



## SHASTA MOSQUITO AND VECTOR CONTROL DISTRICT

May 17, 2022

District Office, 19200 Latona Road, Anderson, CA 96007

### MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES

1. Call to Order: District Board President Cramer called the board/zoom meeting to order at 1:02 P.M.  
Roll Call

Trustees Present: Philip Cramer, President  
Dave Maron, Vice President  
Ann Morningstar, Secretary

Trustees Absent: Benjamin Hanna, Trustee

Others Present: Peter Bonkrude, District Manager  
Darcy Buckalew, Administrative Manager  
John Albright, Scientific Operations Manager

2. Pledge of Allegiance: The meeting opened with the Pledge of Allegiance. **President Cramer led the pledge.**
3. AB361: Discussion and or Approval to consider finding by a majority vote under Government Code § 54953, subd.(e)(1)(B) that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C). The District Manager stated in light of the Governor's declaration that a state of emergency exists due to the incidence and spread of the novel coronavirus (attachment A), and the pandemic caused by the resulting disease COVID-19, the board should consider whether meeting in person would present imminent risks to the health or safety of meeting attendees. The Centers for Disease Control indicates that COVID-19 is a highly transmissible virus that is spread when an infected person breathes out droplets and very small particles that contain the virus, and such droplets and particles are breathed in by other people. More infectious variant of the virus, known as Omicron, has emerged and now accounts for most COVID-19 cases and is spreading rapidly nationwide. Conducting meetings by teleconference would directly reduce the risk of transmission among meeting attendees, including members of the public and agency staff, which has the ancillary effect of reducing risk of serious illness and death as well as reducing community spread of the virus. If the authorization to meet by teleconference is not approved by a majority vote, then the meeting will adjourn after this item and the remaining agenda items will be rescheduled to a future in-person meeting. Staff recommends that the board find that, as a result of the

COVID-19 emergency, meeting in person would present imminent risks to the health or safety of attendees, and the meeting should be continued to be offered a teleconference option as authorized by subdivision (e)(1)(C) of section 54943 of the Government Code. If the vote to authorize the option to meet by teleconference under AB 361 passes, then the board may (a) proceed to hold the rest of the meeting by teleconference under AB 361, and (b) continue to meet by teleconference under AB 361 for up to 30 days. **A motion was made by Secretary Morningstar and seconded by Vice President Maron and it was agreed to unanimously approve under Government Code § 54953, subd.(e)(1)(B) that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C) to continue to meet by teleconference under AB 361 for up to 30 days.**

4. Approval of Agenda: **A motion was made by Vice President Maron and seconded by Secretary Morningstar, and it was agreed to unanimously to approve the agenda.**
5. Public Comment: President Cramer stated that this is the time for any person wishing to address the Board to do so. President Morningstar asked if anyone had mailed or emailed any comments to the District per the instructions posted for the Zoom meeting due to State of California Executive Order N-33-20. The Administrative Manager stated she did not receive any correspondence prior to this meeting.
6. Consent Calendar –
  - a) Minutes of the Regular Board Meeting held April 19, 2022.
  - b) March/April Payables in the amount of \$201,945.05.  
**A motion was made by Secretary Morningstar and seconded by Vice President Maron and it was agreed to approve the consent calendar and give the District Manager the authority to approve the board approved payables through the financial system.**
7. Correspondence/Informational:
  - a) Shasta Mosquito and Vector Control District Financial Reports at 4/30/2022-The District Manager stated income and expenses are where they should be. Property tax income will show on the next month's financial report. We are forecasting some surplus at the end of the year. At this point in the budget, we are anticipating a surplus of \$200,000 to \$300,000.
  - b) Arbovirus #5, Week 18, May 6, 2022- The District Manager stated this arbovirus report is for the week ended May 6, 2022. We are still at the beginning of the season. There are no human positives, no dead birds, no seroconversions, and there are three positive mosquito pools in Fresno, Orange, and Riverside County. When we get into June, we will start to see more positive mosquito pools.
  - c) CERBT 1-31-2022- The District Manager stated this is the CERBT Fund balance at 1-31-2022.
  - d) LAFCO Draft Budget 2022-2023- The District Manager stated that this is the draft budget for LAFCO. This is an informational item and costs seems to be similar to last year. LAFCO has done a good job over the years to keep costs down. We anticipate paying similar to what our invoice was last year.
  - e) Outreach Update- The District Manager stated this update is for April and May. The District website had a total of 1,156 page views. Top referrals came from Facebook, JoinHndshake.com and LinkedIn. SMVCD shared content across Facebook and Twitter emphasizing the California Mosquito Awareness Week campaigns. Earth Day Festival at Redding Rancheria on 4/21/22 brought us 171 interactions. The Lighting of the Sundial Bridge for California Mosquito

Awareness Week on 4/21/22 brought us 216 interactions. The Mosquito Awareness booth in Turtle Bay on 4/22/22 brought us 178 interactions. Unfortunately, our Boomtown Festival 2022 and Farmer's Market participation for 5/7/22 had to be cancelled due to both Explorers being out of operation. SMVCD outreach donation of repellent wipes, brochures, and activity books for distribution at the Homeless Connect event on Tuesday, 5/17/22, at the Redding Public Library

- f) Strategic Plan Update-The District Manger stated that there are not any highlighted items on this one but submitted so the board could keep up to date on any progress.
8. Manager's Report – The District Manager stated during this report period I spent much of my time on interview panels, looking to select for a variety of vacancies including Operations Manager, Vector Biologist and Seasonal Vector Control Assistants. We are excited to announce we selected several interviewees for positions, and they accepted. Our new Operations Manager is Monty Currier, he comes to us after a 20+ year career with the California Department of Fish and Wildlife. His experience in management programs and supervising staff, in addition to his interest in outreach makes him a great fit to our team where we all wear many hats. He starts on June 1<sup>st</sup>, and we're excited to have him on board. For our Vector Biologist position, we extended an offer to Garrett Hawkinson. He has served as a seasonal employee for the District in the past and has experience with many of the new lab diagnostic equipment we hope to incorporate in the future. Finally, we have almost filled all our seasonal positions and should have all on board before June 1.
9. Department Reports:
- a) Peter Bonkrude, District Manager - Operations Report – The District Manager stated he would be submitting the Operations Report until the new Operations Manager is on board. During this report period, the Operations Department began consistent inspection and larvicide work in the field despite unusually cool weather. Chemigation was also started at Sierra Pacific-Anderson, as well as discussion and brainstorming new ways to tackle both Sierra Pacific-Anderson and Shasta Lake to increase our control and efficiency at both locations. We also have interviewed and hired most of the seasonal staff for the Operations Department. We plan to have 4 seasonal hires. Finally, we inspected and treated over 1,500 storm water catch basins for the first time this season. We then monitor these locations and treat as needed throughout the season. The district received 79 service requests during this report period. There were 687 mosquito inspections or treatments were made during this report period, and of those treatments 275 were made to sources.
- b) John Albright, Vector Ecologist – Vector Ecology Report –The Vector Ecologist stated New Jersey-style light trap numbers remained very low, near 2021 levels and below seasonal averages throughout this report period. This is due to the continuation of several years of drought leading to fewer natural standing water sources for mosquito breeding. It is now known that water will not flow through the ACID Canal this year. It is likely that this situation will have profound effects on mosquito populations as measured by light traps and CO2-baited encephalitis virus surveillance (EVS) traps within the District because seepage from the canal has always been a source of major mosquito breeding throughout much of District. This will be interesting to observe this year because this situation is unprecedented in both the histories of the District and the ACID Canal. EVS traps showed dramatic fluctuations in mosquito populations throughout the report period as trapping weather conditions moved between favorable (warm, dry, and calm) and unfavorable (cold, wet, and windy) depending on which weeks and days the traps were set. *Aedes sierrensis* mosquitoes (aka western treehole mosquitoes) were the primary species being caught in the traps. *Aedes sierrensis* mosquitoes are a significant pest species because of their aggressive feeding behavior on humans. They generate more mosquito nuisance service requests than any other mosquito species within the District. Also, these mosquitoes are known to be an important vector of canine heartworm in

this area. Typically, they are only found in great abundance within the District from late March through about mid-June. By the time of the June Board meeting, *Culex spp.* mosquito populations are expected to rise as *Aedes sierrensis* populations fall within the District as summer approaches. Samples of *Culex pipiens* and *Culex tarsalis* mosquitoes have been collected since early in the year, when they first began to emerge from winter dormancy. These are the types of mosquitoes that spread West Nile virus, Saint Louis encephalitis, and western equine encephalomyelitis, diseases which have historically been detected in California. Until recently the samples remained in cold storage at the District because the chance of finding disease this early in the year is very low. On May 5 the first batch of 9 samples (171 total mosquitoes) was submitted to UC Davis to be tested for mosquito-borne virus diseases. As of this report, test results are still pending for those samples. Historically, positive mosquito sample results are not expected until sometime in the summer. The District has set up three sentinel chicken flocks (8 birds each) to monitor for antibodies to mosquito-borne diseases in the environment. Results are pending for blood samples taken from the flocks on May 6 and submitted to the California Department of Public Health for testing. No tick surveillance was performed during this report period. There are currently still 110 samples of from 3 to 5 *Ixodes pacificus* ticks each at Placer County MVCD awaiting testing for the presence of tick-borne diseases. The Scientific Operations Manager appeared as a guest on the Morning Show on KQMS radio on April 21 and spoke about California Mosquito Awareness week and other seasonally appropriate vector-related topics. On April 22 Scientific Operations personnel manned a booth at the Redding Rancheria Earth Day Celebration. Also, Scientific Operations personnel manned booths at the Sundial Bridge and Turtle Bay Museum on the following Friday and Saturday to commemorate California Mosquito Awareness Week. The Scientific Operations Manager is again scheduled to appear on KQMS on May 19, which is now a recurring event on the third Thursday of every month. A field trip to the District from Chrysalis School is currently scheduled to occur on June 3. This will be the first classroom to visit the District since the beginning of the pandemic.

## 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 2022-2023): Presentation. The District Manager stated the budget process began in January. The Finance Committee members are Vice President Dave Maron, Trustee Benjamin Hanna, 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- \$29.10 which is a 3% increase, and a 6.67% increase in Benefit assessment Area 1- \$22.50. Overall, we are anticipating a 7% increase in Salaries and Benefits, largely due to contracted increases and increases in pension costs. We are expecting an increase in Revenue of 5% due to the housing industry picking up speed and general increase in both benefit assessments. An increase will be in Operating costs of 2% due to rising gas prices and an increase in Administration costs of 2% due to increased

insurance costs. The District Manager reviewed a multi-year budget comparison, pension cost overview as well as a budget-to-budget comparison. The District Manager stated we should continue planning for the pension cost increases for future budgets by; allocating money internally to handle pension expenses, explore options of section 115 pension trust as well as planning for a recession are high priorities. Discussion followed.

- b) Discussion and/or Approval to authorize the Report on Shasta Mosquito and Vector Control District's Mosquito, Vector and Disease Control Assessment Preliminary Engineer's Report, June 2022 (Service Area 1)-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 2021 was 4.24% and there was 14.01% of unused CPI from previous years. The maximum authorized assessment rate for fiscal year 2022-23 is \$24.82 per single family equivalent benefit unit. SCI Consulting Group has prepared an updated Engineer's Report for fiscal year 2022-23, which includes the proposed budget estimate of \$3,049,970 determining the need for the assessments for fiscal year 2022-23. If the Board approves this budget and the assessment rates in the Engineer's Report, the assessments for 2022-23 will be levied at the rate of \$22.50 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 21, 2022, 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 2022-23. 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. 2022-04 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 2022-23 is \$1,501,875. If the Board approves this budget and the assessment rates in the Engineer's Report, the assessments for 2022-23 will be levied at the rate of \$22.50 per single family equivalent benefit unit which is below the maximum authorized rate. **A motion was made by Secretary Morningstar and seconded by Vice President Maron and it was agreed unanimously to approve Resolution No. 2022-04 of intention to levy assessments for fiscal year 2022-23, 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) Consideration of Approval of Resolution No. 2022-04 of intention to levy assessments for fiscal year 2022-23, Preliminarily approving the engineer's report, and providing for notice of hearing for the Mosquito, Vector and Disease Control Assessment No.1 Service Area **A motion was made by Secretary Morningstar and seconded by Vice President Maron and it was agreed unanimously to approve Resolution No. 2022-04 of intention to levy assessments for fiscal**

**year 2022-23, Preliminarily approving the engineer's report, and providing for notice of hearing for the Mosquito, Vector and Disease Control Assessment No.1 Service Area.**

- d) Discussion and/or Approval to authorize the Report on Shasta Mosquito and Vector Control District's Mosquito, Vector and Disease Control Assessment Preliminary Engineer's Report, June 2022 (Service Area 2). 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 of 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 from December 2020 to December 2021 was 4.24%. The maximum authorized assessment rate available for fiscal year 2022-23 could be up to \$29.10 per single family equivalent benefit unit. The estimate of cost and budget in this Engineer's Report proposes assessments for fiscal year 2022-23 at the maximum rate of \$29.10. SCI Consulting Group has prepared an Engineer's Report for fiscal year 2022-23, which includes the estimated proposed budget for the assessments for fiscal year 2022-23 of \$248,992 determining the need for the assessments for fiscal year 2022-23. If the Board approves this budget and the assessment rates in the Engineer's Report, the assessment for 2022-23 will be levied at the rate of \$29.10 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 21, 2022, at the hour of 1:00 p.m. via zoom from 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 2022-23. 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. 2022-05 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 2022-23 is \$176,783. If the Board approves this budget and the assessment rates in the Engineer's Report, the assessment for 2022-23 will be levied at the rate of \$29.10 per single family equivalent benefit unit. **A motion was made by Vice President Maron and seconded by Secretary Morningstar and it was agreed unanimously to approve Resolution No. 2022-05 of intention to continue to levy assessments for fiscal year 2022-23, preliminarily approving engineer's report, and providing for notice of hearing for the Mosquito, Vector and Disease Control Assessment No. 2 Service Area.**
- e) Consider Approval of Resolution No. 2022-05 of intention to continue to levy assessments for fiscal year 2022-23, preliminarily approving engineer's report, and providing for notice of hearing for the Mosquito, Vector and Disease Control Assessment No. 2 Service Area. **A motion was made**

by Vice President Maron and seconded by Secretary Morningstar and it was agreed unanimously to approve Resolution No. 2022-05 of intention to continue to levy assessments for fiscal year 2022-23, preliminarily approving engineer's report, and providing for notice of hearing for the Mosquito, Vector and Disease Control Assessment No. 2 Service Area.

- f) Discussion and or Approval to authorize the District Manager to expend above the current budgeted amount of \$238,000 for account #32100- Pesticides by \$10,000. This would increase account #32100 Pesticide from \$238,000 to \$248,000. The District Manager stated that when the District conducted the annual bid for pesticide, the resulting product is a fixed calendar year bid list, utilized by the District Manager for needed purchases. During that process, the board also authorized the District Manager the ability to make needed purchases in an amount not to exceed the budgeted amount of \$238,000. This year, due to changes in accounting that switched our staff from tracking pesticides as an expense not as an inventory, purchase decisions were made with incomplete information, resulting in over budget expenditures. Therefore, staff is requesting that the District Manager be retroactively authorized to make purchases exceeding the \$238,000 by \$10,000 to \$248,000. Although this will exceed the budget line item, the Operations Budget category will have sufficient surplus funds to allow for the overbudget expenditure. **motion was made by Secretary Morningstar and seconded by Vice President Maron and it was agreed unanimously to approve authorizing the District Manager to expend above the current budgeted amount of \$238,000 for account #32100- Pesticides by \$10,000. This would increase account #32100 Pesticide from \$238,000 to \$248,000.**

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).*

14. ADJOURNMENT –

**Upcoming Events and SMVCD Office Schedule:**

- April 2 - August 20, 2022 Various Farmers' Markets
- June 11, 2022 Health and Safety Fair, Sundial Bridge
- June 21, 2022, SMVCD Regular Board of Trustees Meeting

*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 2:13 p.m.**

MINUTES APPROVED:

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