

Solano County Mosquito Abatement District

ROBERT MEADOR, President, Vacaville
DANIEL GLAZE, Vice President, Vallejo
MARLON OSUM, Secretary, Suisun City
RONALD SCHOCK, Trustee-at-Large
WALTER STANISH, Rio Vista
PAUL WADE, Fairfield
MIKE WHITE, Benicia
TAD SMITH, Dixon

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Meetings: Second Monday Every Month 4:30 P.M.

MIGUEL CARDENAS, Manager
MARK McCAULEY, Supervisor
BRET BARNER, Biologist
TAMI WRIGHT, Admin. Asst.

MINUTES OF THE MEETING OF NOVEMBER 12, 2024 BOARD OF TRUSTEES OF THE SOLANO COUNTY MOSQUITO ABATEMENT DISTRICT

1. Call to Order:

Vice-President Glaze called the meeting to order at 4:30 p.m. at the Solano County Mosquito Abatement District Building, 2950 Industrial County, Fairfield, CA 94533.

2. Pledge of Allegiance:

All those in attendance recited the pledge of allegiance.

3. Roll call:

Present Trustees: Schock, White, Glaze, Wade and Smith.

Absent Trustees: Stanish, Osum and Meador

Also in attendance:

Miguel Cardenas

Tami Wright

Scott German, Fechter & Co, CPA

4. Minutes of the meeting of October 14, 2024.

Unanimously approved on motion by Trustee M. White seconded by Trustee R. Schock.

5. Examination Manager's Report for the month of October 2024.

Trustee White inquired about the decrease in female mosquito population, Manager Cardenas stated that it was due to treatments and the weather. He also inquired about the modified mosquito technology and Manager Cardenas responded it is in regard to the sterilized male mosquitoes that are used to reduce mosquito populations. The purpose that I attended is to keep updated on the topic.

Trustee Schock inquired about the Solano County Local Agency Formation Commission (LAFCO) in regard to the Municipal Service Review (MSR). Manager Cardenas responded that it is a regular review of the service provided to the public, a review of assets. Trustee White inquired about the website recommendations that were stated in the initial LAFCO report. Manager Cardenas made the necessary changes that were required on the website. We will still be updating further. When the LAFCO review is finalized, we shall give the Board a copy of the finalized report.

Trustee Smith asked about what grants you were foresee seeing the district applying for. Manager Cardenas replied that he foresees cyber security being one of them.

Accepted as written.

6. Payment of Bills for October 2024.

Unanimously approved on motion by Trustee M. White seconded by Trustee R. Schock.

7. Examination of Financial Sheet for the month of October 2024.

Accepted as written.

8. This time is reserved for members of the public to address the Board relative to matters of Board Business:

a. None

9. Correspondence:

a. Employee recognition letter from the Board of Trustee's for the employees achieving an outstanding milestone during the 2023-2024 program year completing the year with no paid workers' compensation claims.

10. New Business:

a. Presentation of the FY 2023-2024 Annual Audit by Scott German, CPA of Fechter and Co.

Scott German, CPA gave a PowerPoint presentation Financial State Audit June 30, 2024. talking points included adding a line item for recovered expenses including duck clubs in the Suisun Marsh, Department of Fish & Wildlife. Scott suggested making budget adjustments with the recovered monies. Also discussed was CalPERS unfunded liability and Scott replied that are various reasons that it will never be paid due to it being a moving target. How often do we need to change CPAs was asked and discussed.

b. Resolution 24-08 RESOLUTION OF THE BOARD OF TRUSTEES OF THE SOLANO COUNTY MOSQUITO ABATEMENT DISTRICT STATING ITS

INTENT TO PARTICIPATE IN THE ACTIVITIES OF THE SOLANO-YOLO BI-COUNTY SPECIAL DISTRICTS ASSOCIATION.

Manager Cardenas stated that it is in the best interest of the district to be involved in items pertinent to Special Districts in the area.

Unanimously approved on motion by Trustee M. White seconded by Trustee M. Osum.

- c. Election/Appointment of SCMAD Board Officers for 2025. See Board of Trustees Officers Qualifications, Section and Terms of Office.

Trustee M. White nominated Trustee P. Wade for the Secretary position and seconded by Trustee T. Smith.

Manager Cardenas discussed pre-requisites for the Secretary position are restrictive and will need review in the future.

11. Unfinished Business:

- a. Reconsideration/Action of bid to replace hot water heater at the main administrative office.

Manager Cardenas informed the board that IES changed the agreement, so we declined their bid.

Manager Cardenas suggested reviewing and amending the purchase policy to address issues when a vendor is unable to perform the services.

Approved on motion by Trustee T. Smith seconded by Trustee P. Wade to approve water heater replacement bid to BDH Plumbing in the amount of \$15,323.74.

Yes: Trustees Wade, White, Glaze and Smith

Noes: Trustee Schock

12. Reports:

- a. None

13. Board Discussions:

- a. Trustee Smith stated that he wanted to get together with Trustee White to discuss the SDLA conference information report. Trustee White stated he had 3 items he would like the board to work on for the future: Strategic Plan, Line item of duck club reimbursement, D F& W reimbursement. Discuss evaluation method of Manager Cardenas for the December meeting. Manager Cardenas suggested establishing an ad hoc committee to be set up for the purpose of Manager evaluation. Vice-President

Glaze appointed Trustees Schock, White and himself to the Manager Evaluation Ad Hoc committee. They will be meeting on December 2, 2024 @ 10:00. Manager Cardenas will supply them and samples of Manager Evaluations prior to their meeting.

Trustee Smith inquired about a policy regarding public attendance at board meetings. Manager Cardenas said he would be looking into the topic. He also asked about the other Special District in Solano County revenues relative to ours. Manager Cardenas said he would provide follow-up information. Trustee Smith also inquired that he would like SCMAD to be included in the County Tax Bill informational flyer.

Trustee Schock and Wade asked about employee evaluations. Manager Cardenas stated that they have not previously been done. He also stated that he has already spoken to his direct staff that we will be having evaluations. Trustee White inquired if the district would have issues with represented employees? Manager Cardenas stated past practices do not constitute contract language, but that he will review the contract.

14. Adjournment:

Vice-President D. Glaze adjourned the meeting at 6:20 p.m.

Secretary