

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

BOARD MEETING AGENDA

DATE: January 10, 2018
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*)

Gail Bloom, <i>Larkspur</i>	Alannah Kinser, <i>Tiburon</i>
Tamara Davis, <i>Sonoma Co. at Large</i>	Paul Libeu, <i>Rohnert Park</i>
Dustin DeMatteo, <i>Cotati</i>	Shaun McCaffery, <i>Healdsburg</i>
Carol Giovanatto, <i>Cloverdale</i>	Matthew Naythons, <i>Sausalito</i>
Una Glass, <i>Sebastopol</i>	Terry Pebbles, <i>Marin Co. at Large</i>
Pamela Harlem, <i>San Rafael</i>	Herb Rowland, Jr., <i>Novato</i>
Susan Hootkins, <i>Petaluma</i>	Paul Sagues, <i>Ross</i>
Ranjiv Khush, <i>San Anselmo</i>	Ed Schulze, <i>Marin Co. at Large</i>
	Laurie Gallian, <i>Sonoma</i>

Open Seats:

Belvedere, Corte Madera, Fairfax, Mill Valley, Santa Rosa, one Sonoma Co. at Large and Windsor

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

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

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

4. PUBLIC TIME

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

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

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

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

5. CONSENT CALENDAR

A. APPROVAL OF AGENDA

B.* MINUTES – Minutes for Board Meeting held on December 13, 2017.

C.* FINANCIAL

Warrants – December 2017

December Payroll: \$168,579.90

December Expenditures: \$429,590.84

Total: \$598,170.74

ACTION NEEDED

INFORMATION ENCLOSED

D. ENDING ACCOUNT BALANCES:

Operating Fund: \$8,052,024.34

E.* 2nd QUARTER FINANCIAL STATEMENT FOR FY 2017/18

INFORMATION ENCLOSED

6. NEW BUSINESS

A. 2018 Trustee election nominations and Election of Officers

The following recommendations for Board Officer positions was submitted by the Nominating Committee at the December 13, 2017 Board meeting.

President – Herb Rowland

1st Vice-President – Shaun McCaffery

2nd Vice-President – Paul Sagues

Secretary – Carol Giovanatto

ACTION NEEDED

COMMITTEE RECOMMENDATION: Review and discuss the Nominating Committee's recommendations. Consider a motion to appoint the Board Officers for 2018.

B. Passing of the Gavel

C. Executive Committee Assignments

Report by Trustee Herb Rowland. Trustee Rowland will announce his selection of members to serve on the Executive Committee during 2018. Assignments to other committees will be brought forward for review at a future Board meeting.

ACTION NEEDED

STAFF RECOMMENDATION: Review the nominations and consider a motion to appoint Trustees to serve on the 2018 Executive Committee.

D. Approve Signature Card for District Bank Account

Proposed Signers: President, 1st Vice-President, Secretary, Trustee Davis, Trustee Libeu, District Manager Smith, and Assistant Manager Hawk.

STAFF REPORT

The change in authorized signers is routine and is due to the change in Board Officers.

ACTION NEEDED

STAFF RECOMMENDATION: Consider a motion to approve the list of persons authorized to sign checks drawn on the District's Bank Accounts.

E. Public Relations Update

Presentation by Nizza Sequeira, Public Relations Director

F.* Resolution No. 2017/18-01

A resolution honoring former Trustee Martin Castro for his 6 years of service on the Board of Trustees.

ACTION NEEDED

RECOMMENDED ACTION: Review the proposed Resolution 2017/18-01 and consider a motion to adopt it.

INFORMATION ENCLOSED

G.* Resolution No. 2017/18-02

A resolution honoring former Trustee Lee Braun for his 5 years of service on the Board of Trustees.

ACTION NEEDED

RECOMMENDED ACTION: Review the proposed Resolution 2017/18-02 and consider a motion to adopt it.

INFORMATION ENCLOSED

H.* Resolution No. 2017/18-03

Staff Report: In the wake of the devastating Sonoma Complex Fires that struck the area during October 2017, District staff performed a great deal of emergency mosquito surveillance and control work in the burned areas. Financial Manager Crayne and District Manager Smith are working with staff from the Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (Cal OES) to seek reimbursement for labor and materials supplied by the District. Cal OES is part of the Governor's Office of Emergency Services and works closely with FEMA to administer disaster relief grants. In order for the District to apply for federal financial assistance, Cal OES requires the District's governing body to adopt the attached Cal OES 130 resolution, authorizing staff to act as agents for the District.

ACTION NEEDED

RECOMMENDED ACTION: Review the proposed Cal OES Resolution 2017/18-03 and consider a motion for adoption.

INFORMATION ENCLOSED

I. Closed Session pursuant to California Government Code Section 54957

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Position: District Manager**

J. Reconvene to Open Session. Report from closed session (if any)

7. COMMITTEE & STAFF REPORTS

A. Executive Committee

Report by President Rowland

8.* MANAGER'S REPORT

Assistant Manager Hawk will provide his report at the board meeting.

INFORMATION ENCLOSED

9. WRITTEN COMMUNICATIONS

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

10. OPEN TIME FOR BOARD OR STAFF COMMENTS

11. ADJOURNMENT

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.

Direct Deposit Transmission Listing

Code	PR#	Number	Date	Description	Amount
	Emp#	Name			
EXCHNG	1	00107	12/15/17	EXCHANGE BANK	
114		JENNIFER M. CRAYNE			2,847.50
83		PAULA A. DELSID			1,327.92
21		VICKI J. HAUSKNECHT			150.00
21		VICKI J. HAUSKNECHT			3,069.59
87		PHILIP D. SMITH			5,063.08
81		DAWN A. WILLIAMS			1,864.17
60		SARAH M. BROOKS			2,902.66
64		KRISTEN A. HOLT			50.00
64		KRISTEN A. HOLT			2,653.64
62		KEVIN G. BEARDSLEY			2,013.19
86		DAVID G. BECK			2,503.64
26		MICHAEL S. COLE			2,593.50
55		ERIK T. HAWK			3,562.90
48		DANIEL W. LESLIE			2,754.57
74		STEVEN L. MILLER			2,334.69
74		STEVEN L. MILLER			788.08
63		JOHN C. MOHRMAN JR			2,506.75
52		ROBERT D. MORTON			400.00
52		ROBERT D. MORTON			2,188.86
61		MARC A. NADALE			2,478.89
34		BRUCE R. OHLINGER			1,125.00
34		BRUCE R. OHLINGER			1,256.33
58		JEFFERY R. PETERSEN			2,504.46
93		KASEY L. PETERSON			500.00
93		KASEY L. PETERSON			1,422.83
67		NICK A. PICINICH			1,993.92
40		NATHEN C. REED			2,905.55
53		ANTHONY J. RUSSO JR			2,402.01
45		JASON A. SEQUEIRA			2,069.43
68		JOSEPH A. TESCALLO			2,477.58
56		TERESA A. THOMAS-NETT			2,161.33
15		JOHN M. WALKER			3,071.48
54		MICHAEL L. WELLS			2,709.21
28		STEVEN A. DELUCCHI			3,019.57
104		ROBERT A. MCGOVERN			2,716.45
76		ERIC S. ENGH			2,756.32
37		NIZZA N. SEQUEIRA			2,752.95
113		MONICA ALEJANDRA NUNEZ			912.02
110		SERGIO ORTEGA			578.01

Payroll 12/15/17

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

Signature: *[Handwritten Signature]*

Signature: *[Handwritten Signature]*

Record count: 39 Total: 83,388.08

Direct Deposit Transmission Listing

 Code PR# Number Date Description
 Emp# Name

Code	PR#	Number	Date	Description	Amount
EXCHNG	2	00108	12/29/17	EXCHANGE BANK	
114		JENNIFER M. CRAYNE			2,847.50
83		PAULA A. DELSID			1,327.92
21		VICKI J. HAUSKNECHT			150.00
21		VICKI J. HAUSKNECHT			3,135.79
87		PHILIP D. SMITH			5,063.09
81		DAWN A. WILLIAMS			1,864.17
60		SARAH M. BROOKS			2,902.67
64		KRISTEN A. HOLT			50.00
64		KRISTEN A. HOLT			2,653.64
62		KEVIN G. BEARDSLEY			2,013.19
86		DAVID G. BECK			2,503.65
26		MICHAEL S. COLE			2,593.50
26		MICHAEL S. COLE			188.31
55		ERIK T. HAWK			3,562.91
48		DANIEL W. LESLIE			2,754.56
74		STEVEN L. MILLER			2,334.70
63		JOHN C. MOHRMAN JR			2,506.74
52		ROBERT D. MORTON			400.00
52		ROBERT D. MORTON			2,188.85
61		MARC A. NADALE			2,478.88
34		BRUCE R. OHLINGER			1,125.00
34		BRUCE R. OHLINGER			1,256.33
58		JEFFERY R. PETERSEN			2,504.47
93		KASEY L. PETERSON			500.00
93		KASEY L. PETERSON			1,422.83
67		NICK A. PICINICH			1,993.91
40		NATHEN C. REED			2,905.54
40		NATHEN C. REED			404.74
53		ANTHONY J. RUSSO JR			2,402.02
45		JASON A. SEQUEIRA			2,069.43
68		JOSEPH A. TESCALLO			2,477.58
56		TERESA A. THOMAS-NETT			2,161.33
15		JOHN M. WALKER			3,071.48
54		MICHAEL L. WELLS			2,709.20
28		STEVEN A. DELUCCHI			3,019.57
104		ROBERT A. MCGOVERN			2,716.45
76		ERIC S. ENGH			2,756.32
37		NIZZA N. SEQUEIRA			2,752.95
110		SERGIO ORTEGA			526.01

Payroll 12/31/17

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

Signature: *Vanessa Davis*
 Signature: *[Signature]*

Record count: 39 Total: 82,295.23

Direct Deposit Transmission Listing

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=====
Code PR# Number Date Description Amount
Emp# Name
=====
EXCHNG 5 00109 12/29/17 EXCHANGE BANK

1083 GAIL BLOOM 184.70
1070 LEE A. BRAUN 23.09
1067 MARTIN B. CASTRO 182.50
1038 TAMARA DAVIS 207.79
1085 DUSTIN T. DEMATTEO 92.35
1047 FRANK J. EGGER 184.70
1077 LAURINE KAISER GALLIAN 222.29
1082 CAROL E. GIOVANATTO 136.87
1075 UNA J.M. GLASS 184.70
1079 PAMELA M. HARLEM 184.70
1088 SUSAN G. HOOTKINS 184.70
1084 RANJIV S. KHUSH 92.35
1087 ALANNAH M. KINSER 92.35
1074 SHAUN F. MCCAFFERY 207.79
1086 MATTHEW E. NAYTHONS 92.35
1072 HERBERT M. ROWLAND JR. 230.87
1078 PAUL SAGUES 207.79
1050 EDWARD R. SCHULZE 184.70

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Record count: 18 Total: 2,896.59

Trustee Payroll 12/31/17

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

Signature: *Tamara Davis*
Signature: *Bank*

Account	Date	Amount	Check	Description
H 7487	12/06/2017	10,000.00	-806451996	ALDRICH NETWORK CONSULTING
H 7487	12/06/2017	1,377.00	-806451997	ALDRICH NETWORK CONSULTING
H 7487	12/06/2017	175.00	-806451998	AMERICAN TREE EXPERTS
H 7487	12/06/2017	2,325.34	806451999	ANTHEM BLUE CROSS
H 7487	12/06/2017	74.25	-806452000	AT & T
H 7487	12/06/2017	140,000.00	-806452001	BANK OF AMERICA
H 7487	12/06/2017	60.48	-806452002	BIOQUIP PRODUCTS
H 7487	12/06/2017	299.75	-806452003	BRODIE'S TIRE & BRAKE INC.
H 7487	12/06/2017	474.75	-806452004	CAPITAL ONE COMMERCIAL
H 7487	12/06/2017	187.50	-806452005	CHOUINARD & MYHRE, INC.
H 7487	12/06/2017	2,086.63	-806452006	CINTAS CORPORATION
H 7487	12/06/2017	300.00	806452007	CLOVERDALE CITRUS FAIR ASSOCIATION
H 7487	12/06/2017	458.31	806452008	COMMON SENSE BUSINESS SOLUTIONS, IN
H 7487	12/06/2017	86.49	806452009	COMPLETE WELDERS SUPPLY, INC.
H 7487	12/06/2017	94.08	806452010	COUNTY OF MARIN
H 7487	12/06/2017	3,155.52	806452011	DELTA DENTAL OF CALIFORNIA
H 7487	12/06/2017	48.35	806452012	DISH
H 7487	12/06/2017	159.56	806452013	FISHER SCIENTIFIC
H 7487	12/06/2017	179.20	806452014	THE HARTFORD
H 7487	12/06/2017	91.03	806452015	HOME DEPOT CREDIT SERVICES
H 7487	12/06/2017	1,450.00	806452016	LEADING EDGE ASSOCIATES, INC.
H 7487	12/06/2017	5,436.80	806452017	LIEBERT CASSIDY WHITMORE
H 7487	12/06/2017	72.47	806452018	LOWE'S BUSINESS ACCOUNT
H 7487	12/06/2017	1,175.00	806452019	MARIN COUNTY FEDERAL CREDIT UNION
H 7487	12/06/2017	46.00	806452020	MARIN INDEPENDENT JOURNAL
H 7487	12/06/2017	23.15	806452021	MATHESON TRI-GAS, INC.
H 7487	12/06/2017	370.60	806452022	METTLER-TOLEDO RAININ, LLC
H 7487	12/06/2017	6,270.00	806452023	NATIONWIDE TRUST COMPANY, FSB
H 7487	12/06/2017	1,673.98	806452024	NBS GOVERNMENT FINANCE GROUP
H 7487	12/06/2017	1,180.67	806452025	NORTH BAY PETROLEUM
H 7487	12/06/2017	500.00	806452026	JEFF PETERSEN
H 7487	12/06/2017	479.25	806452027	PITNEY BOWES GLOBAL FINANCIAL SERVI
H 7487	12/06/2017	30.00	806452028	PREFERRED ALLIANCE, INC.
H 7487	12/06/2017	205.42	806452029	REDWOOD EMPIRE DISPOSAL
H 7487	12/06/2017	65.71	806452030	RELIABLE HARDWARE AND STEEL CO.
H 7487	12/06/2017	135.15	806452031	SANTA ROSA AUTO PARTS
H 7487	12/06/2017	3,396.47	806452032	SPARK CREATIVE DESIGN
H 7487	12/06/2017	875.67	806452033	TASC
H 7487	12/06/2017	1,265.24	806452034	TASC - CLIENT INVOICES
H 7487	12/06/2017	1,210.57	806452035	VERIZON WIRELESS
H 7487	12/06/2017	700.00	806452036	WORLD CLASS SHOWS
Total		188,195.39		
Count		41		

A/P 12.06.17

During the signing of these checks
all supporting documents were provided

Signature: Paul Libu
Signature: B Smith

H Account 7487 Date 07/24/2017
Total
Count

Amount
200.00
200.00
1

Check
806451621

Description
VOID MISTY ELAND

Voided check
12.11.17

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

Signature: *Tamara Davis*
Signature: *[Signature]*

Account	Date	Amount	Check	Description
H 7487	12/20/2017	1,070.46	806452037	AFLAC
H 7487	12/20/2017	32.57	806452038	AT & T
H 7487	12/20/2017	11,582.50	806452039	BARTEL ASSOCIATES, LLC
H 7487	12/20/2017	1,058.42	806452040	BEST BEST & KRIEGER, LLC.
H 7487	12/20/2017	314.84	806452041	BUSINESS CARD (VISA CARDS)
H 7487	12/20/2017	18.00	806452042	BUSINESS CARD (VISA CARDS)
H 7487	12/20/2017	61.90	806452043	BUSINESS CARD (VISA CARDS)
H 7487	12/20/2017	25.00	806452044	BUSINESS CARD (VISA CARDS)
H 7487	12/20/2017	423.58	806452045	BUSINESS CARD (VISA CARDS)
H 7487	12/20/2017	439.35	806452046	BUSINESS CARD (VISA CARDS)
H 7487	12/20/2017	25.00	806452047	BUSINESS CARD (VISA CARDS)
H 7487	12/20/2017	64.74	806452048	BUSINESS CARD (VISA CARDS)
H 7487	12/20/2017	346.72	806452049	BUSINESS CARD (VISA CARDS)
H 7487	12/20/2017	151.21	806452050	COMCAST BUSINESS
H 7487	12/20/2017	18,158.13	806452051	COUNTY OF MARIN
H 7487	12/20/2017	600.00	806452052	DIVERSIFIED LABRATORY REPAIR
H 7487	12/20/2017	186.00	806452053	GEORGE DONDERO
H 7487	12/20/2017	5,500.00	806452054	GEORGE DONDERO
H 7487	12/20/2017	2,423.71	806452055	FIVE THOUSAND FORMS
H 7487	12/20/2017	22.85	806452056	GRAINGER
H 7487	12/20/2017	342.66	806452057	GREAT AMERICA FINANCIAL SERVICES
H 7487	12/20/2017	392.80	806452058	VICKI HAUSKNECHT
H 7487	12/20/2017	249.86	806452059	ERIK HAWK
H 7487	12/20/2017	47,636.50	806452060	KAISER FOUNDATION HEALTH PLAN
H 7487	12/20/2017	5,648.80	806452061	LIEBERT CASSIDY WHITMORE
H 7487	12/20/2017	113,959.80	806452062	MARIN COUNTY EMPLOYEES RETIREMENT A
H 7487	12/20/2017	1,175.00	806452063	MARIN COUNTY FEDERAL CREDIT UNION
H 7487	12/20/2017	3,150.00	806452064	MAZE & ASSOCIATES
H 7487	12/20/2017	200.00	806452065	MISTY ELAND
H 7487	12/20/2017	2,110.00	806452066	MVCAC
H 7487	12/20/2017	6,170.00	806452067	NATIONWIDE TRUST COMPANY, FSB
H 7487	12/20/2017	238.00	806452068	NORTH MARIN WATER DISTRICT
H 7487	12/20/2017	630.79	806452069	OFFICE DEPOT BUSINESS CREDIT
H 7487	12/20/2017	790.38	806452070	P.G. & E.
H 7487	12/20/2017	2,609.83	806452071	P.G. & E.
H 7487	12/20/2017	2,214.30	806452072	PAPE' MATERIAL HANDLING
H 7487	12/20/2017	1,450.00	806452073	PATRICK VON ELM
H 7487	12/20/2017	1,868.50	806452074	JAY RESENDEZ, ATTORNEY AT LAW
H 7487	12/20/2017	1,028.59	806452075	SHORETEL INC.
H 7487	12/20/2017	103.00	806452076	SONOMA MEDIA GROUP
H 7487	12/20/2017	2,771.71	806452077	THE STANDARD INSURANCE COMPANY
H 7487	12/20/2017	2,062.00	806452078	STATE WATER RESOURCES CONTROL BOARD
H 7487	12/20/2017	875.67	806452079	TASC
H 7487	12/20/2017	200.00	806452080	VANTAGEPOINT TRANSFER AGENTS-803673
H 7487	12/20/2017	485.78	806452081	VECTOR CONTROL JPA
H 7487	12/20/2017	829.50	806452082	VISION SERVICE PLAN (CA)
Total		241,698.45		
Count		46		

AP 12/20/17

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

Signature: *Lamara Davis*
Signature: *D. Smith*

H Account Date
7487 12/20/2017
Total
Count

Amount
103.00
103.00
1

Check Description
806452076 VOID SONOMA MEDIA GROUP

VOID check

12.31.17

Note: This voided
Check for \$103.00
posted with the
Dec. 2017 financials
but will be signed
with first Jan. 2018
A/P batch.

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 12/31/17

RUN DATE 1/03/18 PAGE 0001 (GLPRTN)
RUN TIME 10:13:08

Quarter End 12.31.17

ASSETS

CURRENT ASSETS

0406	OPERATING FUND	8,052,024.34
0408	PAYROLL TAX ACCT (FED & STATE)	133,946.57
040801	ACH PR DIRECT DEP EXCHANGE BNK	790.50
0417	CAPITAL REPLACEMENT FUND	3,108,826.52
0418	MOSQ/VECTOR CNTRL EMRGNCY FUND	1,164,126.94
5200	PETTY CASH	350.00
5250	DEPOSIT CASH (MBR CONTG.FUND)	537,959.00
5260	DEPOSIT (MBR PROP.CNTGCV FUND)	58,835.00
5300	INVENTORY (PESTICIDES)	365,552.24
5410	ACCOUNTS RECEIVABLE	812,411.89
5497	OTHER DEBT-AMTS TO BE PROVIDED	489,490.16

TOTAL CURRENT ASSETS 14,724,313.16

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	256,062.96
555011	EQUIPMENT-FURNITURE	61,909.88
555021	EQUIPMENT-LAB/CHICKEN COOPS	346,591.84
555031	EQUIPMENT-COMMUNICATIONS	4,103.80
555041	EQUIPMENT-VEHICLES	1,529,063.76

MARIN SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
 STATEMENT OF FINANCIAL CONDITION
 QUARTER 2
 PERIOD ENDING 12/31/17

			APPROVED					REMAINING YTD		
			BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
REVENUES										
1	9001	CURRENT SECURED	4,244,746.00	2,122,373.00		1,341,616.08			1,341,616.08	2,903,129.92
1	9002	CURRENT UNSECURED	100,070.00	50,035.00		71,719.84			71,719.84	28,350.16
1	9006	PRIOR UNSECURED	2,962.00	1,481.00						2,962.00
1	9007	SPECIAL ASSESSMENT CURRENT	3,152,412.00	1,576,206.00	1,262.76	1,052,133.16			1,053,395.92	2,099,016.08
1	9008	SPECIAL ASSESSMENT DELQ.				8,962.68			8,962.68	8,962.68-
1	9010	MARIN ANNEXATION BEGIN FY05/06	149,148.00	74,574.00						149,148.00
1	9011	SONOMA ANNEXATION BGN FY 05/06	777,001.00	388,500.50	49.52	414,498.96			414,548.48	362,452.52
1	9019	SUPP.PROP.TAX CY SECURED	46,143.00	23,071.50		15,002.97			15,002.97	31,140.03
1	9041	SUPP.PROP.TAX CY UNSECURED				879.35-			879.35-	879.35
1	9042	SUPP.PROP.TAX (RDA RESIDUAL)				77,608.71			77,608.71	77,608.71-
1	9043	SUPP.PROP.TAX RDMPTN SECURED	22,729.00	11,364.50	7.55	148,673.71-			148,666.16-	171,395.16
1	9201	INTEREST (INVEST)	25,256.00	12,628.00		14,813.61			14,813.61	10,442.39
1	9280	HOMEOWNERS PROP.TAX RELF-HOPTR	33,310.00	16,655.00						33,310.00
1	9367	OTHER AID STATE				15.97			15.97	15.97-
1	9482	IN LIEU OF TAX - STATE				170.51			170.51	170.51-
1	9502	MISC SERVICES (RANCHERS)	150,000.00	75,000.00	25,574.47	25,016.33			50,590.80	99,409.20
1	9773	REFUNDS & REIMBURSEMENTS			67.74	930.54			998.28	998.28-
1	9774	MISC INCOME(SALE EQUIP)				300.00			300.00	300.00-
1	9789	INS REFUNDS & ADJSTMNTS			23,788.30	12,321.64			36,109.94	36,109.94-
TOTAL REVENUES			8,703,777.00	4,351,888.50	50,750.34	2,885,557.94			2,936,308.28	5,767,468.72

MARIN SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
 STATEMENT OF FINANCIAL CONDITION
 QUARTER 2
 PERIOD ENDING 12/31/17

			APPROVED					REMAINING YTD		
			BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
SALARIES/EMPL BENEFITS										
PALL	P311	SALARIES	3,638,917.00	1,819,458.50	871,250.68	832,397.37			1,703,648.05	1,935,268.95
PALL	P312	BENEFITS	2,578,884.00	1,289,442.00	855,529.42	516,927.53			1,372,456.95	1,206,427.05
TOTAL SALARIES/EMPL BENEFITS			6,217,801.00	3,108,900.50	1,726,780.10	1,349,324.90			3,076,105.00	3,141,696.00
OPERATIONS										
3	PD8040	AGRICULTURE	840,125.00	420,062.50	12,556.05	50,291.02			62,847.07	777,277.93
3	PD8041	PEST ABATEMENT SUPPLIES	12,300.00	6,150.00	3,285.40	3,119.50			6,404.90	5,895.10
3	PD8042	SPRAY/FIELD EQUIPMENT	18,715.00	9,357.50	654.94	257.67			912.61	17,802.39
3	PD8043	SOURCE REDUCTION	16,250.00	8,125.00		5,728.00			5,728.00	10,522.00
1	PD8044	FURNITURE/APPLICANCES/EQUIP	3,460.00	1,730.00	843.07	1,025.51			1,868.58	1,591.42
1	PD8050	CLOTHING/PERSONAL SUPPLIES	31,220.00	15,610.00	4,022.10	8,865.43			12,887.53	18,332.47
2	PD8055	SAFETY EQUIPMENT	9,775.00	4,887.50	663.36	1,972.38			2,635.74	7,139.26
1	PD8060	COMMUNICATIONS	52,710.00	26,355.00	7,381.30	6,417.48			13,798.78	38,911.22
1	PD8080	FOOD	4,200.00	2,100.00	521.75	951.41			1,473.16	2,726.84
4	PD8090	HOUSEHOLD SUPPLIES	7,550.00	3,775.00	569.29	1,630.89			2,200.18	5,349.82
1	PD8100	INSURANCE	258,780.00	129,390.00	254,864.30				254,864.30	3,915.70
4	PD8105	ACCIDENTS			9,900.00				9,900.00	9,900.00
4	PD8110	PROJECTS	3,000.00	1,500.00						3,000.00
4	PD8115	MAINTENANCE BOATS/FORKLIFTS	2,000.00	1,000.00	67.82				67.82	1,932.18
4	PD8116	MAINTENANCE TRAILERS	2,000.00	1,000.00		127.39			127.39	1,872.61
4	PD8117	MAINTENANCE ATV'S	33,800.00	16,900.00	963.76	16,361.55			17,325.31	16,474.69
4	PD8119	MAINTENANCE LARGE FIELD EQUIP.	3,500.00	1,750.00		203.52			203.52	3,296.48
4	PD8120	MAINTENANCE VEHILCES	29,500.00	14,750.00	4,696.97	4,973.29			9,670.26	19,829.74
4	PD8121	MAINTENANCE SPRAY/FIELD EQUIP	4,700.00	2,350.00	982.96	190.16			1,173.12	3,526.88
4	PD8122	MAINTENANCE CELL PHONES	650.00	325.00						650.00
6	PD8123	MAINT./SUPPLIES OFFICE EQUIP	55,350.00	27,675.00	3,300.61	1,067.98			4,368.59	50,981.41
4	PD8124	MAINTENANCE SHOP EQUIPMENT	1,000.00	500.00		48.06			48.06	951.94
1	PD8130	MAINT. GROUNDS/STRUCTURES	9,050.00	4,525.00	1,131.43				1,131.43	7,918.57
2	PD8140	LAB	15,200.00	7,600.00	589.98	1,221.73			1,811.71	13,388.29
3	PD8140	FISH	3,775.00	1,887.50	621.48	111.94			733.42	3,041.58
2	PD8141	DISEASE SURVEILLANCE	20,700.00	10,350.00	7,408.14	3,539.01			10,947.15	9,752.85
5	PD8150	MEMBERSHIPS	36,855.00	18,427.50	27,892.00	912.98			28,804.98	8,050.02
6	PD8170	OFFICE EXPENSE	27,875.00	13,937.50	2,541.82	5,383.14			7,924.96	19,950.04
6	PD8180	PROFESSIONAL SERVICES	428,359.00	214,179.50	91,267.90	53,183.06			144,450.96	283,908.04
1	PD8190	PUBLICATIONS/LEGAL NOTICES	98,300.00	49,150.00	15,872.72	11,273.92			27,146.64	71,153.36
1	PD8200	RENTS & LEASES	8,050.00	4,025.00	1,621.28	2,432.76			4,054.04	3,995.96

MARIN SONOMA MOSQUITO & VECTOR CONTROL DISTRICT
 STATEMENT OF FINANCIAL CONDITION
 QUARTER 2
 PERIOD ENDING 12/31/17

			APPROVED					REMAINING YTD		
			BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
4	PD8220	SHOP TOOLS/GARAGE EQUIPMENT	4,900.00	2,450.00	36.31	306.80			343.11	4,556.89
4	PD8221	BUILDING MAINT.AND IMPROVEMNTS	72,400.00	36,200.00	3,658.50	37,695.32			41,353.82	31,046.18
5	PD8230	DISTRICT SPECIAL EXPENSE	263,230.00	131,615.00	24,554.91	32,821.69			57,376.60	205,853.40
5	PD8231	VIDEO PRODUCTION	5,500.00	2,750.00		5,686.00			5,686.00	186.00-
1	PD8240	EDUCATION, TRAINING & CLASSES	15,700.00	7,850.00	3,419.00	2,630.00			6,049.00	9,651.00
5	PD8241	EDUCATION/PUBLIC RELATIONS	37,450.00	18,725.00	12,467.05	10,070.11			22,537.16	14,912.84
1	PD8250	TRAVEL & TRANSPORTATION	26,300.00	13,150.00	725.93	4,179.67			4,905.60	21,394.40
1	PD8251	FUEL & OIL	95,300.00	47,650.00	17,260.74	17,940.95			35,201.69	60,098.31
1	PD8260	UTILITIES	29,650.00	14,825.00	9,212.72	11,572.37			20,785.09	8,864.91
1	PD8299	CAPITAL OUTLAY EXPENSE	33,306.00	16,653.00						33,306.00
TOTAL OPERATING EXPENSES			2,622,485.00	1,311,242.50	525,555.59	304,192.69			829,748.28	1,792,736.72
TOTAL SALARIES/BENEFITS/EXPENSES			8,840,286.00	4,420,143.00	2,252,335.69	1,653,517.59			3,905,853.28	4,934,432.72
VARIANCE OF REVENUE & EXPENSES			136,509.00-	68,254.50-	2,201,585.35-	1,232,040.35			969,545.00-	833,036.00
			=====	=====	=====	=====			=====	=====

RESOLUTION 2017/18-01

**A RESOLUTION OF THE MARIN/SONOMA MOSQUITO
& VECTOR CONTROL DISTRICT BOARD OF TRUSTEES
COMMENDING MARTIN CASTRO FOR HIS DEDICATED SERVICE
AS A MEMBER OF THE BOARD OF TRUSTEES**

WHEREAS, in June 2011 Martin Castro was appointed by the Town of Windsor to serve on the District's Board of Trustees; and

WHEREAS, during his tenure as a Trustee, Martin Castro made significant contributions to the District by virtue of his scientific knowledge about the field of vector control and public health; and

WHEREAS, Martin Castro served on several committees during his tenure including Public Outreach and Executive, also serving as Board Treasurer during 2014; and

WHEREAS, Martin Castro brought his considerable scientific acumen and experience to the Tickborne Disease Advisory Group; and

WHEREAS, as a member of the West Marin Committee during 2015 and 2016, Martin Castro played a pivotal role in the District reaching a new type of agreement with the West Marin Mosquito Council; and

WHEREAS, in late 2017 Martin Castro elected not to seek reappointment to the Board of Trustees;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES, that the Board of Trustees of the District expresses its appreciation to Martin Castro for his service of six years of service to Public Health and the Marin/Sonoma Mosquito & Vector Control District.

PASSED AND ADOPTED _____, at a regular meeting of the Marin/Sonoma Mosquito & Vector Control District Board by the following vote:

	Yes	No	Abstain	Absent
Gail Bloom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tamara Davis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dustin DeMatteo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laurie Gallian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carol Giovanatto	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Una Glass	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pamela Harlem	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Hootkins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ranjiv Khush	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alannah Kinser	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paul Libeu	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shaun McCaffery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Naythons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Terry Pebbles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paul Sagues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Schulze	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Herb Rowland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vote Totals:				

Herb Rowland, President

ATTEST:

Carol Giovanatto, Secretary

RESOLUTION 2017/18-02

**A RESOLUTION OF THE MARIN/SONOMA MOSQUITO
& VECTOR CONTROL DISTRICT BOARD OF TRUSTEES
COMMENDING LEE BRAUN FOR HIS SERVICE AS A MEMBER OF
THE BOARD OF TRUSTEES**

WHEREAS, in October 2012 Lee Braun was appointed by the City of Belvedere to serve on the District’s Board of Trustees; and

WHEREAS, during his tenure as a Trustee, Lee Braun became knowledgeable about the field of vector control and public health, attending various conferences and workshops; and

WHEREAS, Lee Braun quickly became involved in committee work, serving in various capacities on the following committees during his tenure: Executive, Budget, Audit, Fiscal Strategies, Policy, MOU Negotiations, and Benefit Assessment Changes/Long Term Strategy; and

WHEREAS, Lee Braun served as President of the Board during 2016; and

WHEREAS, Lee Braun undertook several important projects such as the creation of a Board Policy Manual and was instrumental in the District reaching a new type of agreement with the West Marin Mosquito Council; and

WHEREAS, Lee Braun’s positive and exemplary leadership qualities benefited the District Board, staff and the area’s residents and visitors; and

WHEREAS, in late 2017 Lee Braun decided not to seek reappointment to the Board of Trustees;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES, that the Board of Trustees of the District expresses its appreciation to Lee Braun for his five years of service to Public Health and the Marin/Sonoma Mosquito & Vector Control District.

PASSED AND ADOPTED _____, at a regular meeting of the Marin/Sonoma Mosquito & Vector Control District Board by the following vote:

	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Gail Bloom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tamara Davis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dustin DeMatteo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laurie Gallian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carol Giovanatto	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Una Glass	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pamela Harlem	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Hootkins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ranjiv Khush	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alannah Kinser	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paul Libeu	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shaun McCaffery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Naythons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Terry Pebbles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paul Sagues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Schulze	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Herb Rowland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vote Totals:				

Herb Rowland, President

ATTEST:

Carol Giovanatto, Secretary

RESOLUTION 2017/18-03

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Trustees OF THE Marin/Sonoma Mosquito & Vector Control District
(Governing Body)

THAT The District Manager, OR
(Title of Authorized Agent)

Assistant Manager, OR
(Title of Authorized Agent)

Financial Manager
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of Marin/Sonoma Mosquito & Vector Control District, a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Marin/Sonoma Mosquito & Vector Control District, a public entity established under the laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
 This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this Tenth day of January, 2018

Herb Rowland, Board President

(Name and Title of Governing Body Representative)

Shaun McCaffrey, First Vice-President

(Name and Title of Governing Body Representative)

Paul Sagues, Second Vice-President

(Name and Title of Governing Body Representative)

CERTIFICATION

Gail Bloom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tamara Davis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dustin DeMatteo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laurie Gallian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carol Giovanatto	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Una Glass	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pamela Harlem	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Hootkins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ranjiv Khush	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alannah Kinser	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paul Libeu	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shaun McCaffery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Naythons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Terry Pebbles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paul Sagues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Schulze	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Herb Rowland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vote Totals:				

I, Dawn Williams, duly appointed and Board Secretary of the Marin/Sonoma Mosquito & Vector Control District, do hereby certify that the above is a true and correct copy of a Resolution passed and approved by the Board of Trustees of the Marin/Sonoma Mosquito & Vector Control District

on the Tenth day of January, 2018 with a roll call vote

(Signature)

(Title)

Manager's Report

- Financial Manager Jennifer Crayne and I attended a one-day applicant's workshop put on by FEMA and the Cal Office of Emergency Services. Our intent is to attempt to recover as much as possible of the costs incurred by the District in treating the zone affected by last October's fires. At present we have uploading documents to the FEMA Grant Applicants portal and are awaiting a meeting with FEMA officials.
- In the last few days of 2017, Field Supervisor John Walker announced that he intended to retire and therefore would not return from his extended leave. We thank him for his 28 years of service to the District and wish him well in retirement. To cover the duties of this position, Vector Control Technician Marc Nadale, who was temporarily promoted to Field Supervisor in November will continue in the post until a recruitment is conducted.
- President Gallian, President-elect Herb Rowland and the Executive Committee advise that the next meeting of the Board is planned for the following date:
 - o March 14 (MCERA will present to the Board).
- Interviews for the currently vacant position of Scientific Programs Manager are scheduled for late January.
- As of 1/3/2018, CERBT reports that the District's present balance in the OPEB trust fund for retiree health benefits is \$1,164,910.
- Attendees at the Mosquito & Vector Control Association Annual Conference later this month will be: Trustee Davis, Trustee Schulze, Trustee Libeu, Trustee Gallian, Trustee Bloom and Manager Smith.
- Work is continuing in the areas affected by the October fires. Staff are now focusing on equipment maintenance and repair and conducting calibration of equipment in anticipation of the coming season.
- The Lead Biologist produced a detailed analysis of mosquito statistics from 2017. The charts and graphs are displayed in the hallway by the Biologists' offices. Despite a record number of calls for service, on average, mosquito abundance numbers were down last year. West Nile virus detections were similarly lower than in many recent years.
- Assistant Manager Hawk and I are drawing up contract specifications for work to support the District's needs for regulatory and environmental work. We anticipate presenting a draft agreement for the Board's review in the spring.
- The Assistant Manager's Report will be provided at the Board meeting.