

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

**BOARD OF TRUSTEES
SPECIAL BOARD MEETING**

DATE: June 6, 2023
TIME: 6:00 p.m.
LOCATION: **Teleconference – See Below**

Please note that 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 Government Code Section 54953(e), because state or local officials have imposed or recommended measures to promote social distancing. (Gov. Code §§ 54953(e)(3), (e)(4).). 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 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 845 3008 8512

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 or calling the District’s offices at (707) 285-2200. If, due to a disability, and 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.msмосquito.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. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. 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
Laurie Gallian, Sonoma
Pamela Harlem, San Rafael
Susan Harvey, Cotati
Susan Hootkins, Petaluma
Evan Kubota, Windsor

Shaun McCaffery, Healdsburg
Vicki Nichols, Sausalito
Morgan Patton, Marin Co. at Large
Carol Pigoni, Cloverdale (**First V.P.**)
Diana Rich, Sebastopol (**Secretary.**)
Herb Rowland, Jr., Novato
Ed Schulze, Marin Co. at Large
David Witt, Mill Valley (**Second V.P.**)
Aarón Zavala, Rohnert Park
Richard Snyder, Belvedere (**President**)

Open Seats:

Corte Madera, Ross, San Anselmo and one Sonoma County at Large

4. PUBLIC TIME

*Public Time is time provided by the board so the public may make comment on any item **not on the agenda.***

The public will be given an opportunity to speak on each agenda item at the time the item is presented. Once the public comment portion of any item on this agenda has been closed by the Board, no further comment from the public will be permitted unless authorized by the Board President and if so authorized, said additional public comment shall be limited to the provision of information not previously provided to the Board or as otherwise limited by order of the Board.

We respectfully request that you state your name and address and provide the Board President with a Speaker Card so that you can be properly included in the consideration of the item.

Please limit your comments to three (3) minutes per person or twenty (20) minutes per subject in total so that all who wish to speak can be heard.

5. **CONSENT CALENDAR**

A. **APPROVAL OF AGENDA**

B.* **Resolution 2022/23-17: Authorizing Remote Teleconference/Virtual Meetings of the District Pursuant to Government Code Section 54953(e)(3)**

Staff Report: The attached proposed resolution would authorize the Board of Trustees to continue to hold virtual/teleconference meetings in compliance with Brown Act, considering the termination of the Governor's declared state of emergency and current state standards regarding recommended social distancing measures.

C.* **MINUTES** – Minutes of Board Meeting held on May 10, 2023.

ACTION NEEDED

INFORMATION ENCLOSED

6. **NEW BUSINESS**

No new business.

7. **COMMITTEE & STAFF REPORTS**

No committee reports.

8. **MANAGER'S REPORTS**

No reports at this meeting. The next reports will be included in the agenda packet for the Board's June 14, 2023, meeting.

9. **WRITTEN COMMUNICATIONS**

CORRESPONDENCE RECEIVED BY THE DISTRICT FROM RESIDENTS OR ANY OTHER PARTY SHALL BE READ ALOUD OR HANDED OUT TO THE BOARD

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

11. **ADJOURNMENT**

RESOLUTION NO. 2022/23-17

**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 GOVERNMENT CODE SECTION 54953(e)**

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 section 54953(e) of the Brown Act makes provisions for remote teleconferencing participation subject to the existence of certain conditions. To continue meeting by remote teleconferencing means without complying with section 54953(b)(3), a required condition is that state or local officials have imposed or recommended measures to promote social distancing, and that the legislative body continues to make certain findings by majority vote at least every 30 days; and

WHEREAS, among other measures to promote physical distancing, the California Division of Occupational Safety and Health (“Cal/OSHA”) regulations at Title 8 Section 3205 recommend physical distancing in the workplace as precautions against the spread of COVID-19 and imposes certain restrictions and requirements due to a “close contact” which occurs when individuals are within six feet of another person in certain circumstances; and

WHEREAS, the Centers for Disease Control and Prevention continue to recommend avoiding contact and keeping a safe distance from a person who has a suspected or confirmed case of COVID-19; and

WHEREAS, to allow for physical distancing and remote meeting attendance in accordance with these recommended measures, the District desires to have 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 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 6, 2023, by the following roll call vote:

	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"/>
Laurie Gallian	<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 Harvey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Hootkins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evan Kubota	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shaun McCaffery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vicki Nichols	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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"/>
David Witt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aarón Zavala	<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"/>
Totals:				

ATTEST:

APPROVED:

Diana Rich
Secretary, Board of Trustees

Richard Snyder
President, Board of Trustees

Marin/Sonoma Mosquito & Vector Control District

Board of Trustees
595 Helman Lane
Cotati, CA 94931

Meeting Held via Videoconference
May 10, 2023

SPECIAL & REGULAR BOARD MEETING MINUTES

1. **CALL TO ORDER**

President Snyder called the meeting to order at 6:00 pm.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Members present:

Ackerman, Bruce	<i>arrived at 6:01</i>	Nichols, Vicki	
Benediktsson, Cathy		Pigoni, Carol	
Davis, Tamara		Rich, Diana	<i>arrived at 6:02</i>
Deicke, Art		Rowland Jr., Herb	
Gallian, Laurie		Schulze, Ed	
Harvey, Susan		Witt, David	
Hootkins, Susan		Zavala, Aarón	
Kubota, Evan		Snyder, Richard	

Members absent:

Bloom, Gail
Harlem, Pamela
McCaffery, Shaun
Patton, Morgan

Open seats: Corte Madera, Ross, San Anselmo and one Sonoma County at Large.

Others present:

Philip Smith, District Manager
Erik Hawk, Assistant Manager
Dawn Williams, Administrative Technician (Confidential)
Carolyn Borr, Administrative Clerk
Janet Coleson, General Counsel

A quorum was present and due notice had been published.

4. **PUBLIC TIME**

No public comment.

5. **CONSENT CALENDAR**

A. **CHANGES TO AGENDA/APPROVAL OF AGENDA**

B. **Resolution 2022/23-13: Authorizing Remote Teleconference/Virtual Meetings of the District Pursuant to Government Code Section 54953(e)(3)**

C. **MINUTES** – Minutes for Special Board Meeting held on May 3, 2023.

It was M/S Trustee Pigoni/Trustee Davis to accept the Consent Calendar:

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Davis, Trustee Deicke, Trustee Gallian, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Nichols, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Witt, Trustee Zavala and Trustee Snyder

No: (none)

Abstain: (none)

Absent: Trustee Bloom, Trustee Harlem, Trustee McCaffery, and Trustee Patton

6. **NEW BUSINESS**

A.* **Resolution No. 2022/23-14**

B.* **Resolution No. 2022/23-15**

C.* **Public Hearing June 14, 2023**

Items A, B, and C were moved to be discussed after item E under New Business.

D.* **Proposed Fiscal Year 2023-24 Budget (Initial Presentation)**

It was M/S Trustee Pigoni/Trustee Davis to provide direction to staff to return to the June 14th, 2023, meeting with a proposed final version of the annual budget for fiscal year 2023/24:

Motion passed with a roll call vote:

Ayes: Trustee Ackerman, Trustee Benediktsson, Trustee Davis, Trustee Deicke, Trustee Gallian, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Nichols, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Witt, Trustee Zavala and Trustee Snyder

No: (none)

Abstain: (none)

Absent: Trustee Bloom, Trustee Harlem, Trustee McCaffery and Trustee Patton

E.* Proposed Updated Employment Resolution for Unrepresented Employees.

It was M/S Trustee Gallian/Trustee Davis to adopt Resolution 2022/23-16, “A Resolution Establishing Compensation and Benefits for Unrepresented Employees.”:

Motion passed with a roll call vote:

***Ayes:** Trustee Ackerman, Trustee Benediktsson, Trustee Davis, Trustee Deicke, Trustee Gallian, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Nichols, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Witt, Trustee Zavala, and Trustee Snyder*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee Bloom, Trustee Harlem, Trustee McCaffery, and Trustee Patton*

Taken out of sequence.

A.* Resolution No. 2022/23-14

It was M/S Trustee Schulze/Trustee Benediktsson to approve Resolution 2022/23-14, A Resolution of Intention to Levy Assessments for FY 2023-24, 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 Davis, Trustee Deicke, Trustee Gallian, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Nichols, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Witt, Trustee Zavala, and Trustee Snyder*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee Bloom, Trustee Harlem, Trustee McCaffery, and Trustee Patton*

B.* Resolution No. 2022/23-15

It was M/S Trustee Nichols/Trustee Schulze to approve Resolution 2022/23-15, A Resolution of Intention to Levy Assessments for FY 2023-24, 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 Davis, Trustee Deicke, Trustee Gallian, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Nichols, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Witt, Trustee Zavala, and Trustee Snyder*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee Bloom, Trustee Harlem, Trustee McCaffery, and Trustee Patton*

C.* Public Hearing June 14, 2023

It was M/S Trustee Schulze/Trustee Gallian to schedule a Hearing for June 14, 2023:

Motion passed with a roll call vote:

***Ayes:** Trustee Ackerman, Trustee Benediktsson, Trustee Davis, Trustee Deicke, Trustee Gallian, Trustee Harvey, Trustee Hootkins, Trustee Kubota, Trustee Nichols, Trustee Pigoni, Trustee Rich, Trustee Rowland, Trustee Schulze, Trustee Witt, Trustee Zavala and Trustee Snyder*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee Bloom, Trustee Harlem, Trustee McCaffery and Trustee Patton*

7. COMMITTEE & STAFF REPORTS

A. Executive Committee

President Snyder reported that the Executive Committee and the Budget Committee held a joint meeting on April 18th to discuss a draft of the proposed annual budget for fiscal year 2023-24. Immediately following this meeting, the Executive Committee met alone. President. Snyder recapitulated the items discussed at the committee meetings.

B. Budget Committee

No report for the Budget Committee.

8. MANAGER'S REPORTS

Manager Smith added to his written report that the California Special Districts Association invited him on short notice to participate in a local Special Districts roundtable meeting with Assemblymember Damon Connolly. This proved to be an excellent opportunity to brief Assemblymember Connolly on the various issues faced by the District.

The District's new Administrative Services Manager will be Elizabeth (Liz) Garcia MBA, CPA. Ms. Garcia is currently the Deputy Finance Manager for the City of Sonoma and will begin work at the District on June 1st.

The next brief (AB 361) meeting of the Board will be held on Tuesday, June 6th at 6 p.m., and the regular Board meeting will be held on June 14th also at 6 p.m.

Assistant Manager Hawk mentioned that the District is experiencing a heavy influx of service requests due to the tree-hole mosquito season being in full swing. Some technicians are dealing with in excess of one hundred service requests.

9. WRITTEN COMMUNICATIONS

No written communications.

10. OPEN TIME FOR BOARD OR STAFF COMMENTS

Trustee Schulze asked about the progress of Assembly Bill 557, which pertains to open meetings and local government agencies. General Counsel Janet Coleson explained that the bill had just passed out of an Assembly committee and had yet to be voted on by the Senate. If it passes the Legislature and is signed by the Governor, it would likely take effect in January 2024.

Trustee Nichols acknowledged Public Information Officer Nizza Sequeira for her informative email message about standing water and mosquito breeding. Trustee Nichols forwarded the message to the City of Sausalito communications staff, who included it in their weekly email blast to the community.

Trustee Hootkins inquired about the “Touch Truck Day” event held on May 7th. Manager Smith explained that Trustee Bloom, from the City of Larkspur, suggested this event which benefited the City Library. District staff reported that the event was well attended and furthered the District’s messaging.

Trustee Gallian wished everyone a Happy Mother’s Day.

11. ADJOURNMENT

There being no further business to come before the Board, it was M/S Trustee Gallian/Trustee Schulze to adjourn the meeting at 7:40 pm.

District Representative
MSMVCD

Date of Approval

Trustee
MSMVCD Board of Trustees

Date of Approval