

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
AGENDA**

DATE: April 15, 2015
TIME: 7:00 PM
LOCATION: District Headquarters
595 Helman Lane
Cotati, Ca 94931

*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)

Steve Ayala, *Petaluma*
Nancy Barnard, *Corte Madera*
Charles Bouey, *Sonoma*
Tom Bradner, *Larkspur*
Lee Braun, *Belvedere*
Martin Castro, *Windsor*
Tamara Davis, *Sonoma Co. at Large*
Frank Egger, *Fairfax*
Laura Fennema, *Tiburon*
Una Glass, *Sebastopol*
William Holland, *San Anselmo*

Paul Libeu, *Rohnert Park*
Shaun McCaffery, *Healdsburg*
Phil Paisley, *Ross*
Bill Pitcher, *Santa Rosa*
Sandra Ross, *Mill Valley*
Herb Rowland, Jr., *Novato*
Ed Schulze, *Marin Co. at Large*
Fredrick Smith, *Marin Co. at Large*
Richard Stabler, *Sonoma Co. at Large*
Judith Trusendi, *San Rafael*
Yvonne Van Dyke, *Cotati*

Open Seats:
Cloverdale, Sausalito

In accordance with the Americans with Disabilities Act, if you require special assistance to participate in this meeting, please contact the Marin/Sonoma Mosquito & Vector Control District (MSMVCD) at 1-800-231-3236.

Translators, American Sign Language interpreters, and/or assistive listening devices for individuals with hearing disabilities will be available upon request. A minimum of 48 hours is needed to ensure the availability of translation service.

MSMVCD hereby certifies that this agenda has been posted in accordance with the requirements of the Government Code.

4. **APPOINTMENT OF NEW TRUSTEES**

Laura Fennema is the new trustee for the Town of Tiburon and Fredrick Smith is the new trustee for Marin 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.

Please state your name and address and provide the President with the Speaker Card so 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.* MINUTES – Minutes for Board Meeting held February 11, 2015.

C.* FINANCIAL

Warrants – February 2015

February Payroll: \$162,957.98

February Expenditures: \$492,300.79

Total: \$655,258.77

D.* FINANCIAL

Warrants – March 2015

March Payroll: \$175,622.16

March Expenditures: \$502,215.17

Total: \$678,244.32

ACTION NEEDED

INFORMATION ENCLOSED

E. ENDING ACCOUNT BALANCES:

Operating Fund: \$5,291,472.27

F.* 3rd QUARTER FINANCIAL STATEMENT FOR FY 2014/15

INFORMATION ENCLOSED

7. **PUBLIC HEARING**

A.* Open Public Hearing and consideration of the levy of assessments for the proposed new Assessment No. 3, the Marin/Sonoma Mosquito and Vector Control District, Mosquito, Vector and Disease Control Assessment.

1. Introductory comments and general overview of the proposed Marin/Sonoma Mosquito and Vector Control District, Mosquito, Vector and Disease Control Assessment, Assessment #3 (by Staff, Board and Assessment Engineer).
 2. President outlines Public Hearing procedures:
 - Each public speaker must fill out a speaker card and will have 3 minutes to address the Board.
 - All oral questions must be asked and written questions must be submitted in this section before questions are answered.
 - Members of the public can request a replacement ballot at the meeting. Kyle Tankard of SCI will supply replacement ballots.
 - All ballots must be submitted to the Tabulator prior to the close of the public input portion of the public hearing. The Tabulator will be present at the meeting to receive ballots.
 3. Open Public Input.
 4. Public provides comments.
 5. Staff, Assessment Engineer, and Legal Counsel respond to questions raised (short recess may be needed to organize answers).
 6. Last call for submittal of ballots.
 7. Close Public Input portion of Public Hearing.
- B. Board discussion of item, if necessary.**
- C. Board President directs Gilardi & Co. LLC, the tabulator, to begin the tabulation of all returned ballots. (*See motion below*)**
- D. Public Hearing continued to May 13, 2015, at 7:00 pm at the Marin/Sonoma Mosquito and Vector Control District's offices, 595 Helman Lane, Cotati.**

ACTION NEEDED

RECOMMENDED ACTION:

Consider a motion to continue the hearing to May 13, 2015, direct Gilardi & Co. LLC to tabulate the ballots and bring the results to the continued hearing.

INFORMATION ENCLOSED

8. **NEW BUSINESS**

A.* Request to authorize the President to execute an agreement for General Counsel services with Best Best and Krieger

Staff Report:

The District's current General Counsel for the past three years, Janet Coleson, is changing law firms. The change is likely to take place before the next regularly scheduled Board meeting on May 13, 2015. After she leaves her current law firm of Richards Watson & Gershon. Ms. Coleson would like to continue serving as the District's General Counsel at the same rate and under the same terms as the current agreement with Richards Watson & Gershon. Ms. Coleson is moving to the law firm of Best Best and Krieger, which has a large public agency practice and represents numerous cities, towns, special districts and joint powers agencies throughout the state. The firm has eight offices in California and one office in Washington D.C. As with the previous agreement, the proposed agreement for services can be canceled by the District at any time.

During her tenure as the District's General Counsel, Ms. Coleson has gained an in-depth understanding of this organization, the legal issues it faces, the Board and staff. Current plans call for her to advise the Board in its upcoming review of several important matters in the next few months, including the Environmental Impact Report and the Board's review of its Hearing Panel's decision in a personnel matter.

Should the Board decline to retain Ms. Coleson as General Counsel, Richards Watson & Gershon may be able to supply another attorney after Ms. Coleson leaves, although potential staffing and contract terms would need to be discussed with the law firm.

In summary, this request is for the Board to authorize the President to execute an agreement in substantially the form as the attached agreement for General Counsel Services with the law firm of Best Best and Krieger with Janet Coleson to serve as the named General Counsel, at the same rate and under the same terms as the current agreement with Richards Watson & Gershon. Authorization is also requested for the District Manager to terminate the agreement with Ms. Coleson's current law firm of Richards Watson & Gershon.

ACTION NEEDED

RECOMMENDED ACTION:

Authorize the President to execute the attached agreement for General Counsel Services with the law firm of Best Best and Krieger with Janet Coleson as the named General Counsel. Direct the District Manager to terminate the agreement with Ms. Coleson's current law firm of Richards Watson & Gershon.

INFORMATION ENCLOSED

9. **COMMITTEE & STAFF REPORTS**
A. **Legislative & Regulatory Committee**
Report by Tamara Davis, Chair

10. # **MANAGER'S REPORT**

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**

FOR THE HEALTH AND COMFORT OF ALL, PLEASE REFRAIN FROM WEARING FRAGRANCES AND SCENTED PRODUCTS TO THIS AND ALL MOSQUITO AND VECTOR CONTROL BOARD MEETINGS.

Marin/Sonoma Mosquito & Vector Control District

Board of Trustees
595 Helman Lane
Cotati, CA 94931

February 11, 2015

MINUTES

1. **CALL TO ORDER**

President Van Dyke called the meeting to order at 7:00 pm.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Members present:

Ayala, Steve
Barnard, Nancy
Bouey, Charles
Braun, Lee
Castro, Martin
Davis, Tamara
Egger, Frank
Glass, Una

Holland, William
Libeu, Paul
McCaffery, Shaun
Paisley, Phil
Ross, Sandra
Schulze, Ed
Stabler, Richard
Van Dyke, Yvonne

Members absent:

Bradner, Tom
Pitcher, Bill
Rowland Jr., Herb
Trusendi, Judith

Open seats: Cloverdale, Marin Co. at Large, Sausalito, Tiburon

Others present:

Phil Smith, District Manager
Erik Hawk, Assistant Manager
Janet Coleson, General Counsel
Vicki Hausknecht, Financial/Benefits Manager
Nizza Sequeira, PR Director
Kristen Holt, Biologist
Chris Mohrman, Field Technician
Nick Picinich, Rodent Control Specialist

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

4. **PUBLIC TIME**
No public present.

5. **CONSENT CALENDAR**

A. **Changes to Agenda/Approval of Agenda**

B. **Minutes** – Minutes for Board Meeting held January 11, 2015.

C. **Financial**

Warrants – January 2015

January Payroll: \$160,489.85

January Expenditures: \$391,461.12

Total: \$551,950.97

D. **ENDING ACCOUNT BALANCES:**

Operating Fund: \$4,937,970.54

It was M/S Trustee Davis/Trustee Schulze to accept the Consent Calendar.

Motion passed with:

Ayes: Trustee Ayala, Trustee Barnard, Trustee Bouey, Trustee Braun, Trustee Castro, Trustee Davis, Trustee Egger, Trustee Glass, Trustee Holland, Trustee Libeu, Trustee McCaffery, Trustee Paisley, Trustee Ross, Trustee Schulze, Trustee Stabler, and Trustee Van Dyke

No: (none)

Abstain: (none)

Absent: Trustee Bradner, Trustee Pitcher, Trustee Rowland, Trustee Trusendi

6. **NEW BUSINESS**

A. **Public Relations Department Report**

Nizza Sequeira, the District's PR Director, explained that she has recently been working with Assistant Manager Hawk, Manager Smith and SCI Consulting on the forthcoming Benefit Assessment to provide outreach and information. She also attended a seminar with Manager Smith which trained attendees on how to produce video recordings with a cell phone. This could be a good tool to show the public what our technicians do on a daily basis e.g. as treating catch basins, going out on service requests and working in the marshes. These videos will be posted on our Twitter, Facebook and YouTube pages. Currently there are Lyme disease awareness ads running in the Marin Independent Journal and Press Democrat. On the radio we chose to talk specifically about flipping, dumping and draining containers that hold water because we are noticing heavier mosquito production many weeks earlier than usual. Also, with the drought more people are trying to conserve water so we want to be sure they are using mosquito-proof containers. We will be celebrating the District's "100" year Open House this May 30, 2015. Looking back, we had our very first Open House in 2007, which brought in about 250 people. Since then the attendance has more than doubled. The main purpose of the Open House event is to raise awareness and educate the

public about mosquitoes, vector-borne disease and the services our District provides. We also want to give the public a hands-on experience when they attend the event, so our staff always works hard to create educational games and interactive booths.

7. **CLOSED SESSION**

A. **Closed Session pursuant to California Government Code Section 54956.9(d)(2) and (e)(1): One Matter**

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

Nothing to report from closed session.

8. **CONTINUED BUSINESS**

A. **Overlay Assessment Project (District Three): Report and Recommendations by Benefit Assessment Changes/Long-Term Strategy Committee, District staff and SCI Consulting.**

Trustee Libeu gave a short presentation to explain a spreadsheet that he had produced for the District's use entitled "Marin/Sonoma Mosquito & Vector Control District: Estimated Costs and Income, Fiscal Year 2015-16." The spreadsheet was notable in that it clearly presented at a glance the distribution of income and costs between the two existing assessment districts and the third, proposed new benefit assessment district.

Several Trustees and Manager Smith expressed their appreciation for Trustee Libeu's efforts and work product.

Manager Smith explained that the proposed actions before the Board in connection with the proposed new assessment is a continuation of what the board has been working on for several months. At the prior meeting in January, the board approved the preparation of the documentation, finalization of the preliminary Engineer's report, and preparation of the two resolutions now before the Board. Manager Smith pointed out that if the resolutions are passed by the Board, they would enact the next phase of balloting, ordering the mailing of the ballots and accompanying legal notice.

Mary Schilts from SCI explained that the Engineer's report for District 3 is similar to that for District 2, with a few differences. The annual change in the Consumer Price Index (CPI) calculation for the San Francisco Bay Area applies up to a maximum of 5%. This mirrors what we have in District 2. The services section is significantly different from the Engineer's report for District 2. Manager Smith and Assistant Manager Hawk reviewed and edited this section in depth to be sure that it reflects the most recent understanding of the services that are being provided currently throughout the entire district. There are 3 zones that are reflected in District 3, and District 2 only has two zones. This is because the legal landscape changes over time. The general benefits calculations for District 3 are similar to those for District 2; however they will not be exactly the same. Each district

has a slightly different methodology and this reflects our changing understanding of the requirements under Proposition 218. Another factor that SCI looks at is census data, and the census data that was used for District 2 was from the year 2000. For District 3 the more recent data from the census in 2010 was used.

Trustee Holland asked if the CPI was for all consumers or a segment of consumers.

Maria Garcia-Adarve explained that it is the CPI for San Francisco and Oakland Bay Area, so it is for all consumers, and the period used is the change in the CPI from December to December.

Manager Smith explained that the District has gone to great lengths to ensure the public is informed about how the CPI escalating clause will work. The information in multiple places such as the ballot legal notice and web site.

Maria Garcia-Adarve thanked Trustee Libeu for all his work and help that he has provided in preparing the preliminary budget for FY 2015-16. After collaborating with Manager Smith, Financial Benefits Manager Vicki Hausknecht and herself they decided that the best way to allocate the budget among the three districts is to provide a single budget that is divided into three sections. Each district is responsible for its portion of the expenses.

It was M/S Trustee Schulze/Trustee Holland to accept Resolution 2014/15-05 adopting Proposition 218 Assessment Ballot Proceedings Procedures.

Trustee Egger stated that the District sent out a mail survey to make residents aware that the District is looking at options to fund its increased costs. When reading it, it wasn't clear that it was going to be a new tax over and above the existing tax. He went on to state that in his opinion the driving force behind the new assessment tonight is the unfunded Marin County Employee Retirement Association (MCERA) unfunded pension liabilities and the post-employment benefit liabilities. He explained that MCERA is about \$800 million in the hole. Mr. Egger encouraged the board to look at some other alternatives to fund some of these expenses. Mr. Egger stressed that he will be voting "No" on the two resolutions tonight.

Trustee Paisley added that he agreed with Trustee Egger and his concern about people understanding what they are voting for. This is not a total tax of \$12; it is in addition to their existing tax.

Trustee Braun stated that both comments are well considered but these also have been considered a number of times at our board meetings and various committee meetings. He appreciates the perspective from both Trustee Egger and Trustee Paisley but would like to move forward.

Motion passed with:

***Ayes:** Trustee Ayala, Trustee Barnard, Trustee Bouey, Trustee Braun, Trustee Castro, Trustee Davis, Trustee Glass, Trustee Holland, Trustee Libeu, Trustee McCaffery, Trustee Ross, Trustee Schulze, Trustee Stabler, and Trustee Van Dyke*

***No:** Trustee Egger, Trustee Paisley*

Abstain: (none)

Absent: Trustee Bradner, Trustee Pitcher, Trustee Rowland, Trustee Trusendi

It was M/S Trustee Davis/Trustee Holland to accept Resolution 2014/15-04 initiating proceedings, providing intention to levy assessments, preliminarily approving engineer's report, and providing for notice of hearing, and the mailing of assessment ballots for the Marin/Sonoma Mosquito and Vector Control District, Mosquito, Vector and Disease Control Assessment (Assessment No. 3).

Motion passed with:

Ayes: Trustee Ayala, Trustee Barnard, Trustee Bouey, Trustee Braun, Trustee Castro, Trustee Davis, Trustee Glass, Trustee Holland, Trustee Libeu, Trustee McCaffery, Trustee Ross, Trustee Schulze, Trustee Stabler, and Trustee Van Dyke

No: Trustee Egger, Trustee Paisley

Abstain: (none)

Absent: Trustee Bradner, Trustee Pitcher, Trustee Rowland, Trustee Trusendi

9. COMMITTEE & STAFF REPORTS

A. Legislative & Regulatory Committee

Trustee Davis mentioned that she will be meeting with MVCAC Legislative Committee on March 1st. They will go through all the bills that are being followed for Mosquito Districts throughout the state. The Committee will be meeting with our legislators in our two counties. There are new legislators and therefore they feel it is important to meet with them to update them on what the Districts are doing.

10. MANAGER'S REPORT

Assistant Manager Hawk explained that in the interest of time he would limit his verbal report to update the Board on the winter salt marsh mosquito *Aedes squamiger*, which is maturing much faster this year as well as the pale salt marsh mosquito *Aedes dorsalis*. Since Operations has observed significant populations, the unusual situation has required staff to apply larvicide treatments already. (Assistant Manager's entire report is included in the February Board packet)

Trustee Libeu asked how the District is doing relative to last year in terms of mosquito problems.

Assistant Manager Hawk explained that our summer species *Aedes dorsalis* is showing up even earlier than last year, which was in late February.

Manager Smith reported that the Programmatic Environmental Impact Report (PEIR) is now under review by General Counsel. Once the review is complete, staff will bring the PEIR to the Board for review and consideration for public release for the 45-day comment period. Following the comment period, staff will bring the draft final PEIR to the Board for consideration for certification. Trustees have a choice of receiving a printed summary version of the draft PEIR accompanied by a CD of the entire document with appendices and references, or the entire document in paper form in a large binder (each copy costs about \$350) - or just to receive only the CD. The document will be available on the District's web site and paper copies

will also be available in certain public libraries. (*Manager's entire report is included in the February Board packet*)

11. WRITTEN COMMUNICATIONS

No written communications.

12. OPEN TIME FOR BOARD OR STAFF

Trustee Barnard expressed her concern about an email which included her name in the email stream regarding Trustee Braun attending the Town of Fairfax Council meeting, which she felt was to rebut Trustee Egger's report that he was giving that night.

Trustee Braun responded to Trustee Barnard stating that he introduced himself as an appointee to the Board from the City of Belvedere and currently serving as the Vice President of Marin/Sonoma Mosquito & Vector Control District (MSMVCD), along with introducing the current Board President. Mr. Braun apologized to Trustee Barnard if he caused her any embarrassment. A discussion ensued.

Trustee Davis explained that Trustee Barnard's point has been made.

Trustee Egger reported about a couple vendors he felt whose products were worth looking at after seeing them at the Mosquito & Vector Control Association of California Conference in Monterey. Clarke has a product called Merus, which is an adulticide that MSMVCD is going to try in West Marin locations. Another company called Application Dynamics also has an adulticide product that they are waiting for certification from the Organics Materials Review Institute (OMRI). He feels that these products that are OMRI approved should be used at our District more.

Trustee Holland apologized to the board for not being able to attend a lot of the meetings lately. He has not been feeling well.

13. ADJOURNMENT

There being no further business to come before the Board, it was M/S Trustee Davis/Trustee Schulze to adjourn the meeting at 8:47 p.m.

District Representative
MSMVCD

Date of Approval

Trustee
MSMVCD Board of Trustees

Date of Approval

Direct Deposit Transmission Listing

Code	PR#	Number	Date	Description	Amount
Emp#	Name				
EXCHNG	1	00026	2/13/15	EXCHANGE BANK	
83	PAULA A. DELSID				1,269.73
21	VICKI J. HAUSKNECHT				150.00
21	VICKI J. HAUSKNECHT				2,844.30
87	PHILIP D. SMITH				4,698.35
81	DAWN A. WILLIAMS				1,778.67
60	SARAH M. BROOKS				2,591.12
73	KIMBERLY A. HEILIG				2,700.96
64	KRISTEN A. HOLT				50.00
64	KRISTEN A. HOLT				2,535.23
62	KEVIN G. BEARDSLEY				2,269.46
86	DAVID G. BECK				2,513.19
26	MICHAEL S. COLE				2,343.63
43	PAUL R. FILIPPI				2,302.72
55	ERIK T. HAWK				3,374.57
48	DANIEL W. LESLIE				2,630.96
74	STEVEN L. MILLER				2,155.57
63	JOHN C. MOHRMAN JR				2,478.13
52	ROBERT D. MORTON				350.00
52	ROBERT D. MORTON				2,128.34
61	MARC A. NADALE				2,334.80
34	BRUCE R. OHLINGER				1,929.60
34	BRUCE R. OHLINGER				.00
58	JEFFERY R. PETERSEN				2,369.74
67	NICK A. PICINICH				1,854.84
40	NATHEN C. REED				2,788.95
53	ANTHONY J. RUSSO JR				2,293.44
45	JASON A. SEQUEIRA				2,329.24
68	JOSEPH A. TESCALLO				2,440.27
56	TERESA A. THOMAS-NETT				2,061.00
59	ANGELO A. TRISCIUZZI J				2,510.66
15	JOHN M. WALKER				2,927.60
54	MICHAEL L. WELLS				2,571.04
69	CHARLIE L. WILES, JR				2,530.06
28	STEVEN A. DELUCCHI				2,884.04
76	ERIC S. ENGH				2,513.45
37	NIZZA N. SEQUEIRA				2,579.27
82	GREG J. ENGEL				221.64

Pre-note w/o ^{Paper} check - new account
 When new accts are added, Exchange Bank will confirm that the employee name + account # are correct.
 During the signing of these checks all supporting documents were provided.

Signature: *[Handwritten Signature]*
 Signature: *[Handwritten Signature]*

Record count: 37 Total: 80,304.57 ✓

Code	PR#	Number	Date	Description	Amount
	Emp#	Name			
EXCHNG	2	00027	2/27/15	EXCHANGE BANK	
	83	PAULA A. DELSID			1,269.73
	21	VICKI J. HAUSKNECHT			150.00
	21	VICKI J. HAUSKNECHT			2,844.30
	87	PHILIP D. SMITH			4,698.34
	81	DAWN A. WILLIAMS			1,778.66
	60	SARAH M. BROOKS			2,591.13
	73	KIMBERLY A. HEILIG			2,700.95
	64	KRISTEN A. HOLT			50.00
	64	KRISTEN A. HOLT			2,535.24
	62	KEVIN G. BEARDSLEY			2,269.47
	86	DAVID G. BECK			2,513.20
	26	MICHAEL S. COLE			2,343.63
	43	PAUL R. FILIPPI			2,302.72
	55	ERIK T. HAWK			3,374.57
	48	DANIEL W. LESLIE			2,630.96
	74	STEVEN L. MILLER			2,155.56
	63	JOHN C. MOHRMAN JR			2,478.13
	52	ROBERT D. MORTON			350.00
	52	ROBERT D. MORTON			2,128.34
	61	MARC A. NADALE			2,334.80
	34	BRUCE R. OHLINGER			1,125.00
	34	BRUCE R. OHLINGER			804.60
	58	JEFFERY R. PETERSEN			2,369.74
	67	NICK A. PICINICH			1,854.84
	40	NATHEN C. REED			2,788.95
	53	ANTHONY J. RUSSO JR			2,293.44
	45	JASON A. SEQUEIRA			2,329.25
	68	JOSEPH A. TESCALLO			2,440.26
	56	TERESA A. THOMAS-NETT			2,061.00
	59	ANGELO A. TRISCIUZZI J			2,510.67
	15	JOHN M. WALKER			2,927.60
	54	MICHAEL L. WELLS			2,571.04
	69	CHARLIE L. WILES, JR			2,530.07
	28	STEVEN A. DELUCCHI			2,884.04
	76	ERIC S. ENGH			2,513.45
	37	NIZZA N. SEQUEIRA			2,579.27
	89	VINCENT J. AMBROSELLI			250.25
	90	RANDY J. MERIAN			653.42
	96	JARED K. NEWMAN			620.01
	93	KASEY L. PETERSON			778.42
	82	GREG J. ENGEL			268.36

During the signing of these checks
all supporting documents were provided.

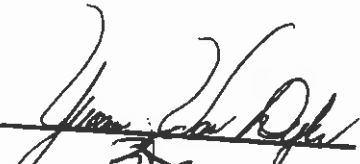

Signature: *Amara Dantes*
 Signature: *[Signature]*

Record count: 41 Total: 82,653.41

A/p checks
2.5.15

Check	Amount	Description	Date
0007360011779	86,785.57	ADAPCO, INC.	02/05/2015
0007360011780	3,166.91	ANTHEM BLUE CROSS	02/05/2015
0007360011781	220.83	ARGO ADVENTURE/LIEWER	02/05/2015
0007360011782	153.32	BIOQUIP PRODUCTS	02/05/2015
0007360011783	3,177.90	BRODIE'S TIRE & BRAKE INC.	02/05/2015
0007360011784	249.92	CABELA'S INC.	02/05/2015
0007360011785	453.85	CAPITAL ONE COMMERCIAL	02/05/2015
0007360011786	1,470.48	CMI	02/05/2015
0007360011787	496.81	COMMON SENSE BUSINESS SOLUTIONS, IN	02/05/2015
0007360011788	69.44	COUNTY OF MARIN	02/05/2015
0007360011789	21.68	HOME DEPOT CREDIT SERVICES	02/05/2015
0007360011790	651.01	INTEGRA TELECOM, INC.	02/05/2015
0007360011791	84.20	INTERCALL	02/05/2015
0007360011792	300.94	J & J DAIRY SUPPLIES	02/05/2015
0007360011793	492.25	JACKSON HIRSH, INC.	02/05/2015
0007360011794	190.12	K&B MOTORSPORTS OF PETALUMA	02/05/2015
0007360011795	565.00	LARROUY'S LANDSCAPE MAINTENANCE	02/05/2015
0007360011796	181.32	LARSENGINES	02/05/2015
0007360011797	2,214.00	LIEBERT CASSIDY WHITMORE	02/05/2015
0007360011798	50.00	LUTHER BURBANK ROSE PARADE & FESTIV	02/05/2015
0007360011799	866.00	MARIN COUNTY FEDERAL CREDIT UNION	02/05/2015
0007360011800	429.00	MARIN SCOPE NEWSPAPERS	02/05/2015
0007360011801	20.30	MATHESON TRI-GAS, INC.	02/05/2015
0007360011802	11.63	NATIONAL ICE DELIVERY	02/05/2015
0007360011803	5,201.01	NATIONWIDE TRUST COMPANY, FSB	02/05/2015
0007360011804	6,104.61	NORTH BAY PETROLEUM	02/05/2015
0007360011805	1,389.48	PETALUMA MINUTEMAN PRESS	02/05/2015
0007360011806	3,132.55	PROMOCO	02/05/2015
0007360011807	189.40	REDWOOD EMPIRE DISPOSAL	02/05/2015
0007360011808	432.75	SANTA ROSA AUTO PARTS	02/05/2015
0007360011809	490.78	SEBASTOPOL BEARING & HYDRAULIC	02/05/2015
0007360011810	438.65	SIX ROBBLEES' INC.	02/05/2015
0007360011811	23.95	SNAP-ON INDUSTRIAL	02/05/2015
0007360011812	4,980.62	STATE EMPLOYMENT DEVELOPMENT DEPT.	02/05/2015
0007360011813	150.00	STEVEN RESTIVO EVENT SERVICES, LLC	02/05/2015
0007360011814	697.50	TASC	02/05/2015
0007360011815	6,945.48	TICK KEY PRODUCTS, LLC	02/05/2015
0007360011816	519.03	U.S. BANK EQUIPMENT FINANCE	02/05/2015
0007360011817	200.50	YVONNE VAN DYKE	02/05/2015
0007360011818	1,311.95	VERIZON WIRELESS	02/05/2015
0007360011819	299.12	VWR INTERNATIONAL INC.	02/05/2015
0007360011820	497.83	WILLIAM D. WHITE CO., INC.	02/05/2015
0007360011821	516.15	WINZER CORPORATION	02/05/2015
Total	135,843.84		

During the signing of these checks
all supporting documents were provided.

Signature: 
Signature: 

A/p checks
2-19-15

Check	Amount	Description	Date
0007360011822	590.00	A.J. JANITORIAL SERVICES	02/19/2015
0007360011823	27,214.03	ADAPCO, INC.	02/19/2015
0007360011824	557.04	AFLAC	02/19/2015
0007360011825	53.46	AIRGAS USA, LLC	02/19/2015
0007360011826	5,000.00	ALDRICH NETWORK CONSULTING	02/19/2015
0007360011827	448.00	ALDRICH NETWORK CONSULTING	02/19/2015
0007360011828	33,580.00	ALPINE HELICOPTER SERVICE INC	02/19/2015
0007360011829	36.50	AT & T	02/19/2015
0007360011830	3,500.00	AVQUEST INSURANCE SERVICE	02/19/2015
0007360011831	108.70	BUSINESS CARD (VISA CARDS)	02/19/2015
0007360011832	901.79	BUSINESS CARD (VISA CARDS)	02/19/2015
0007360011833	720.50	BUSINESS CARD (VISA CARDS)	02/19/2015
0007360011834	171.17	BUSINESS CARD (VISA CARDS)	02/19/2015
0007360011835	1,612.77	CINTAS CORPORATION	02/19/2015
0007360011836	149.05	COMCAST	02/19/2015
0007360011837	17,094.65	COUNTY OF MARIN	02/19/2015
0007360011838	49.50	TAMARA DAVIS	02/19/2015
0007360011839	36.00	DISH	02/19/2015
0007360011840	1,224.00	FIRE AND EMERGENCY SERVICES DEPARTM	02/19/2015
0007360011841	331.68	FISHMAN SUPPLY COMPANY	02/19/2015
0007360011842	49.50	VICKI HAUSKNECHT	02/19/2015
0007360011843	300.63	K&B MOTORSPORTS OF PETALUMA	02/19/2015
0007360011844	42,702.51	KAISER FOUNDATION HEALTH PLAN	02/19/2015
0007360011845	45.00	KAISER PERMANENTE - OHSS	02/19/2015
0007360011846	25.98	LARSENGINES	02/19/2015
0007360011847	16,003.00	LIEBERT CASSIDY WHITMORE	02/19/2015
0007360011848	1,763.49	LIFE TECHNOLOGIES CORPORATION	02/19/2015
0007360011849	92,416.94	MARIN COUNTY EMPLOYEES RETIREMENT A	02/19/2015
0007360011850	866.00	MARIN COUNTY FEDERAL CREDIT UNION	02/19/2015
0007360011851	1,387.25	MARIN INDEPENDENT JOURNAL	02/19/2015
0007360011852	46.00	MARIN INDEPENDENT JOURNAL	02/19/2015
0007360011853	184.85	STEVE MILLER	02/19/2015
0007360011854	6,920.00	MVCAC	02/19/2015
0007360011855	6.74	NATIONAL ICE DELIVERY	02/19/2015
0007360011856	5,201.01	NATIONWIDE TRUST COMPANY, FSB	02/19/2015
0007360011857	2,082.88	NORTH BAY COMMERCIAL SERVICES INC.	02/19/2015
0007360011858	223.73	NORTH BAY PETROLEUM	02/19/2015
0007360011859	242.08	NORTH MARIN WATER DISTRICT	02/19/2015
0007360011860	512.67	OFFICE DEPOT CREDIT CARD PLAN	02/19/2015
0007360011861	1,685.21	P.G. & E.	02/19/2015
0007360011862	1,500.00	PATRICK VON ELM	02/19/2015
0007360011863	268.76	RAININ INSTRUMENT, LLC	02/19/2015
0007360011864	5,827.50	RICHARDS, WATSON, GERSHON	02/19/2015
0007360011865	37,479.01	SCI CONSULTING GROUP	02/19/2015
0007360011866	628.81	SEBASTOPOL BEARING & HYDRAULIC	02/19/2015
0007360011867	142.60	SENTRY LIFE INS. CO.	02/19/2015
0007360011868	32.61	SHUTTERBUG	02/19/2015
0007360011869	102.96	SONOMA MEDIA INVESTMENTS, LLC	02/19/2015
0007360011870	2,458.01	THE STANDARD INSURANCE COMPANY	02/19/2015
0007360011871	5,047.46	STATE EMPLOYMENT DEVELOPMENT DEPT.	02/19/2015
0007360011872	1,794.38	TAP PLASTICS, INC.	02/19/2015
0007360011873	697.50	TASC	02/19/2015
0007360011874	4,020.00	TOTAL TRAFFIC NETWORK	02/19/2015
0007360011875	774.24	UI/EMPLOYMENT DEVELOPMENT DEPT	02/19/2015
0007360011876	29,476.52	UNIVAR USA INC	02/19/2015
0007360011877	162.28	VWR INTERNATIONAL INC.	02/19/2015
Total	356,456.95		

During the signing of these checks
all supporting documents were provided.

Signature: Tamara Davis
Signature: [Signature]

Code	PR#	Number	Date	Description	Amount
Emp#	Name				
EXCHNG	1	00028	3/13/15	EXCHANGE BANK	
83	PAULA A. DELSID				
21	VICKI J. HAUSKNECHT				
21	VICKI J. HAUSKNECHT				
21	VICKI J. HAUSKNECHT				
87	PHILIP D. SMITH				
81	DAWN A. WILLIAMS				
81	DAWN A. WILLIAMS				
60	SARAH M. BROOKS				
73	KIMBERLY A. HEILIG				
64	KRISTEN A. HOLT				
64	KRISTEN A. HOLT				
62	KEVIN G. BEARDSLEY				
86	DAVID G. BECK				
26	MICHAEL S. COLE				
43	PAUL R. FILIPPI				
55	ERIK T. HAWK				
48	DANIEL W. LESLIE				
74	STEVEN L. MILLER				
63	JOHN C. MOHRMAN JR				
52	ROBERT D. MORTON				
52	ROBERT D. MORTON				
61	MARC A. NADALE				
34	BRUCE R. OHLINGER				
34	BRUCE R. OHLINGER				
58	JEFFERY R. PETERSEN				
67	NICK A. PICINICH				
40	NATHEN C. REED				
53	ANTHONY J. RUSSO JR				
45	JASON A. SEQUEIRA				
68	JOSEPH A. TESCALLO				
56	TERESA A. THOMAS-NETT				
56	TERESA A. THOMAS-NETT				
59	ANGELO A. TRISCIUZZI J				
15	JOHN M. WALKER				
54	MICHAEL L. WELLS				
69	CHARLIE L. WILES, JR				
28	STEVEN A. DELUCCHI				
76	ERIC S. ENGH				
37	NIZZA N. SEQUEIRA				
89	VINCENT J. AMBROSELLI				
90	RANDY J. MERIAN				
96	JARED K. NEWMAN				
93	KASEY L. PETERSON				
82	GREG J. ENGEL				

Pre-note - new account → .00 ✓

150.00 ✓

2,844.29 ✓

O.T. → 747.39 ✓

4,698.35 ✓

1,778.67 ✓

O.T. → 759.83 ✓

2,591.12 ✓

2,700.95 ✓

50.00 ✓

2,535.23 ✓

2,269.46 ✓

2,513.19 ✓

2,343.63 ✓

2,302.72 ✓

3,374.57 ✓

2,630.96 ✓

2,155.57 ✓

2,478.12 ✓

350.00 ✓

2,128.34 ✓

2,334.80 ✓

1,125.00 ✓

804.60 ✓

2,369.73 ✓

1,854.84 ✓

2,788.95 ✓

2,293.45 ✓

2,329.24 ✓

2,440.27 ✓

2,061.00 ✓

236.52 ✓

2,510.66 ✓

2,927.60 ✓

2,571.05 ✓

2,530.06 ✓

2,884.05 ✓

2,513.45 ✓

2,579.27 ✓

1,168.92 ✓

1,043.92 ✓

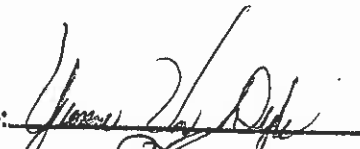
1,091.27 ✓

1,168.92 ✓

322.71 ✓

medical Reimb. →

During the signing of these checks all supporting documents were provided.

Signature: 

Signature: 

Record count:

44

Total:

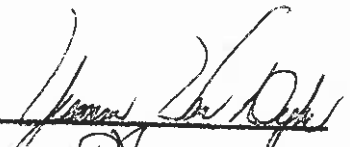
85,352.67 ✓

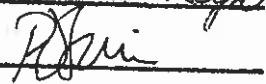
Check	Amount	Description	Date
0007360059719	1,269.72	PAULA A. DELSID	03/13/2015
0007360059720	191.25	PAULA A. DELSID	03/13/2015
0007360059721	.00	VOID	03/13/2015
0007360059722	.00	VOID	03/13/2015
0007360059723	.00	VOID	03/13/2015
0007360059724	.00	VOID	03/13/2015
0007360059725	.00	VOID	03/13/2015
0007360059726	.00	VOID	03/13/2015
0007360059727	.00	VOID	03/13/2015
0007360059728	.00	VOID	03/13/2015
0007360059729	.00	VOID	03/13/2015
0007360059730	.00	VOID	03/13/2015
0007360059731	.00	VOID	03/13/2015
0007360059732	.00	VOID	03/13/2015
0007360059733	.00	VOID	03/13/2015
0007360059734	.00	VOID	03/13/2015
0007360059735	.00	VOID	03/13/2015
0007360059736	.00	VOID	03/13/2015
0007360059737	.00	VOID	03/13/2015
0007360059738	.00	VOID	03/13/2015
0007360059739	.00	VOID	03/13/2015
0007360059740	.00	VOID	03/13/2015
0007360059741	.00	VOID	03/13/2015
0007360059742	.00	VOID	03/13/2015
0007360059743	.00	VOID	03/13/2015
0007360059744	.00	VOID	03/13/2015
0007360059745	.00	VOID	03/13/2015
0007360059746	.00	VOID	03/13/2015
0007360059747	.00	VOID	03/13/2015
0007360059748	.00	VOID	03/13/2015
0007360059749	.00	VOID	03/13/2015
0007360059750	.00	VOID	03/13/2015
0007360059751	.00	VOID	03/13/2015
0007360059752	.00	VOID	03/13/2015
0007360059753	.00	VOID	03/13/2015
0007360059754	.00	VOID	03/13/2015
0007360059755	.00	VOID	03/13/2015
0007360059756	.00	VOID	03/13/2015
0007360059757	.00	VOID	03/13/2015
0007360059758	.00	VOID	03/13/2015
0007360059759	.00	VOID	03/13/2015
Total	1,460.97		

Payroll checks
+ Direct Deposit

3.13.15

During the signing of these checks
all supporting documents were provided.

Signature: 

Signature: 

Code	PR#	Number	Date	Description	Amount
	Emp#	Name			
EXCHNG	2	00029	3/31/15	EXCHANGE BANK	
83		PAULA A. DELSID			1,269.72
21		VICKI J. HAUSKNECHT			150.00
21		VICKI J. HAUSKNECHT			2,844.30
87		PHILIP D. SMITH			4,698.34
81		DAWN A. WILLIAMS			1,778.67
60		SARAH M. BROOKS			2,731.49
73		KIMBERLY A. HEILIG			2,700.95
64		KRISTEN A. HOLT			50.00
64		KRISTEN A. HOLT			2,535.23
62		KEVIN G. BEARDSLEY			2,269.47
86		DAVID G. BECK			2,513.19
26		MICHAEL S. COLE			2,343.63
43		PAUL R. FILIPPI			2,302.71
55		ERIK T. HAWK			3,374.57
48		DANIEL W. LESLIE			2,630.96
74		STEVEN L. MILLER			2,155.57
63		JOHN C. MOHRMAN JR			2,478.13
52		ROBERT D. MORTON			350.00
52		ROBERT D. MORTON			2,089.15
61		MARC A. NADALE			2,334.80
34		BRUCE R. OHLINGER			1,125.00
34		BRUCE R. OHLINGER			804.60
58		JEFFERY R. PETERSEN			2,369.74
67		NICK A. PICINICH			1,854.84
40		NATHEN C. REED			2,788.95
53		ANTHONY J. RUSSO JR			2,293.44
45		JASON A. SEQUEIRA			2,329.24
68		JOSEPH A. TESCALLO			2,440.26
56		TERESA A. THOMAS-NETT			2,060.99
59		ANGELO A. TRISCIUZZI J			2,510.67
15		JOHN M. WALKER			2,927.59
54		MICHAEL L. WELLS			2,571.04
69		CHARLIE L. WILES, JR			2,530.06
28		STEVEN A. DELUCCHI			2,884.04
76		ERIC S. ENGH			2,513.45
37		NIZZA N. SEQUEIRA			2,579.28
89		VINCENT J. AMBROSELLI			1,072.71
100		SEAN P. BAKER		→ Pre-note → received check →	.00
90		RANDY J. MERIAN			1,043.93
96		JARED K. NEWMAN			1,091.27
93		KASEY L. PETERSON			1,168.93
82		GREG J. ENGEL			352.15

During the signing of these checks
all supporting documentation provided.

Signature: *Tamara Davis*

Signature: *[Signature]*

Record count: 42 Total: 84,913.06

Check	Amount	Description	Date
0007360059760	.00	VOID	03/31/2015
0007360059761	.00	VOID	03/31/2015
0007360059762	.00	VOID	03/31/2015
0007360059763	.00	VOID	03/31/2015
0007360059764	.00	VOID	03/31/2015
0007360059765	.00	VOID	03/31/2015
0007360059766	.00	VOID	03/31/2015
0007360059767	.00	VOID	03/31/2015
0007360059768	.00	VOID	03/31/2015
0007360059769	.00	VOID	03/31/2015
0007360059770	.00	VOID	03/31/2015
0007360059771	.00	VOID	03/31/2015
0007360059772	.00	VOID	03/31/2015
0007360059773	.00	VOID	03/31/2015
0007360059774	.00	VOID	03/31/2015
0007360059775	.00	VOID	03/31/2015
0007360059776	.00	VOID	03/31/2015
0007360059777	.00	VOID	03/31/2015
0007360059778	.00	VOID	03/31/2015
0007360059779	.00	VOID	03/31/2015
0007360059780	.00	VOID	03/31/2015
0007360059781	.00	VOID	03/31/2015
0007360059782	.00	VOID	03/31/2015
0007360059783	.00	VOID	03/31/2015
0007360059784	.00	VOID	03/31/2015
0007360059785	.00	VOID	03/31/2015
0007360059786	.00	VOID	03/31/2015
0007360059787	.00	VOID	03/31/2015
0007360059788	.00	VOID	03/31/2015
0007360059789	.00	VOID	03/31/2015
0007360059790	.00	VOID	03/31/2015
0007360059791	.00	VOID	03/31/2015
0007360059792	.00	VOID	03/31/2015
0007360059793	871.02	SEAN P. BAKER	03/31/2015
0007360059794	.00	VOID	03/31/2015
0007360059795	.00	VOID	03/31/2015
0007360059796	.00	VOID	03/31/2015
0007360059797	.00	VOID	03/31/2015
0007360059798	.00	VOID	03/31/2015
0007360059799	.00	VOID	03/31/2015
0007360059800	.00	VOID	03/31/2015
0007360059801	.00	VOID	03/31/2015
0007360059802	.00	VOID	03/31/2015
0007360059803	.00	VOID	03/31/2015
0007360059804	.00	VOID	03/31/2015
0007360059805	.00	VOID	03/31/2015
0007360059806	.00	VOID	03/31/2015
0007360059807	.00	VOID	03/31/2015
0007360059808	.00	VOID	03/31/2015
0007360059809	.00	VOID	03/31/2015
0007360059810	.00	VOID	03/31/2015
0007360059811	.00	VOID	03/31/2015
0007360059812	.00	VOID	03/31/2015
0007360059813	.00	VOID	03/31/2015
0007360059814	.00	VOID	03/31/2015
0007360059815	.00	VOID	03/31/2015
Total	871.02		

Payroll checks
Direct Deposit

3.31.15

During the signing of these checks
all supporting documents were provided.

Signature: Yamara Dai
Signature: B. Smith

Code	PR#	Number	Date	Description	Amount
	Emp#	Name			
EXCHNG	5	00030	3/31/15	EXCHANGE BANK	
1046		STEPHEN C. AYALA			184.70
1031		NANCY L. BARNARD			184.70
1032		CHARLES R. BOUEY			117.60
1070		LEE A. BRAUN			207.79
1067		MARTIN B. CASTRO			182.50
1038		TAMARA DAVIS			207.79
1047		FRANK J. EGGER			184.70
1075		UNA J.M. GLASS			92.35
1057		WILLIAM A. HOLLAND			92.35
1049		PAUL I. LIBEU			184.70
1074		SHAUN F. MCCAFFERY			207.79
1069		PHILLIP L. PAISLEY			184.70
1059		SANDRA M. ROSS			184.70
1072		HERBERT M. ROWLAND JR.			115.44
1050		EDWARD R. SCHULZE			184.70
1058		RICHARD A. STABLER			184.70
1062		JUDITH D. TRUSENDI			115.44
1066		YVONNE Y. VAN DYKE			207.79

Record count: 18 Total: 3,024.44

During the signing of these checks
all supporting documents were provided.

Signature: Tamara Davis
Signature: [Handwritten]

Check	Amount	Description	Date
0007360011878	24,772.21	ADAPCO, INC.	03/09/2015
0007360011879	95.77	AIRGAS USA, LLC	03/09/2015
0007360011880	5,000.00	ALDRICH NETWORK CONSULTING	03/09/2015
0007360011881	11,767.74	ALDRICH NETWORK CONSULTING	03/09/2015
0007360011882	11,640.00	ALPINE HELICOPTER SERVICE INC	03/09/2015
0007360011883	300.00	AMERICAN TOW SERVICE	03/09/2015
0007360011884	3,166.91	ANTHEM BLUE CROSS	03/09/2015
0007360011885	689.25	ARGO ADVENTURE/LIEWER	03/09/2015
0007360011886	36.50	AT & T	03/09/2015
0007360011887	973.02	BAY ALARM COMPANY	03/09/2015
0007360011888	106.75	LEE BRAUN	03/09/2015
0007360011889	50.00	CALSERVES	03/09/2015
0007360011890	642.57	CAPITAL ONE COMMERCIAL	03/09/2015
0007360011891	440.12	CARDNO, INC.	03/09/2015
0007360011892	164.79	CARDNO, INC.	03/09/2015
0007360011893	42,416.78	CARDNO, INC.	03/09/2015
0007360011894	20,892.90	CARDNO, INC.	03/09/2015
0007360011895	939.36	CERTIFIED EMPLOYMENT GROUP	03/09/2015
0007360011896	29.83	CHEVRON AND TEXACO BUSINESS CARD SE	03/09/2015
0007360011897	1,050.03	CINTAS CORPORATION	03/09/2015
0007360011898	818.27	CITY OF COTATI	03/09/2015
0007360011899	170.43	CLARKE MOSQUITO CONTROL PRODUCTS	03/09/2015
0007360011900	750.00	CMI	03/09/2015
0007360011901	149.05	COMCAST	03/09/2015
0007360011902	1,082.15	COMMON SENSE BUSINESS SOLUTIONS, IN	03/09/2015
0007360011903	69.44	COUNTY OF MARIN	03/09/2015
0007360011904	106.75	TAMARA DAVIS	03/09/2015
0007360011905	36.00	DISH	03/09/2015
0007360011906	106.75	ERIK HAWK	03/09/2015
0007360011907	152.65	HOME DEPOT CREDIT SERVICES	03/09/2015
0007360011908	641.59	INTEGRA TELECOM, INC.	03/09/2015
0007360011909	370.43	INTERSTATE BATTERY SYSTEM	03/09/2015
0007360011910	61.84	K&B MOTORSPORTS OF PETALUMA	03/09/2015
0007360011911	565.00	LARROUY'S LANDSCAPE MAINTENANCE	03/09/2015
0007360011912	1,450.00	LEADING EDGE ASSOCIATES, INC.	03/09/2015
0007360011913	7.04	LOWE'S BUSINESS ACCOUNT	03/09/2015
0007360011914	866.00	MARIN COUNTY FEDERAL CREDIT UNION	03/09/2015
0007360011915	1,727.00	MARIN INDEPENDENT JOURNAL	03/09/2015
0007360011916	46.00	MARIN INDEPENDENT JOURNAL	03/09/2015
0007360011917	27.07	MATHESON TRI-GAS, INC.	03/09/2015
0007360011918	11.71	NATIONAL ICE DELIVERY	03/09/2015
0007360011919	5,201.01	NATIONWIDE TRUST COMPANY, FSB	03/09/2015
0007360011920	2,471.80	NORTH BAY PETROLEUM	03/09/2015
0007360011921	25.74	P.G. & E.	03/09/2015
0007360011922	956.47	PETALUMA MINUTEMAN PRESS	03/09/2015
0007360011923	265.00	PREFERRED ALLIANCE, INC.	03/09/2015
0007360011924	1,474.20	PUBLIC HEALTH FOUNDATION ENTERPRISE	03/09/2015
0007360011925	400.00	PURCHASE POWER	03/09/2015
0007360011926	189.40	REDWOOD EMPIRE DISPOSAL	03/09/2015
0007360011927	87.87	RELIABLE HARDWARE AND STEEL CO.	03/09/2015
0007360011928	491.54	ANTHONY RUSSO, JR.	03/09/2015
0007360011929	328.78	SANTA ROSA AUTO PARTS	03/09/2015
0007360011930	106.75	ED SCHULZE	03/09/2015
0007360011931	97,902.94	SCI CONSULTING GROUP	03/09/2015
0007360011932	151.04	SEBASTOPOL BEARING & HYDRAULIC	03/09/2015
0007360011933	61.00	PHILIP SMITH	03/09/2015
0007360011934	293.59	SNAP-ON INDUSTRIAL	03/09/2015

A/p checks

3.9.15

pg. 1 of 2

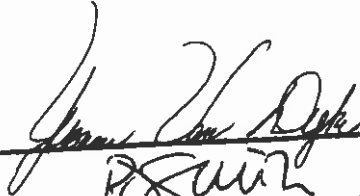
Check	Amount	Description	Date
0007360011935	828.44	SONOMA MEDIA INVESTMENTS, LLC	03/09/2015
0007360011936	103.00	SONOMA MEDIA INVESTMENTS, LLC	03/09/2015
0007360011937	706.88	SPARK CREATIVE DESIGN	03/09/2015
0007360011938	5,191.33	STATE EMPLOYMENT DEVELOPMENT DEPT.	03/09/2015
0007360011939	1,530.38	TAP PLASTICS, INC.	03/09/2015
0007360011940	697.50	TASC	03/09/2015
0007360011941	519.03	U.S. BANK EQUIPMENT FINANCE	03/09/2015
0007360011942	1,343.93	VERIZON WIRELESS	03/09/2015
0007360011943	1,434.84	VISION SERVICE PLAN (CA)	03/09/2015
0007360011944	156.18	WATERLOGIC	03/09/2015
0007360011945	184.86	CHARLIE WILES	03/09/2015
0007360011946	642.03	WINZER CORPORATION	03/09/2015
Total	258,135.23		


A/p checks

3.9.15

pg. 2 of 2

During the signing of these checks
all supporting documents were provided.

Signature: 



Signature: 

A/P checks

3.23.15

Check	Amount	Description	Date
0007360011947	590.00	A.J. JANITORIAL SERVICES	03/23/2015
0007360011948	32,097.21	ADAPCO, INC.	03/23/2015
0007360011949	557.04	AFLAC	03/23/2015
0007360011950	442.24	AIRGAS USA, LLC	03/23/2015
0007360011951	3,166.91	ANTHEM BLUE CROSS	03/23/2015
0007360011952	1,624.86	ARGO ADVENTURE/LIEWER	03/23/2015
0007360011953	676.37	BIOQUIP PRODUCTS	03/23/2015
0007360011954	937.52	BRODIE'S TIRE & BRAKE INC.	03/23/2015
0007360011955	199.11	BUSINESS CARD (VISA CARDS)	03/23/2015
0007360011956	548.42	BUSINESS CARD (VISA CARDS)	03/23/2015
0007360011957	224.69	BUSINESS CARD (VISA CARDS)	03/23/2015
0007360011958	726.90	BUSINESS CARD (VISA CARDS)	03/23/2015
0007360011959	194.70	CAPITOL ENQUIRY	03/23/2015
0007360011960	1,798.01	CERTIFIED EMPLOYMENT GROUP	03/23/2015
0007360011961	359.52	CINTAS CORPORATION	03/23/2015
0007360011962	150.00	CLOVERDALE CHAMBER OF COMMERCE	03/23/2015
0007360011963	220.00	COSTCO WHOLESALE MEMBERSHIP	03/23/2015
0007360011964	16,023.30	COUNTY OF MARIN	03/23/2015
0007360011965	7.00	INVOICE PROCESSING DEPARTMENT	03/23/2015
0007360011966	78.31	K&B MOTORSPORTS OF PETALUMA	03/23/2015
0007360011967	45,538.95	KAISER FOUNDATION HEALTH PLAN	03/23/2015
0007360011968	133.68	LARSENGINES	03/23/2015
0007360011969	11,929.55	LIEBERT CASSIDY WHITMORE	03/23/2015
0007360011970	502.09	LOWE'S BUSINESS ACCOUNT	03/23/2015
0007360011971	92,491.88	MARIN COUNTY EMPLOYEES RETIREMENT A	03/23/2015
0007360011972	866.00	MARIN COUNTY FEDERAL CREDIT UNION	03/23/2015
0007360011973	5,251.01	NATIONWIDE TRUST COMPANY, FSB	03/23/2015
0007360011974	2,032.41	KATHLEEN OCONNOR	03/23/2015
0007360011975	185.54	OFFICE DEPOT CREDIT CARD PLAN	03/23/2015
0007360011976	27.45	P.G. & E.	03/23/2015
0007360011977	1,527.88	P.G. & E.	03/23/2015
0007360011978	1,500.00	PATRICK VON ELM	03/23/2015
0007360011979	488.35	PITNEY BOWES GLOBAL FINANCIAL SERVI	03/23/2015
0007360011980	70.20	RELIABLE HARDWARE AND STEEL CO.	03/23/2015
0007360011981	6,142.50	RICHARDS, WATSON, GERSHON	03/23/2015
0007360011982	2,322.16	SAFETY KLEEN CORP	03/23/2015
0007360011983	1,147.00	SANTA ROSA FIRE EQUIPMENT, INC.	03/23/2015
0007360011984	88.09	SEBASTOPOL BEARING & HYDRAULIC	03/23/2015
0007360011985	147.20	SENTRY LIFE INS. CO.	03/23/2015
0007360011986	115.82	SHUTTERBUG	03/23/2015
0007360011987	290.12	SIX ROBBLEES' INC.	03/23/2015
0007360011988	2,458.01	THE STANDARD INSURANCE COMPANY	03/23/2015
0007360011989	5,219.10	STATE EMPLOYMENT DEVELOPMENT DEPT.	03/23/2015
0007360011990	697.50	TASC	03/23/2015
0007360011991	45.00	TERESA THOMAS-NETT	03/23/2015
0007360011992	1,041.95	UI/EMPLOYMENT DEVELOPMENT DEPT	03/23/2015
0007360011993	717.42	VISION SERVICE PLAN (CA)	03/23/2015
0007360011994	403.97	ZEE MEDICAL SERVICE CO.	03/23/2015
0007360011995	77.00	CHEVRON AND TEXACO BUSINESS CARD SE	03/23/2015
Total	244,079.94		

During the signing of these checks
all supporting documents were provided.

Signature: 
Signature: 

JOB BALANCE
STR BALANCE
ROUNDING- 0

MARIN SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
STATEMENT OF FINANCIAL CONDITION

PERIOD ENDING 3/31/15

RUN DATE 4/01/15 PAGE 0001 (GLPRTN)
RUN TIME 14:28:51

ASSETS

CURRENT ASSETS

0406	OPERATING FUND	5,291,472.27
0408	FEDERAL PAYROLL TAX FUND	15,158.66
040801	ACH PR DIRECT DEP EXCHANGE BNK	270.20
0417	CAPITAL IMPROVEMENT FUND	3,014,564.05
0418	MOSQ/VECTOR CNTRL EMRGNCY FUND	1,154,049.29
5200	PETTY CASH	350.00
5250	DEPOSIT CASH (MBR CONTG.FUND)	442,625.00
5260	DEPOSIT (MBR PROP.CNTGKY FUND)	57,929.00
5300	INVENTORY (PESTICIDES)	139,927.24
5410	ACCOUNTS RECEIVABLE	288,102.52
5497	OTHER DEBT-AMTS TO BE PROVIDED	405,444.16

TOTAL CURRENT ASSETS 10,809,892.39

FIXED ASSETS

5530	LAND	675,000.00
5536	SOLAR ADDITION (FY 2011/12)	662,449.90
5540	STRUCTURES & IMPROVEMENTS	5,531,655.16
554001	FISH REARING FCLTY (HELMAN)	73,580.87
554002	LAB CONSTRUCTION 2004	39,779.76
554003	MEN'S LOCKER ROOM 2004	54,498.63
554004	ENCLOSED TRAILER STORAGE	181,643.18
554005	SIGN ON PROPERTY (FY 07/08)	943.00
554006	FUEL MONITORING SYS (FY07/08)	20,208.24
554007	PROJECTOR SYS/BRD RM (08/09)	5,755.77
554008	TECH RM WORK STA. (FY 08/09)	26,005.00
554009	AIR COND.- IT ROOM (FY 08/09)	9,266.81
554010	WORK STA.-F/B MGR OFC (08/09)	12,710.00
554012	GATE PAD ENTRY (FY 08/09)	3,790.00
554014	LAB FLOORING (FY 10/11)	43,395.00
554015	WATER COOLER STA (FY 13/14)	8,494.79
555001	EQUIPMENT-COMPUTER & OFFICE	238,208.08
555011	EQUIPMENT-FURNITURE	51,315.88
555021	EQUIPMENT-LAB/CHICKEN COOPS	351,816.86
555031	EQUIPMENT-COMMUNICATIONS	4,103.80
555041	EQUIPMENT-VEHICLES	1,311,053.39

3rd Quarter Financial Statement
FY: 2014/15

555051	EQUIPMENT-EDUCATION/PUB.REL.	16,796.03
555061	EQUIPMENT-FISH REARING	10,225.08
555101	EQUIPMENT-OFF ROAD/TRAILERS	749,180.87
555111	EQUIPMENT-TOOLS-MANUAL	45,285.66
555121	EQUIPMENT-TOOLS AUTO/SPRYFLD	189,619.01
555131	MISC. CONTAINERS	809.04
555141	TANKS	14,055.17

TOTAL FIXED ASSETS 10,331,644.98

TOTAL ASSETS 21,141,537.37

LIABILITIES

CURRENT LIABILITIES

6026	125 PLAN #2 - PREMIUMS	233.98
6030	ACCOUNTS PAYABLE	22,634.45-
6113	DEFERRED REVENUE - A/R	244,055.99-
6160	COMPENSATED ABSENCES	405,444.16-

TOTAL LIABILITIES 671,900.62-

EQUITY

FUND BALANCES

6500	INVEST-GENERAL FIXED ASSETS	10,331,644.98-
6520	RESERVES-INVENTORY	148,465.76-
6530	RESERVES-INSURANCE	128,803.00-
6550	UNRESERVED	5,373,107.07-
6551	UNRESERVED - CURRENT PORTION	1,178,440.79
6600	EMERGENCY VECTOR CONTROL FUND	1,107,227.67-
6700	DESIGNATED FOR CAPITAL PROJECT	1,358,829.06-
6701	DESIGNATED -DRY PERIOD FUNDING	3,200,000.00-

TOTAL EQUITY 20,469,636.75-

TOTAL LIABILITIES & EQUITY 21,141,537.37-

MARIN SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
 STATEMENT OF FINANCIAL CONDITION
 QUARTER 3
 PERIOD ENDING 3/31/15

		APPROVED						REMAINING YTD	
		BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
REVENUES									
1	9001	CURRENT SECURED	3,795,938.00	2,846,953.50		2,136,189.83		2,136,189.83	1,659,748.17
1	9002	CURRENT UNSECURED	91,749.00	68,811.75		34,298.11	73,356.24	107,654.35	15,905.35-
1	9006	PRIOR UNSECURED	2,645.00	1,983.75		1,789.44	983.03	2,772.47	127.47-
1	9007	SPECIAL ASSESSMENT CURRENT	3,135,174.00	2,351,380.50		5.01-	1,743,536.28	1,743,531.27	1,391,642.73
1	9010	MARIN ANNEXATION BEGIN FY05/06	125,175.00	93,881.25			69,328.79	69,328.79	55,846.21
1	9011	SONOMA ANNEXATION BGN FY 05/06	652,369.00	489,276.75		335.11	382,328.16	382,663.27	269,705.73
1	9019	SUPP.PROP.TAX CY SECURED	42,018.00	31,513.50		6,174.16	18,812.96	24,987.12	17,030.88
1	9041	SUPP.PROP.TAX CY UNSECURED				286.42	1,094.08-	807.66-	807.66
1	9042	SUPP.PROP.TAX (RDA RESIDUAL)					68,753.15	68,753.15	68,753.15-
1	9043	SUPP.PROP.TAX RDMPTN SECURED	20,404.00	15,303.00	149.59	642.46	118,756.05-	117,964.00-	138,368.00
1	9045	SUPP.PROP.TAX - MARIN HAMILTON					1,470.51	1,470.51	1,470.51-
1	9047	SUPP.PROP.TAX - MARIN					992.21	992.21	992.21-
1	9201	INTEREST (INVEST)	27,190.00	20,392.50		970.09	2,681.35	3,651.44	23,538.56
1	9280	HOMEOWNERS PROP.TAX RELF-HOPTR	29,851.00	22,388.25			5,391.44	5,391.44	24,459.56
1	9367	OTHER AID STATE					15.04	15.04	15.04-
1	9482	IN LIEU OF TAX - STATE				106.29		106.29	106.29-
1	9502	MISC SERVICES (RANCHERS)	200,000.00	150,000.00	22,457.20	42,147.56	2,077.87	66,682.63	133,317.37
1	9773	REFUNDS & REIMBURSEMENTS			27,992.93	6,445.25	18,049.22	52,487.40	52,487.40-
1	9789	INS REFUNDS & ADJSTMNTS			8,103.36	5,321.06	8,108.24	21,532.66	21,532.66-
TOTAL REVENUES			8,122,513.00	6,091,884.75	58,703.08	98,510.94	4,412,224.19	4,569,438.21	3,553,074.79

QUARTER 3
 PERIOD ENDING 3/31/15

			APPROVED					REMAINING YTD		
			BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
SALARIES/EMPL BENEFITS										
PALL	P311	SALARIES	3,383,483.00	2,537,612.25	778,644.51	769,187.97	737,661.47		2,285,493.95	1,097,969.05
PALL	P312	BENEFITS	2,098,977.00	1,574,232.75	575,750.12	462,893.64	456,610.41		1,495,254.17	603,722.83
TOTAL SALARIES/EMPL BENEFITS			5,482,460.00	4,111,845.00	1,354,394.63	1,232,081.61	1,194,271.88		3,780,748.12	1,701,711.88
OPERATIONS										
3	PD8040	AGRICULTURE	647,325.00	485,493.75	277,186.26	1,956.56	201,172.17		480,314.99	167,010.01
3	PD8041	PEST ABATEMENT SUPPLIES	20,300.00	15,225.00	6,292.48	3,529.00	119.91		9,941.39	10,358.61
3	PD8042	SPRAY/FIELD EQUIPMENT	13,100.00	9,825.00	560.23	271.68	1,216.60		2,048.51	11,051.49
3	PD8043	SOURCE REDUCTION	18,300.00	13,725.00	565.22	4,002.93			4,568.15	13,731.85
1	PD8044	FURNITURE/APPLICANCES/EQUIP	2,500.00	1,875.00		87.38			87.38	2,412.62
1	PD8050	CLOTHING/PERSONAL SUPPLIES	39,950.00	29,962.50		5,122.28	6,016.32		11,138.60	28,811.40
2	PD8055	SAFETY EQUIPMENT	9,850.00	7,387.50	255.57	601.50	2,825.45		3,682.52	6,167.48
1	PD8060	COMMUNICATIONS	40,160.00	30,120.00	7,152.29	7,652.90	6,604.81		21,410.00	18,750.00
1	PD8080	FOOD	3,425.00	2,568.75	810.11	985.70	831.51		2,627.32	797.68
4	PD8090	HOUSEHOLD SUPPLIES	8,900.00	6,675.00	1,915.30	1,422.30	1,374.40		4,712.00	4,188.00
1	PD8100	INSURANCE	265,474.00	199,105.50	258,204.30		3,500.00		261,704.30	3,769.70
4	PD8115	MAINTENANCE BOATS/FORKLIFTS	2,900.00	2,175.00	3,301.41		188.12		3,489.53	589.53-
4	PD8116	MAINTENANCE TRAILERS	1,500.00	1,125.00	13.59		1,258.53		1,272.12	227.88
4	PD8117	MAINTENANCE ATV'S	27,850.00	20,887.50	6,027.26	12,605.05	6,425.65		25,057.96	2,792.04
4	PD8119	MAINTENANCE EXCAVATORS	4,700.00	3,525.00		199.84			199.84	4,500.16
4	PD8120	MAINTENANCE VEHILCES	25,000.00	18,750.00	7,750.94	5,938.00	6,006.32		19,695.26	5,304.74
4	PD8121	MAINTENANCE SPRAY/FIELD EQUIP	3,800.00	2,850.00	916.58	619.03	1,019.17		2,554.78	1,245.22
4	PD8122	MAINTENANCE RADIOS			309.35				309.35	309.35-
6	PD8123	MAINT./SUPPLIES OFFICE EQUIP	21,400.00	16,050.00	2,052.31	2,151.19	2,325.16		6,528.66	14,871.34
4	PD8124	MAINTENANCE SHOP EQUIPMENT	850.00	637.50		228.39	446.55		674.94	175.06
1	PD8130	MAINT. GROUNDS/STRUCTURES	17,400.00	13,050.00	4,720.00	3,465.00	3,465.00		11,650.00	5,750.00
2	PD8140	LAB	33,800.00	25,350.00	2,634.51	1,835.57	3,324.01		7,794.09	26,005.91
3	PD8140	FISH	11,400.00	8,550.00	597.55	79.55			677.10	10,722.90
2	PD8141	DISEASE SURVEILLANCE	22,000.00	16,500.00	7,512.60	3,162.01	8,477.00		19,151.61	2,848.39
5	PD8150	MEMBERSHIPS	33,300.00	24,975.00	23,115.00	6,250.00	430.00		29,795.00	3,505.00
6	PD8170	OFFICE EXPENSE	41,400.00	31,050.00	3,315.60	4,472.69	17,231.76		25,020.05	16,379.95
6	PD8180	PROFESSIONAL SERVICES	553,032.00	414,774.00	163,931.62	128,175.46	207,029.17		499,136.25	53,895.75
1	PD8190	PUBLICATIONS/LEGAL NOTICES	133,000.00	99,750.00	37,154.91	20,380.48	11,365.40		68,900.79	64,099.21
1	PD8200	RENTS & LEASES	11,790.00	8,842.50	1,574.06	2,906.36	2,045.44		6,525.86	5,264.14
4	PD8220	SHOP TOOLS/GARAGE EQUIPMENT	4,200.00	3,150.00	596.92	918.67	1,118.70		2,634.29	1,565.71
4	PD8221	MINOR CONSTRUCTION/IMPROVEMENT	20,250.00	15,187.50	4,352.52	3,324.06	3,687.82		11,364.40	8,885.60

MARIN SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
 STATEMENT OF FINANCIAL CONDITION
 QUARTER 3
 PERIOD ENDING 3/31/15

		APPROVED						REMAINING YTD	
		BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
5	PD8230	DISTRICT SPECIAL EXPENSE	645,125.00	483,843.75	21,455.21	36,989.91	229,520.47	287,965.59	357,159.41
1	PD8240	EDUCATION, TRAINING & CLASSES	16,500.00	12,375.00	3,240.00	2,383.00	644.32	6,267.32	10,232.68
5	PD8241	EDUCATION/PUBLIC RELATIONS	75,000.00	56,250.00	4,051.23	1,560.02	20,078.64	25,689.89	49,310.11
1	PD8250	TRAVEL & TRANSPORTATION	34,300.00	25,725.00	996.73	5,299.39	10,792.40	17,088.52	17,211.48
1	PD8251	FUEL & OIL	110,500.00	82,875.00	27,733.90	24,114.69	8,877.14	60,725.73	49,774.27
1	PD8260	UTILITIES	38,500.00	28,875.00	5,739.90	5,391.74	7,558.26	18,689.90	19,810.10
1	PD8299	CAPITAL OUTLAY EXPENSE	144,600.00	108,450.00	1,442.01	3,846.72	748.16	6,036.89	138,563.11
TOTAL OPERATING EXPENSES			3,103,381.00	2,327,535.75	887,477.47	301,929.05	777,724.36	1,967,130.88	1,136,250.12
TOTAL SALARIES/BENEFITS/EXPENSES			8,585,841.00	6,439,380.75	2,241,872.10	1,534,010.66	1,971,996.24	5,747,879.00	2,837,962.00
VARIANCE OF REVENUE & EXPENSES			463,328.00-	347,496.00-	2,183,169.02-	1,435,499.72-	2,440,227.95	1,178,440.79-	715,112.79



STAFF REPORT

To: MSMVCD Board of Trustees

From: Philip D. Smith, District Manager

Date: April 15, 2015

Subject: Public Hearing and Close of Balloting for the proposed new Mosquito, Vector and Disease Control Assessment (Assessment #3) for the Marin/Sonoma Mosquito and Vector Control District

Recommendations

1. That the Board hold a public hearing for the proposed new Mosquito, Vector and Disease Control Assessment (Assessment #3) for the Marin/Sonoma Mosquito and Vector Control District.
2. After the conclusion of the public input portion of the public hearing, the Board should close the balloting period and direct Gilardi & Co. LLC, the tabulator, to tabulate all ballots received, and continue the public hearing until May 13, 2015.

Background

On December 10, 2014, this Board directed SCI Consulting Group, the Assessment Engineer for this project, to proceed with assessment engineering for a new proposed assessment for the continued and enhanced services to be provided by the District. The Assessment Engineer subsequently prepared an Engineer's Report detailing the benefits from the proposed assessments, the method of assessment, an estimate of cost and budget for the assessments, and justification of the proposed assessments.

The Engineer's Report was made available to the Board and was adopted by Resolution No. 2014/15-05 at the February 11, 2015 Board meeting. At that meeting, the Board

also directed the mailing of notices and ballots to property owners within the boundaries of the proposed Assessment and set April 15, 2015 as the date for the public hearing on the proposed assessments.

The purpose of this Public Hearing is to give all interested parties the opportunity to hear, and have heard, comments regarding the proposed assessments and assessment ballot proceeding, and for the District Board of Trustees to accept any additional ballots. In addition, the balloting period officially closes at the conclusion of the public input portion of today's Public Hearing.

Following the close of the public input portion of the public hearing, the Board may continue the public hearing until May 13, 2015 to allow sufficient time for the tabulation of ballots received, and may direct Gilardi & Co. LLC, the tabulator, to commence tabulation of all valid ballots that were received prior to the close of the public input portion of the public hearing.

The tabulation of ballots is expected to be completed by the Board meeting scheduled for May 13, 2015. At the May 13 meeting, the Board may consider — provided a majority protest does not exist — a resolution to levy the assessments for fiscal year 2015-16. If a majority protest exists the assessments will not be levied and no action will be required by the Board.

Marin/Sonoma Mosquito and Vector Control District

Public Hearing Outline

for the proposed new Marin/Sonoma Mosquito and Vector Control District, Mosquito, Vector and Disease Control Assessment (Assessment #3)

Public Hearing Date/Time: April 15, 2015, 7:00 pm

OUTLINE OF PUBLIC HEARING:

1. Board President opens the Public Hearing and Consideration of the Levy of Assessments for the proposed new Mosquito, Vector and Disease Control Assessment (Assessment #3) for the Marin/Sonoma Mosquito and Vector Control District.
2. Introductory comments and general overview of proposed improvements by Staff and representative from SCI Consulting Group, the Assessment Engineer.
3. Board President outlines the procedures for this agenda item and public hearing. The President indicates that each public speaker must fill out a speaker card and will have 3 minutes to address the Board. President also alerts the public that they can request a replacement ballot at the meeting. *(Indicate to public that all ballots must be submitted prior to the close of the public input portion of the public hearing.)*
4. President opens the Public Input and reiterates that all questions raised will be noted and answered after all speakers have addressed the Board. The Public Hearing should be recorded.
5. Staff, Legal Counsel, and Assessment Engineer write down or log questions raised by speakers or provided in written correspondence.
6. After all input has been received and there are no more speaker cards, Board President asks if anyone else wishes to speak, add written comment, or provide other information to the Board. *(All oral questions must be asked and written questions must be submitted in this section before questions are answered.)*
7. Staff, Assessment Engineer, and Legal Counsel respond to questions raised.
8. Board President makes last call for submittal of ballots before closing the public input portion of the hearing.
9. Board President asks for a motion to close the Public Input portion of public hearing.
10. Board discussion of item, if necessary.
11. Board President directs Gilardi & Co. LLC, the tabulator, to begin the tabulation of all returned ballots.
12. Board President announces that the public hearing will be continued to the scheduled Board meeting of May 13, 2015 at the Marin/Sonoma Mosquito and Vector Control District's offices (at 595 Helman Lane in Cotati). At the continued public hearing, the results of the ballot tabulation should be announced. After the results are announced, the Board can discuss the proposed assessment and provide any further response to any comments from the public input portion of the April 15 public hearing. If the tabulation is completed by this date and the results find that a weighted majority of ballots submitted are in support of the proposed assessment, the Board may consider a resolution to levy the assessments.

**BALLOT TABULATION OBSERVER GUIDELINES
MARIN/SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
MOSQUITO, VECTOR AND DISEASE ASSESSMENT**

March 2015

Ballots will be tabulated following the close of the Public Hearing on Wednesday, April 15, 2015, commencing at 7:00 pm, at the District headquarters, located at 595 Helman Lane, Cotati, California. The returned ballots will be tabulated (counted) by an independent third-party, Gilardi & Company of San Rafael.

The District has no access to the ballots. The counting process, which will occur in mid to late April will be open to anyone from the public who wishes to observe. Results of the tabulation are expected to be announced at a public meeting scheduled for Wednesday, May 13, 2015, at 7:00 pm at the District headquarters, located at 595 Helman Lane, Cotati, California.

Gilardi & Co. maintains a locked and secured building at all times. Visitors will need to use the intercom system to be let in. The intercoms are located next to the doors of the building. They will then be met at the door and escorted to the tabulation location after providing identification and signing in.

OBSERVER CHECK IN PROCEDURES:

- All Observers must provide identification and sign in daily at the ballot tabulation site
- After signing in, Observers will be given a badge that must be worn at all times while in the building
- When leaving for the day, Observers will need to sign out
- Observers will be given these Ballot Tabulation Observer Guidelines

OBSERVERS ARE RESPONSIBLE FOR:

- Maintaining a respectful manner while observing the ballot tabulation processes
- Remaining in the area assigned for observation
- Ensuring they do not interfere with the ballot tabulation processes

OBSERVERS MAY:

- Observe the ballot tabulation from a location set aside for that purpose
- Take notes on the ballot tabulation procedures
- Ask questions of tabulation supervisors at the tabulation site

OBSERVERS MAY NOT:

- Interfere in any way with the tabulation process
- Touch any voting materials or equipment or sit at the official worktables
- Talk to tabulation workers while they are processing ballots
- Touch tabulation personnel
- Walk around the building unescorted by a Gilardi employee
- Eat or drink in ballot tabulation site
- Use cellular phones, pagers, two-way radios, cameras, tape recorders or other communication devices inside the ballot tabulation area. Pagers and cellular phones must be set to silent or off mode while observing the tabulation.

NOTE: Accredited Media will be permitted to take photographs, with permission from the tabulation supervisor or their representative. Media must identify themselves and have accredited credentials displayed on their person at all times.

**AGREEMENT FOR GENERAL COUNSEL LEGAL SERVICES
BETWEEN
MARIN/SONOMA MOSQUITO AND VECTOR CONTROL DISTRICT
AND
BEST BEST & KRIEGER LLP**

1. PARTIES AND DATE.

This Agreement is made and entered into as of the _____ day of _____, 2015, by and between the Marin/Sonoma Mosquito and Vector Control District, a municipal corporation of the State of California (“Client”) and Best Best & Krieger LLP, a limited liability partnership engaged in the practice of law (“BB&K”).

2. RECITALS.

2.1 Client wishes to engage the services of BB&K as its General Counsel to perform all necessary legal services for the Client on the terms set forth below.

3. TERMS.

3.1 Term. The term of this Agreement shall commence on _____, 2015 and shall continue in full force and effect until terminated in accordance with Section 3.12.

3.2 Scope of Services. BB&K shall serve as General Counsel and shall perform legal services (“Services”) as may be required from time to time by the Client as set forth by this Agreement, unless otherwise agreed to by the Client and BB&K. As part of the Services to be performed hereunder, BB&K shall be responsible for the following:

3.2.1 Preparation for, and attendance at, regular meetings of the Client;

3.2.2 Provision of legal counsel at such other meetings as directed by the Client;

3.2.3 Preparation or review of all Client resolutions, together with such staff reports, orders, agreements, forms, notices, declarations, certificates, deeds, leases and other documents as requested by the Client;

3.2.4 Rendering to the officers and employees of the Client legal advice and opinions on all legal matters affecting the Client, including new legislation and court decisions, as directed by the Client;

3.2.5 Researching and interpreting laws, court decisions and other legal authorities in order to prepare legal opinions and to advise the Client on legal matters pertaining to Client operations, as directed by the Client;

3.2.6 Performing legal work pertaining to property acquisition, property disposal, public improvements, public rights-of-way and easements, as directed by the Client;

3.2.7 Responding to inquiries and review for legal sufficiency, resolutions, contracts, and administrative and personnel matters, as directed by the Client;

3.2.8 Representing and assisting on litigation matters, as directed by the Client. Such services shall include, but shall not be limited to, the preparation for and making of appearances, including preparing pleadings and petitions, making oral presentations, and preparing answers, briefs or other documents on behalf of the Client, and any officer or employee of the Client, in all federal and state courts of this State, and before any governmental board or commission, including reviewing, defending or assisting any insurer of the Client or its agents or attorneys with respect to any lawsuit filed against the Client or any officer or employee thereof, for money or damages.

3.3 Designated General Counsel. Janet Coleson shall be designated as General Counsel, and shall be responsible for the performance of all Services under this Agreement, including the supervision of Services performed by other members of BB&K. No change in this assignment shall be made without the consent of the Client.

3.4 Time of Performance. The Services of BB&K shall be performed expeditiously in the time frames and as directed by the Client.

3.5 Assistance. The Client agrees to provide all information and documents necessary for the attorneys at BB&K to perform their obligations under this Agreement.

3.6 Independent Contractor. BB&K shall perform all legal services required under this Agreement as an independent contractor of the Client and shall remain, at all times as to the Client, a wholly independent contractor with only such obligations as are required under this Agreement. Neither the Client, nor any of its employees, shall have any control over the manner, mode or means by which BB&K, its agents or employees, render the legal services required under this Agreement, except as otherwise set forth. The Client shall have no voice in the selection, discharge, supervision or control of BB&K's employees, representatives or agents, or in fixing their number, compensation, or hours of service.

3.7 Fees and Costs. BB&K shall render and bill for legal services in the following categories and at rates set forth in Exhibit "A" and in accordance with the BB&K Billing Policies set forth in Exhibit "D", both of which are attached hereto and incorporated herein by reference. In addition, the Client shall reimburse BB&K for reasonable and necessary expenses incurred by it in the performance of the Services under this Agreement. Authorized reimbursable expenses shall include, but are not limited to, printing and copying expenses, mileage expenses at the rate allowed by the Internal Revenue Service, to court appearances or destinations other than District offices and to District offices for other than Board meetings or regular office hours, bridge tolls, long distance telephone and facsimile charges, computerized research time (e.g. Lexis or Westlaw), research services performed by BB&K's library staff, extraordinary mail or delivery costs (e.g. courier, overnight and express delivery), court fees, deposition and discovery costs and similar costs relating to the Services that are generally chargeable to a client. However, no separate charge shall be made by BB&K for secretarial or word processing services.

3.8 Billing. BB&K shall submit monthly to the Client a detailed statement of account for Services. The Client shall review BB&K's monthly statements and pay BB&K for Services rendered and costs incurred, as provided for in this Agreement, on a monthly basis.

3.9 Annual Reviews. The Client and BB&K agree that a review of performance and the compensation amounts referenced in this Agreement should occur at least annually.

3.10 Insurance. BB&K carries errors and omissions insurance with Lloyd's of London. After a standard deductible, this insurance provides coverage beyond what is required by the State of California. A separate schedule containing BB&K's insurance policies will be available for inspection upon Client's request.

3.11 Attorney-Client Privilege. Confidential communication between the Client and BB&K shall be covered by the attorney-client privilege. As used in this article, "confidential communication" means information transmitted between the Client and BB&K in the course of the relationship covered by this Agreement and in confidence by a means that, so far as the Client is aware, discloses the information to no third persons other than those who are present to further the interests of the Client in the consultation or those to whom disclosure is reasonably necessary for the transmission of the information or the accomplishment of the purpose for which BB&K is consulted, and includes any legal opinion formed and advice given by BB&K in the course of this relationship.

3.12 Termination of Agreement and Legal Services. This Agreement and the Services rendered under it may be terminated at any time upon thirty (30) days' prior written notice from either party, with or without cause. In the event of such termination, BB&K shall be paid for all Services authorized by the Client and performed up through and including the effective date of termination. BB&K shall also be reimbursed for all costs associated with transitioning any files or other data or documents to a new law firm or returning them to the Client.

3.13 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements.

3.14 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Sonoma County.

3.15 Amendment; Modification. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing and signed by both parties.

3.16 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a party shall give the other party any contractual rights by custom, estoppel, or otherwise.

3.17 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.18 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.19 Delivery of Notices. All notices permitted or required under this Agreement notices shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Client: Marin/Sonoma Mosquito and Vector Control District
595 Helman Lane
Cotati, CA 94931
Attention: District Manager

BB&K: Best Best & Krieger LLP
2001 N. Main Street, Suite 390
Walnut Creek, CA 94596
Attention: Janet Coleson

3.20 Indemnification.

(A) BB&K agrees to indemnify District, its officers, employees and agents against, and will hold and save each of them harmless from, any and all actions, suits, claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the work, operations or activities of BB&K, its agents, employees, subcontractors, or invitees, provided for herein or arising from the acts or omissions of BB&K hereunder, or arising from BB&K's performance of or failure to perform any term, provision, covenant or condition of this Agreement, except to the extent such claims or liabilities arise from the negligence or willful misconduct of District, its officers, agents or employees.

(B) City acknowledges BB&K is being appointed as District Counsel, and has the authority of that office. Accordingly, the District is responsible pursuant to Government Code Section 825 for providing a defense for the General Counsel for actions within the scope of its engagement hereunder. Therefore, District agrees to undertake its statutory duty and indemnify BB&K, its officers, employees and agents against and will hold and save each of them harmless from, any and all claims or liabilities that may be asserted or claims by any person, firm or entity arising out of or in connection with the work, operations or activities of BB&K within the course and scope of its performance hereunder, but nothing herein shall require District to indemnify

BB&K for liability arising from its own negligence or alleged negligence. In connection herewith:

(i) District will promptly provide a defense and pay any judgment rendered against the District, its officers, agency or employees for any such claims or liabilities arising out of or in connection with such work, operations or activities of District hereunder; and

(ii) In the event BB&K, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against District for such damages or other claims solely arising out of or in connection with the work operation or activities of District hereunder, District agrees to pay to BB&K, its officers, agents or employees any and all costs and expenses incurred by attorney, its officers, agents or employees in such action or proceeding, including, but not limited to, legal costs and attorneys' fees.

IN WITNESS WHEREOF, the Client and BB&K have executed this Agreement for General Counsel Legal Services as of the date first written above.

(signatures contained on following pages)

**SIGNATURE PAGE TO
AGREEMENT FOR GENERAL COUNSEL LEGAL SERVICES
BETWEEN
MARIN/SONOMA MOSQUITO AND VECTOR CONTROL DISTRICT AND
BEST BEST & KRIEGER LLP**

MARIN/SONOMA MOSQUITO AND VECTOR CONTROL DISTRICT

By: _____
Yvonne Van Dyke
Board President

Date: _____

Attest:

Dawn Williams
Board Secretary

BEST BEST & KRIEGER LLP

By: _____
Janet Coleson
Partner

Date: _____

EXHIBIT “A”
TO
AGREEMENT FOR GENERAL COUNSEL LEGAL SERVICES
BETWEEN
MARIN/SONOMA MOSQUITO AND VECTOR CONTROL DISTRICT
AND
BEST BEST & KRIEGER LLP

Legal services shall be billed to Client at the rates set forth in the chart below.

1. Basic General Counsel Legal Services - Description. Basic General Counsel legal services shall include all services provided to Client that are not otherwise specifically identified below as either Special Legal Services, Third Party Reimbursable Legal Services, or Public Finance Legal Services (“Basic General Counsel Legal Services”).

2. Basic General Counsel Legal Services – Rates. The Client shall pay for Basic Legal Services at the following rates:

All Attorneys	\$225/hour
---------------	------------

3. Special Legal Services - Description. Special Legal Services shall include the following types of services:

- A. Litigation and formal administrative or other adjudicatory hearing matters
- B. Labor relations and employment matters
- C. Non-routine real estate matters (e.g. CC&R’s, deed or title work)
- D. Land acquisition and disposal matters (including pre-condemnation)
- E. Taxes, fees and charges matters (e.g. Prop. 218 & Mitigation Fee Act)
- F. Public construction disputes
- G. Non-routine contract negotiation matters (including non-BB&K model agreements and franchise agreements)
- H. Non-routine land use and development matters (including general plan updates, Williamson Act issues, annexations and development agreements)
- I. Environmental matters (e.g. CEQA, NEPA, endangered species)
- J. Water law matters (e.g. water rights & quality)
- K. Tax and ERISA related matters
- L. Toxic substances matters (e.g. CERCLA, RCRA)
- M. Complex public utility matters (e.g. electric, natural gas, telecommunications, water, rail or transit that involve state or federal regulatory issues)
- N. Renewable energy and energy efficiency project contracts and power purchase agreements
- O. Advocacy matters (e.g. legislative and regulatory)
- P. Other matters mutually agreed upon between BBK and the District

Manager

4. Special Legal Services – Rates. The Client shall pay for Special Legal Services at the following rates:

All Attorneys \$225 - \$295/hour depending upon attorney's experience

5. Agreement Regarding Rate Categories. If BB&K believes that a matter falls within the Special Legal Services, Third Party Reimbursable Legal Services, or Public Finance Legal Services rate categories, BB&K shall seek approval from the District Manager or his/her designee. The District Manager's or his/her designee's approval of such a request from BB&K shall not be unreasonably withheld.

6. Additional Billing Personnel.

If, as, and when BB&K employs additional or different billing personnel, including, but not limited to paralegals or law clerks, this Agreement may be supplemented by written administrative memoranda, providing for the categories and billing rates for such personnel, which memoranda may be approved by the District Manager.

7. Annual Adjustments; Other Mutual Adjustments. The rates or amounts provided for in Sections 1 through 6 above may be increased as follows: Individual rates which are specific to individual attorneys and/or legal personnel are reviewed annually and may be increased from time to time with advanced written notice to the client. In addition to such rate increase, either BB&K or the Client may initiate consideration of a rate increase at any time.

**EXHIBIT “B”
TO
AGREEMENT FOR GENERAL COUNSEL LEGAL SERVICES
BETWEEN
MARIN/SONOMA MOSQUITO AND VECTOR CONTROL DISTRICT
AND
BEST BEST & KRIEGER LLP**

THIRD PARTY REIMBURSABLE BILLING POLICIES

1. Third Party Reimbursable Legal Services - Description. Third Party Reimbursable Legal Services shall include legal services provided to the District for which the District receives reimbursement from a developer or other third party. These reimbursable legal services typically include review of CC&Rs; establishment of financing districts (i.e., Assessment Districts); and projects for which the District is entitled to reimbursement.

2. Third Party Reimbursable Legal Services - Rates. The Client shall pay for Third Party Reimbursable Legal Services at BB&K's then current published standard private client rates, minus fifteen percent (15%). Upon execution of this Agreement, BB&K shall provide a copy of its published rate schedule to the Client. BB&K shall also provide annual written updates to the Client when changes are made to the published rate schedule.

EXHIBIT “C”
TO
AGREEMENT FOR GENERAL COUNSEL LEGAL SERVICES
BETWEEN
MARIN/SONOMA MOSQUITO AND VECTOR CONTROL DISTRICT
AND
BEST BEST & KRIEGER LLP

PUBLIC FINANCE & BOND BILLING POLICIES

1. Public Finance Legal Services – Description & Rates. The Client shall pay for Public Finance Legal Services at the rates set forth for Public Finance Legal Services, below. For bond counsel and special counsel services in connection with the financing of public facilities, BB&K shall be compensated, depending upon the type of bonds, certificates of participation or other obligations that are to be issued, based on the following schedules. Unless otherwise mutually agreed, our fees as bond counsel on these financings will be payable from proceeds of each series of the bonds upon their issuance.

A. Certificates of Participation and Revenue Bonds. For services in connection with the issuance and sale of certificates of participation and revenue bonds, BB&K shall be paid a fee, which will be the greater of (i) \$35,000 or (ii) an amount based on the total principal amount of the certificates of participation or bonds to be sold, computed as follows:

.50% of the first \$10 million of the amount of the certificates or bonds issued,
plus

.25% of the next \$10 million of the amount thereof, plus

.125% of the amount thereof, if any, over \$20 million.

Notwithstanding the foregoing, in those cases where the fees are reimbursable by a third party, at BB&K's option it may proceed on an hourly basis and utilize the Third Party Reimbursable Legal Services category provided for in this Agreement.

Notwithstanding the foregoing, in those cases where the fees are reimbursable by a third party, at BB&K's option it may proceed on an hourly basis and utilize the Third Party Reimbursable Legal Services category provided for in this Agreement with respect to services rendered for the formation of or annexation to a CFD, as well as the negotiation and preparation of funding agreements and joint financing agreements. Hourly compensation shall be payable solely from deposits of third parties and bond counsel fees shall be payable solely from the proceeds of the sale of bonds.

B. Assessment Districts. For services in connection with the issuance and sale of bonds of assessment districts, BB&K shall be paid a fee, which will be the greater of (i) \$35,000 or (ii) an amount based on the total principal amount of the bonds to be sold, computed as follows:

.50% of the first \$6 million of the amount of the bonds issued, plus

.25% of the next \$10 million of the amount thereof, plus

.125% of the amount thereof, if any, over \$16 million.

Notwithstanding the foregoing, in those cases where the fees are reimbursable by a third party, at BB&K's option it may proceed on an hourly basis and utilize the Third Party Reimbursable Legal Services category provided for in this Agreement with respect to services rendered for the formation of or annexation to an AD, as well as the negotiation and preparation of funding agreements and joint financing agreements. Hourly compensation shall be payable solely from deposits of third parties and bond counsel fees shall be payable solely from the proceeds of the sale of bonds.

C. Tax Allocation Bonds. For services in connection with the issuance and sale of tax allocation bonds, BB&K shall be paid a fee, which will be the greater of (i) \$35,000, or (ii) an amount based on the total principal amount of the bonds to be sold, computed as follows:

.50% of the first \$6 million of the amount of bonds issued, plus

.25% of the next \$4 million of the amount of bonds issued, plus

.20% of the next \$5 million of the amount of bonds issued, plus

.15% of the next \$5 million of the amount of bonds issued, plus

.125% of the amount thereof, if any, over \$20 million.

Notwithstanding the foregoing, in those cases where the fees are reimbursable by a third party, at BB&K's option it may proceed on an hourly basis and utilize the Third Party Reimbursable Legal Services category provided for in this Agreement.

D. Investment and Other Agreements. For investment agreements, derivative transactions or interest rate swaps relating to of any bond issue, a separate fee will be charged depending on the type of derivative. Generally, our fee for a derivative transaction mirrors our bond counsel fee. Review of investment agreements will be charged at our hourly rates.

E. Issuer's Counsel Opinions. For all Issuer's Counsel opinions provided by BB&K in connection with any bond financing, fees shall be the following: (1) for opinions on financings for which BB&K does not provide bond counsel and disclosure counsel services, \$10,000; (2) for opinions on financings for which BB&K provides bond counsel services only, \$5,000; (3) for

opinions on financings for which BB&K provides disclosure counsel services only, \$2,500; and (4) for opinions on financings for which BB&K provides both bond and disclosure counsel services, there will be no charge.

F. Other Public Finance Services. If other services are requested by the District that are not within the scope of those provided for above, they will be performed on an hourly basis at the Special Legal Services category provided for in the Agreement.

EXHIBIT "D"
TO
AGREEMENT FOR GENERAL COUNSEL LEGAL SERVICES
BETWEEN
MARIN/SONOMA MOSQUITO AND VECTOR CONTROL DISTRICT
AND
BEST BEST & KRIEGER LLP

BB&K BILLING POLICIES

Our century of experience has shown that the attorney-client relationship works best when there is mutual understanding about fees, expenses, billing and payment terms. Therefore, this statement is intended to explain our billing policies and procedures. Clients are encouraged to discuss with us any questions they have about these policies and procedures. Clients may direct specific questions about a bill to the attorney with whom the client works or to Judy Ismael of our Accounting Department. Any specific billing arrangements different from those set forth below will be confirmed in a separate written agreement between the client and the firm.

Fees for Professional Services

Our fees for the legal work we will undertake will be based in substantial part on time spent by personnel in our office on that client's behalf. In special circumstances which will be discussed with the client and agreed upon in writing, fees will be based upon the novelty or difficulty of the matter, or the time or other special limitations imposed by the client.

Hourly rates are set to reflect the skill and experience of the attorney or other legal personnel rendering services on the client's behalf. Hourly rates are reviewed annually to accommodate rising firm costs and to reflect changes in attorney status as lawyers attain new levels of legal experience.

Fees For Other Services, Costs and Expenses

We attempt to serve all our clients with the most effective support systems available. Therefore, in addition to fees for professional legal services, we also charge separately for some other services and expenses to the extent of their use by individual clients. These charges include but are not limited to, mileage at the current IRS approved rate per mile, extraordinary telephone and document delivery charges, copying charges, computerized research, court filing fees and other court-related expenditures including court reporter and transcription fees. No separate charge is made for secretarial or word processing services; those costs are included within the above hourly rates.

Monthly Invoices and Payment

Best Best & Krieger LLP provides our clients with monthly invoices for legal services performed and expenses incurred. Invoices are due and payable upon receipt.

Each monthly invoice reflects both professional and other fees for services rendered through the end of the prior month, as well as expenses incurred on the client's behalf that have been processed by the end of the prior month. Processing of some expenses is delayed until the next month and billed thereafter.

Our fees are not contingent upon any aspect of the matter and are due upon receipt. All billings are due and payable within ten days of presentation unless the full amount is covered by the balance of an advance held in our trust account. If a bill is not paid within 30 days, a late charge of one percent per month on the unpaid invoice shall be added to the balance owed, commencing with the next statement and continuing until paid.

It is our policy to treat every question about a bill promptly and fairly. It is also our policy that if a client does not pay an invoice within 60 days of mailing, we assume the client is, for whatever reason, refusing to pay. We will then advise the client by letter that the client may pay the invoice within 14 days or the firm will take appropriate steps to withdraw as attorney of record. If the delay is caused by a problem in the invoice, we must rely upon the client to raise that with us during the 14-day period.

From time to time clients have questions about the format of the bill or description of work performed. If you have any such questions, please ask them when you receive the bill so we may address them on a current basis.

Changes in Budgets

Because of the uncertainties involved, any estimates of anticipated fees that we provide at the request of a client for budgeting purposes, or otherwise, can only be an approximation of potential fees.

BEST BEST & KRIEGER LLP