1. Call to Order: District Board President Mower called the meeting to order at 1:01 P.M.
   
   Roll Call
   
   Trustees Present: Larry Mower, President
   Ben Hanna, Vice President
   Vickie Marler, Trustee
   Ann Morningstar, Trustee
   
   Trustees Absent: Michael McNamara, Secretary
   
   Others Present: Peter Bonkrude, District Manager
   Darcy Buckalew, Administrative Office Manager
   Guangye Hu, Assistant Manager
   John Albright, Vector Ecologist
   
2. Pledge of Allegiance: The meeting opened with the Pledge of Allegiance. Trustee Marler led the pledge.
   
3. Approval of Agenda: A motion was made by Trustee Morningstar and seconded by Vice President Hanna to unanimously approve the agenda.
   
4. Public Comment: President Mower stated that this is the time for any person wishing to address the Board to do so.
   
5. Consent Calendar –
   
   a) Minutes of the Regular Board Meeting held April 16, 2019.
   
   b) April/May Payables in the amount of $189,128.02. A motion was made by Trustee Marler and seconded by Trustee Morningstar and it was agreed to approve the consent calendar.
   
6. Items Removed from the Consent Calendar –
7. **Correspondence/Informational:**
   a) **Shasta Mosquito and Vector Control District Financial Reports at 4/30/19**- The District Manager stated income and expenses are on track and we have received about 94% of our revenue and we are over about 6% than we budgeted. The remaining revenue will trickle in over the next few months.

   b) **CA Arbovirus Bulletin #6, Week of May 10, 2019**- The District Manager stated that the Bulletin shows as of May 10, 2019. The District Manager stated there is still only one WNV positive bird from San Diego County and now three WNV positive mosquito pool from Orange County and Riverside there are still no WNV positive humans as of this date. Vice President Hanna asked about when we typically see WNV positive humans. The District Manager stated we typically don’t see positive humans until August.

   c) **VCJPA Contingency Fund Balances 3-31-19**- The District Manager stated that this is the District’s VCJPA Member Contingency Fund at the quarter ending 3/31/19 showing a balance of $229,871. The Property Contingency Fund at the quarter ending 3/31/19 showing a balance of $31,456. Currently we are about $3000 over our prudent fund balance. Future VCJPA reporting will have both the property and member funds combined unsure when this will happen, but we will highlight it to the board members when this happens.

   d) **CERBT 3-31-19**- The District Manager stated this is the quarterly accounting to the District’s Other Post-Employment Benefits totaling $949,164.35, which is being held in the District’s California Employers’ Retirement Benefit Trust (CERBT). We will be getting our next actuarial to determine the next 2 years and if we will have any contributions.

   e) **Shasta County Pooled Investments 3/31/19**- The District Manager stated this is an accounting of Shasta County Pooled Investments.

   f) **Compliments to the District**- The District Manager stated the office received calls complimenting staff as well as the District. Herb, Old Oregon Trail area, called and stated that “Al, the vector control technician, was just out at my property. And, you know, he doesn’t get enough credit. He was pleasant, knowledgeable, and very informative. He deserves a cup of coffee and a donut.” Great job Al! Ruth, Anderson, called to say thank you. “No more than minutes after I hung up with you, someone was out here inspecting and taking care of my concerns. It was so fast! I was amazed. Thank you both so much!” Great job Reid! Igo-Ono-Trinity Alps Preserves Neighborhood Watch Group sent a thank you card to Corey and Mike thanking them for attending their April meeting. “Corey gave the most informative talk and answered all our questions in his friendly and personable manner. Now we feel much more prepared for the mosquito and tick seasons.” Great job Mike and Corey. Grand Oaks Elementary sent a thank you card to Kendra for attending the Career day at their school. “Thank you for coming to our school to talk about your job. The kids really enjoyed your presentation. I liked that you talked about going to Grand Oaks and then showing the colleges that you and others at SMVCD attended. The packets were wonderful with the life cycle and using M & M’s.” Great Job Kendra! Karen, Palo Cedro called and asked if it was still Mike who works in her area. She talked about how Mike has come out in the past and shown the kids what to look for on the property. She said, "He's so nice! And he was so great teaching the kids about mosquitoes. You don't always get to work with people like that." She also noted that she thinks you go above and beyond for your area. Kudos to Mike! John from Redding called to compliment Avery Currier, Seasonal Vector Control Technician, he stated, “I sure hope you find a full-time job for young Avery...he was a so polite and such a helpful young man. I can't imagine a better person to work for you!” Great job Avery! Vice President Hanna
stated we have received some very positive comments. The District Manager stated we have been doing a lot of outreach and it’s always nice to hear positive feedback.

8. Manager’s Report – The District Manager stated during this report period I worked on organizing and preparing for the Strategic Planning Workshop held at the District on April 24th. I was very appreciative of the Board and staff to find time to engage in a process that will help guide the District for the coming years. After the workshop, I’ve been working to compile the efforts of the day into a starting document. When that is completed, we’ll convene a smaller working group of interested and available staff to continue and finish the Strategic Planning document. The goal is to have the new strategic plan to the board for approval by the July Board meeting. I will also be presenting the draft of the 2019-2020 budget for the Board at the May Board meeting, we are excited about the new fiscal year and ready to tackle the challenges that items like rising pension costs can throw at our financial stability; thank you to the finance committee, the Administrative Office Manager and the Department staff that helped to put this budget together. As mentioned below, and as seen in several other reports, we continue to be very active in outreach, hitting over 10 events or presentations in the last month alone. We are continuing planning for the Centennial celebration and expect the “save the dates” to be out, and the formal invitations to be sent by the week of June 10th. If any board members are available, we would welcome you to be involved. Staff will reach out the closer the date gets. Finally, for MVCAC I’ve been working on reviewing trash capture devices submitted by vendors for “vector verification”, which is a requirement for them to apply to the SWRCB for approval. Also, planning for the Annual Conference in San Diego 2020 has begun. As the incoming President it is my responsibility to organize the overall program design, and the concurrent session themes, locate moderators for the symposia and organize the plenary session.

9. Department Reports:
   a) Guangye Hu, Ph.D., Assistant Manager - Operations Report – The Assistant Manager stated during this report period, the Operations Department focused on control of tree hole mosquitoes and some other early-season mosquitoes breeding in vernal pools and neglected swimming pools. We began adulticiding and carried out herbiciding for re-growth in the areas where inspections and treatment of sources were affected. Three seasonal vector assistants joined the operations. The District received 483 service requests from 9 communities: Redding had 68.3%, Anderson 12.2%, and Shasta Lake City and North 8.5%. The type of service requests, 51.4% were for adult mosquito complaints, 28.7% for mosquitofish, 14.3% for both mosquitofish and service requests (adult mosquitoes), and 2.3% for neglected swimming pools. The Assistant Manager created a graph that showed the service requests received by the District annually from 2016 to 2019. The peaks are mostly composed of tree hole mosquitoes. The highest peak was in 2016, followed by 2019, then 2017, and the least in 2018. For the time of the year, the peaks in 2016 and 2019 occurred in April, the peak in 2017 occurred in May, a month later, but the peak in 2018 lasted April through May. Staff made a total of 2,411 inspections, of which Redding had the most (48%), followed by Anderson (24%), then Cottonwood (13%). Staff made 1,032 applications to treat for mosquitoes, half (50%) of which were in Redding, followed by Anderson (19%), then Cottonwood (10%). Among the targets treated, over 80% were larviciding to control mosquito larvae and pupae, 10% were adulticiding to control adult mosquitoes, and 9% were herbiciding to control overgrown vegetation. Of those 1,032 applications, the most were treated using mosquito fish (38%), followed by microbial products (24%), then Spinosad (19%).

   b) John Albright, Vector Ecologist – Vector Ecology Report – The Vector Ecologist stated except for Week 17 (April 21 – 27) mosquito populations as indicated by the District’s 7 New Jersey-style light traps and 53 CO2-baited encephalitis virus surveillance (EVS) traps were in the general vicinity of seasonal norms. Months of above-average precipitation followed by several weeks of above-average heat caused an explosion of the population of the western treehole...
mosquito, *Aedes sierrensis* in week 17 that is unprecedented in recent records. This species of mosquito is extraordinarily pestiferous and is a known vector of canine heartworm. It is not known to spread human disease but leads to more service requests per year than any other local species of mosquito. No mosquito borne virus diseases have been detected within the District or any other areas of the mid to northern part of California so far in 2019. A small amount of West Nile virus (WNV) activity has been reported from Orange, Riverside and San Diego counties. No dead birds have been reported or collected within the District to be tested for WNV so far in 2019. No mosquito samples were submitted to UC Davis for virus testing during this report period. Blood samples from the District’s 5 sentinel chicken flocks (40 total hens) were collected on April 26 and May 10. Samples submitted on the 26th have been tested by the California Department of Public Health and found negative for antibodies to mosquito-borne viruses. Results for the testing of samples submitted on May 10 are still pending as of the writing of this report. During this report period VE personnel participated in outreach activities at the Redding Rancheria Earth Day, Whole Earth and Watershed Festival in Redding, Shasta Damboree in Shasta Lake City, and the Healthy Aging Fair at the Mount Shasta Mall. The Vector Ecologist stated that the Damboree was very busy and he ran into past board member Steve Morgan as well as current board member Morningstar.

10. Committee Reports
   a) Executive – no report
   b) Financial – no report
   c) Personnel Committee– no report

11. Old Business: 

12. New Business:
   a) **Discussion of the Proposed Preliminary Budget (FY 2019-2020): Presentation** - The District Manager stated the budget process began in January with the issuance the Budget Calendar. The Finance Committee members are; Trustee Vickie Marler-Committee Chair, Secretary Michael McNamara, Peter Bonkrude, Darcy Buckalew. Staff then met and built departmental budget needs; with the first draft being presented to the Finance Committee in March with a revision in April. During this process our budget goals are to maintain existing service levels to the entire District, maintain a balanced budget, increase assessments only if required, and use conservative forecasts for revenues. After the Committee and staff met, we now present the proposed draft budget for Board Discussion; some items that were discussed were to increase in Benefit assessment Area 2- $26.63 which is a 2.78% increase, and a 4.47% increase in Benefit assessment Area 1- $19.68. Overall, we are anticipating a 4% increase in Salaries and Benefits, largely due to contracted increases and increases in pension costs. We are expecting an increase in Revenue of 4% due to the housing industry picking up speed, additional RDA funds and general increase in both benefit assessments. The largest increase will be in Administrative costs of 10% this is due to increasing our outreach and advertising budget as well as administrative furniture and board room chairs replacement. Operational costs are expected to climb 6% due to needed building maintenance costs including asphalt repair, replacement of damaged vinyl tile and addition of concrete pad near the lab building. Utility costs are expected to stay the same as last budget. Staffing numbers will not change. The District Manager reviewed a multi-year budget comparison as well as a budget to budget comparison. The District Manager stated we should begin pension planning for future budgets by; allocating money internally to handle pension expenses, implementing the new GovInvest software, explore options by either leverage the Finance Committee or create an adhoc Pension Committee, begin implementation during the 2019-2020 fiscal year. Some investment research will include; Wells Fargo Government Investment, LAIF, County Pooled Investment Funds,
Sweep Account, move more money from Shasta County pooled investment to Wells Fargo. We typically start fiscal year with $600,000-$800,000 and depending on Wells Fargo closing FY balance, proposing bringing over close to the “dry financing” amount, so between $1-1,200,000. Some reserve account reallocations include combining some allocated accounts as well as adding a Pension Liability reserve account. President Mower commended the Finance Committee on their work. The District Manager stated it will be challenging in the years to come with the pension costs and thanked Trustee Marler and Secretary McNamara for their assistance and direction on the budget.

b) Consideration of Approval of Resolution No. 2019-03 of intention to levy assessments for fiscal year 2019-20, Preliminarily approving the engineer's report, and providing for notice of hearing for the Mosquito, Vector and Disease Control Assessment No.1 Service Area. The District Manager stated in 2005, the District developed a proposal for funding mosquito, vector and disease control services within the District’s current service areas. This proposed benefit assessment, the “Mosquito, Vector and Disease Control Assessment”, was approved by property owners in an assessment ballot proceeding conducted June and July 2005. On August 3, 2005, the Board levied the first assessment after certifying that 63.7% of the weighted ballots returned were in support of the proposed assessments. The assessments can be levied annually and can be increased by the change in the San Francisco Area Consumer Price Index (CPI), not to exceed 3% per year. The change in the CPI as of December 2018 was 4.49%. Including 16.30% of unused CPI from previous years, the total allowable increase for 2019-20 is 20.79%, and the maximum authorized assessment rate for fiscal year 2019-20 is $22.71 per single family equivalent benefit unit. SCI Consulting Group has prepared an updated Engineer’s Report for fiscal year 2019-20, which includes the proposed budget estimate of $2,580,089 determining the need for the assessments for fiscal year 2019-20. If the Board approves this budget and the assessment rates in the Engineer’s Report, the assessments for 2019-20 will be levied at the rate of $19.68 per single family equivalent benefit unit which is below the maximum authorized rate. The scope of SCI Consulting Group’s services also includes all tasks necessary to prepare the assessment and special tax levies, to submit the assessments to the County to place on tax bills and to administer them throughout the fiscal year. This includes calculation of assessments, preparation of the Engineer’s Report and Assessment Roll, submission of the assessments and taxes, confirmation of levies to be included on tax bills, direct response to property owner inquiries on their toll free 800 phone line and administration of the assessments and tax levies throughout the fiscal year. It is recommended that the board approve the Resolution. If the resolution is approved, the Board will hold a public hearing on June 18, 2019, at the hour of 1:00 p.m. in the meeting chamber of the District headquarters located at 19200 Latona Road, Anderson, CA 96007, to consider the ordering of the services and projects, and the levy of the assessments for fiscal year 2019-20. A notice of the hearing shall be given by publishing a copy of this resolution once, at least ten (10) days prior to the date of the hearing above specified, in the Redding Record Searchlight of Shasta County, which is a newspaper circulated in the Shasta Mosquito and Vector Control District. It is the District Manager’s recommendation that the Board adopt Resolution No. 2019-03 preliminarily approving the engineer's report, and providing for notice of hearing for the mosquito, vector and disease control assessment. The proposed budget for the assessments for fiscal year 2019-20 is $2,580,089. If the Board approves this budget and the assessment rates in the Engineer’s Report, the assessments for 2019-20 will be levied at the rate of $19.68 per single family equivalent benefit unit which is below the maximum authorized rate. **A motion was made by Trustee Marler and Seconded by Secretary Morningstar and it was agreed unanimously to authorize the Approval of Resolution No. 2019-03 of intention to levy assessments for fiscal year 2019-20, Preliminarily approving the engineer's report, and providing for notice of hearing for the Mosquito, Vector and Disease Control Assessment No.1 Service Area.**
c) Consider Approval of Resolution No. 2019-04 of intention to continue to levy assessments for fiscal year 2019-20, preliminarily approving engineer's report, and providing for notice of hearing for the Mosquito, Vector and Disease Control Assessment No. 2 Service Area. The District Manager stated On November 21, 2006, the District authorized LAFCo Annexation proceedings based on favorable results of a survey conducted in areas of Shasta County that were receiving only emergency mosquito abatement services. On April 5, 2007, the Shasta County LAFCo Board approved the annexation of unserved areas to the east, north and west of the existing service area, and along the Interstate 5 corridor, contingent on the District securing funding for the services in the expanded service area. Property owners within the proposed service area were balloted to determine the support for the annexation into the Shasta Mosquito and Vector Control District. Ballot tabulation was completed on July 17, 2007 by the City Clerk. The Board levied the first assessment after certifying that 55.01% of the weighted ballots returned were in support if the proposed assessments. The assessments can be continued annually and can be increased by the change in the San Francisco Area Consumer Price Index (CPI), not to exceed 3% per year. The change in the CPI as of December 2018 was 4.49%. Including unused CPI from previous years, the total allowable increase for 2019-20 is 3.00%, and the maximum authorized assessment rate for fiscal year 2019-20 is $26.63 per single family equivalent benefit unit. SCI Consulting Group has prepared an Engineer’s Report for fiscal year 2019-20, which includes the estimated proposed budget for the assessments for fiscal year 2019-20 of $224,827 determining the need for the assessments for fiscal year 2019-20. If the Board approves this budget and the assessment rates in the Engineer’s Report, the assessment for 2019-20 will be levied at the rate of $26.63 per single family equivalent benefit unit. The scope of SCI Consulting Group’s services also includes all tasks necessary to prepare the assessment and special tax levies, to place the assessments on tax bills and to administer them throughout the fiscal year. This includes calculation of assessments, preparation of the Engineer’s Report and Assessment Roll, submission of the assessments and taxes, confirmation of levies to be included on tax bills, direct response to property owner inquiries on their toll free 800 phone line and administration of the assessments and tax levies throughout the fiscal year. It is recommended that the board approve the Resolution. If the Resolution is approved, the Board will hold a public hearing on June 18, 2019, at the hour of 1:00 p.m. in the meeting chamber of the District headquarters located at 19200 Latona Road, Anderson, CA 96007, to consider the ordering of the services and projects, and the levy of the assessments for fiscal year 2019-20. A notice of the hearing shall be given by publishing a copy of this resolution once, at least ten (10) days prior to the date of the hearing above specified, in the Redding Record Searchlight of Shasta County which is a newspaper circulated in the Shasta Mosquito and Vector Control District. It is the District Manager’s recommendation that the Board adopt Resolution No. 2019-04 preliminarily approving engineer's report, and providing for notice of hearing for the Mosquito, Vector and Disease Control Assessment No. 2. The proposed budget for the assessments for fiscal year 2019-20 is $224,827. If the Board approves this budget and the assessment rates in the Engineer’s Report, the assessment for 2019-20 will be levied at the rate of $26.63 per single family equivalent benefit unit. A motion was made by Trustee Marler and seconded by Secretary Morningstar and it was agreed unanimously to approve Resolution No. 2019-04 of intention to continue to levy assessments for fiscal year 2019-20, preliminarily approving engineer's report, and providing for notice of hearing for the Mosquito, Vector and Disease Control Assessment No. 2 Service Area.

d) Discussion and/or approval to solicit bids and approval to provide the District Manager with authorization to purchase from the lowest responsible bidder the following mosquito control products (recognizing that the items noted with an asterisk “*” are currently sole source products-Altosid products are “fixed price” products) The District Manager will provide an itemized accounting of the awarded bidders at the June Board Meeting in an amount not to
exceed $205,000 from account 32100-Agricultural/Pesticides. The District Manager stated the District strives to reduce pesticide purchases to (2) per year to reduce processing and administration time used during the purchasing procedures. This purchase represents the first of two expected during the 2019-2020 fiscal year. This will leave $28,000 for the District’s second pesticide purchase which is anticipated to occur in February 2020. A motion was made by Vice President Hanna and Seconded by Trustee Marler and it was agreed unanimously to approve the District Manager to solicit bids and approval to provide the District Manager with authorization to purchase from the lowest responsible bidder the following mosquito control products (recognizing that the items noted with an asterisk “*” are currently sole source products-Altosid products are “fixed price” products) The District Manager will provide an itemized accounting of the awarded bidders at the June Board Meeting in an amount not to exceed $205,000 from account 32100-Agricultural/Pesticides.

13. Trustee Comments, Requests for Future Agendas Items and/or Staff Actions: The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency situation exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a). Trustee Marler stated she will be out of the country but should return June 15, 2019. Trustee Marler added a thanks to the District Manager and the Administrative Manger for their hard work on the budget.

14. ADJOURNMENT –

Upcoming Events and SMVCD Office Schedule:
- May 21, 2019 Shasta MVCD Regular Board of Trustees Meeting (SMVCD Boardroom)
- May 27, 2019 Office Closed Holiday in Observance of Memorial Day
- June 18, 2019 Shasta MVCD Regular Board of Trustees Meeting (SMVCD Boardroom)
- June 19-22, 2019 Shasta District Fair
- June 28, 2019 Centennial Celebration SMVCD

Upcoming Training:
- Available anytime: web-based, required (every 2 years) Ethics Compliance Training – AB1234 - Paste the following link into browser: http://fppc.gov/index.php?id=477. Once you have completed this course, be sure to print out your certificate of completion and bring a copy to the office for our files.

The Board meeting was adjourned at 1:56 p.m.

MINUTES APPROVED: ____________________ _______________________
___________________  ____________________  _______________________

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