



SHASTA MOSQUITO AND VECTOR CONTROL DISTRICT

June 20, 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 1:00 P.M.
Roll Call

Trustees Present: Philip Cramer, President
Ann Morningstar, Secretary
Benjamin Hanna, Trustee

Trustees Absent: Dave Maron, Vice President

Others Present: Peter Bonkrude, District Manager
Darcy Buckalew, Administrative Manager
John Albright, Scientific Operations Manager
Monty Currier, 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 Trustee Hanna 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 Trustee Hanna 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 May 17, 2022.
 - b) May/June Payables in the amount of \$177,201.47.
A motion was made by Secretary Morningstar and seconded by Trustee Hanna 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 5/31/2022-The District Manager stated income and expenses are where they should be. We are forecasting some surplus at the end of the year. We are at the end of the fiscal year and should have most accrued by August.
 - b) Arbovirus #10, Week 23, June 10, 2022- The District Manager stated this arbovirus report is for the week ended June 10, 2022. There are no human positives, 8 WNV positive dead birds from 5 counties, no seroconversions, and there are 25 positive mosquito pools in 6 counties. The Scientific Operations Manager stated that as of today there are also positives in Sac/Yolo. We expect to have some positives here in the next month.
 - c) CERBT 3-30-2022- The District Manager stated this is the CERBT Fund balance at 3-30-2022.
 - d) VCJPA Member Contingency Fund 3-31-2022- The District Manager stated that this is the fund balance for the Member Contingency Fund. As you can see, we have some negative interest earned as most funds have. We are still doing well and within where our balance needs to be.
 - e) LAFCO Final Budget- The District Manager stated this is LAFCO's final budget, not much has changed from the preliminary budget.
 - 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. We plan on revisiting the strategic plan dates with staff in the next few months.

8. Manager's Report – The District Manager stated during this report period we continued to reach out and present to City Councils regarding the work performed by the District in 2021. As of June 1st, Monty Currier joined the District as our new Operations Manager and is busy getting acclimated to the District and our day-to-day operations. Unfortunately, we found our first *Aedes aegypti* this year and completed WALs treatments using both our backpack equipment and our truck-mounted A-1 sprayer. Senecio, a robotics company, met with District staff to discuss several of their new technologies. Included during the discussion we saw their SIT technologies, which include a novel automated packaging workflow, aiming to speed up the selection of male mosquitoes and putting them into dispersal tubes. We also saw demonstrations of their new sorting and pooling robot, that using high resolution imagery and robotic automation will identify, sort and pool mosquito traps to assist in the sometimes tedious and time-consuming task of mosquito identification. Finally, we created an Invasive Aedes task force to begin formalizing the surveillance, response, and control of *Aedes aegypti* and *Aedes albopictus* mosquitoes.

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 continued inspection and larvicide work in the field despite unusually cool weather, bouts of wind and passing storms. Finished catch basin program and began neglected swimming pool program. Performed first WALs treatment for invasive aedes. The district received 82 service requests during this report period. 2,835 mosquito inspections were made during this report period.
- b) John Albright, Scientific Operations Manager– Vector Ecology Report –The Scientific Operations manager stated several years of drought are leading to fewer natural standing water sources for mosquito breeding. There were a lot of malfunctions with the New Jersey Light traps this past month. 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. Due to water cutbacks residents are not watering their lawns as much so this may reduce water sources and maybe mosquito populations. So far, the samples we have sent in have been negative. There have no dead birds or positives in the sentinel chicken flocks. We have a new area in the Home Depot area that we have found *Aedes aegypti*. We have a good distribution of traps and we are moving traps to a wider area. We found *Aedes albopictus* in the Walker Mine area so we have added traps around that area also. President Cramer asked if we have comparable responses as other districts have. The District Manager stated that we are addressing it more head on so we go door to door when we find these mosquitoes in the area due to these mosquitoes liking to hide in container plants and smaller areas that hold water like plant saucers. We also look a lot in mobile home parks because they typically have more container plants. We have backed off some because we haven't found disease only the mosquitoes. We are working more from eradication to maintenance focus. The Scientific Operations Manager stated he presented to the field trip from Chrysalis School on June 3. This was 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:

- a) Staff Report from District Manager concerning the Mosquito, Vector and Disease Control Assessment for District Area 1. The District Manager stated that items 11a through 11g address the benefit assessments for both Area 1 and Area 2. He stated that the Benefit Assessment for Service Area 1 is being set at \$22.50.
- b) Staff Report from District Manager concerning the Mosquito, Vector and Disease Control Assessment for District Area 2. The District Manager stated that the Benefit Assessment for Service Area 2 is being set at \$29.10.
- c) Legal Notice of Public Hearing
- d) Open Public Hearing:

At 1:42 P.M. President Cramer opened the Public Hearing. The District Manager introduced John Bliss, SCI Consulting Group. Mr. Bliss thanked the board and reviewed Benefit Assessment area 1 and 2. Mr. Bliss also discussed there is always a possibility for challenges and SCI is always watching for any changes. Public Hearing to Consider the Ordering of Services and Levy of the Assessments for Fiscal Year 2022-2023 for the “Mosquito Control and Disease Prevention Assessment” and Ordering Levy of Assessments for Fiscal Year 2022-2023 for the “Mosquito, Vector and Disease Control Assessment Service Area 1.” On August 3, 2005, after conducting a ballot proceeding this Board by its Resolution No. 2005-04, first authorized the levy of assessments for the “Mosquito Vector and Disease Control Assessment” pursuant to the provisions of the Health and Safety Code section 2080 et seq. and Article XIID of the California Constitution. Since this time, the assessments have been continued annually and are providing important revenues needed to fund mosquito, vector and disease control projects and services in the District. SCI Consulting Group, the Engineer of Work for purposes of these proceedings, has hereby prepared an Engineer's Report for the “Mosquito, Vector and Disease Control Assessment Service Area 1” This Engineer's Report includes the proposed budget for the assessments for fiscal year 2022-23 and the updated proposed assessments for each parcel in the Shasta Mosquito and Vector Control District. The assessments for “Mosquito, Vector and Disease Control Assessment” include an annual increase equal to the change in the San Francisco Area Consumer Price Index (CPI), not to exceed 3% (three percent) per year without a further vote or balloting process. The actual change in the CPI for 2021 was 4.24% including unused CPI from cumulative years past. The District proposes to assess at a rate of **\$22.50**, well below the maximum allowable rate. SCI Consulting Group has prepared an updated Engineer's Report for fiscal year 2022-23, which includes the proposed budget for the assessments for fiscal year 2022-23 of \$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**, well below the maximum authorized rate. On July 17, 2007, after conducting a ballot proceeding this Board by its Resolution No. 2007-06, first authorized the levy of assessments for the “Mosquito Vector and Disease Control Assessment” pursuant to the provisions of the Health and Safety Code section 2080 et seq. and Article XIID of the California Constitution. SCI Consulting Group, the Engineer of Work for purposes of these proceedings, has hereby prepared an Engineer's Report for the “Mosquito, Vector and Disease Control Assessment Service Area 2” This Engineer's Report includes the proposed budget for the assessments for fiscal year 2021-22 and the updated proposed assessments for each parcel in the Shasta Mosquito and Vector Control District. The assessments for “Mosquito, Vector and Disease Control Assessment Service Area 2” include an annual increase equal to the change in the San Francisco Area Consumer Price Index (CPI), not to exceed 3% (three percent) per year without a further vote or balloting process. The actual change in the CPI for 2021 was 4.24% including unused excess carried over from last year which will be banked and can be used in future years. Therefore, the maximum authorized change in the assessment rate for fiscal year 2022-23 is **\$29.10** per single-family equivalent. SCI Consulting Group has prepared an updated Engineer's Report for fiscal year 2022-23, which includes the

proposed budget for the assessments for fiscal year 2022-23 of \$176,783. 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 **\$29.10** per single family equivalent benefit unit. This public hearing was noticed by publication in the Redding Record Searchlight on June 6, 2022. It is the recommendation of the District Manager that the Board of Trustees hold a public hearing for the proposed continuation of the assessments for the "Mosquito, Vector and Disease Control Assessment Service Area 1" in order to receive any public input on the proposed continuation of the assessments, the proposed assessment budget for fiscal year 2022-23 and the services and programs the assessments fund, and any other issues related to the assessments. After the close of the public hearing to consider the ordering of services, and the levy of the assessments for fiscal year 2022-23, it is recommended that the Shasta Mosquito and Vector Control District Board of Trustees adopt Resolution No. 2022-06, approving the Engineer's Report, confirming the diagram and assessments for fiscal year 2022-23 for the "Mosquito, Vector and Disease Control Assessment Service Area 1 and adopt Resolution No. 2022-07, approving the Engineer's Report, confirming the diagram and assessments for fiscal year 2022-23 for the "Mosquito, Vector and Disease Control Assessment Service Area 2.

- I. Consider the Ordering of Services and Levy of the Assessments for Fiscal Year 2022-23 for the "Mosquito Control and Disease Prevention Assessment (Area 1)" and Ordering the Levy of Assessments for the Fiscal Year 2022-2023 for the "Mosquito, Vector and Disease Control Assessment (Area 1)." (The SFE is \$22.50)
 - II. Consider the Ordering of Services and Levy of the Assessments for Fiscal Year 2022-2023 for the "Mosquito Control and Disease Prevention Assessment (Area 2)" and Ordering the levy of Assessments for the Fiscal Year 2022-2023 for the "Mosquito, Vector and Disease Control Assessment (Area 2)." (The SFE is \$29.10)
 - III. Staff and Consultant Response to Public Questions- There were no questions from the public.
- e) Close Public Hearing - Return to Regular Board of Trustees Meeting- Vice President Cramer closed the Public Hearing at 1:47 P.M.
 - f) Consider Adoption of Resolution #2022-06 Approving Final Engineer's Report. Confirming Diagram and Assessment, and Ordering the Levy of the Mosquito, Vector and Disease Control Assessment (Area 1) for Fiscal Year 2022-2023. **A motion was made by Secretary Morningstar and seconded by Trustee Hanna and it was agreed unanimously to adopt Resolution #2022-06 Approving Final Engineer's Report. Confirming Diagram and Assessment, and Ordering the Levy of the Mosquito, Vector and Disease Control Assessment (Area 1) for Fiscal Year 2022-2023.**
 - g) Consider Adoption of Resolution #2022-07 Approving Final Engineer's Report. Confirming Diagram and Assessment, and Ordering the Levy of the Mosquito, Vector and Disease Control Assessment (Area 1) for Fiscal Year 2022-2023. **A motion was made by Secretary Morningstar and seconded by Trustee Hanna and it was agreed unanimously to adopt Resolution #2022-07 Approving Final Engineer's Report. Confirming Diagram and Assessment, and Ordering the Levy of the Mosquito, Vector and Disease Control Assessment (Area 1) for Fiscal Year 2022-2023.**

12. New Business:

- a) Consider Adoption of Resolution No. 2022-08 to levy the District's 1996 Mosquito and Vector Control Assessment for Fiscal Year 2022-2023. The maximum amount allowed per single family resident is \$7.02 but will be levied at \$0. The District Manager stated this item is intended to memorialize the fact that the District is not levying any money or any assessment under the 1996 Assessment but keeping the assessment viable should it be needed sometime in the future. It is the staff's recommendation to adopt Resolution No. 2022-08 to levy the District's 1996 Mosquito and Vector Control Assessment for Fiscal Year 2022-2023 at \$0. **A motion was made by Trustee Hanna and seconded by Secretary Morningstar and it was agreed unanimously to adopt Resolution 2022-08 to levy the District's 1996 Mosquito and Vector Control Assessment for Fiscal Year 2022-2023. The maximum amount allowed per single family resident is \$7.02 but will be levied at \$0.**
- b) Discussion and/or Approval to Adopt Shasta Mosquito and Vector Control District 2022-23 Fiscal Year Budget for District Service Area 1 in the amount of \$3,294,988. The District Manager stated the budget process began in January with the issuance of the Budget Calendar. Staff then met and built departmental budget needs; with the first draft being presented to the Finance Committee in April. The Committee and staff met several times since and presented the proposed draft budget to the Board and the public at the May Board meeting. Health and Safety Code section 2070(a) provides that on or before August 1st of each year, the Board of Trustees shall adopt a final budget. Staff recommendation is to adopt the 2022-2023 Fiscal Year Budget for District Service Area 1 in the amount of \$3,042,638. Adopt Shasta Mosquito and Vector Control District 2022-2023 Fiscal Year Budget for District Service Area 2 in the amount of \$252,349. Approve Resolution 2022-09 Adopting Shasta Mosquito and Vector Control District Fiscal Year 2022-2022 Budget for District Service Area #1 and #2 in the amount of \$3,294,988. Passage of these items will allow the District to continue operation through the end of the 2022-2023 fiscal year. **A motion was made by Secretary Morningstar and Seconded by Trustee Hanna and it was agreed unanimously to Adopt Shasta Mosquito and Vector Control District 2022-2023 Fiscal Year Budget for District Service Area 1 in the amount of \$3,042,638.**
- c) Discussion and/or Approval to Adopt Shasta Mosquito and Vector Control District 2022-23 Fiscal Year Budget for District Service Area 2 in the amount of \$252,349. **A motion was made by Secretary Morningstar and Seconded by Trustee Hanna and it was agreed unanimously to Adopt Shasta Mosquito and Vector Control District 2022-2023 Fiscal Year Budget for District Service Area 2 in the amount of \$252,349.**
- d) Discussion and/or Approval of Resolution 2022-09 Adopting Shasta Mosquito and Vector Control District Fiscal Year 2022-2023 Budget for District Service Area #1 and #2 in the amount of \$3,294,988. **A motion was made by Secretary Morningstar and Seconded by Trustee Hanna and it was agreed unanimously to authorize the Approval of Resolution No. 2022-09 Adopting Shasta Mosquito and Vector Control District Fiscal Year 2022-2023 Budget for District Service Area #1 and #2 in the amount of \$3,294,988.**
- e) Discussion and/or adoption of Resolution No. 2022-10 establishing the Appropriation Limit for the 2022-2023 Fiscal Year. The District Manager stated per Article XIII B of the California Constitution requires that certain special districts establish an annual Appropriations Limit. Per Government Code §7900-7914 and §2227-2228 which provides the process in which to calculate the appropriations limit the 2019-2020 Appropriation Limit is being calculated using the percentage change of the Shasta County population (-0.82%). The percentage change in per Capita Personal Income (CPI) over prior year, 7.55%, from California Department of Finance (DOF) and is \$5,820,498. **A motion was made by Trustee Hanna and Seconded by Secretary Morningstar**

and it was agreed unanimously to approve Resolution 2022-10 establishing the Appropriations Limit for the 2022-2023 Fiscal Year.

- f) Discussion and/or Acceptance of the Draft Independent Audit of the District’s 2020-2021 financial statements Fedak & Brown LLP Certified Public Accountants. The District Manager stated to effectively perform financial stewardship of the District, an annual independent audit is conducted. This annual report should be a comprehensive annual financial report that includes audited “basic financial statements”, audited fund statements and statistical sections. This report should be prepared in conformity with generally accepted accounting principles (GAAP). This is the first fiscal year that Fedak & Brown LLP are doing our audit. The District Manager introduced Chris Brown of Fedak & Brown. In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Shasta Mosquito and Vector Control District as of June 30, 2021, are unmodified “clean” opinion. We did not Identify Material Weakness Within the District’s Internal Control Structure, However We Noted a Deficiency. We Recommend that the District Close the Year-End Books and Present the Annual Financial Statements on the Full Accrual Basis of Accounting. Total expenses decreased primarily due to decreases in pension and OPEB actuarial adjustments recorded under salaries and benefits, which was offset by an increase in other expenses consisting of services, materials, utilities and depreciation. General Revenues increased primarily due to increased property tax and gain on sale of assets and insurance proceeds from VCJPA. **A motion was made by Trustee Hanna and Seconded by Secretary Morningstar and it was agreed unanimously to approve the draft independent audit of the District’s 2020-2021 financial statements by Fedak & Brown LLP, Certified Public Accountants.**

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
- July 19, 2022, SMVCD Regular Board of Trustees Meeting
- August 16, 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 2:31 p.m.

MINUTES APPROVED:

