more or less than the required one to three years annual MCERA contributions, the District will develop a plan to bring balances in line with this policy.

**B. Post-Employment Medical Benefits**

The District shall maintain a balance in the CERBT between 90% and 100% of the District's total actuarial accrued liability for these benefits as determined by the District's Actuary every two years. Annually, the District will make deposits and withdrawals required to fund the program consistent with the actuarial analysis, maintain this required reserve, and maximize investment earnings.

**Committee review: April 28, 2022**

**Legal review:**

**Board Approval:**



**CALIFORNIA EMPLOYERS' PENSION PREFUNDING TRUST PROGRAM**

**AGREEMENT AND ELECTION  
OF**

Marin/Sonoma Mosquito & Vector Control District

---

(NAME OF EMPLOYER)

**to Prefund Employer Contributions to a Defined Benefit  
Pension Plan**

WHEREAS (1) Government Code (GC) Section 21711(a) establishes in the State Treasury the California Employers' Pension Prefunding Trust Fund (CEPPT), a special trust fund for the purpose of allowing eligible employers to prefund their required pension contributions to a defined benefit pension plan (each an Employer Pension Plan) by receiving and holding in the CEPPT amounts that are intended to be contributed to an Employer Pension Plan at a later date; and

WHEREAS (2) GC Section 21711(b) provides that the California Public Employees' Retirement System (CalPERS) Board of Administration (Board) has sole and exclusive control of the administration and investment of the CEPPT, the purposes of which include, but are not limited to (i) receiving contributions from participating employers; (ii) investing contributed amounts and income thereon, if any, in order to receive yield on the funds; and (iii) disbursing contributed amounts and income thereon, if any, to pay for costs of administration of the CEPPT and to deposit employer contributions into Employer Pension Plans in accordance with their terms; and

WHEREAS (3) Marin/Sonoma Mosquito & Vector Control District  
(NAME OF EMPLOYER)

(Employer) desires to participate in the CEPPT upon the terms and conditions set by the Board and as set forth herein; and

WHEREAS (4) Employer may participate in the CEPPT upon (i) approval by the Board and (ii) filing a duly adopted and executed Agreement and Election to Prefund Employer Contributions to a Defined Benefit Pension Plan (Agreement) as provided in the terms and conditions of the Agreement; and

WHEREAS (5) The CEPPT is a trust fund that is intended to perform an essential governmental function (that is, the investment of funds by a State, political subdivision or 115 entity) within the meaning of Internal Revenue Code (Code) Section 115 and Internal Revenue Service Revenue Ruling 77-261, and as an Investment Trust Fund, as defined in Governmental Accounting Standards Board (GASB) Statement No. 84, Paragraph 16, for accounting and financial reporting of fiduciary activities from the

external portion of investment pools and individual investment accounts that are held in a trust that meets the criteria in Paragraph 11c(1).

WHEREAS (6) The CEPPT is not a Code Section 401(a) qualified trust and the assets held in the CEPPT are not assets of any Employer Pension Plan or any plan qualified under Code Section 401(a).

NOW, THEREFORE, BE IT RESOLVED THAT EMPLOYER HEREBY MAKES THE FOLLOWING REPRESENTATION AND WARRANTY AND THAT THE BOARD AND EMPLOYER AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

A. Employer Representation and Warranty

Employer hereby represents and warrants that it is the State of California or a political subdivision thereof, or an entity whose income is excluded from gross income under Code Section 115(1).

B. Adoption and Approval of the Agreement; Effective Date; Amendment

(1) Employer's governing body shall elect to participate in the CEPPT by adopting this Agreement and filing with the Board a true and correct original or certified copy of this Agreement as follows:

Filing by mail, send to: CalPERS  
CEPPT  
P.O. Box 1494  
Sacramento, CA 95812-1494

Filing in person, deliver to: CalPERS Mailroom  
CEPPT  
400 Q Street  
Sacramento, CA 95811

(2) Upon receipt of the executed Agreement, and after approval by the Board, the Board shall fix an effective date and shall promptly notify Employer of the effective date of the Agreement. Employer shall provide the Board such other documents as the Board may request, including, but not limited to a certified copy of the resolution(s) of the governing body of Employer authorizing the adoption of the Agreement and documentation naming Employer's successor entity in the event that Employer ceases to exist prior to termination of this Agreement.

(3) The terms of this Agreement may be amended only in writing upon the agreement of both the Board and Employer, except as otherwise provided herein. Any such amendment or modification to this Agreement shall be adopted and executed in the same manner as required for the Agreement. Upon receipt of the executed amendment or modification, the Board shall fix the effective date of the amendment or modification.

(4) The Board shall institute such procedures and processes as it deems necessary to administer the CEPPT, to carry out the purposes of this Agreement, and to maintain the tax-exempt status of the CEPPT. Employer agrees to follow such procedures and processes.

#### C. Employer Reports Provided for the Board's Use in Trust Administration and Financial Reporting and Employer Contributions

(1) Employer shall provide to the Board a defined benefit pension plan cost report on the basis of the actuarial assumptions and methods prescribed by Actuarial Standards of Practice (ASOP) or prescribed by GASB. Such report shall be for the Board's use in trust administration and financial reporting and shall be prepared at least as often as the minimum frequency required by applicable GASB Standards. This defined benefit pension plan cost report may be prepared as an actuarial valuation report or as a GASB compliant financial report. Such report shall be:

- 1) prepared and signed by a Fellow or Associate of the Society of Actuaries who is also a Member of the American Academy of Actuaries or a person with equivalent qualifications acceptable to the Board;
- 2) prepared in accordance with ASOP or with GASB; and
- 3) provided to the Board prior to the Board's acceptance of contributions for the reporting period or as otherwise required by the Board.

(2) In the event that the Board determines, in its sole discretion, that Employer's cost report is not suitable for the Board's purposes and use or if Employer fails to provide a required report, the Board may obtain, at Employer's expense, a report that meets the Board's trust administration and financial reporting needs. At the Board's option, the Board may recover the costs of obtaining the report either by billing and collecting such amount from Employer or through a deduction from Employer's Prefunding Account (as defined in Paragraph D(2) below).

(3) Employer shall notify the Board in writing of the amount and timing of contributions to the CEPPT, which contributions shall be made in the manner established by the Board and in accordance with the terms of this Agreement and any procedures adopted by the Board.

(4) The Board may limit Employer's contributions to the CEPPT to the amount necessary to fully fund the actuarial present value of total projected benefit payments not otherwise prefunded through the applicable Employer Pension Plan (Unfunded PVFB), as set forth in Employer's cost report for the applicable period. If Employer's contribution would cause the assets in Employer's Prefunding Account to exceed the Unfunded PVFB, the Board may refuse to accept the contribution. If Employer's cost report for the applicable period does not set forth the Unfunded PVFB, the Board may

refuse to accept a contribution from Employer if the contribution would cause the assets in Employer's Prefunding Account to exceed Employer's total pension liability, as set forth in Employer's cost report.

(5) No contributions are required. Contributions can be made at any time following the effective date of this Agreement if Employer has first complied with the requirements of this Agreement, including Paragraph C.

(6) Employer acknowledges and agrees that assets held in the CEPPT are not assets of any Employer Pension Plan or any plan qualified under Code Section 401(a), and will not become assets of such a plan unless and until such time as they are distributed from the CEPPT and deposited into an Employer Pension Plan.

#### D. Administration of Accounts; Investments; Allocation of Income

(1) The Board has established the CEPPT as a trust fund consisting of an aggregation of separate single-employer accounts, with pooled administrative and investment functions.

(2) All Employer contributions and assets attributable to Employer contributions shall be separately accounted for in the CEPPT (Employer's Prefunding Account). Assets in Employer's Prefunding Account will be held for the exclusive purpose of funding Employer's contributions to its Employer Pension Plan(s) and defraying the administrative expenses of the CEPPT.

(3) The assets in Employer's Prefunding Account may be aggregated with the assets of other participating employers and may be co-invested by the Board in any asset classes appropriate for a Code Section 115 trust, subject to any additional requirements set forth in applicable law, including, but not limited to, subdivision (d) of GC Section 21711. Employer shall select between available investment strategies in accordance with applicable Board procedures.

(4) The Board may deduct the costs of administration of the CEPPT from the investment income of the CEPPT or from Employer's Prefunding Account in a manner determined by the Board.

(5) Investment income earned shall be allocated among participating employers and posted to Employer's Prefunding Account daily Monday through Friday, except on holidays, when the allocation will be posted the following business day.

(6) If, at the Board's sole discretion and in compliance with accounting and legal requirements applicable to an Investment Trust Fund and to a Code Section 115 compliant trust, the Board determines to its satisfaction that all obligations to pay defined benefit pension plan benefits in accordance with the applicable Employer Pension Plan terms have been satisfied by payment or by defeasance with no remaining risk regarding the amounts to be paid or the value of assets held in the

CEPPT, then the residual Employer assets held in Employer's Prefunding Account may be returned to Employer.

#### E. Reports and Statements

(1) Employer shall submit with each contribution a contribution report in the form and containing the information prescribed by the Board.

(2) The Board, at its discretion but at least annually, shall prepare and provide a statement of Employer's Prefunding Account reflecting the balance in Employer's Prefunding Account, contributions made during the period covered by the statement, investment income allocated during such period, and such other information as the Board may determine.

#### F. Disbursements

(1) Employer may receive disbursements from the CEPPT not to exceed, on an annual basis, the amount of the total annual Employer contributions to Employer's Pension Plan for such year.

(2) Employer shall notify the Board in writing in the manner specified by the Board of the persons authorized to request disbursements from the CEPPT on behalf of Employer.

(3) Employer's request for disbursement shall be in writing signed by Employer's authorized representative, in accordance with procedures established by the Board, and the Board may rely conclusively upon such writing. The Board may, but is not required to, require that Employer certify or otherwise demonstrate that amounts disbursed from Employer's Prefunding Account will be used solely for the purposes of the CEPPT. However, in no event shall the Board have any responsibility regarding the application of distributions from Employer's Prefunding Account.

(4) No disbursement shall be made from the CEPPT which exceeds the balance in Employer's Prefunding Account.

(5) Requests for disbursements that satisfy the above requirements will be processed on at least a monthly basis.

(6) The Board shall not be liable for amounts disbursed in error if it has acted upon the written instruction of an individual authorized by Employer to request disbursements, and is under no duty to make any investigation or inquiry about the correctness of such instruction. In the event of any other erroneous disbursement, the extent of the Board's liability shall be the actual dollar amount of the disbursement, plus interest at the actual earnings rate but not less than zero.

## G. Costs of Administration

Employer shall pay its share of the costs of administration of the CEPPT, as determined by the Board and in accordance with Paragraph D.

## H. Termination of Employer's Participation in the CEPPT

(1) The Board may terminate Employer's participation in the CEPPT if:

- (a) Employer's governing body gives written notice to the Board of its election to terminate; or
- (b) The Board determines, in its sole discretion, that Employer has failed to satisfy the terms and conditions of applicable law, this Agreement or the Board's rules, regulations or procedures.

(2) If Employer's participation in the CEPPT terminates for either of the foregoing reasons, all assets in Employer's Prefunding Account shall remain in the CEPPT, except as otherwise provided below, and shall continue to be invested and accrue income as provided in Paragraph D, and Employer shall remain subject to the terms of this Agreement with respect to such assets.

(3) After Employer's participation in the CEPPT terminates, Employer may not make further contributions to the CEPPT.

(4) After Employer's participation in the CEPPT terminates, disbursements from Employer's Prefunding Account may continue upon Employer's instruction or otherwise in accordance with the terms of this Agreement.

(5) After Employer's participation in the CEPPT terminates, the governing body of Employer may request either:

- (a) A trustee to trustee transfer of the assets in Employer's Prefunding Account to a trust dedicated to prefunding Employer's required pension contributions; provided that the Board shall have no obligation to make such transfer unless the Board determines that the transfer will satisfy applicable requirements of the Code, other law and accounting standards, and the Board's fiduciary duties. If the Board determines that the transfer will satisfy these requirements, the Board shall then have one hundred fifty (150) days from the date of such determination to effect the transfer. The amount to be transferred shall be the amount in Employer's Prefunding Account as of the date of the transfer (the "transfer date") and shall include investment earnings up to an investment earnings allocation date preceding the transfer date. In no event shall the investment earnings allocation date precede the transfer date by more than 150 days.

- (b) A disbursement of the assets in Employer's Prefunding Account; provided that the Board shall have no obligation to make such disbursement unless the Board determines that, in compliance with the Code, other law and accounting standards, and the Board's fiduciary duties, all of Employer's obligations for payment of defined benefit pension plan benefits and reasonable administrative costs of the Board have been satisfied. If the Board determines that the disbursement will satisfy these requirements, the Board shall then have one hundred fifty (150) days from the date of such determination to effect the disbursement. The amount to be disbursed shall be the amount in Employer's Prefunding Account as of the date of the disbursement (the "disbursement date") and shall include investment earnings up to an investment earnings allocation date preceding the disbursement date. In no event shall the investment earnings allocation date precede the disbursement date by more than 150 days.

(6) After Employer's participation in the CEPPT terminates and at such time that no assets remain in Employer's Prefunding Account, this Agreement shall terminate. To the extent that assets remain in Employer's Prefunding Account, this Agreement shall remain in full force and effect.

(7) If, for any reason, the Board terminates the CEPPT, the assets in Employer's Prefunding Account shall be paid to Employer to the extent permitted by law and Code Section 115 after retention of (i) an amount sufficient to pay the Unfunded PVFB as set forth in a current defined benefit pension plan(s) cost report prepared in compliance with ASOP and the requirements of Paragraph C(1), and (ii) amounts sufficient to pay reasonable administrative costs of the Board. Amounts retained by the Board to pay the Unfunded PVFB shall be transferred to (i) another Code Section 115 trust dedicated to prefunding Employer's required pension contributions, subject to the Board's determination that such transfer will satisfy applicable requirements of the Code, other law and accounting standards, and the Board's fiduciary duties or (ii) Employer's Pension Plan, subject to acceptance by Employer's Pension Plan.

(8) If Employer ceases to exist but Employer's Prefunding Account continues to exist, and if no provision has been made to the Board's satisfaction by Employer with respect to Employer's Prefunding Account, the Board shall be permitted to identify and appoint a successor to Employer under this Agreement, provided that the Board first determines, in its sole discretion, that there is a reasonable basis upon which to identify and appoint such a successor and provided further that such successor agrees in writing to be bound by the terms of this Agreement. If the Board is unable to identify or appoint a successor as provided in the preceding sentence, then the Board is authorized to appoint a third-party administrator or other successor to act on behalf of Employer under this Agreement and to otherwise carry out the intent of this Agreement with respect to Employer's Prefunding Account. Any and all costs associated with such appointment shall be paid from the assets attributable to Employer's Prefunding Account. At the Board's option, and subject to acceptance by Employer's Pension Plan,

the Board may instead transfer the assets in Employer's Prefunding Account to Employer's Pension Plan and terminate this Agreement.

(9) If the Board determines, in its sole discretion, that Employer has breached the representation and warranty set forth in Paragraph A., the Board shall take whatever action it deems necessary to preserve the tax-exempt status of the CEPPT.

I. Indemnification

Employer shall indemnify, defend, and hold harmless CalPERS, the Board, the CEPPT, and all of the officers, trustees, agents and employees of the foregoing from and against any loss, liability, claims, causes of action, suits, or expense (including reasonable attorneys' fees and defense costs, lien fees, judgments, fines, penalties, expert witness fees, appeals, and claims for damages of any nature whatsoever) not charged to the CEPPT and imposed as a result of, arising out of, related to or in connection with (1) the performance of the Board's duties or responsibilities under this Agreement, except to the extent that such loss, liability, suit or expense results or arises from the Board's own gross negligence, willful misconduct or material breach of this Agreement, or (2) without limiting the scope of Paragraph F(6) of this Agreement, any acts taken or transactions effected in accordance with written directions from Employer or any of its authorized representatives or any failure of the Board to act in the absence of such written directions to the extent the Board is authorized to act only at the direction of Employer.

J. General Provisions

(1) Books and Records

Employer shall keep accurate books and records connected with the performance of this Agreement. Such books and records shall be kept in a secure location at Employer's office(s) and shall be available for inspection and copying by the Board and its representatives.

(2) Notice

(a) Any notice or other written communication pursuant to this Agreement will be deemed effective immediately upon personal delivery, or if mailed, three (3) days after the date of mailing, or if delivered by express mail or e-mail, immediately upon the date of confirmed delivery, to the following:

For the Board:

Filing by mail, send to:  
CalPERS  
CEPPT  
P.O. Box 1494  
Sacramento, CA 95812-1494



Filing in person, deliver to:  
CalPERS Mailroom  
CEPPT  
400 Q Street  
Sacramento, CA 95811

For Employer:

District Manager  
Marin/Sonoma Mosquito & Vector Control District  
595 Helman Lane  
Cotati, CA 94931

(b) Either party to this Agreement may, from time to time by notice in writing served upon the other, designate a different mailing address to which, or a different person to whom, all such notices thereafter are to be addressed.

### (3) Survival

All representations, warranties, and covenants contained in this Agreement, or in any instrument, certificate, exhibit, or other writing intended by the parties to be a part of this Agreement shall survive the termination of this Agreement.

### (4) Waiver

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy shall be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

### (5) Necessary Acts; Further Assurances

The parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

### (6) Incorporation of Amendments to Applicable Laws and Accounting Standards

Any references to sections of federal or state statutes or regulations or accounting standards shall be deemed to include a reference to any amendments thereof and any successor provisions thereto.

(7) Days

Wherever in this Agreement a set number of days is stated or allowed for a particular event to occur, the days are understood to include all calendar days, including weekends and holidays, unless otherwise stated.

(8) No Third Party Beneficiaries

Except as expressly provided herein, this Agreement is for the sole benefit of the parties hereto and their permitted successors and assignees, and nothing herein, expressed or implied, will give or be construed to give any other person any legal or equitable rights hereunder. Notwithstanding the foregoing, CalPERS, the CEPPT, and all of the officers, trustees, agents and employees of CalPERS, the CEPPT and the Board shall be considered third party beneficiaries of this Agreement with respect to Paragraph I above.

(9) Counterparts

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

A majority vote of Employer's Governing Body at a public meeting held on the 8th day of the month of June in the year 2022, authorized entering into this Agreement.

Signature of the Presiding Officer: \_\_\_\_\_

Printed Name of the Presiding Officer: Laurie Gallian

Name of Governing Body: Board of Trustees

Name of Employer: Marin/Sonoma Mosquito & Vector Control District

Date: June 8, 2022

BOARD OF ADMINISTRATION  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY \_\_\_\_\_  
MELODY BENAVIDES  
DIVISION CHIEF, PENSION CONTRACTS AND PREFUNDING PROGRAMS  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

To be completed by CalPERS  
The effective date of this Agreement is: \_\_\_\_\_



California Public Employees' Retirement System  
 California Employers' Pension Prefunding Trust (CEPPT)  
 400 Q Street, Sacramento, CA 95811  
 www.calpers.ca.gov

## Delegation of Authority to Request Disbursements California Employers' Pension Prefunding Trust (CEPPT)

### RESOLUTION OF THE

Board of Trustees

\_\_\_\_\_  
 (GOVERNING BODY)

### OF THE

Marin/Sonoma Mosquito & Vector Control District

\_\_\_\_\_  
 (NAME OF EMPLOYER)

The Board of Trustees delegates to the incumbents  
 \_\_\_\_\_  
 (GOVERNING BODY)

in the positions of Manager and  
 \_\_\_\_\_  
 (TITLE)

Assistant Manager, and/or  
 \_\_\_\_\_  
 (TITLE)

Financial Manager authority to request on behalf of the  
 \_\_\_\_\_  
 (TITLE)

Employer disbursements from the Pension Prefunding Trust and to certify as to the purpose for which the disbursed funds will be used.

By \_\_\_\_\_

Title Board President

Witness \_\_\_\_\_

Date June 8, 2022



California Public Employees' Retirement System  
 California Employers' Pension Prefunding Trust (CEPPT)  
 400 Q Street, Sacramento, CA 95811  
 www.calpers.ca.gov

## California Employers' Pension Prefunding Trust (CEPPT) CERTIFICATION OF FUNDING POLICY

**EMPLOYER NAME:** Marin/Sonoma Mosquito & Vector Control District

**SECTION I: CEPPT Asset Allocation Strategy Selection**

As the employer, I certify that my agency chooses the following CEPPT asset allocation strategy (select one):

| CEPPT Asset Allocation Strategy | 10 Year Expected Rate of Return | Expected Volatility (Standard Deviation) |
|---------------------------------|---------------------------------|--|
| <b>Strategy 1</b>               | 5.0%                            | 8.2%                                     |
| <b>Strategy 2</b>               | 4.0%                            | 5.2%                                     |
| <b>Concurrent Enrollment</b>    | -                               | -  |

**SECTION II: Contributions and Reimbursements**

As the employer, I certify that we intend to make CEPPT contributions and request eligible reimbursements in the following manner:

**Contributions:**

We intend to make an initial contribution of \$ \$1,100,000 on or around 06/2022.  
(MM/YYYY)

For fiscal year ending June 30, 2022 we intend to contribute the estimated following amount(s) in:  
(YYYY)

Strategy 1: \$ \_\_\_\_\_ and/or

Strategy 2: \$ \_\_\_\_\_

For fiscal year ending June 30, \_\_\_\_\_ we intend to contribute the estimated following amount(s) in:  
(YYYY)

Strategy 1: \$ \_\_\_\_\_ and/or

Strategy 2: \$ \_\_\_\_\_



California Public Employees' Retirement System  
California Employers' Pension Prefunding Trust (CEPPT)  
400 Q Street, Sacramento, CA 95811  
www.calpers.ca.gov

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## California Employers' Pension Prefunding Trust (CEPPT) CERTIFICATION OF FUNDING POLICY

### Reimbursements:

During the two years period identified above, do you intend to seek a reimbursement?

Yes

No The District does not plan to seek a reimbursement within this timeframe.

If you answered yes:

For fiscal year ending June 30, \_\_\_\_\_ we intend to seek an approximate reimbursement of \$ \_\_\_\_\_.  
(YYYY)

For fiscal year ending June 30, \_\_\_\_\_ we intend to seek an approximate reimbursement of \$ \_\_\_\_\_.  
(YYYY)

### COMMENTS:

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California Public Employees' Retirement System  
 California Employers' Pension Prefunding Trust  
 (CEPPT)  
 400 Q Street, Sacramento, CA 95811  
[www.calpers.ca.gov](http://www.calpers.ca.gov)

## California Employers' Pension Prefunding Trust (CEPPT) CERTIFICATION OF FUNDING POLICY

We understand we will be asked to provide information to CalPERS as required to facilitate compliance with Governmental Accounting Standards Board (GASB) reporting requirements and we agree to provide this information to CalPERS on a timely basis.

We understand that CEPPT will be reported in aggregate as a fiduciary fund for CalPERS reporting. CEPPT assets will not be reported under GASB 67/68.

We understand that the cash flow information provided in Section II are estimated amounts and is being used for CEPPT asset management purposes. There is no implied commitment to contribute or reimburse.

Marin/Sonoma Mosquito & Vector Control District

\_\_\_\_\_  
 Employer Name

Laurie Gallian

\_\_\_\_\_  
 Printed Name of Person Signing the Form

Board President

\_\_\_\_\_  
 Title of Person Signing the Form

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

|                                      |                          |
|--------------------------------------|--------------------------|
| Jennifer Crayne                      |                          |
| Designated Employer Contact Name     |                          |
| Financial Manager                    |                          |
| Title of Designated Employer Contact |                          |
| (707) 285-2200                       | jenniferc@msmosquito.org |
| Phone #                              | Email Address            |



California Public Employees' Retirement System  
California Employers' Pension Prefunding Trust  
(CEPPT)  
400 Q Street, Sacramento, CA 95811  
[www.calpers.ca.gov](http://www.calpers.ca.gov)

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## California Employers' Pension Prefunding Trust (CEPPT) CERTIFICATION OF FUNDING POLICY

**This page provides instructions to complete each section of the Certification of Pension Funding Policy.**

### **SECTION I: CEPPT Asset Allocation Strategy Selection**

Your CEPPT assets will be invested using the asset allocation strategy checked here. Each strategy has a different assumed 10 year expected rate of return and risk profile.

### **SECTION II: Contributions and Reimbursements**

Here we ask you to indicate how you expect to make contributions to, and seek reimbursement from, the trust. All contributions are voluntary and never required. This section is for informational purpose. There is no implied commitment to contribute or reimburse. Information provided is intended for investment forecast and asset management purposes.



# CEPPT Strategy 1



March 31, 2022

## Objective

The CEPPT Strategy 1 portfolio seeks to provide capital appreciation and income consistent with its strategic asset allocation. There is no guarantee that the portfolio will achieve its investment objective.

## Strategy

The CEPPT Strategy 1 portfolio is invested in various asset classes that are passively managed to an index. CalPERS periodically adjusts the composition of the portfolio in order to match the target allocations. Generally, equities are intended to help build the value of the employer's portfolio over the long term while bonds are intended to help provide income and stability of principal. Also, strategies invested in a higher percentage of equities seek higher investment returns (but assume more risk) compared with strategies invested in a higher percentage of bonds.

Compared with CEPPT Strategy 2, this portfolio has a higher allocation to equities than bonds. Historically, equities have displayed greater price volatility and, therefore, this portfolio may experience greater fluctuation of value. Employers that seek higher investment returns, and are able to accept greater risk and tolerate more fluctuation in returns, may wish to consider this portfolio.

CalPERS Board may change the list of approved asset classes in composition as well as targeted allocation percentages and ranges at any time.

## Assets Under Management

As of the specified reporting month-end:

| CEPPT Strategy 1 | Annual Expense Ratio |
|------------------|----------------------|
| \$51,480,972     | 0.25%                |

## Composition

### Asset Class Allocations and Benchmarks

The CEPPT Strategy 1 portfolio consists of the following asset classes and corresponding benchmarks:

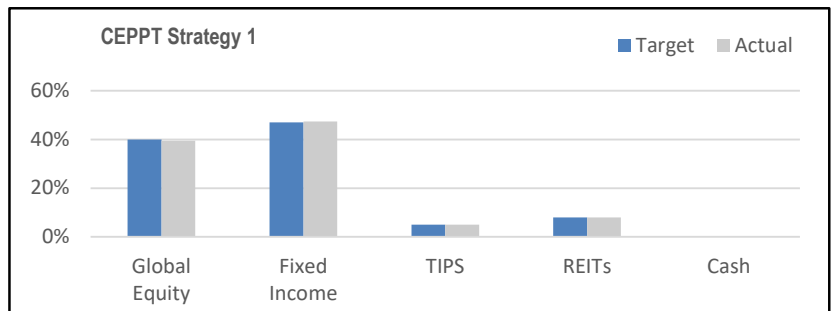
| Asset Class                                      | Target Allocation | Target Range | Benchmark                              |
|--|-------------------|--------------|--|
| Global Equity                                    | 40%               | ± 5%         | MSCI All Country World Index IMI (Net) |
| Fixed Income                                     | 47%               | ± 5%         | Bloomberg US Aggregate Bond Index      |
| Treasury Inflation-Protected Securities ("TIPS") | 5%                | ± 3%         | Bloomberg US TIPS Index, Series L      |
| Real Estate Investment Trusts ("REITs")          | 8%                | ± 5%         | FTSE EPRA/NAREIT Developed Index (Net) |
| Cash   | -                 | + 2%         | 91-Day Treasury Bill                   |

## Portfolio Benchmark

The CEPPT Strategy 1 benchmark is a composite of underlying asset class market indices, each assigned the target weight for the asset class it represents.

## Target vs. Actual Asset Class Allocations

The following chart shows policy target allocations compared with actual asset allocations as of the specified reporting month-end. CalPERS may temporarily deviate from the target allocation for a particular asset class based on market, economic, or other considerations.



## CEPPT Strategy 1 Performance as of March 31, 2022

|                                 | 1 Month | 3 Months | Fiscal YTD | 1 Year | 3 Years* | 5 Years* | 10 Years* | Since Inception*<br>(October 1, 2019) |
|---------------------------------|---------|----------|------------|--------|----------|----------|-----------|---------------------------------------|
| Gross Return <sup>1,3</sup>     | -0.30%  | -5.43%   | -2.60%     | 2.02%  | -        | -        | -         | 7.20%                                 |
| Net Return <sup>2,3</sup>       | -0.32%  | -5.49%   | -2.78%     | 1.77%  | -        | -        | -         | 6.95%                                 |
| Benchmark Return                | -0.28%  | -5.44%   | -2.65%     | 1.86%  | -        | -        | -         | 7.19%                                 |
| Standard Deviation <sup>4</sup> | -       | -        | -          | -      | -        | -        | -         | -                                     |

\* Returns for periods greater than one year are annualized.

<sup>1</sup> Gross returns are net of SSGA operating expenses.

<sup>2</sup> Net returns are net of SSGA operating expenses, investment management, administrative and recordkeeping fees.

<sup>3</sup> Expenses are described in more detail on page 2 of this document.

<sup>4</sup> Standard deviation is based on gross returns and is reported for periods greater than 3 years.

# CEPPT Strategy 1



March 31, 2022

## General Information

### Information Accessibility

The CEPPT Strategy 1 portfolio consists of assets managed internally by CalPERS and/or by external managers. Since it is not a mutual fund, a prospectus is not available and daily holdings are not published. CalPERS provides a quarterly statement of the employer's account and other information about the CEPPT. For total market value, detailed asset allocation, investment policy and performance information, please visit our website at [www.calpers.ca.gov](http://www.calpers.ca.gov).

### Portfolio Manager Information

The CalPERS Board, through its Investment Committee, directs the CEPPT investment strategy based on policies approved by the Board of Administration. State Street Global Advisors (SSGA) manages all underlying investments for CEPPT, which include: Global Equity, Fixed Income, Real Estate Investment Trusts, and Treasury Inflation-Protected Securities.

### Custodian and Record Keeper

State Street Bank serves as custodian for the CEPPT. Northeast Retirement Services serves as recordkeeper.

### Expenses

CEPPT is a self-funded trust in which participating employers pay for all administrative and investment expenses. Expenses reduce the gross investment return by the fee amount. The larger the expenses, the greater reduction of investment return. Currently, CEPPT expense ratios are 0.25%. This equates to \$2.50 per \$1,000 invested. The expenses consist of administrative expenses borne by CalPERS to administer and oversee the Trust assets, investment management and administrative fees paid to SSGA to manage all asset classes, and recordkeeping fees paid to Northeast Retirement Services to administer individual employer accounts. The expenses described herein are reflected in the net asset value per unit. The expense ratio is subject to change at any time and without prior notification due to factors such as changes to average fund assets or market conditions. CalPERS reviews the operating expenses annually and changes may be made as appropriate. Even if the portfolio loses money during a period, the expenses will still be charged.

### What Employers Own

Each employer invested in CEPPT Strategy 1 owns units of this portfolio, which invests in pooled asset classes managed by CalPERS and/or external advisors. Employers do not have direct ownership of the securities in the portfolio.

### Price

The value of the portfolio changes daily based upon the market value of the underlying securities. Just as prices of individual securities fluctuate, the portfolio's value also changes with market conditions.

### Principal Risks of the Portfolio

The CEPPT fund is a trust fund dedicated to prefunding employer contributions to defined benefit pension plans for eligible state and local agencies. CEPPT is not, however, a defined benefit plan. There is no guarantee that the portfolio will achieve its investment objectives or provide sufficient funding to meet employer obligations.

An investment in the portfolio is not a bank deposit, nor is it insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC), CalPERS, the State of California or any other government agency.

There are risks associated with investing, including possible loss of principal. The portfolio's risk depends in part on the portfolio's asset class allocations and the selection, weighting and risks of the underlying investments. For more information about investment risks, please see the document entitled "CEPPT Principal Investment Risks" located at [www.calpers.ca.gov](http://www.calpers.ca.gov).

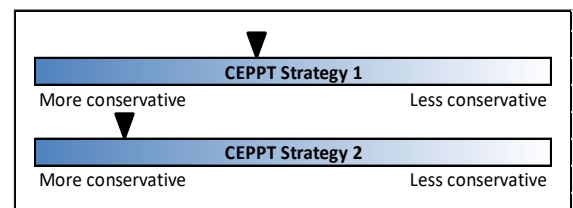
### Fund Performance

Performance data shown on page 1 represents past performance and is no guarantee of future results. The investment return and principal value of an investment will fluctuate so that an employer's units, when redeemed, may be worth more or less than their original cost. Current performance may be higher or lower than historical performance data shown. For current performance information, please visit [www.calpers.ca.gov](http://www.calpers.ca.gov) and follow the links to California Employers' Pension Prefunding Trust.

## CEPPT Strategy Risk Levels

CalPERS offers employers the choice of one of two investment strategies. Projected risk levels among risk strategies vary, depending upon the target asset class allocations. Generally, equities carry more risk than fixed income securities.

| Asset Class Target Allocations          | Strategy 1 | Strategy 2 |
|---|------------|------------|
| Global Equity                           | 40%        | 14%        |
| Fixed Income                            | 47%        | 73%        |
| Treasury-Inflation Protected Securities | 5%         | 5%         |
| Real Estate Investment Trusts           | 8%         | 8%         |



March 31, 2022

### Objective

The CEPPT Strategy 2 portfolio seeks to provide capital appreciation and income consistent with its strategic asset allocation. There is no guarantee that the portfolio will achieve its investment objective.

### Strategy

The CEPPT Strategy 2 portfolio is invested in various asset classes that are passively managed to an index. CalPERS periodically adjusts the composition of the portfolio in order to match the target allocations. Generally, equities are intended to help build the value of the employer's portfolio over the long term while bonds are intended to help provide income and stability of principal. Also, strategies invested in a higher percentage of equities seek higher investment returns (but assume more risk) compared with strategies invested in a higher percentage of bonds.

Compared with CEPPT Strategy 1, this portfolio has a lower allocation to equities and a higher allocation to bonds. Historically, funds with a lower percentage of equities have displayed less price volatility and, therefore, this portfolio may experience comparatively less fluctuation of value. Employers that seek greater stability of value, in exchange for possible lower investment returns, may wish to consider this portfolio.

CalPERS Board may change the list of approved asset classes in composition as well as targeted allocation percentages and ranges at any time.

### Assets Under Management

As of the specified reporting month-end:

| CEPPT Strategy 2 | Annual Expense Ratio |
|------------------|----------------------|
| \$21,510,935     | 0.25%                |

### Composition

#### Asset Class Allocations and Benchmarks

The CEPPT Strategy 2 portfolio consists of the following asset classes and corresponding benchmarks:

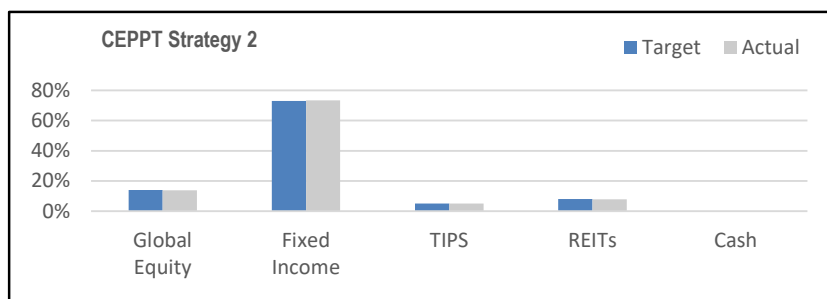
| Asset Class                                      | Target Allocation | Target Range | Benchmark                              |
|--|-------------------|--------------|--|
| Global Equity                                    | 14%               | ± 5%         | MSCI All Country World Index IMI (Net) |
| Fixed Income                                     | 73%               | ± 5%         | Bloomberg US Aggregate Bond Index      |
| Treasury Inflation-Protected Securities ("TIPS") | 5%                | ± 3%         | Bloomberg US TIPS Index, Series L      |
| Real Estate Investment Trusts ("REITs")          | 8%                | ± 5%         | FTSE EPRA/NAREIT Developed Index (Net) |
| Cash   | -                 | + 2%         | 91-Day Treasury Bill                   |

#### Portfolio Benchmark

The CEPPT Strategy 2 benchmark is a composite of underlying asset class market indices, each assigned the target weight for the asset class it represents.

#### Target vs. Actual Asset Class Allocations

The following chart shows policy target allocations compared with actual asset allocations as of the specified reporting month-end. CalPERS may temporarily deviate from the target allocation for a particular asset class based on market, economic, or other considerations.



### CEPPT Strategy 2 Performance as of March 31, 2022

|                                 | 1 Month | 3 Months | Fiscal YTD | 1 Year | 3 Years* | 5 Years* | 10 Years* | Since Inception*<br>(January 1, 2020) |
|---------------------------------|---------|----------|------------|--------|----------|----------|-----------|---------------------------------------|
| Gross Return <sup>1,3</sup>     | -1.51%  | -5.52%   | -3.92%     | -0.81% | -        | -        | -         | 2.88%                                 |
| Net Return <sup>2,3</sup>       | -1.53%  | -5.58%   | -4.10%     | -1.05% | -        | -        | -         | 2.64%                                 |
| Benchmark Return                | -1.52%  | -5.56%   | -3.97%     | -0.86% | -        | -        | -         | 2.74%                                 |
| Standard Deviation <sup>4</sup> | -       | -        | -          | -      | -        | -        | -         | -                                     |

\* Returns for periods greater than one year are annualized.

<sup>1</sup> Gross returns are net of SSGA operating expenses.

<sup>2</sup> Net returns are net of SSGA operating expenses, investment management, administrative and recordkeeping fees.

<sup>3</sup> Expenses are described in more detail on page 2 of this document.

<sup>4</sup> Standard deviation is based on gross returns and is reported for periods greater than 3 years.

# CEPPT Strategy 2



March 31, 2022

## General Information

### Information Acessibility

The CEPPT Strategy 2 portfolio consists of assets managed internally by CalPERS and/or by external managers. Since it is not a mutual fund, a prospectus is not available and daily holdings are not published. CalPERS provides a quarterly statement of the employer's account and other information about the CEPPT. For total market value, detailed asset allocation, investment policy and performance information, please visit our website at [www.calpers.ca.gov](http://www.calpers.ca.gov).

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### What Employers Own

Each employer invested in CEPPT Strategy 2 owns units of this portfolio, which invests in pooled asset classes managed by CalPERS and/or external advisors. Employers do not have direct ownership of the securities in the portfolio.

### Price

The value of the portfolio changes daily based upon the market value of the underlying securities. Just as prices of individual securities fluctuate, the portfolio's value also changes with market conditions.

### Principal Risks of the Portfolio

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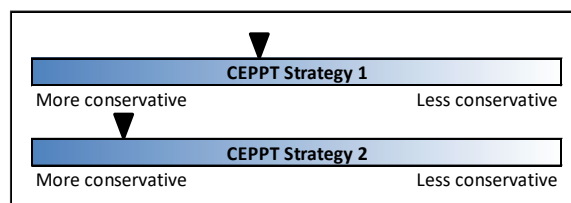
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## CEPPT Strategy Risk Levels

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| Asset Class Target Allocations          | Strategy 1 | Strategy 2 |
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| Treasury-Inflation Protected Securities | 5%         | 5%         |
| Real Estate Investment Trusts           | 8%         | 8%         |



## RESOLUTION 2021/22-14

### A RESOLUTION OF THE BOARD OF TRUSTEES OF THE MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT APPROVING THE ESTABLISHMENT OF A CALIFORNIA EMPLOYERS' PENSION PREFUNDING TRUST AND TAKING RELATED ACTIONS

**WHEREAS**, pursuant to agreements with employee associations, the Marin/Sonoma Mosquito & Vector Control District ("District") provides certain pension and health insurance benefits to employees who have retired from the District; and

**WHEREAS**, while these post-retirement benefits assist the District in attracting and retaining well qualified employees, they also create long-term fiscal liabilities for the District; and

**WHEREAS**, the Board of Trustees ("Trustees") believes it is prudent for the District to pre-fund the future cost of these benefits to the extent possible, helping to protect the District from future cash flow challenges in difficult fiscal times and ensuring that funding for the benefits is protected from competing uses; and

**WHEREAS**, the District believes the most effective way to accumulate funds for pre-funding post-employment benefits is through participation in the California Employers' Pension Prefunding Trust ("CEPPT") administered by the California Public Employees Retirement System ("CalPERS"); and

**WHEREAS**, the District wishes to initially fund the CEPPT through a deposit of \$1.1 million in the 2021/22 fiscal year; and

**WHEREAS**, the District wishes to adopt a Board policy concerning the establishment, funding and administration of Section 115 Trust accounts and to incorporate it in the District's Board Policy Manual.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Trustees of the Marin/Sonoma Mosquito & Vector Control District as follows:

#### **SECTION 1. Recitals**

The above recitals are incorporated as though set forth in this section.

#### **SECTION 2. Purposes**

For the purposes identified in the above recitals, the District desires to approve participation in the CalPERS CEPPT program, adopt a policy regarding funding post-employment benefits, and amend the current fiscal year adopted budget to make an initial deposit to the trust.

**SECTION 3. Authorization to participate in the CalPERS CEPPT program**

The Board hereby authorizes participation in the CalPERS CEPPT program and authorizes the Board President and District Manager to sign and submit the CalPERS Agreement and Election to Prefund Employer Contributions, Delegation of Authority to Request Disbursements, and Certification of Funding Policy.

The Board further authorizes and directs the District Manager to take whatever actions are necessary to establish and maintain the District’s participation in the CEPPT program, to maintain compliance with any relevant regulation issued or as may be issued for the program, and to take whatever actions are required to administer the District’s CEPPT plan.

**SECTION 4. Adoption of Policy**

The Board hereby directs staff to re-number the policy 5080 regarding the preparation of Board minutes adopted on October 14, 2020 to policy 3040, and reflect this in the District’s Board Policy Manual.

Further, the Board hereby adopts policy 5080, Funding of Post-Employment Benefits, attached hereto as Exhibit A and incorporated herein.

**SECTION 5. Amendment of Budget**

The Board hereby amends the adopted 2021/22 fiscal year budget as follows:

| Account                           | Current Budget | Change       | Revised Budget |
|-----------------------------------|----------------|--------------|----------------|
| 101-5100-6068<br>Payment to CEPPT | \$0            | +\$1,100,000 | \$1,100,000    |

Further, the Board directs staff to deposit \$1,100,000 in the CEPPT before June 30, 2022.

**SECTION 6. Severability**

Should any provision of this Resolution, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Resolution or the application of this Resolution to any other person or circumstance and, to that end, the provisions hereof are severable.

**Effective Date** This Resolution shall become effective upon its adoption.

**PASSED AND ADOPTED** at a regular meeting of the Board of Trustees held June 8, 2022, 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"/> |
| Tamara Davis       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Art Deicke         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Pamela Harlem      | <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"/> |
| Ranjiv Khush       | <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"/> |
| Shaun McCaffery    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Morgan Patton      | <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"/> |
| Diana Rich         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Herb Rowland       | <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"/> |
| Veronica Siwy      | <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"/> |
| Laurie Gallian     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vote Totals:       |                          |                          |                          |                          |

ATTEST:

APPROVED:

\_\_\_\_\_  
 Ranjiv Khush  
 Secretary, Board of Trustees

\_\_\_\_\_  
 Laurie Gallian  
 President, Board of Trustees

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## STAFF REPORT

DATE: June 8, 2022  
TO: The Board of Trustees  
FROM: Philip D. Smith, District Manager  
SUBJECT: Proposed One-Time Stipend Payment & Budget Amendment

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### RECOMMENDATION

1. Consider a motion to adopt Resolution 2021/22-15, providing a one-time payment to certain employees and amending the adopted fiscal year 2021/22 budget to reflect the additional expense.

### BACKGROUND

In the preceding two years, employees have worked for the District in circumstances that were often difficult due to the health and safety precautions designed to reduce the spread of COVID-19. At the same time, the increase in the consumer price index has exceeded the cost-of-living salary increase employees are scheduled to receive for the coming fiscal year. As a result of these extraordinary circumstances, the District desires to provide a one-time payment to its full-time regular hire employees.

### ANALYSIS

The proposed one-time payment would be provided to employees as follows:

- All represented employees: \$3,000 each
- Assistant Manager: \$3,000

The total cost to the District for this proposed payment would be \$118,022, which includes Medicare costs and retirement benefit contributions paid by the District to the Marin County Employees Retirement Association (MCERA) when applicable. Earlier this year, the District received COVID-19 relief funding from the state in the amount of \$173,000 to purchase safety equipment and reimburse other costs the District incurred to protect the community from COVID 19. The remaining portion of these funds would adequately cover this payment.

The proposed payment would be made to employees with their last paycheck in June 2022. Because the budget does not currently include funding for this payment; the attached resolution would amend the budget to reflect these additional costs.

### ATTACHMENTS

Proposed Resolution 2021/22-15 Amending the 2021/22 Fiscal Year Budget and Providing a One-Time Payment to Employees.



**RESOLUTION 2021/22-15**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
MARIN/SONOMA MOSQUITO AND VECTOR CONTROL DISTRICT AMENDING  
THE 2021/22 FISCAL YEAR BUDGET AND PROVIDING A ONE-TIME  
PAYMENT FOR EMPLOYEES**

**WHEREAS**, in the preceding two years, employees of the Marin/Sonoma Mosquito and Vector Control District (“District”) have performed their work under often-difficult circumstances resulting from health and safety precautions designed to help prevent the spread of COVID-19; and

**WHEREAS**, at the same time, inflation in consumer prices has exceeded the cost-of-living increase that employees will receive in the coming year; and

**WHEREAS**, as a result of these extraordinary circumstances, the District’s interests would be best served by providing a one-time payment to employees.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District as follows:

**SECTION 1. Recitals**

The above recitals are incorporated as though set forth in this section.

**SECTION 2. Purposes**

For the purposes identified in the above recitals, the District desires to provide a one-time payment to employees as described in this resolution.

**SECTION 3. Budget Amendment**

The Board hereby amends the adopted 2021/22 fiscal year budget as follows:

| Account                              | Current Budget | Change    | Revised Budget |
|--------------------------------------|----------------|-----------|----------------|
| 101-5100-6030 MCERA                  | \$686,045      | \$17,585  | \$703,630      |
| 101-5100-6010 Admin Salaries         | 413,374        | 9,000     | 422,374        |
| 101-5200-6010 Lab Salaries           | 329,940        | 9,000     | 338,940        |
| 101-5300-6010 Operations Salaries    | 2,188,302      | 72,000    | 2,260,302      |
| 101-5400-6010 Shop Salaries          | 177,022        | 6,000     | 183,022        |
| 101-5500-6010 Community Ed. Salaries | 105,677        | 3,000     | 108,677        |
| 101-5100-6022 Admin Medicare         | 6,903          | 131       | 7,034          |
| 101-5200-6022 Lab Medicare           | 5,169          | 131       | 5,300          |
| 101-5300-6022 Operations Medicare    | 31,710         | 1,044     | 32,754         |
| 101-5400-6022 Shop Medicare          | 2,468          | 87        | 2,555          |
| 101-5500-6022 Community Ed. Medicare | 1,614          | 44        | 1,658          |
| Total Adjustment                     |                | \$118,022 |                |

**SECTION 4. Payment to Employees**

The Board directs staff to provide a one-time payment to employees as follows:

- All represented employees: \$3,000 each
- Assistant Manager: \$3,000

**SECTION 5. Severability**

Should any provision of this Resolution, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Resolution or the application of this Resolution to any other person or circumstance and, to that end, the provisions hereof are severable.

**Effective Date** This Resolution shall become effective upon its adoption.

**PASSED AND ADOPTED** at a regular meeting of the Board of Trustees held June 8, 2022, 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"/> |
| Tamara Davis       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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| Susan Hootkins     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ranjiv Khush       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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| Morgan Patton      | <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"/> |
| Diana Rich         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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| Veronica Siwy      | <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"/> |
| Laurie Gallian     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vote Totals:       |                          |                          |                          |                          |

ATTEST:

APPROVED:

\_\_\_\_\_  
 Ranjiv Khush  
 Secretary, Board of Trustees

\_\_\_\_\_  
 Laurie Gallian  
 President, Board of Trustees

---

## STAFF REPORT

DATE: June 8, 2022

TO: The Board of Trustees

FROM: Philip D. Smith, District Manager  
Erik Hawk, Assistant Manager  
Dana Shigley, Management Aide

SUBJECT: Long-Term Facility Needs Assessment and Plan

---



### RECOMMENDATION

1. Discuss the need for a long-term facility needs assessment and plan.
2. Consider a motion to adopt Resolution 2021/22-16, transferring \$250,000 from the General Fund to the Capital Fund and directing staff to proceed with the development of a long-term facility needs assessment and plan.

### BACKGROUND

The District moved into its current facilities in Cotati more than 20 years ago, in 2000. Since that time, the unincorporated areas of Marin and Sonoma Counties were annexed into the District's boundaries, increasing the demand for services. Operations, technology, programs and staffing needs have grown during these years, and we have accommodated this growth by remodeling and shifting within the existing site.

In recent years, it has become apparent that space needs for technology, program and operational staff will continue to grow and evolve over time. While we believe that the current site may continue to meet the District's needs for years to come, facilities will need to efficiently expand on site to meet our needs. Also, environmental constraints on the site are likely to restrict our ability to expand the existing facilities.

In order to ensure the District's use of the site in the future is both cost effective and operationally efficient, staff recommends a comprehensive long-term facility needs assessment and site plan. This assessment involves gathering site information, discussing long-term program demands, and developing initial schematic designs. This phase will provide the Board with options and costs to consider.

### ANALYSIS

The District will require the assistance of several consultants to complete this assessment and plan. Initially, we recommend proceeding with the services of Worthington Architecture + Design, in Oakland. This firm was recommended by Hayashida Architects in Berkeley, who have designed many facilities for mosquito and vector control districts but are not accepting new clients for the foreseeable future. Staff contacted several firms for this project, and Worthington seemed to be the best fit, as they have designed other public buildings and, as a small firm, can offer

personalized attention. Additionally, their references checked out well and their fees are in line with similar companies.

The proposal from Worthington, with an initial contract maximum of \$30,000, would include the following services:

- Assist MSMVCD to analyze and identify future space needs
- Perform initial site analysis and documentation, factoring identified future space needs into the analysis
- Create proposed schematic floor plans and elevations for consideration
- Assist in obtaining budget pricing from a contractor for the initial schematic design options
- Coordinate other consultants needed during the analysis.

Other consultants anticipated during this assessment project may include:

- Environmental Site Assessment/Buildable Area Consultant – Because the site has established environmental constraints related to wetlands, it will be critical to clearly delineate the buildable site area and understand environmental limitations and permitting options.
- Site As-Built Drawings – These plans would document the current building and site, including the original construction and modifications over the years. These drawings provide a basis for developing new site and building plans.
- Mechanical, Electrical and Plumbing Consultants – These are engineering and design firms who specialize in these three specific systems and can provide design feedback during the initial exploratory phases of the project.

Each of these additional consultant efforts, as well as possible others, could cost between \$10,000 to \$50,000 or more, depending on site complexity, potential site needs, and other factors.

Staff recommends that the Board set aside \$250,000 for this long-term facility needs assessment and plan. As the Board is aware, currently the District anticipates that operating revenues in the 2021/22 fiscal year will exceed operating expenses by approximately \$1.5 million. The attached resolution would transfer \$250,000 from these funds to the Capital Fund, which will be used in the coming year for this study. (This action alone does not create a budget appropriation for these funds. That appropriation is included in the proposed fiscal year 2022/23 budget, also on the agenda tonight).

As noted, at the conclusion of this initial assessment effort, the Board will consider the opportunities, constraints and alternatives for long-term use of the building and site.

## **ATTACHMENTS**

Proposed Resolution

**RESOLUTION 2021/22-16**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
MARIN/SONOMA MOSQUITO AND VECTOR CONTROL DISTRICT AMENDING  
THE 2021/22 FISCAL YEAR BUDGET AND PROCEEDING WITH A LONG-TERM  
FACILITY NEEDS ASSESSMENT AND PLAN**

**WHEREAS**, the Marin/Sonoma Mosquito and Vector Control District (“District”) has managed all District operations on the current site in Cotati for since 2020; and

**WHEREAS**, during this time, the District’s boundaries have grown, increasing demand for District services; and

**WHEREAS**, programmatic, operational and technological needs have evolved in the last twenty years, and will continue to evolve in the years to come; and

**WHEREAS**, the District has accommodated staffing, equipment and operational demands on the site through remodeling and shifting within existing space; and

**WHEREAS**, the District would be best served by taking a comprehensive look at long-term space needs, site constraints, and options for meeting the District’s future facility needs.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District as follows:

**SECTION 1. Recitals**

The above recitals are incorporated as though set forth in this section.

**SECTION 2. Purposes**

For the purposes identified in the above recitals, the District desires to fund a comprehensive long-term facility needs assessment and plan.

**SECTION 3. Budget Amendment**

The Board hereby amends the adopted 2021/22 fiscal year budget as follows:

| Account                                    | Current Budget | Change     | Revised Budget |
|--|----------------|------------|----------------|
| 101-5100-6990<br>Transfers to Capital Fund | \$337,200      | +\$250,000 | \$587,200      |

The Board further directs staff to transfer \$250,000 from the General Fund to the Capital Fund before June 30, 2022.

**SECTION 4. Direction to Conduct Study**

The Board hereby directs District staff to select and contract with appropriate design and environmental consultants to complete a long-term facility needs assessment and plan to develop options for Board consideration.

**SECTION 5. Severability**

Should any provision of this Resolution, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Resolution or the application of this Resolution to any other person or circumstance and, to that end, the provisions hereof are severable.

**Effective Date** This Resolution shall become effective upon its adoption.

**PASSED AND ADOPTED** at a regular meeting of the Board of Trustees held June 8, 2022, 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"/> |
| Tamara Davis       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Art Deicke         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Pamela Harlem      | <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"/> |
| Ranjiv Khush       | <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"/> |
| Shaun McCaffery    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Morgan Patton      | <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"/> |
| Diana Rich         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Herb Rowland       | <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"/> |
| Veronica Siwy      | <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"/> |
| Laurie Gallian     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vote Totals:       |                          |                          |                          |                          |

ATTEST:

APPROVED:

\_\_\_\_\_  
Ranjiv Khush  
Secretary, Board of Trustees

\_\_\_\_\_  
Laurie Gallian  
President, Board of Trustees

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## STAFF REPORT

DATE: June 8, 2022

TO: The Board of Trustees

FROM: Philip D. Smith, District Manager  
Jennifer Crayne, Financial Manager  
Dana Shigley, Management Aide

SUBJECT: District's Proposed Budget for Fiscal Year 2022/23

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### RECOMMENDATION

1. Review and discuss a proposed budget for fiscal year 2022/23
2. Consider a motion to approve the District's operating and capital budgets for fiscal year 2022/23.

### BACKGROUND AND ANALYSIS

As required by Board policy, each spring, staff assembles a proposed operating and capital budget for the coming fiscal year (FY). In addition to the District Manager and Financial Manager, the Assistant Manager, department managers and other staff collaborate to develop budget projections and estimates based on operational and capital needs. Revenue trends, fund balances, labor agreements, legacy benefits, capital replacement schedules, and anticipated program expenditures were carefully considered while preparing this budget.

This year we implemented the budget development module in our new financial accounting software, Black Mountain Software. This new software allowed us to extract old budget information and easily make changes. Also, once approved, the software will easily post the budget without additional data entry. The attached reports are different from the reports you have reviewed in previous years. These reports include both the current year (21/22) budget and actual revenues and expenses year to date, as well as the proposed budget for next year.

On April 28, the Budget Committee reviewed the preliminary budget (identified as "Prelim Budget 22-23" in the attached reports) and recommended that staff develop the final budget for Board consideration. Since their review, we have made a few necessary changes, identified as "Budget Changes 22-23." The "Final Budget 22-23" is the version recommended for Board consideration and approval tonight.

|                     |
|---------------------|
| <b>General Fund</b> |
|---------------------|

Attachment A summarizes General Fund revenues and expenses proposed in the budget. For additional information, the details are included in Attachments B and C. Overall, General Fund revenues are anticipated to exceed expenses modestly:



|                       |                     |
|-----------------------|---------------------|
| General Fund Revenues | \$10,775,554        |
| General Fund Expenses | <u>\$10,619,740</u> |
| Net                   | \$155,814           |

**Revenues (Attachment B)**

Ad Valorem taxes represent approximately 57% of the District’s total revenues. For the 22/23 fiscal year, we have assumed an increase of 4.75% over our estimated revenues for the current year. In the last four years, these revenues have increased by an average of 5% per year. Although mortgage rates have increased, which tends to depress sales, demand remains strong and supply limited, forcing up prices. Both Sonoma and Marin Counties are desirable areas, and we anticipate that property values will continue to increase.

Special Assessment revenues represent 40% of the total anticipated revenues. Assessment District #1 revenues remain relatively constant year to year, as the rate per parcel is capped at \$12. Based on the CPI escalator, District #2 revenues could have been increased from \$28.82 to \$30.05 per parcel for zone A and \$27.56 to \$28.73 for zone B. However, at the May 11 Board meeting, the Board directed that the District #2 assessments be held at the same level as the current year assessments, reducing anticipated revenues by \$45,691 (these have been reduced in the “Budget Change 22-23” column).

Interest rates are currently less than one-half of one percent, and for the current year, interest revenues will be well below the budget amount. For FY 22/23, we are projecting only a modest increase in interest earnings as rates increase due to concerns about inflation. Interest earnings of \$29,377 are projected for next year, up from less than \$10,000 this year.

The revenues received by the District for charges for services rendered increase modestly each year, as they are based on actual expenses (see Cost Control Billing Sheet). We are forecasting a rise of 5% for next year, to \$190,050.

Finally, the District receives several other minor revenues, primarily from state aid, insurance, and other reimbursements. These vary year to year, and we have anticipated a total of \$116,438 for all these additional revenues. The District received approximately \$173,000 from the State of California as reimbursement for COVID-19-related expenses in the current year. This is not expected to recur in the 22/23 fiscal year.

We currently project General Fund revenues to total \$10,775,554.

**Expenses (Attachment C)**

*Salaries and benefits* represent nearly 70% of all planned operating expenses. Represented employees will enter year three of a four-year Memorandum of Understanding with the District. In accordance with the negotiated terms of this contract, the final proposed budget incorporates a 2.75% cost of living increase for the third year of the agreement, effective July 1, 2022. Staff assumed that medical premiums would increase by 5.0%. The proposed budget supports filling the following currently-vacant positions:

- Environmental Biologist- planned hire date September 2022

- Environmental Programs Manager- planned hire date January 2023

For FY 2022/23, employer rates for MCERA contributions will decrease to 30.52% for the Classic Tier and 23.66% for the PEPRA Tier. All District employees who are members of the pension system will continue to contribute 1.75% of the normal employer cost. This budget does not include a contribution to the CERBT trust account as, according to the most recent valuation, it is now fully funded. At the May 11<sup>th</sup> meeting, the Board unanimously directed staff to proceed with the establishment of a pension prefunding trust with the California Employers' Pension Prefunding Trust (CEPPT) account for pension obligations, and this action will be finalized tonight. The proposed budget includes a \$600,000 deposit to the new CEPPT account, in addition to the proposed \$1.1 million initial deposit drawn from the current year's budget.

The *Administration* budget also includes \$20,000 for ongoing expenses related to COVID-19 and its novel variants. The VCJPA Board of Directors met and approved pooled liability insurance premiums for FY 22/23 after the District's Budget Committee meeting. This led to a total increase of \$29,713 in insurance premiums from the original estimate. Another change made to the draft budget is the addition of \$3,000 to include the increase in costs for the County of Sonoma to collect property taxes. Total expenditures for the Administration Department are projected to be \$4,777,854, representing an increase of \$500,599 or 12% over the prior amended fiscal year budget, primarily due to the planned one-time transfer to the CEPPT of \$600,000.

The Laboratory budget remains steady compared to the prior fiscal year with a total of \$492,160 in planned expenditures, or just \$10,411 or 2.0% over the prior fiscal year's amended budget.

The proposed budget for *Operations* totals \$3,971,636 or 7.0% more than what was budgeted in 2021/22. Staff took careful inventory of equipment and supplies and planned accordingly. A new expense line item was added to plan for expenditures related to the remotely-piloted UAS (drone) in the amount of \$2,000. Materials costs, representing approximately \$650,000, are anticipated to increase 3.2% over the current year's budgeted amounts.

The total budget for *Shop and Facilities* comes to \$728,765 or \$98,601 over the prior year's amended budget. The budget includes purchasing new trailers for the amphibious ARGO vehicles and re-sealing portions of the asphalt pavement to extend its useful life. Concerns over inflation have resulted in increased budgets for gas, electricity, and parts. Additions were made to the original draft budget that had been proposed to the Budget Committee, including \$25,000 for anticipated increases in fuel costs, \$10,000 for modifications and improvements to the fish building, and \$30,000 to cover the cost of replacing the gutters and downspouts on all buildings (many are malfunctioning).

Due to the constraints imposed by COVID-19 during FY 2021/22, the budget for *Community Outreach and Education* was scaled down during the mid-year budget adjustment. The new Education Specialist should be hired in June of 2022 and be working in full capacity by July. The proposed budget includes expenditures related to the education program and items for community outreach. A new addition to the budget after the Budget Committee's review is \$6,700 to cover the costs associated with wrapping the new newly delivered Public Information/Community Outreach van with a fully customized design. With schools open again

for in-person learning and community events planned, staff proposed a budget of \$475,595 or 24% more than the amended budget for FY 21/22.

The total budget for *Information Technology* is \$173,730. It covers the replacement of laptops, desktop computers, a new cybersecurity service as recommended by the District insurance carrier, annual fees for the new FMIS, and other necessary software.

|                     |
|---------------------|
| <b>Capital Fund</b> |
|---------------------|

**Revenues (Attachment D)**

The Capital Fund has only two revenue sources: Transfers in from the General Fund and interest earnings. For 22/23, the total transfer from the General Fund equals \$540,017. This includes the typical annual transfer of \$337,200 required to fund the capital replacement plan, plus an additional \$202,817 to purchase equipment (described later in this report) that is not included in the replacement plan. Since the Budget Committee reviewed the budget, we have increased the transfer from the General Fund by \$40,860 to roll forward a truck acquisition that cannot be completed in the current year due to manufacturing delays. Interest earnings are expected to be modest, at \$800. We project total revenues in the Capital Fund to be \$540,817.

**Expenses (Attachment E)**

In 2021/22, despite supply chain woes, the District successfully purchased nearly all planned capital assets, rolling over only one replacement truck to the 22/23 budget. Also proposed in the budget is purchasing one flatbed truck, an Argo, replacing the fuel tanks and pressure washer for the vehicle wash rack, and obtaining several smaller items. These purchases, estimated to cost \$201,688, will replace older pieces of equipment as part of the normal replacement program.

In addition to the equipment replacements, the District plans to acquire six new items to add to the District's capital assets. This includes two new trucks, valued at \$89,704. One of these trucks will be assigned to the new vector control technician position previously approved by the Board. The second truck will be a multi-purpose vehicle primarily intended to assist laboratory operations. Additional new assets include a brand-new Argo and mist blower. Finally, we plan to internally remodel the Finance Office to improve workflow, ergonomics, and efficiency. The total cost for new assets is estimated to be \$202,817.

In addition to the asset purchases, we have included an appropriation of \$250,000 for a long-term facility needs assessment. This item will be funded by a transfer from the general fund (also on the agenda tonight).

**ATTACHMENTS**

- A. General Fund Budget Summary
- B. General Fund Revenues
- C. General Fund Expenses by Department
- D. Capital Fund Revenues
- E. Capital Fund Expenses

# Attachment A

## 22/23 General Fund Budget Summary

| Expenses by Category |                          |                  |                   |                |  |
|----------------------|--------------------------|------------------|-------------------|----------------|--|
|                      |                          | 21/22 FY Current | 22/23 FY Proposed |                |  |
|                      |                          | Budget           | Budget            | Percent Change |  |
| 60XX                 | Salaries and Benefits    | 6,684,489        | 7,291,568         | 109%           |  |
| 61XX                 | Materials and Supplies   | 824,425          | 915,047           | 111%           |  |
| 62XX                 | Equipment and Tools      | 88,740           | 113,530           | 128%           |  |
| 63XX                 | Maintenance and Repair   | 205,594          | 210,950           | 103%           |  |
| 64XX                 | Professional Services    | 581,712          | 540,797           | 93%            |  |
| 65XX                 | Other Purchased Services | 889,365          | 962,831           | 108%           |  |
| 69XX                 | Other Expenses           | 377,200          | 585,017           | 155%           |  |
|                      |                          | 9,651,525        | 10,619,740        | 110%           |  |

| Expenses by Department |                |                  |                   |                |  |
|------------------------|----------------|------------------|-------------------|----------------|--|
|                        |                | 21/22 FY Current | 22/23 FY Proposed |                |  |
|                        |                | Budget           | Budget            | Percent Change |  |
| 5100                   | Administration | 4,277,254        | 4,777,854         | 112%           |  |
| 5200                   | Lab            | 481,749          | 492,160           | 102%           |  |
| 5300                   | Operations     | 3,718,111        | 3,971,636         | 107%           |  |
| 5400                   | Shop           | 630,164          | 728,765           | 116%           |  |
| 5500                   | Outreach       | 384,947          | 475,595           | 124%           |  |
| 5600                   | IT             | 159,300          | 173,730           | 109%           |  |
|                        |                | 9,651,525        | 10,619,740        | 110%           |  |

| Revenues               |                      |                  |                   |                |  |
|------------------------|----------------------|------------------|-------------------|----------------|--|
|                        |                      | 21/22 FY Current | 22/23 FY Proposed |                |  |
|                        |                      | Budget           | Budget            | Percent Change |  |
| 41XX                   | Taxes Marin County   | 3,933,210        | 4,121,390         | 105%           |  |
| 42XX                   | Taxes Sonoma County  | 5,958,990        | 6,318,299         | 106%           |  |
| 43XX                   | Interest Earnings    | 92,380           | 29,377            | 32%            |  |
| 44XX                   | State and Federal    | 28,290           | 26,688            | 94%            |  |
| 45XX                   | Charges for Services | 135,000          | 190,050           | 141%           |  |
| 49XX                   | Other Revenues       | 15,000           | 89,750            | 598%           |  |
|                        |                      | 10,162,870       | 10,775,554        | 106%           |  |
| Net Budgeted           |                      |                  |                   |                |  |
| Revenues over Expenses |                      | 511,345          | 155,814           |                |  |

# Attachment B

MARIN SONOMA MOSQUITO & VECTOR CONTROL DIST  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2022 - 2023

101 GENERAL

| Account                        | Actuals |       |       |           | Current         | %             | Prelim.         | Budget          | Final           | % Old           |
|--------------------------------|---------|-------|-------|-----------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|
|                                | 18-19   | 19-20 | 20-21 | 21-22     | Budget<br>21-22 | Rec.<br>21-22 | Budget<br>22-23 | Change<br>22-23 | Budget<br>22-23 | Budget<br>22-23 |
| 4100 TAXES MARIN COUNTY        |         |       |       |           |                 |               |                 |                 |                 |                 |
| 4110 Current Secured           |         |       |       | 1,409,559 | 2,488,190       | 57%           | 2,680,193       |                 | 2,680,193       | 108%            |
| 4115 Current Unsecured         |         |       |       | 46,622    | 47,390          | 98%           | 47,835          |                 | 47,835          | 101%            |
| 4125 Prior Unsecured           |         |       |       | 2,664     | 1,800           | 148%          | 1,719           |                 | 1,719           | 96%             |
| 4130 Benefit Assessment Marin  |         |       |       | 627,883   | 1,141,880       | 55%           | 1,141,800       |                 | 1,141,800       | 100%            |
| 4135 Benefit Assessment Marin  |         |       |       | 94,266    | 170,560         | 55%           | 176,544         | -7,226          | 169,318         | 99%             |
| 4150 Supplemental Taxes        |         |       |       | 62,632    | 65,880          | 95%           | 69,009          |                 | 69,009          | 105%            |
| 4160 RDA Residual              |         |       |       | 5,538     | 17,510          | 32%           | 11,516          |                 | 11,516          | 66%             |
| Group:                         |         |       |       | 2,249,164 | 3,933,210       | 57%           | 4,128,616       | -7,226          | 4,121,390       | 105%            |
| 4200 TAXES SONOMA COUNTY       |         |       |       |           |                 |               |                 |                 |                 |                 |
| 4210 Current Secured           |         |       |       | 3,008,631 | 3,014,480       | 100%          | 3,285,769       |                 | 3,285,769       | 109%            |
| 4215 Current Unsecured         |         |       |       | 90,338    | 94,800          | 95%           | 97,500          |                 | 97,500          | 103%            |
| 4220 Secured Delinquent        |         |       |       | 8,520     | 0               | ***           | 15,000          |                 | 15,000          | *****           |
| 4225 Prior Unsecured           |         |       |       |           | 1,460           | 0%            |                 |                 | 0               | 0%              |
| 4230 Benefit Assessment Sonoma |         |       |       | 1,958,236 | 2,034,260       | 96%           | 2,046,000       |                 | 2,046,000       | 101%            |
| 4235 Benefit Assessment Sonoma |         |       |       | 808,448   | 869,070         | 93%           | 939,747         | -38,465         | 901,282         | 104%            |
| 4237 Benefit Assessment Sonoma |         |       |       |           | 6,450           | 0%            |                 |                 | 0               | 0%              |
| 4239 Delinquent Special        |         |       |       | 26,155    | 0               | ***           | 15,073          |                 | 15,073          | *****           |
| 4250 Supplemental Taxes        |         |       |       | -325,795  | -299,050        | 109%          | -322,722        |                 | -322,722        | 108%            |
| 4260 RDA Residual              |         |       |       | 167,637   | 237,520         | 71%           | 280,397         |                 | 280,397         | 118%            |
| Group:                         |         |       |       | 5,742,170 | 5,958,990       | 96%           | 6,356,764       | -38,465         | 6,318,299       | 106%            |
| 4300 USE OF MONEY AND PROPERTY |         |       |       |           |                 |               |                 |                 |                 |                 |
| 4310 Investment Earnings       |         |       |       | 4,312     | 92,380          | 5%            | 29,377          |                 | 29,377          | 32%             |
| Group:                         |         |       |       | 4,312     | 92,380          | 5%            | 29,377          | 0               | 29,377          | 32%             |
| 4400 STATE AND FEDERAL         |         |       |       |           |                 |               |                 |                 |                 |                 |
| 4410 Homeowners Property Tax   |         |       |       | 13,630    | 28,290          | 48%           | 26,188          |                 | 26,188          | 93%             |
| 4420 In-Lieu Tax               |         |       |       | 175       | 0               | ***           | 300             |                 | 300             | *****           |
| 4490 Other State Aid           |         |       |       | 173,692   | 0               | ***           | 200             |                 | 200             | *****           |
| Group:                         |         |       |       | 187,497   | 28,290          | 663%          | 26,688          | 0               | 26,688          | 94%             |
| 4500 CHARGES FOR SERVICES      |         |       |       |           |                 |               |                 |                 |                 |                 |
| 4510 Miscellaneous Services    |         |       |       | 147,528   | 135,000         | 109%          | 190,050         |                 | 190,050         | 141%            |
| Group:                         |         |       |       | 147,528   | 135,000         | 109%          | 190,050         | 0               | 190,050         | 141%            |
| 4900 OTHER REVENUES            |         |       |       |           |                 |               |                 |                 |                 |                 |
| 4910 Refunds and               |         |       |       | 15,106    | 15,000          | 101%          | 20,000          |                 | 20,000          | 133%            |
| 4920 Insurance Refunds and     |         |       |       | 128,903   | 0               | ***           | 69,750          |                 | 69,750          | *****           |
| 4930 Sales of District         |         |       |       | 125       | 0               | ***           |                 |                 | 0               | 0%              |
| Group:                         |         |       |       | 144,134   | 15,000          | 961%          | 89,750          | 0               | 89,750          | 598%            |

05/24/22  
12:00:52

MARIN SONOMA MOSQUITO & VECTOR CONTROL DIST  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2022 - 2023

101 GENERAL

| Account | Actuals |       |       |           | Current         | %             | Prelim.         | Budget          | Final           | % Old           |
|---------|---------|-------|-------|-----------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|
|         | 18-19   | 19-20 | 20-21 | 21-22     | Budget<br>21-22 | Rec.<br>21-22 | Budget<br>22-23 | Change<br>22-23 | Budget<br>22-23 | Budget<br>22-23 |
| Fund:   |         |       |       | 8,474,805 | 10,162,870      | 83%           | 10,821,245      | -45,691         | 10,775,554      | 106%            |

# Attachment C

MARIN SONOMA MOSQUITO & VECTOR CONTROL DIST  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2022 - 2023

101 GENERAL

| Account | Object                    | Actuals |       |       |         | Current         | %             | Prelim.         | Budget           | Final           | % Old           |
|---------|---------------------------|---------|-------|-------|---------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
|         |                           | 18-19   | 19-20 | 20-21 | 21-22   | Budget<br>21-22 | Exp.<br>21-22 | Budget<br>22-23 | Changes<br>22-23 | Budget<br>22-23 | Budget<br>22-23 |
| 5100    | Administration            |         |       |       |         |                 |               |                 |                  |                 |                 |
| 6010    | Salaries and Wages        |         |       |       | 413,374 | 479,264         | 86%           | 495,549         |                  | 495,549         | 103%            |
| 6012    | MCERA Credit              |         |       |       | 8,850   | 10,115          | 87%           | 10,150          |                  | 10,150          | 100%            |
| 6014    | Overtime                  |         |       |       | 1,122   | 3,578           | 31%           | 2,500           |                  | 2,500           | 70%             |
| 6015    | Seasonal Wages            |         |       |       | 54,418  | 60,750          | 90%           | 88,000          |                  | 88,000          | 145%            |
| 6016    | Trustee Wages             |         |       |       | 9,025   | 16,000          | 56%           | 16,000          |                  | 16,000          | 100%            |
| 6022    | Medicare Employer portion |         |       |       | 6,903   | 8,614           | 80%           | 9,000           |                  | 9,000           | 104%            |
| 6023    | FICA (Social Security)    |         |       |       | 3,933   | 5,040           | 78%           | 6,448           |                  | 6,448           | 128%            |
| 6030    | Retirement - Employer Cla |         |       |       | 751,277 | 831,671         | 90%           | 711,776         |                  | 711,776         | 86%             |
| 6032    | Retirement - Employer PEP |         |       |       | 265,425 | 305,762         | 87%           | 349,858         |                  | 349,858         | 114%            |
| 6041    | Kaiser - Active Employees |         |       |       | 509,834 | 623,950         | 82%           | 632,865         |                  | 632,865         | 101%            |
| 6043    | Dental - Active Employees |         |       |       | 38,138  | 44,813          | 85%           | 46,395          |                  | 46,395          | 104%            |
| 6045    | Vision Service Plan - Act |         |       |       | 9,028   | 11,140          | 81%           | 11,676          |                  | 11,676          | 105%            |
| 6047    | Teamsters Anthem          |         |       |       | 4,168   | 9,960           | 42%           | 17,192          |                  | 17,192          | 173%            |
| 6051    | Sentry Life and Hartford  |         |       |       | 4,070   | 4,526           | 90%           | 4,855           |                  | 4,855           | 107%            |
| 6053    | Employee Assistance Progr |         |       |       | 1,530   | 2,420           | 63%           | 2,455           |                  | 2,455           | 101%            |
| 6055    | Employee Boot Allowance   |         |       |       | 3,193   | 7,600           | 42%           | 7,600           |                  | 7,600           | 100%            |
| 6057    | Employee Wellness Benefit |         |       |       | 8,131   | 17,250          | 47%           | 18,250          |                  | 18,250          | 106%            |
| 6059    | State Unemployment (5.0%  |         |       |       | 1,758   | 2,573           | 68%           | 2,575           |                  | 2,575           | 100%            |
| 6061    | Retiree Spousal - Teamste |         |       |       | 25,825  | 25,600          | 101%          | 36,200          |                  | 36,200          | 141%            |
| 6063    | Retiree Spousal - Kaiser  |         |       |       | 62,914  | 75,915          | 83%           | 71,200          |                  | 71,200          | 94%             |
| 6065    | Retiree Medical Benefit   |         |       |       | 142,144 | 158,648         | 90%           | 171,126         |                  | 171,126         | 108%            |
| 6067    | Retiree Health Savings Ac |         |       |       | 23,114  | 26,800          | 86%           | 41,685          |                  | 41,685          | 156%            |
| 6068    | Payments to CEPPT         |         |       |       |         | 0               | 0%            | 800,000         | -200,000         | 600,000         | *****           |
| 6069    | Payment to CERBT          |         |       |       | 343,000 | 343,000         | 100%          |                 |                  | 0               | 0%              |
| 6112    | Coats, Rain Gear and Boo  |         |       |       | 1,508   | 1,650           | 91%           | 1,000           |                  | 1,000           | 61%             |
| 6114    | Admin Clothing and Hats   |         |       |       | 1,338   | 2,200           | 61%           | 2,000           |                  | 2,000           | 91%             |
| 6130    | Food for Trustee Meetings |         |       |       |         | 500             | 0%            | 500             |                  | 500             | 100%            |
| 6131    | Food for Staff or Busines |         |       |       | 789     | 900             | 88%           | 900             |                  | 900             | 100%            |
| 6132    | Drinking Water            |         |       |       | 809     | 1,500           | 54%           | 1,500           |                  | 1,500           | 100%            |
| 6139    | Other Food and Household  |         |       |       | 2,406   | 3,250           | 74%           | 2,000           |                  | 2,000           | 62%             |
| 6140    | Office Supplies           |         |       |       | 3,915   | 5,250           | 75%           | 4,000           |                  | 4,000           | 76%             |
| 6141    | Copier Supplies           |         |       |       | 4,489   | 5,250           | 86%           | 5,250           |                  | 5,250           | 100%            |
| 6142    | Postage and Postage Suppl |         |       |       | 1,318   | 1,750           | 75%           | 1,750           |                  | 1,750           | 100%            |
| 6149    | Other Office Expense      |         |       |       | 905     | 1,300           | 70%           | 1,700           |                  | 1,700           | 131%            |
| 6250    | Furniture                 |         |       |       |         | 3,000           | 0%            | 5,000           |                  | 5,000           | 167%            |
| 6251    | Appliances and Office Too |         |       |       | 994     | 1,500           | 66%           | 1,000           |                  | 1,000           | 67%             |
| 6410    | Payroll Service Fees      |         |       |       | 7,154   | 7,000           | 102%          | 9,000           |                  | 9,000           | 129%            |
| 6411    | Annual Audit              |         |       |       | 13,535  | 15,000          | 90%           | 15,000          |                  | 15,000          | 100%            |
| 6412    | Actuarial Studies         |         |       |       | 17,185  | 18,000          | 95%           | 3,000           |                  | 3,000           | 17%             |
| 6413    | Assessment Management Ser |         |       |       | 42,142  | 43,070          | 98%           | 45,000          |                  | 45,000          | 104%            |
| 6420    | Occupational Health Testi |         |       |       | 2,290   | 2,500           | 92%           | 2,000           |                  | 2,000           | 80%             |
| 6421    | Labor Negotating Services |         |       |       | 341     | 4,500           | 8%            | 4,500           |                  | 4,500           | 100%            |
| 6422    | Ergonomic Evaluation      |         |       |       | 413     | 1,000           | 41%           | 2,000           |                  | 2,000           | 200%            |
| 6423    | Human Resources Legal Ser |         |       |       | 22,822  | 25,000          | 91%           | 25,000          |                  | 25,000          | 100%            |
| 6424    | Section 125 Plan Admin Fe |         |       |       | 1,545   | 2,350           | 66%           | 2,350           |                  | 2,350           | 100%            |
| 6429    | Other Professional Servic |         |       |       | 173     | 1,000           | 17%           | 500             |                  | 500             | 50%             |
| 6472    | Legal Counsel             |         |       |       | 8,115   | 12,000          | 68%           | 12,000          |                  | 12,000          | 100%            |

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| Account | Object                    | Actuals |       |       |           | Current         | %             | Prelim.         | Budget           | Final           | % Old           |
|---------|---------------------------|---------|-------|-------|-----------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
|         |                           | 18-19   | 19-20 | 20-21 | 21-22     | Budget<br>21-22 | Exp.<br>21-22 | Budget<br>22-23 | Changes<br>22-23 | Budget<br>22-23 | Budget<br>22-23 |
| 6474    | Environmental Impact Repo |         |       |       |           | 28,000          | 0%            | 5,000           |                  | 5,000           | 18%             |
| 6475    | IVMP Consulting           |         |       |       | 4,121     | 4,125           | 100%          | 1,000           |                  | 1,000           | 24%             |
| 6510    | Pooled Worker's Compensat |         |       |       | 182,972   | 182,972         | 100%          | 192,121         | 16,767           | 208,888         | 114%            |
| 6511    | Pooled Liability          |         |       |       | 115,309   | 115,309         | 100%          | 126,840         | 9,636            | 136,476         | 118%            |
| 6512    | Pooled Auto Physical Dama |         |       |       | 3,656     | 3,656           | 100%          | 3,839           | 426              | 4,265           | 117%            |
| 6513    | Group Property            |         |       |       | 13,682    | 13,683          | 100%          | 14,367          | 2,832            | 17,199          | 126%            |
| 6514    | Group Employee Bond       |         |       |       | 1,331     | 1,434           | 93%           | 1,506           | 52               | 1,558           | 109%            |
| 6515    | Aircraft Excess Coverage  |         |       |       | 3,989     | 4,500           | 89%           | 4,500           |                  | 4,500           | 100%            |
| 6518    | Insurance Administrative  |         |       |       | 6,326     | 6,326           | 100%          | 6,642           |                  | 6,642           | 105%            |
| 6520    | MVCAC                     |         |       |       | 11,500    | 11,500          | 100%          | 12,000          |                  | 12,000          | 104%            |
| 6521    | CSDA                      |         |       |       | 8,195     | 8,195           | 100%          | 8,195           |                  | 8,195           | 100%            |
| 6522    | LAFCO                     |         |       |       | 17,770    | 17,770          | 100%          | 18,659          |                  | 18,659          | 105%            |
| 6523    | American Mosquito Control |         |       |       |           | 5,500           | 0%            | 7,000           |                  | 7,000           | 127%            |
| 6529    | Other Memberships and Sub |         |       |       | 1,465     | 1,175           | 125%          | 1,200           |                  | 1,200           | 102%            |
| 6531    | Newspaper and Legal Notic |         |       |       | 1,733     | 2,500           | 69%           | 2,000           |                  | 2,000           | 80%             |
| 6550    | AT&T                      |         |       |       | 1,326     | 1,500           | 88%           | 1,500           |                  | 1,500           | 100%            |
| 6551    | Comcast                   |         |       |       | 1,724     | 2,000           | 86%           | 2,000           |                  | 2,000           | 100%            |
| 6552    | Communication/Notificatio |         |       |       | 21,000    | 21,000          | 100%          | 21,000          |                  | 21,000          | 100%            |
| 6553    | Purchase and Maintain Cel |         |       |       | 731       | 3,000           | 24%           | 3,000           |                  | 3,000           | 100%            |
| 6554    | Cell Phone Services       |         |       |       | 33,589    | 43,600          | 77%           | 43,600          |                  | 43,600          | 100%            |
| 6559    | Other Communication Servi |         |       |       | 700       | 750             | 93%           | 750             |                  | 750             | 100%            |
| 6560    | Employee Training         |         |       |       | 6,961     | 9,500           | 73%           | 5,000           |                  | 5,000           | 53%             |
| 6561    | Employee Recognition      |         |       |       | 916       | 900             | 102%          | 500             |                  | 500             | 56%             |
| 6562    | Trustee Training and Educ |         |       |       |           | 500             | 0%            | 500             |                  | 500             | 100%            |
| 6570    | Staff Travel              |         |       |       | 4,274     | 6,000           | 71%           | 6,000           |                  | 6,000           | 100%            |
| 6571    | Trustee Travel            |         |       |       | 75        | 3,000           | 3%            | 3,000           |                  | 3,000           | 100%            |
| 6580    | Use Tax                   |         |       |       | 11,330    | 13,000          | 87%           | 13,000          |                  | 13,000          | 100%            |
| 6582    | Revenue Collection Fees ( |         |       |       | 71,247    | 115,000         | 62%           | 115,000         |                  | 115,000         | 100%            |
| 6583    | Revenue Collection Fees ( |         |       |       | 35,755    | 33,000          | 108%          | 33,000          | 3,000            | 36,000          | 109%            |
| 6589    | Other Fees, Permits and T |         |       |       | 447       | 500             | 89%           | 550             |                  | 550             | 110%            |
| 6590    | Copy Machine Lease        |         |       |       | 4,336     | 4,500           | 96%           | 5,000           |                  | 5,000           | 111%            |
| 6591    | Postage Machine Lease     |         |       |       | 636       | 1,200           | 53%           | 1,000           |                  | 1,000           | 83%             |
| 6599    | Other Rents and leases    |         |       |       |           | 0               | 0%            | 550             |                  | 550             | *****           |
| 6910    | Contingency               |         |       |       | 7,757     | 20,000          | 39%           | 25,000          |                  | 25,000          | 125%            |
| 6920    | COVID-19 Expenses         |         |       |       | 21,970    | 20,000          | 110%          | 20,000          |                  | 20,000          | 100%            |
| 6990    | Transfers Out             |         |       |       |           | 337,200         | 0%            | 540,017         |                  | 540,017         | 160%            |
|         | Account:                  |         |       |       | 3,422,183 | 4,277,254       | 80%           | 4,945,141       | -167,287         | 4,777,854       | 112%            |
| 5200    | Lab                       |         |       |       |           |                 |               |                 |                  |                 |                 |
| 6010    | Salaries and Wages        |         |       |       | 329,940   | 371,142         | 89%           | 383,192         |                  | 383,192         | 103%            |
| 6015    | Seasonal Wages            |         |       |       | 32,064    | 57,000          | 56%           | 63,000          |                  | 63,000          | 111%            |
| 6022    | Medicare Employer portion |         |       |       | 5,169     | 6,220           | 83%           | 6,470           |                  | 6,470           | 104%            |
| 6023    | FICA (Social Security)    |         |       |       | 1,988     | 3,861           | 51%           | 3,906           |                  | 3,906           | 101%            |
| 6059    | State Unemployment (5.0%  |         |       |       | 895       | 1,589           | 56%           | 2,450           |                  | 2,450           | 154%            |
| 6110    | Uniforms                  |         |       |       | 389       | 500             | 78%           | 500             |                  | 500             | 100%            |
| 6112    | Coats, Rain Gear and Boo  |         |       |       | 253       | 250             | 101%          | 250             |                  | 250             | 100%            |
| 6129    | Other Clothing and Safety |         |       |       | 193       | 200             | 97%           |                 |                  | 0               | 0%              |
| 6139    | Other Food and Household  |         |       |       | 237       | 350             | 68%           | 250             |                  | 250             | 71%             |



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| Account | Object                    | Actuals |       |       |           | Current         | %             | Prelim.         | Budget           | Final           | % Old           |
|---------|---------------------------|---------|-------|-------|-----------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
|         |                           | 18-19   | 19-20 | 20-21 | 21-22     | Budget<br>21-22 | Exp.<br>21-22 | Budget<br>22-23 | Changes<br>22-23 | Budget<br>22-23 | Budget<br>22-23 |
| 6140    | Office Supplies           |         |       |       | 223       | 200             | 112%          | 200             |                  | 200             | 100%            |
| 6149    | Other Office Expense      |         |       |       | 167       | 200             | 84%           | 200             |                  | 200             | 100%            |
| 6150    | Surveillance Supplies     |         |       |       | 1,249     | 1,300           | 96%           | 1,450           |                  | 1,450           | 112%            |
| 6151    | RT PCR Supplies           |         |       |       | 4,996     | 5,000           | 100%          | 5,000           |                  | 5,000           | 100%            |
| 6159    | Other Lab Supplies        |         |       |       | 823       | 1,050           | 78%           | 900             |                  | 900             | 86%             |
| 6220    | Mosquito Traps            |         |       |       | 871       | 1,000           | 87%           | 1,200           |                  | 1,200           | 120%            |
| 6239    | Other Field Equipment     |         |       |       | 2,390     | 2,800           | 85%           | 1,200           |                  | 1,200           | 43%             |
| 6351    | Lab Equipment             |         |       |       | 1,334     | 6,500           | 21%           | 2,000           |                  | 2,000           | 31%             |
| 6452    | Disease Surveillance and  |         |       |       | 13,161    | 20,000          | 66%           | 17,500          |                  | 17,500          | 88%             |
| 6489    | Other Professional Servic |         |       |       | 1,823     | 2,267           | 80%           | 2,267           |                  | 2,267           | 100%            |
| 6529    | Other Memberships and Sub |         |       |       | 225       | 320             | 70%           | 225             |                  | 225             | 70%             |
|         | Account:                  |         |       |       | 398,390   | 481,749         | 83%           | 492,160         | 0                | 492,160         | 102%            |
| 5300    | Operations                |         |       |       |           |                 |               |                 |                  |                 |                 |
| 6010    | Salaries and Wages        |         |       |       | 2,188,302 | 2,522,683       | 87%           | 2,763,999       |                  | 2,763,999       | 110%            |
| 6012    | MCERA Credit              |         |       |       | 4,947     | 4,948           | 100%          | 6,430           |                  | 6,430           | 130%            |
| 6014    | Overtime                  |         |       |       | 3,174     | 39,410          | 8%            | 21,000          |                  | 21,000          | 53%             |
| 6015    | Seasonal Wages            |         |       |       | 51,639    | 165,000         | 31%           | 165,000         |                  | 165,000         | 100%            |
| 6022    | Medicare Employer portion |         |       |       | 31,710    | 41,164          | 77%           | 43,000          |                  | 43,000          | 104%            |
| 6023    | FICA (Social Security)    |         |       |       | 3,202     | 11,176          | 29%           | 10,230          |                  | 10,230          | 92%             |
| 6059    | State Unemployment (5.0%  |         |       |       | 7,627     | 10,515          | 73%           | 12,600          |                  | 12,600          | 120%            |
| 6110    | Uniforms                  |         |       |       | 24,389    | 28,000          | 87%           | 32,000          |                  | 32,000          | 114%            |
| 6111    | Personnel Truck Equipment |         |       |       | 3,281     | 2,000           | 164%          | 4,950           |                  | 4,950           | 248%            |
| 6112    | Coats, Rain Gear and Boo  |         |       |       | 2,019     | 3,750           | 54%           | 2,000           |                  | 2,000           | 53%             |
| 6113    | YJ Suits and Gloves       |         |       |       | 761       | 1,200           | 63%           | 761             |                  | 761             | 63%             |
| 6115    | Eye Wear, Wash and Eye Gl |         |       |       | 310       | 950             | 33%           | 1,045           |                  | 1,045           | 110%            |
| 6116    | First Aid Supplies and Ki |         |       |       | 1,173     | 2,500           | 47%           | 2,750           |                  | 2,750           | 110%            |
| 6129    | Other Clothing and Safety |         |       |       | 1,232     | 2,625           | 47%           | 3,100           |                  | 3,100           | 118%            |
| 6140    | Office Supplies           |         |       |       | 143       | 250             | 57%           | 300             |                  | 300             | 120%            |
| 6160    | Pyrocid                   |         |       |       | 23,360    | 23,400          | 100%          | 24,000          |                  | 24,000          | 103%            |
| 6161    | Bti Liquid                |         |       |       | 84,871    | 85,000          | 100%          | 90,100          |                  | 90,100          | 106%            |
| 6162    | Bti Granules              |         |       |       | 9,636     | 13,000          | 74%           | 13,780          |                  | 13,780          | 106%            |
| 6163    | Larvicide Oil             |         |       |       | 2,263     | 2,850           | 79%           | 5,500           |                  | 5,500           | 193%            |
| 6164    | Zenivex                   |         |       |       | 5,468     | 6,000           | 91%           | 2,000           |                  | 2,000           | 33%             |
| 6165    | Methoprene Liquid         |         |       |       | 51,798    | 52,375          | 99%           | 54,470          |                  | 54,470          | 104%            |
| 6166    | Methoprene Briquettes     |         |       |       | 38,801    | 59,600          | 65%           | 51,686          |                  | 51,686          | 87%             |
| 6167    | 30 Day Briquettes         |         |       |       |           | 1,600           | 0%            | 550             |                  | 550             | 34%             |
| 6168    | Methoprene Pellets        |         |       |       | 120,209   | 162,000         | 74%           | 168,480         |                  | 168,480         | 104%            |
| 6169    | Bacillus Sphaericus FG    |         |       |       | 23,407    | 70,000          | 33%           | 60,000          |                  | 60,000          | 86%             |
| 6170    | BACILLUS SPHAERICUS/Bti G |         |       |       | 90,641    | 75,000          | 121%          | 100,000         |                  | 100,000         | 133%            |
| 6171    | BACILLUS SPHAERICUS WDG   |         |       |       | 10,619    | 12,500          | 85%           | 11,000          |                  | 11,000          | 88%             |
| 6173    | New Products and Trials   |         |       |       | 1,008     | 1,500           | 67%           | 1,500           |                  | 1,500           | 100%            |
| 6174    | Spinosad                  |         |       |       | 20,724    | 35,300          | 59%           | 36,500          |                  | 36,500          | 103%            |
| 6175    | Wasp Freeze               |         |       |       | 1,545     | 2,100           | 74%           | 2,205           |                  | 2,205           | 105%            |
| 6176    | Drione                    |         |       |       | 8,823     | 8,825           | 100%          | 9,270           |                  | 9,270           | 105%            |
| 6177    | Dry Ice                   |         |       |       | 9,780     | 12,400          | 79%           | 12,400          |                  | 12,400          | 100%            |
| 6185    | Fish Supplies             |         |       |       | 661       | 1,200           | 55%           | 1,200           |                  | 1,200           | 100%            |
| 6189    | Other Agricultural and Op |         |       |       | 96        | 600             | 16%           | 650             |                  | 650             | 108%            |

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| Account | Object                    | Actuals |       |       |           | Current         | %             | Prelim.         | Budget           | Final           | % Old           |
|---------|---------------------------|---------|-------|-------|-----------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
|         |                           | 18-19   | 19-20 | 20-21 | 21-22     | Budget<br>21-22 | Exp.<br>21-22 | Budget<br>22-23 | Changes<br>22-23 | Budget<br>22-23 | Budget<br>22-23 |
| 6210    | Respirators               |         |       |       | 558       | 3,270           | 17%           | 2,000           |                  | 2,000           | 61%             |
| 6211    | Ear Wear                  |         |       |       | 899       | 1,350           | 67%           | 1,350           |                  | 1,350           | 100%            |
| 6219    | Other Safety Equipment    |         |       |       | 67        | 300             | 22%           | 300             |                  | 300             | 100%            |
| 6220    | Mosquito Traps            |         |       |       | 19        | 1,800           | 1%            | 1,000           |                  | 1,000           | 56%             |
| 6221    | Backpack Applicators      |         |       |       | 1,336     | 1,575           | 85%           | 1,575           |                  | 1,575           | 100%            |
| 6222    | Can Applicators           |         |       |       | 54        | 700             | 8%            | 1,200           |                  | 1,200           | 171%            |
| 6223    | Backpack Foggers          |         |       |       |           | 4,200           | 0%            | 6,560           |                  | 6,560           | 156%            |
| 6224    | Hand Held Foggers         |         |       |       | 14,870    | 15,700          | 95%           | 18,600          |                  | 18,600          | 118%            |
| 6225    | Backpack Granulator       |         |       |       |           | 1,800           | 0%            | 1,900           |                  | 1,900           | 106%            |
| 6226    | Field Tools               |         |       |       | 8,668     | 9,200           | 94%           | 1,200           |                  | 1,200           | 13%             |
| 6227    | YJ Field Equipment        |         |       |       | 463       | 820             | 56%           | 820             |                  | 820             | 100%            |
| 6228    | UAS Drone Equipment       |         |       |       |           | 0               | 0%            | 2,000           |                  | 2,000           | *****           |
| 6239    | Other Field Equipment     |         |       |       | 1,500     | 1,625           | 92%           | 375             |                  | 375             | 23%             |
| 6450    | Aerial Surveillance - Swi |         |       |       | 12,000    | 8,500           | 141%          | 12,000          |                  | 12,000          | 141%            |
| 6451    | Aerial Application- Helic |         |       |       | 109,663   | 200,000         | 55%           | 200,000         |                  | 200,000         | 100%            |
| 6544    | Hydrant Water             |         |       |       | 1,935     | 1,850           | 105%          | 2,300           |                  | 2,300           | 124%            |
| 6592    | Source Reduction Equipmen |         |       |       |           | 4,000           | 0%            | 4,000           |                  | 4,000           | 100%            |
|         | Account:                  |         |       |       | 2,979,651 | 3,718,111       | 80%           | 3,971,636       | 0                | 3,971,636       | 107%            |
| 5400    | Shop                      |         |       |       |           |                 |               |                 |                  |                 |                 |
| 6010    | Salaries and Wages        |         |       |       | 177,022   | 203,850         | 87%           | 215,698         |                  | 215,698         | 106%            |
| 6014    | Overtime                  |         |       |       |           | 1,254           | 0%            | 1,000           |                  | 1,000           | 80%             |
| 6022    | Medicare Employer portion |         |       |       | 2,468     | 2,980           | 83%           | 3,142           |                  | 3,142           | 105%            |
| 6059    | State Unemployment (5.0%  |         |       |       | 518       | 761             | 68%           | 700             |                  | 700             | 92%             |
| 6129    | Other Clothing and Safety |         |       |       | 766       | 2,000           | 38%           | 2,400           |                  | 2,400           | 120%            |
| 6139    | Other Food and Household  |         |       |       | 843       | 700             | 120%          | 600             |                  | 600             | 86%             |
| 6190    | Fuel and Oil              |         |       |       | 136,293   | 108,100         | 126%          | 150,000         | 25,000           | 175,000         | 162%            |
| 6213    | Fire Extinguishers        |         |       |       | 1,566     | 1,700           | 92%           | 1,900           |                  | 1,900           | 112%            |
| 6240    | Hand Tools                |         |       |       |           | 1,300           | 0%            | 1,000           |                  | 1,000           | 77%             |
| 6241    | Garage Equipment          |         |       |       | 123       | 750             | 16%           | 1,200           |                  | 1,200           | 160%            |
| 6242    | Power Tools               |         |       |       | 33        | 2,000           | 2%            | 2,000           |                  | 2,000           | 100%            |
| 6243    | Steel                     |         |       |       | 1,266     | 1,000           | 127%          | 2,000           |                  | 2,000           | 200%            |
| 6249    | Other Tools               |         |       |       | 519       | 400             | 130%          | 800             |                  | 800             | 200%            |
| 6310    | Vehicle Repairs - Acciden |         |       |       | 10,226    | 0               | ***           |                 |                  | 0               | 0%              |
| 6311    | Vehicle Maintenance       |         |       |       | 16,681    | 28,000          | 60%           | 32,300          |                  | 32,300          | 115%            |
| 6312    | Trailer Repair            |         |       |       | 1,327     | 1,600           | 83%           | 1,850           |                  | 1,850           | 116%            |
| 6313    | ATV/UTV Repair            |         |       |       | 656       | 2,000           | 33%           | 1,700           |                  | 1,700           | 85%             |
| 6314    | ARGO Repair               |         |       |       | 15,590    | 30,000          | 52%           | 25,000          |                  | 25,000          | 83%             |
| 6315    | Truck Mount Water Tanks   |         |       |       |           | 0               | 0%            |                 | 1,000            | 1,000           | *****           |
| 6316    | ARGO Trailers             |         |       |       | 6,938     | 6,775           | 102%          | 17,500          |                  | 17,500          | 258%            |
| 6317    | Boats and Forklifts       |         |       |       |           | 1,300           | 0%            | 1,000           |                  | 1,000           | 77%             |
| 6318    | Large Field Equipment     |         |       |       | 529       | 3,100           | 17%           | 1,500           |                  | 1,500           | 48%             |
| 6330    | Power Application Equipme |         |       |       | 1,763     | 3,000           | 59%           | 800             |                  | 800             | 27%             |
| 6331    | Foggers                   |         |       |       | 23        | 1,000           | 2%            | 800             |                  | 800             | 80%             |
| 6332    | Mosquito Traps            |         |       |       | 318       | 800             | 40%           | 400             |                  | 400             | 50%             |
| 6333    | Field Equipment           |         |       |       |           | 800             | 0%            | 1,000           |                  | 1,000           | 125%            |
| 6339    | Other Field and Applicati |         |       |       | 86        | 400             | 22%           | 3,000           |                  | 3,000           | 750%            |
| 6340    | Shop                      |         |       |       | 406       | 5,000           | 8%            | 3,000           |                  | 3,000           | 60%             |

MARIN SONOMA MOSQUITO & VECTOR CONTROL DIST  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2022 - 2023

101 GENERAL

| Account | Object                           | Actuals |       |       |         | Current         | %             | Prelim.         | Budget           | Final           | % Old           |
|---------|----------------------------------|---------|-------|-------|---------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
|         |                                  | 18-19   | 19-20 | 20-21 | 21-22   | Budget<br>21-22 | Exp.<br>21-22 | Budget<br>22-23 | Changes<br>22-23 | Budget<br>22-23 | Budget<br>22-23 |
| 6341    | Vehicle Storage/Garage           |         |       |       |         | 1,000           | 0%            | 500             |                  | 500             | 50%             |
| 6342    | Admin Building                   |         |       |       | 19,922  | 66,350          | 30%           | 500             |                  | 500             | 1%              |
| 6343    | Grounds                          |         |       |       | 5,222   | 28,709          | 18%           | 30,000          |                  | 30,000          | 104%            |
| 6345    | HVAC                             |         |       |       | 4,397   | 5,560           | 79%           | 4,000           |                  | 4,000           | 72%             |
| 6346    | Aboveground Tank Maintena        |         |       |       | 2,108   | 3,000           | 70%           | 3,000           |                  | 3,000           | 100%            |
| 6349    | Other Building and Ground        |         |       |       |         | 500             | 0%            | 30,500          | 40,000           | 70,500          | 14100%          |
| 6350    | Hazardous Materials Clean        |         |       |       | 8,627   | 8,800           | 98%           | 8,800           |                  | 8,800           | 100%            |
| 6359    | Other Maintenance and Rep        |         |       |       | 238     | 1,400           | 17%           | 800             |                  | 800             | 57%             |
| 6453    | Alarm Services                   |         |       |       | 5,578   | 8,000           | 70%           | 8,000           |                  | 8,000           | 100%            |
| 6454    | Janitorial Services              |         |       |       | 18,068  | 23,000          | 79%           | 25,000          |                  | 25,000          | 109%            |
| 6455    | Landscape Services               |         |       |       | 8,171   | 10,300          | 79%           | 12,000          |                  | 12,000          | 117%            |
| 6489    | Other Professional Servic        |         |       |       |         | 1,250           | 0%            | 1,300           |                  | 1,300           | 104%            |
| 6540    | Solid Waste Collection an        |         |       |       | 4,016   | 4,800           | 84%           | 4,800           |                  | 4,800           | 100%            |
| 6541    | Gas and Electricity              |         |       |       | 40,713  | 35,175          | 116%          | 38,700          |                  | 38,700          | 110%            |
| 6542    | Water and Sewer                  |         |       |       | 7,207   | 9,300           | 77%           | 9,000           |                  | 9,000           | 97%             |
| 6543    | Water - Irrigation/Indust        |         |       |       | 5,276   | 7,500           | 70%           | 7,500           |                  | 7,500           | 100%            |
| 6581    | Waste Discharge Permit (S        |         |       |       | 3,146   | 2,950           | 107%          | 3,625           |                  | 3,625           | 123%            |
| 6584    | Hazmat Permit                    |         |       |       | 1,255   | 1,450           | 87%           | 1,450           |                  | 1,450           | 100%            |
| 6589    | Other Fees, Permits and T        |         |       |       | 903     | 550             | 164%          | 1,000           |                  | 1,000           | 182%            |
|         | Account:                         |         |       |       | 510,807 | 630,164         | 81%           | 662,765         | 66,000           | 728,765         | 116%            |
| 5500    | Community Outreach and Education |         |       |       |         |                 |               |                 |                  |                 |                 |
| 6010    | Salaries and Wages               |         |       |       | 105,677 | 148,856         | 71%           | 212,381         |                  | 212,381         | 143%            |
| 6012    | MCERA Credit                     |         |       |       | 8,308   | 10,006          | 83%           | 13,500          |                  | 13,500          | 135%            |
| 6014    | Overtime                         |         |       |       |         | 3,831           | 0%            | 6,100           |                  | 6,100           | 159%            |
| 6022    | Medicare Employer portion        |         |       |       | 1,614   | 2,592           | 62%           | 3,364           |                  | 3,364           | 130%            |
| 6059    | State Unemployment (5.0%         |         |       |       | 259     | 662             | 39%           | 1,050           |                  | 1,050           | 159%            |
| 6144    | Presentation Supplies            |         |       |       | 9,251   | 11,500          | 80%           | 11,500          |                  | 11,500          | 100%            |
| 6145    | Other Outreach and Educat        |         |       |       |         | 1,000           | 0%            |                 |                  | 0               | 0%              |
| 6470    | Printing Services                |         |       |       | 3,599   | 9,500           | 38%           | 7,000           |                  | 7,000           | 74%             |
| 6471    | Video Services                   |         |       |       |         | 0               | 0%            | 8,000           |                  | 8,000           | *****           |
| 6473    | Sonoma County Regional Pa        |         |       |       |         | 9,000           | 0%            | 9,000           |                  | 9,000           | 100%            |
| 6530    | Public Relations Newspape        |         |       |       | 18,144  | 30,000          | 60%           | 54,000          |                  | 54,000          | 180%            |
| 6532    | Television Advertising           |         |       |       | 50      | 24,000          | 0%            | 24,000          |                  | 24,000          | 100%            |
| 6533    | Radio Advertising                |         |       |       | 37,230  | 50,000          | 74%           | 50,000          |                  | 50,000          | 100%            |
| 6534    | Outdoor Advertising              |         |       |       | 77,878  | 80,000          | 97%           | 65,000          | 6,700            | 71,700          | 90%             |
| 6593    | Booth Rental                     |         |       |       | 360     | 4,000           | 9%            | 4,000           |                  | 4,000           | 100%            |
|         | Account:                         |         |       |       | 262,370 | 384,947         | 68%           | 468,895         | 6,700            | 475,595         | 124%            |
| 5600    | Information Technology           |         |       |       |         |                 |               |                 |                  |                 |                 |
| 6143    | Printer Cartridges and Su        |         |       |       | 1,026   | 2,000           | 51%           | 4,000           |                  | 4,000           | 200%            |
| 6252    | Computers and Laptops            |         |       |       | 20,216  | 19,150          | 106%          | 32,750          |                  | 32,750          | 171%            |
| 6253    | Security Equipment               |         |       |       | 561     | 500             | 112%          | 2,000           |                  | 2,000           | 400%            |
| 6254    | Phone Equipment                  |         |       |       | 16      | 500             | 3%            | 1,500           |                  | 1,500           | 300%            |
| 6255    | Computer Software                |         |       |       | 7,212   | 6,000           | 120%          | 17,100          |                  | 17,100          | 285%            |
| 6256    | Printers                         |         |       |       | 1,223   | 3,800           | 32%           | 2,000           |                  | 2,000           | 53%             |
| 6257    | Computer Network and Stor        |         |       |       | 487     | 1,000           | 49%           | 2,000           |                  | 2,000           | 200%            |
| 6430    | IBM/AS400 Maintenance Agr        |         |       |       | 2,997   | 3,350           | 89%           | 3,350           |                  | 3,350           | 100%            |

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MARIN SONOMA MOSQUITO & VECTOR CONTROL DIST  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2022 - 2023

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| Account | Object                    | Actuals |       |       |           | Current         | %             | Prelim.         | Budget           | Final           | % Old           |
|---------|---------------------------|---------|-------|-------|-----------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
|         |                           | 18-19   | 19-20 | 20-21 | 21-22     | Budget<br>21-22 | Exp.<br>21-22 | Budget<br>22-23 | Changes<br>22-23 | Budget<br>22-23 | Budget<br>22-23 |
| 6431    | GIS Tracking System Maint |         |       |       | 6,536     | 12,500          | 52%           | 13,750          |                  | 13,750          | 110%            |
| 6432    | Network and IT Consulting |         |       |       | 50,000    | 60,000          | 83%           | 60,000          |                  | 60,000          | 100%            |
| 6433    | Remote Backup Service     |         |       |       | 2,000     | 4,000           | 50%           | 2,400           |                  | 2,400           | 60%             |
| 6434    | Financial System Maintena |         |       |       | 17,834    | 19,500          | 91%           | 6,000           |                  | 6,000           | 31%             |
| 6435    | Web Design, Hosting and P |         |       |       | 9,860     | 12,000          | 82%           | 11,880          |                  | 11,880          | 99%             |
| 6436    | Phone System              |         |       |       | 11,128    | 14,000          | 79%           | 14,000          |                  | 14,000          | 100%            |
| 6449    | Other Professional Servic |         |       |       | 625       | 1,000           | 63%           | 1,000           |                  | 1,000           | 100%            |
|         | Account:                  |         |       |       | 131,721   | 159,300         | 83%           | 173,730         | 0                | 173,730         | 109%            |
|         | Fund:                     |         |       |       | 7,705,122 | 9,651,525       | 80%           | 10,714,327      | -94,587          | 10,619,740      | 110%            |

# Attachment D

MARIN SONOMA MOSQUITO & VECTOR CONTROL DIST  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2022 - 2023

301 CAPITAL PROJECTS

| Account                        | Actuals |       |       |           | Current         | %             | Prelim.         | Budget          | Final           | % Old           |
|--------------------------------|---------|-------|-------|-----------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|
|                                | 18-19   | 19-20 | 20-21 | 21-22     | Budget<br>21-22 | Rec.<br>21-22 | Budget<br>22-23 | Change<br>22-23 | Budget<br>22-23 | Budget<br>22-23 |
| 4300 USE OF MONEY AND PROPERTY |         |       |       |           |                 |               |                 |                 |                 |                 |
| 4310 Investment Earnings       |         |       |       | 140       | 6,500           | 2%            | 800             |                 | 800             | 12%             |
| Group:                         |         |       |       | 140       | 6,500           | 2%            | 800             | 0               | 800             | 12%             |
| 4900 OTHER REVENUES            |         |       |       |           |                 |               |                 |                 |                 |                 |
| 4990 Transfers In              |         |       |       |           | 337,200         | 0%            | 540,017         |                 | 540,017         | 160%            |
| Group:                         |         |       |       |           | 337,200         | 0%            | 540,017         | 0               | 540,017         | 160%            |
| Fund:                          |         |       |       | 140       | 343,700         | 0%            | 540,817         | 0               | 540,817         | 157%            |
| Grand Total:                   |         |       |       | 8,474,945 | 10,506,570      |               | 11,362,062      | -45,691         | 11,316,371      |                 |

# Attachment E

MARIN SONOMA MOSQUITO & VECTOR CONTROL DIST  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2022 - 2023

| Account              | Object                    | Actuals |       |       |         | Current | %    | Prelim. | Budget   | Final   | % Old  |
|----------------------|---------------------------|---------|-------|-------|---------|---------|------|---------|----------|---------|--------|
|                      |                           | 18-19   | 19-20 | 20-21 | 21-22   | Budget  | Exp. | Budget  | Changes  | Budget  | Budget |
| 301 CAPITAL PROJECTS |                           |         |       |       |         |         |      |         |          |         |        |
| 5900                 | Non-Departmental          |         |       |       |         |         |      |         |          |         |        |
| 6489                 | Other Professional Servic |         |       |       |         |         | 0    | 0%      | 250,000  | 250,000 | *****% |
| 6840                 | Structures and Improvemen |         |       |       | 60,414  | 55,134  | 110% | 364,405 | -320,000 | 44,405  | 81%    |
| 6850                 | Office Furniture          |         |       |       |         |         | 0    | 0%      | 70,000   | 70,000  | *****% |
| 6870                 | Field Equipment           |         |       |       |         | 82,820  | 0%   | 94,536  |          | 94,536  | 114%   |
| 6880                 | Vehicles                  |         |       |       | 624,977 | 626,860 | 100% | 154,704 | 40,860   | 195,564 | 31%    |
|                      | Account:                  |         |       |       | 685,391 | 764,814 | 90%  | 613,645 | 40,860   | 654,505 | 86%    |
|                      | Fund:                     |         |       |       | 685,391 | 764,814 | 90%  | 613,645 | 40,860   | 654,505 | 86%    |
|                      | Grand Total:              |         |       |       | 685,391 | 764,814 |      | 613,645 | 40,860   | 654,505 | %      |

### Capital Expenses, 2022/23

|  | Cost        | Account  |
|--|-------------|----------|
| <u>Replacement of Existing Assets</u>  |             |          |
| 1 Flatbed truck  | 65,000      | 6880     |
| 1 Truck (rolled forward from 2021/22)  | 40,860      | 6880     |
| 1 Argo with tracks   | 26,112      | 6870     |
| 1 ATV  | 12,000      | 6870     |
| GPS system for Airboat   | 13,311      | 6870     |
| Hot water/pressure washer for wash rack  | 23,066      | 6840     |
| Fuel Management system (gas tank)  | 21,339      | 6840     |
| Total replacement assets <span style="float: right; font-size: small;">Text</span> | 201,688     |          |
| <br><u>New Assets</u>  |             |          |
| 2 Trucks (additions to the fleet)  | 89,704      | 6880     |
| 1 Argo (addition to the fleet)   | 35,313      | 6870     |
| 1 Mist Blower (addition to the fleet)  | 7,800       | 6870     |
| Remodel Finance Office (addition to asset)   | 70,000      | 6850     |
| Total new assets   | 202,817     |          |
| <br>Facilities need and site assessment  | <br>250,000 | <br>6489 |
| <br>Grand Total Capital Fund   | <br>654,505 |          |
| <br><u>Transfers from General Fund</u>   |             |          |
| Annual payment for replacement program   | 337,200     |          |
| New assets, not currently in replacement program                                   | 202,817     |          |
| Total Transfers from General Fund  | 540,017     |          |

THIRD AMENDMENT TO MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT  
AMENDED AND RESTATED DISTRICT MANAGER EMPLOYMENT AGREEMENT

This Third Amendment (“Amendment”) to the Marin/Sonoma Mosquito & Vector Control District (“DISTRICT”) District Manager Employment Agreement (“Agreement”), is by and between the DISTRICT, a California Special District and Philip D. Smith, District Manager, (“SMITH”), and collectively referred to as “the parties.”

RECITALS

WHEREAS, the parties entered into the Amended and Restated District Manager Employment Agreement (“Agreement”) on July 1<sup>st</sup> 2018 in order to provide the terms of employment of the District Manager; and

WHEREAS, the parties entered into the First Amendment to the Amended and Restated District Manager Employment Agreement (“First Amendment”) on August 13, 2020 ; and

WHEREAS, on November 10, 2021, the parties amended the Agreement a second time (“Second Amendment”) to extend the Term of the Agreement to December 31, 2023; and

WHEREAS, the parties now desire to amend the Agreement a third time (“Third Amendment”) to increase annual salary by a Cost of Living Adjustment (“COLA”) of 2.75% and additionally provide a 1% increase to annual salary for longevity.

NOW, THEREFORE, the parties agree as follows.

THIRD AMENDMENT

1. Section 5.0 Salary, is hereby amended in its entirety to read as follows:

“5.0 Salary Effective July 1<sup>st</sup>, 2020, the DISTRICT agrees to pay SMITH an annual salary of two hundred sixteen thousand, nine hundred eleven dollars and sixteen cents (\$216,911.16).

Effective July 1, 2021 the DISTRICT agrees to pay SMITH an annual salary of two hundred twenty eight thousand, eight hundred forty one dollars and 27 cents, (\$228,841.27).

Effective July 1, 2022, the DISTRICT agrees to pay SMITH an annual salary of two hundred thirty seven thousand, four hundred eighty four dollars, (\$237,484).



Salary will be payable to SMITH at the same time and manner as provided for other exempt employees of the DISTRICT and regardless of the number of hours worked by SMITH during the period of time covered by each installment. SMITH acknowledges and agrees that such compensation for services as District Manager will be in effect unless modified by the mutual agreement of the parties set forth in writing.

2. Other than as stated above, the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the below written effective date.

\_\_\_\_\_  
Phillip D. Smith, District Manager

\_\_\_\_\_  
Laurie Gallian, Board President  
Marin/Sonoma Mosquito & Vector  
Control District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Attest: \_\_\_\_\_

## Manager's Report

- Public Information Officer Nizza Sequeira has begun attending outdoor public events and is planning to attend several more this summer and fall to provide education and outreach.
- As of May 27<sup>th</sup>, 2022, the balance in the District's OPEB trust fund for future retiree medical expenses remained at \$8.1M.
- Safety continues to be a top priority at the District with tailgate safety meetings conducted regularly. 325 days have now passed without an accident or lost-time injury. Earlier this month, Tom Kline, the Risk Manager at VCJPA presented training on all staff on driving safely, preventing heat illness, and dealing with wildfire smoke. We also conducted a full evacuation drill.
- Mitel, our current telephone service provider has announced that it is leaving the telecommunications business, ceding its existing contracts to RingCentral. As our three-year contract cycle with Mitel expires next month, we will give them notice of termination and evaluate several alternative companies.
- Following the second round of interviews for the Educational Program Specialist position, we hope to make an offer to the successful candidate this month.
- I presented an update to the Cotati City Council on May 24<sup>th</sup>. The staff there are still attempting to recruit a Trustee to serve on our Board.
- Jennifer Crayne and I met with representatives of NeoGov, which offers a cloud-based platform that assists with recruiting, onboarding of staff, and other HR functions. We are also investigating alternatives that may integrate with our payroll service provider.

## Assistant Manager's Report

- We have been receiving an increased number of service requests for issues related to treehole mosquitoes. Staff continues to respond, perform mosquito surveillance, provide education, and mosquito control.
- There were several high tide events in May and the beginning of June that were over 6 feet in magnitude. There were tides that exceeded 7 feet in marshes adjacent to the Petaluma River. Field staff worked diligently to perform mosquito surveillance and control to prevent large scale emergence of adult mosquitoes. We performed a larvicide application via helicopter to some tidal marshes and the Ellis Creek Water Recycling Facility in Petaluma.
- The mosquitofish season is underway. We are providing mosquitofish to the public and stocking fish in sources of mosquito production when appropriate. Obtaining mosquitofish to start the season was difficult this year due to weather and low water temperatures.

- Yellowjacket activity and issues are on the rise. We have seen an uptick in service requests in southern Marin. We expect yellowjacket calls to increase substantially in June.
- Agricultural wastewater/recycled water irrigation is underway within the district. Our Wastewater/Source Reduction Specialist is working with municipalities and ranch owners on mosquito source reduction, mosquito surveillance, and control.
- As of May 24, 2022 we have picked up and processed seven dead birds that were called into the California Department of Public Health Dead Bird Hotline. Birds that meet the criteria for testing are collected by staff, processed by the Lead Biologist, and samples are sent to U.C. Davis to undergo testing for West Nile virus. So far, no birds have tested positive for the virus.
- Most of the vehicles that were ordered in the previous fiscal year have finally been delivered. We have received the van that will be used primarily for education and outreach and four of the five technician trucks. Our shop staff are setting up the trucks for use in the field. The fifth truck is still being assembled and will be delivered in the beginning of fiscal year 22/23.
- After a substantial amount of work and problem solving, the airboat included in the current budget has been ordered. It is scheduled for delivery in March 2023.
- Laboratory staff are processing large amounts of adult and larval mosquito samples brought in from the field. They are also analyzing and providing adult and larval mosquito data that guide mosquito control operations.
- The Vector Control Technicians are responding to numerous service requests, performing mosquito surveillance and control relative to known sources of mosquito production and actively searching for new sources. Currently, there are over 19,000 known sources of mosquito production in the District.
- Seasonal staff in the laboratory and operations department are doing excellent work and providing much needed assistance.
- Shop staff are working diligently on maintaining field equipment and district facilities, setting up new equipment, and preparing for the end of the fiscal year.
- I worked with General Counsel and Sonoma Water staff to finalize a three-year agreement that provides for reimbursement to the District for mosquito surveillance and control operations on Sonoma Valley Sanitation District lands off of Ramal Road in Sonoma. These lands have historically been, and continue to be, significant sources of mosquito production.