

# Marin/Sonoma Mosquito & Vector Control District

Board of Trustees  
595 Helman Lane  
Cotati, CA 94931

**June 11, 2008**

## **MINUTES**

**1. CALL TO ORDER**

President Barnard called the meeting to order at 7:12 p.m.

**2. ROLL CALL**

**Members present:**

Ayala, Steve	Monk, Don
Bouey, Charles	Ring, William
Bradner, Tom	Schulze, Ed
Davis, Tamara	Smith, Roger
Dill, Charlie	Stabler, Richard
Egger, Frank	Zwart, Herman
Libeu, Paul	Barnard, Nancy
Litwin, Craig	

**Members absent:**

Fuhs, Henry  
Holland, William  
McPhee, Wendy  
Cynthia, Rodericks  
Ross, Sandy  
Smith, Fred

**Others present:**

Jim Wanderscheid, District Manager  
Chris Canterbury, Network Administrator  
Dawn Williams, Administrative Assistant  
Other District Staff

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

**3. PUBLIC TIME**

No comments.

4. **CONSENT CALENDAR**

A. **APPROVAL OF AGENDA**

B. **MINUTES**

May 14, 2008 Board Meeting

C. **FINANCIAL**

Warrants - May 2008

May Payroll: \$ 152,087.07

May Expenditures: \$ 245,188.68

Total: \$ 397,275.75

D. **ENDING ACCOUNT BALANCES:**

Operating Fund: \$ 4,661,282.13

Investment Fund: \$ 2,095,406.34

*It was M/S Trustee Litwin/Trustee Davis to accept the Consent Calendar with the following change to the May 14, 2008 Minutes under Item 9 Managers Report:*

~~“Trustee McPhee decided to accept the alternative spot for the JPA Board.~~  
*Trustee McPhee opted to be one of the alternates for the JPA Board. ”*

~~“The Government May revise is out and money is being cut statewide from the state budget.~~ *The Governor’s May revision is out and money is being cut statewide. ”*

*Motion passed unanimously.*

5. **CONTINUED BUSINESS**

A. The Board will look at the entire cost of the Notification System that was presented on May 14, 2008.

- Approve cost to be added to the Budget.
- Define when to notify.

*This item was moved to be discussed after New Business Item A.*

6. **NEW BUSINESS**

A. Approve the Engineer’s Reports, confirming the Assessments diagram and Assessments for the FY 2008-2009 for Vector Control (Assessment No. 1) and for the Northwest Mosquito Vector and Disease Control (Assessment No. 2).

Trustee Egger questioned if there was any prop 218 limitations on the dollar amount for these assessments.

Maria noted that Assessment No. 1 was passed by an ordinance before prop 218 and then was grandfathered over, which had a condition of a 5% increase annually. Assessment No. 2 was voted by the property owners in District 2 with an index increase of 5% annually.

*It was M/S Trustee Bradner/Trustee Monk to approve the Engineer's Reports, confirming the Assessments diagram and Assessments for the FY 2008-2009 for Vector Control Assessment No. 1 and Assessment No. 2 with a roll call vote.*

*Assessment No. 1 and No. 2 passed unanimously.*

*Taken out of sequence*

**5. CONTINUED BUSINESS**

- A.** Trustee Egger stated that the Notification Committee was unable to meet to review the notification systems Terra Image and Reverse 911. The Committee will meet prior to the next Board meeting to go over the costs to determine the proper notification system for the District.

**6. NEW BUSINESS**

- B.** The Salary Committee's recommendations for the following salary modifications:

- Golden Handshake  
The approval was given to have an actuary done and to look into other contractor costs to see if Chris Canterbury will be eligible.
- Public Relations position  
The approval was given for the Public Relations salary to be set on a 3 year step program.

*It was M/S Trustee Davis/Trustee Dill to accept the recommendations to start the process of the Golden Handshake for Chris Canterbury and for the Public Relations salary adjustment for Nizza Sequeira.*

*Motion passed unanimously.*

Trustee Bradner noted the need for more clarification when making a motion.

Trustee Davis added that the Agenda headings should be more specific to each item.

- C.** Trustee Bradner went over the Budget for the FY 2008/2009.

*It was M/S Trustee Bradner/Trustee Davis to accept the Budget for FY 2008/2009.*

*Motion passed unanimously.*

- D.** Eric Engh gave a presentation on his 1<sup>st</sup> year of Mosquito School for Marin and Sonoma County. Eric noted that Mosquito School was a little slow in the beginning months but by March the rest of the school year was booked. Yellow Jacket presentations are also available for K-1<sup>st</sup>. The presentations are aimed at getting kids involved in mosquito awareness and prevention.
- E.** Moss, Levy and Hartzheim will be present at the next Board meeting either in September or October when the Audit is presented.
- F.** Retirement Update  
Mr. Wanderscheid stated that he is working with the county regarding discrepancies on the Retiree's health care plans. No payments will be made until the issues are resolved.

## **7. BOARD COMMITTEE REPORTS**

### **A. Legislative Committee**

Trustee Davis stated that the Committee will be meeting with the local legislatures throughout the summer to get them up to date on what the District is doing.

### **B. Policy Committee**

Trustee Ayala stated that the first draft of the policy manual wasn't quite ready for the meeting and will be completed by the next Board meeting.

### **C. Notification Committee**

Nothing to report.

### **D. Public Relations Committee**

Nothing to report.

### **E. Budget & Salary Committees**

Nothing to report.

Mr. Wanderscheid noted that it's time to go over the next contract.

## **8. MANAGERS REPORT**

The Open House had a great turn out. The Trustee's who attended included Libeu, Bradner, Bouey, Ring, and Dill. The entire staff did an exceptional job getting this event together.

Mr. Wanderscheid read aloud a letter received from a resident regarding Dawn's willingness to provide good service to the residents. The resident explained that

even though our office was closed Dawn took the time to get fish instead of turning her away.

**9. WRITTEN COMMUNICATIONS**

**10. OPEN TIME**

The District received a couple letters from kids expressing their appreciation for our services, as well as, giving suggestions on ways to promote Mosquito Awareness.

*The kid's letters were handed out to the Trustee's.*

There will be no meeting scheduled for July.

Stacey Henderson noted that Bolinas has a few dead birds. One has been delivered to the District. She stated that there were no dead birds reported last year.

**11. ADJOURNMENT**

There being no further business to come before the Board, it was M/S by Trustee Davis/Trustee Monk to adjourn the meeting at 8:30 p.m.

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

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

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

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