

METROPOLITAN
MOSQUITO CONTROL DISTRICT

EXECUTIVE COMMITTEE

June 22, 2022

9:15 AM

Information Packet

METROPOLITAN MOSQUITO CONTROL DISTRICT
MEETING ANNOUNCEMENT

COMMITTEE: **Executive Committee Meeting**
Metropolitan Mosquito Control District
2099 University Avenue West
St. Paul, MN 55104

DATE: **Wednesday, June 22, 2022**
TIME: **9:15 AM**

A G E N D A

1. Approval of Minutes May 25, 2022 Meeting*
2. Intergovernmental Issues – Kim Scott, Peg Larsen
3. Approve Lobbyist Contract Renewal (2023-24)*
4. Initial 2023 Budget and Levy Discussion
5. Executive Director’s Report
6. Labor Negotiations (closed meeting)
7. Other Issues
8. Adjournment

* Action Requested

Commissioner Robyn West	Anoka County
Commissioner Tom Workman	Carver County
Commissioner Liz Workman	Dakota County
Commissioner Angela Conley	Hennepin County
Commissioner Nicole Frethem	Ramsey County
Commissioner David Beer	Scott County
Commissioner Gary Kriesel	Washington County

Next Commission Meeting: Wednesday, July 27, 2022, 9:15 a.m.
Following Commission Meeting: Wednesday, August 24, 2022, 9:15 a.m.
Next Executive Committee Meeting: Wednesday, September 28, 2022, 9:15 a.m.

METROPOLITAN MOSQUITO CONTROL DISTRICT
EXECUTIVE COMMITTEE MEETING

MINUTES
MAY 25, 2022
9:15 AM

Vice Chair Gary Kriesel called the meeting to order at 9:17 a.m. Due to the ongoing COVID-19 pandemic, this meeting was conducted remotely using GoToMeeting software. Roll call votes were recorded for each item because this meeting was conducted remotely.

Roll Call:

Commissioner Robyn West	Anoka County
Commissioner Nicole Frethem	Ramsey County
Commissioner David Beer	Scott County
Commissioner Michael Beard	Scott County
Commissioner Gary Kriesel	Washington County

Commission Beard joined the meeting after the roll call.

Staff:

Stephen Manweiler, Executive Director
Arleen Schacht, Business Administrator
Cassie Sweeney-Truitt, Administrative Assistant

Visitors:

Peg Larsen, RCS Consulting
Kim Scott, RCS Consulting
Joe Langel, MMCD Legal Counsel

Vice Chair Gary Kriesel welcomed all in attendance and thanked them for attending the meeting.

Approval of March 23, 2022 Committee Meeting Minutes

Commissioner Robyn West offered the following resolution and moved its adoption.

Resolution 1:

Resolved, that the March 23, 2022 Executive Committee Meeting minutes be approved as presented.

Commissioner Michael Beard seconded the motion.

The Commissioners voted as follows.

Commissioner Robyn West	Yes
Commissioner Nicole Frethem	Yes
Commissioner David Beer	Yes
Commissioner Michael Beard	Yes
Commissioner Gary Kriesel	Yes

The resolution was adopted.

Legislative Update

Peg Larsen commented that no one should be especially surprised at the ending of this year's legislative session. There was an expectation from the beginning that very little would be accomplished, considering that this is a redistricting year, and that the entire Legislature will be running for reelection. Even with a \$9.4 billion surplus, the Legislature could not agree on a way to spend it within their allotted timeframe. Ultimately, only a few bills were passed and none of the major budget and spending bills were passed. The Legislature left taxes, education, and healthcare all on the table when they adjourned. ([Read more](#) for a comprehensive list of [What did and didn't get done at the Minnesota Capitol this legislative session.](#))

A few conference committees did come to agreements, which could have been voted on individually, but were not brought to the floor in favor of attempting to reach a global deal on all of the budget bills (plus a tax bill). The omnibus environment conference committee came to an agreement that did not include the House language that would have allowed cities to limit the use of pollinator-lethal pesticides. (If you recall, we were able to modify the original language for clarity and ensure that an exception for MMCD's work was included.) We expect to see this provision reintroduced in the future and we will continue to work with the authors to support MMCD's mission.

At this point, the House DFL majority and Governor Walz have indicated that they could agree to a special session. (Only the governor can call a special session, but the Legislature decides when to adjourn a special session.) However, the Senate Republican majority does not seem interested in coming back for a special session to spend money that they did not want to spend this session to begin with. If the Legislature does come back for a special session, they may pass the conference committee reports that were previously agreed to, but unless they have a very tight agreement with all of the caucuses, a special session is unlikely to happen.

Finally, there were an eye-popping 51 legislative retirements between both parties, including several committee chairs. The loss of many of these legislators will surely change the face of the legislature in the coming years.

A [full list](#) of **current legislators not seeking re-election** or running for another position has been compiled by the Legislative Reference Library.

Click [here](#) to see how you were redistricted.

Click [here](#) to see who is running for 2022 elections in Minnesota.

Important Upcoming Dates:

August 9: Primary Election

November 8: Election Day

January 10, 2023: 2023 Legislative session commences

Approve MESB Lease Renewal (2023-24)*

Arleen Schacht explained that the Metropolitan Emergency Services Board has been renting space from the MMCD since the mid-1990s. The current rental (lease) agreement will expire on December 31, 2022. Since the beginning of this agreement (January 1, 2021) utility and operating expenses have increased. The current rent is \$26,412 per year and will increase 3% to \$27,204 per year (\$2,267 per month). The new agreement is unchanged except for the new monthly rent.

Commissioner Robyn West offered the following resolution and moved its adoption.

Resolution 2:

Whereas, the current rental agreement between MMCD and MESB will expire on December 31, 2022, and the utility and operating expenses have increased since the initiation of the current agreement,

Be it now resolved, the new rental agreement between MMCD and MESB increases the annual rent to \$27,204 and includes the MOA language about Boardroom (205) use by MESB under certain circumstances.

Commissioner Nicole Frethem seconded the motion.

The Commissioners voted as follows.

Commissioner Robyn West	Yes
Commissioner Nicole Frethem	Yes
Commissioner Michael Beard	Yes
Commissioner David Beer	Yes
Commissioner Gary Kriesel	Yes

The resolution was adopted unanimously.

Executive Director Search Update

Stephen Manweiler first discussed his planned retirement (December 23, 2022) at the Executive Committee meeting on September 15, 2021 to allow plenty of time to find a successor to prevent the disruption that occurred during the last transition in April 2014. At that meeting the

Executive Committee preferred to have HR staff at MMCD conduct the search with the help of a professional such as BCD Consulting Group. The alternate option was to hire a recruiter to conduct the search.

Arleen Schacht explained that MMCD Human Resources staff were working with Jane Coffey (BCD Consulting) to develop the job posting, updated job description and minimum requirements, interview questions and other tools to aid the Hiring Committee in choosing the next Executive Director. Stephen will recruit MMCC members to be on the Hiring Committee. Arleen also shared a timeline that included interviews in July, leadership evaluations of all finalists in August followed by selection of the next Executive Director by the MMCC in September. We hope the new Executive Director can start in December for some overlap with the current Executive Director for knowledge transfer.

2022 Plans and Initial 2023 Budget and Levy Discussion

Stephen Manweiler shared Consumer Price Index data for the Minneapolis-St. Paul-Bloomington area (March 2022) released by the Bureau of Labor Statistics after the April 27, 2022 Commission meeting. Area prices are up 8.2 percent from a year ago (March 2021 – March 2022). Energy prices increased 30.9 percent over the year, largely due to higher prices for gasoline (41.5 percent). These increases accelerated in late spring 2021 through the present.

We anticipate impacts to the transportation (fuel) and wage portions of the current and 2023 budgets. For this reason, we recommend a 1% increase in the 2023 budget. We also recommend continuing with the long-term plan by increasing the 2023 levy by 2%.

Arleen Schacht pointed out projected fuel and wage expenditures in 2022 and 2023 (increases in wages, rent/building, helicopter and transportation in the budget table on page 22 of the meeting packet). Arleen also noted that projected control material costs (entire budget expended) are higher in 2022 and 2023 because 2019, 2020, and 2021 were drier years (expenditures below budget).

Executive Director's Report

Stephen Manweiler reported that the 2022 control season is off to a good start. Cooler temperatures slowed larval black fly and mosquito development which help limited staff complete all required operations. The first aerial *Bti* treatments to control spring *Aedes* larvae occurred on May 5, two weeks later than in 2021. As of May 24, we have treated 62,625 acres aerially with about 12,000 acres of cattail treatments ongoing. Total aerial treatments (about 74,625 acres) will be very similar to the ten-year (2011-2020) April-May average of 72,726 acres.

About 40 treatments have been completed in small streams to control larval black flies. Treatments in large rivers are just beginning.

Other Issues

Stephen Manweiler reminded everyone that during the April 27 Commission meeting we decided to convene this May 25 meeting remotely based upon COVID-19 transmission and risk. We also agreed to review the situation at this (May 25) meeting to decide how to meet on June 22. Stephen reported that current COVID-19 transmission is higher than it was in late April and proposed convening the June 22 Executive committee meeting remotely. No Commissioners objected.

Vice Chair Gary Kriesel asked if there were any other issues. None were voiced.

Adjournment

Commissioner Michael Beard moved to adjourn the meeting.

Commissioner David Beer seconded the motion.

Commissioner Robyn West	Yes
Commissioner Nicole Frethem	Yes
Commissioner Michael Beard	Yes
Commissioner David Beer	Yes
Commissioner Gary Kriesel	Yes

Vice Chair Gary Kriesel declared the meeting adjourned at 10:07 a.m.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

JUNE 22, 2022

Requested by:

Stephen Manweiler
Arleen Schacht

Action Requested:

Approve Lobbyist Contract Renewal (2023-24)

Background:

In 2020, the District solicited bids for professional representation services to remain aware of legislation that could potentially impact the District's ability to deliver services to citizens. The contract and bid specifications included the following functions and reporting (services provided to MMCD).

Functions

- Build relationships with MMCD staff and key legislators (both republican and democratic parties)
- Monitor developments in state government that impact MMCD operations
- Conduct research, assist with messaging, draft bills and find sponsors
- Represent the MMCD at the Legislature and with Executive Branch
- Support legislation consistent with mission of MMCD and oppose legislation harmful to MMCD

Reporting

- Provide, during session(s), weekly briefs to the MMCD Board and Executive Director by means of email reports
- Upon request attend MMCD Board meetings
- Initiate regular phone communication with the Executive Director and other interested parties
- Other duties as agreed upon

Bid specifications were advertised through the League of Minnesota Cities. The deadline for submission to the MMCD front desk at 2099 University Avenue W., Saint Paul, MN, 55104 was 2:00 PM Central, Tuesday, October 27, 2020. Three potential providers of professional representation contacted the District. Two (Flaherty & Hood, P.A., Knaak & Kantrud, P.A.) asked various questions. Only one (RCS Consulting LLC) submitted a proposal. A two-year contract was awarded to RCS Consulting LLC that expires on December 31, 2022.

Kim Scott and Peg Larsen (RCS Consulting LLC) have provided very effective representation by identifying legislation that could potentially impact District operations and bringing together authors of this legislation and District employees to craft amendments that mitigate negative

impacts while preserving the intent of the legislation. Most of this legislation involves allowing cities to regulate and even ban pesticides that could potentially impact pollinators. Because of Kim and Peg’s work, the District has been able to secure amendments exempting this District from these regulations and bans thereby preserving the District’s ability to protect public health and quality of life.

Peg Larsen and Kim Scott have both expressed their interest in continuing to represent the District. They have requested no changes to the current contract including no fee increases.

We recommend renewing the current contract for two years (services through 2023 and 2024).

Resolution:

Whereas, RCS Consulting has represented MMCD very effectively to the Legislature in 2021 and 2022, and;

Whereas, the contract between RCS Consulting and the MMCD ends on December 31, 2022, and;

Whereas, RCS Consulting has developed contacts and relationships with legislators that will serve as a foundation for MMCD to educate legislators about its services and potential impact upon those services by proposed legislation in 2023 and thereafter, and;

Whereas, RCS Consulting has agreed to provide the same services with no change to its annual fee of \$20,000 through 2024,

Be it now resolved, that the current contract between RCS Consulting and MMCD be renewed through December 31, 2024.

CONTRACT FOR CONSULTANT SERVICES

THIS CONTRACT is entered into this _____ day of _____, 2022, between **METROPOLITAN MOSQUITO CONTROL DISTRICT** ("District"), and **RCS Consulting, Inc.**, ("Consultant").

WHEREAS, the District desires to engage the Consultant to provide certain technical and/or professional services, and in consideration of the mutual promises and covenants contained in this contract, the parties agree as follows:

I. SCOPE OF SERVICES

The District agrees to engage the Consultant, and the Consultant agrees to provide in a satisfactory and proper manner, the services specified in the four (4) page RCS Consulting, Inc. document, which is attached to and made a part of this contract.

II. COMPENSATION/METHOD OF PAYMENT

2.01 Compensation. The total, annual compensation to be paid to the Consultant by the District for services provided within the scope of services of this contract shall be \$20,000.00.

2.02 Method of Payment. The District shall convey to the Consultant an amount of \$1,666.67 or \$1,666.66 as appropriate, on or about the first business day of each month of the contract term, beginning with January 2023. This method of payment is expressly recognized by both parties as a simple convenience of payment of the agreed-to contract amount.

III. GENERAL PROVISIONS

3.01 Period of Performance. The services of the Consultant shall commence on January 1, 2023, and shall terminate on December 31, 2024.

3.02 Renewal. This contract may be renewed with the mutual agreement of both parties evidenced in writing.

3.03 Work Product. The client-specific content, but not the form and structure, of all reports, data, materials, information and other work products prepared in connection with the provision of services contemplated, shall become the property of the District and shall not be published or made available to any individual or organization without the prior written approval of the District or an order of a court of proper jurisdiction.

3.04 Amendments. The terms of this contract may be changed by mutual agreement of the parties. Such changes shall be effective only on the execution of written amendment(s) signed by the District and the Consultant.

3.05 Assignability. It is recognized that one of the District's inducements to enter into this contract is the Consultant's unique combination of training, experience, and knowledge in the fields of the legislative process and access to elected and appointed officials. As such, the Consultant agrees not to assign or transfer this contract without receiving the prior express written consent of the District. Nothing in this provision, however, is intended to limit or restrict in any way the Consultant's freedom to hire, train, and utilize as he sees fit, any assistant(s), agent(s), employee(s), representative(s), contractor(s), or service(s); the Consultant will notify the District in advance of such if reasonably related to the professional services to be provided to it.

3.06 Audits and Inspection. The Consultant agrees to keep and maintain during the performance of this contract and for a period of three years following its completion, records and files relating to the final financial aspects of this contract including, if applicable, payrolls, time records, invoices, receipts, and vouchers, and other records and files relating to the services performed. The Consultant further agrees to allow the District, its designated agents, or appropriate federal or state personnel to enter on the Consultant's premises, at reasonable and mutually agreed to time(s), to inspect, copy and/or audit the above records, and files, and inspect and review, if applicable, the equal employment opportunity and affirmative action programs of the Consultant.

3.07 District's Authorized Agent. The District's authorized agent for purposes of administration of this contract is its Executive Director, Stephen Manweiler.

3.08 Conflict of Interest. The Consultant certifies that, to the best of his knowledge, no employee, official, or officer of the District or other agency interested in the contract, has any pecuniary interest in the business of the Consultant or in the contract. Further, that no person associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the contract.

3.09 Liability. The Consultant agrees to indemnify and save and hold the District, its agents, officials, officers, and employees harmless from any and all claims or causes of action arising from the grossly negligent performance of this contract by the Consultant or the Consultant's agents and employees. This clause shall not be construed to bar any legal remedies the Consultant may have pursuant to this contract. The Consultant shall provide, on demand, applicable certificates of insurance (e.g. workers compensation and/or general liability), or evidence that same are not required by statute.

3.10 Termination of Contract. The District and the Consultant shall both have the right to terminate this contract at any time and for any reason by submitting written notice of termination to the other party at least thirty (30) days prior to the specified effective date of termination. In addition, each shall have the right to terminate this contract on ten (10) days written notice in the event that the other has breached any of the covenants, agreements or stipulations in this contract. In either event, on the termination of this contract, all finished and unfinished reports, data, materials, information, and other work products prepared by the Consultant pursuant to this contract shall become the property of the District and the Consultant will be paid for services performed up to the date of the contract termination. Notwithstanding the above, neither party shall be relieved of liability to the other for damages sustained by virtue of any breach of the contract.

3.11 Independent Contractor. The Consultant is an Independent Contractor and not an employee of the District and, therefore, is not entitled to any of the benefits of employment from the District.

3.12 Interpretation. The Consultant and District agree that the terms and conditions of this contract shall be governed by and interpreted under Minnesota law. In the event that any provision(s) of this contract are held to be contrary to law by a court of proper jurisdiction from whose final judgment, decree, or order no appeal has been taken within the time provided, such provision(s) shall be deemed void. All other provisions shall continue in full force and effect.

IN WITNESS WHEREOF, the parties have caused this contract to be executed by the undersigned duly authorized representative on the day and year first above written.

1. CONSULTANT

2. METROPOLITAN MOSQUITO CONTROL
DISTRICT

By

By

Name, Title/Date

Name, Title/Date

By

Name, Title/Date

RCS Consulting Overview

RCS Consulting was formed in October 1999 and has since represented a broad range of clients including but not limited to: local governments; health care; public education; auto and window manufacturers; telecommunications; Indian tribes and professional sports. The two principals of the firm are Peg Larsen and Kim Scott. If RCS Consulting is selected by the MMCD Board we would work together on this account. Both principals have extensive experience in providing written and oral testimony to the Legislature.

Reporting

RCS Consulting will provide, during session(s), weekly briefs to the MMCD Board and Executive Director by means of email reports. In addition, we will do the following:

- Upon request attend MMCD Board meetings
- Initiate regular phone communication with the Executive Director and other interested parties
- Other duties as agreed upon

Functions

Build relationships with MMCD staff and key legislators. Monitor developments in state government that impact MMCD operations. Conduct research, assist with messaging, draft bills and find sponsors. Represent the MMCD at the Legislature and with Executive Branch Support legislative consistent with mission of MMCD and oppose legislation harmful o that mission.

Past Successes

- Approximately \$1 billion in bonding projects over a 25-year period
- Millions in funding for Civil Legal Services and Minnesota Coalition Against Sexual Assault
- Millions in new money for several school districts
- Expanded levy authority for school districts
- Licensing for mental health counselors
- Policy victories for hospitals and radiation therapy facilities
- Special legislation for counties
- Protected Saturn Corporation's franchise arrangement
- Billions in operational funding for MnSCU between 1987 and 2000

Decision-making

There are times during every session when quick decisions must be made regarding certain provisions in law. A mechanism for such decision-making is in the best interest of both the MMCD and RCS Consulting. The most common approach is to invest in the Executive Director the power to make such calls. Another option is to create an executive committee of the Board empowered to make quick decisions.

Conflicts of Interest

We have no conflicts. RCS Consulting proposes a fee of \$20,000 for the 2023 Session. RCS Consulting will cover all other ordinary expenses owing to the provision of this service. This fee would cover the cost of any special session(s).

Peg Larsen's Biography

Peg Larsen has been involved in politics for more than two decades. Her career began when she ran for and was elected as a member of the Lakeland City Council in 1987. Four years later, she was elected mayor just in time to deal with a serious groundwater contamination issue. While mayor, Peg led the day-to-day operations of the City of Lakeland. She oversaw the budget process, worked with employees who ran the city and resolved personnel problems.

In 1994 she was elected to the Legislature from 56B. During her eight-year tenure in the Legislature she served as chair of the Local Government and Metropolitan Affairs Committee. Larsen's experience in local government has given her great insights into the inner workings and challenges faced by local units. While in the Legislature she also broadened her perspective by serving on committees dealing with Government Operations, Environment and Public Safety.

Peg's many years of public service at the local government level give her much credibility with local officials in the region. Her proven ability to work with partisans on both sides of the aisle allows her to build coalitions that find common ground, which will produce results in our increasingly polarized political climate.

Immediately after she retired from the Legislature, John Kaul asked Peg to join Capitol Gains as a principal partner. She has worked with John to service the needs of a number of clients during the last five years including: the Western Suburban Coalition, Rochester Public Schools, Coalition Against Sexual Assault, Minneapolis Radiology Oncology and several other clients.

Peg Larsen's on-going commitment to public service is evident in her willingness to serve the remainder of the term for a member of the Lakeland City Council who resigned last year. She is currently serving as the Public Works and Roads Commissioner for the city.

Peg Larsen knows her way around the State Capitol. In addition to cordial relationships with members of the Legislature and the Executive Branch, she is well-regarded by the staff. She is best characterized by her thoughtful and bi-partisan approach to relationships and problem-solving.

References for Peg Larsen

Sen Tom Bakk
Senator Warren Limmer
Representative Greg Davids
Eugene Piccolo, Executive Director Mn Association of Charter Schools



KIMBERLY KENDALL SCOTT

2104 E. 43rd St., Minneapolis, MN 55407 ♦ (612) 799-5166 ♦ scott.kimberly@gmail.com

PROFILE

I provide resourceful, loyal & ethical representation utilizing strong communication and problem solving skills, business and political acumen to work with diverse constituencies. My background includes working with state and local government, lobbying, legal research and advocacy, natural resources, regulatory law, and litigation.

WORK HISTORY

KKS, P.A. Government Affairs, Principal, 2015 – present

- Lobby on legislation related to water resources, land use, taxes, and energy funding and policy in the Minnesota State Legislature for clients, such as, Audubon MN, Ducks Unlimited, and Minnesota Outdoor Heritage Alliance.
- Work with legislators and legislative staff to shepherd policy, finance, and bonding bills through the legislative process.
- Communicate with agency personnel, including the Department of Natural Resources, Pollution Control Agency, Board of Water and Soil Resources, and Department of Agriculture, in order to influence legislative outcomes.
- Work with legislative citizen councils (Lessard-Sams Outdoor Heritage Council, LCCMR, and the Clean Water Council) to promote projects and priorities.

The Nature Conservancy, Minneapolis, Minnesota

Government Relations Policy Associate, 2012 – 2015

- Lobbied on state and federal legislation affecting Minnesota, North and South Dakota freshwater, grassland, and forest appropriations and policy.
- Built coalitions with sportsmen, environmental groups, tribes, industry, counties, cities, and townships to address issues related to wildlife habitat, land use, and water regulations.

Milk Specialties Global, Eden Prairie, Minnesota
Consulting Attorney, 2010-2012

- Advised executive management on legislative policy and risk avoidance, including, comprehensive reports regarding regulatory compliance in the agribusiness industry.

Murnane Brandt, St. Paul, Minnesota
Associate Attorney, 2009- 2010

- Managed all aspects of civil litigation in the areas of business law, construction defect, and product liability.

Hanson Lulic & Krall, LLC, Minneapolis, Minnesota
Associate Attorney, 2007 – 2009

- Conducted all phases of civil litigation in construction defect and product liability cases.

Minnesota District Court for the Second Judicial District, St. Paul, Minnesota
Judicial Law Clerk to Judge Gary Bastian, 2005 -2007

- Managed chambers, researched, and drafted orders and legal memoranda.

EDUCATION AND ACCREDITATION

University of Connecticut School of Law, Hartford, Connecticut
Juris Doctor, 2002 – 2005

- Lead Articles Editor, Connecticut Insurance Law Journal
- Summer Associate, mass tort multi-district litigation, Lopez, Hodes, Restaino, Milman & Skikos, San Francisco, California
- Student Attorney, affordable housing and taxes, Connecticut Urban Legal Initiative
- Study Abroad, Disaster Reinsurance, London, England

University of Wisconsin-Madison, Madison, Wisconsin
Bachelor of Arts, Political Science and Art History 1998 – 2001

- Legislative Intern, Wisconsin State Senate
- Research Assistant to Prof. Werner DeBondt, Behavioral Finance, 1998 – 2001

Licensed attorney: State Bar of Minnesota since 2005, United States District Court for the District of Minnesota since 2008

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

JUNE 22, 2022

Requested by:

Stephen Manweiler
Arleen Schacht

Informational:

Initial 2023 Budget and Levy Discussion

Background:

In 2015, a long-term plan was developed to support District finances well into the future. This long-term plan aimed to achieve three goals through incremental annual levy increases and smaller budget increases beginning in 2016. In 2017 we cut \$1.2 million in services as part of this plan.

- The long-term plan implemented in 2016 includes the following goals:
 - Restore District reserves to minimum levels that support District cash flow needs (achieved by the end of 2019)
 - Increase the levy until it is equal to the budget (levy-budget parity) (will support restoring all services cut in 2017)
 - Enable the District to provide expanded services in response to increased human population and development through additional levy-budget increases
- We paused the long-term plan in 2020 because of feared levy deficits due to the COVID-19 pandemic by holding the 2021 levy and budget equal to 2020
- The feared levy deficits largely did not happen in 2020 meaning that in 2021 we were able to restore about \$324,302 worth of services cut in 2017
- We resumed the long-term plan by approving a 2022 levy of \$19,038,676 which is a 2% increase over 2020 and 2021 (\$18,665,369)
- In October 2021, we decided to fully restore in 2022 all 2017 service cuts using some of what we saved in 2020
- In June 2022, the Bureau of Labor Statistics released the Consumer Price Index, Minneapolis-St. Paul-Bloomington area – May 2022
 - Area prices were up 8.7 percent from a year ago (May 2021 – May 2022)
 - Energy prices increased 43.1 percent over the year, largely due to higher prices for gasoline

We considered the future impacts of three 2023 levy scenarios (Table 1, Figure 1, 2).

- A 2% levy increase in 2023 will achieve budget-levy parity in 2025 with very small levy increases required in 2025 and 2026. Restoring all 2017 cuts in 2022-24 will use \$1,333,204 from reserves. Reserves will not be impacted beginning in 2025.
- A 1% levy increase in 2023 will achieve budget-levy parity in 2025 but will require larger levy increases in 2025 and 2026. Restoring all 2017 cuts in 2022-24 will use \$1,722,781 from reserves (increase of \$384,577). Reserves will not be impacted beginning in 2025.
- A 0% levy increase in 2023 will achieve budget-levy parity in 2026 (a 1 year delay) and require larger levy increases in 2025 and 2026. Restoring all 2017 cuts in 2022-25 will use \$2,233,366 from reserves (increase of \$895,162). Reserves will not be impacted beginning in 2026.

Table 1. Impacts to long-term plan of three 2023 levy scenarios (all scenarios include 2% levy increase in 2024).

2023 levy increase	Year that levy = budget	Number of years from 2022	Required levy increases			Cost* to restore 2017 budget cuts until levy = budget (budget-levy parity)
			2024	2025	2026	
2.00%	2025	3	2.00%	0.75%	0.50%	\$1,338,204
1.00%	2025	3	2.00%	1.75%	1.00%	\$1,722,781
0.00%	2026	4	2.00%	2.00%	2.00%	\$2,233,366

* These costs will be taken from reserves. See Figure 2 for how these costs were estimated.

We recommend the following:

- A 1% budget increase in 2023 (Table 2)
- A 2% increase in the 2023 levy followed by another 2% increase in the 2024 levy (minimal levy increases in 2025 and 2026)
- This will support our ability to restore all 2017 service cuts in 2022 and maintain service in 2023 and 2024
- Approving a 2% increase in the 2023 levy (preliminary in July) enables us to observe how the economy performs between July and December. We cannot increase the levy after July but we can decrease it in December if we decide the economic situation justifies a decrease.
- In July 2020, we approved a 0% increase in the 2021 levy because of a feared levy deficit and potential recession. Neither of those had happened by December 2020 but we were unable to increase the 2021 levy because of our decision in July 2020.

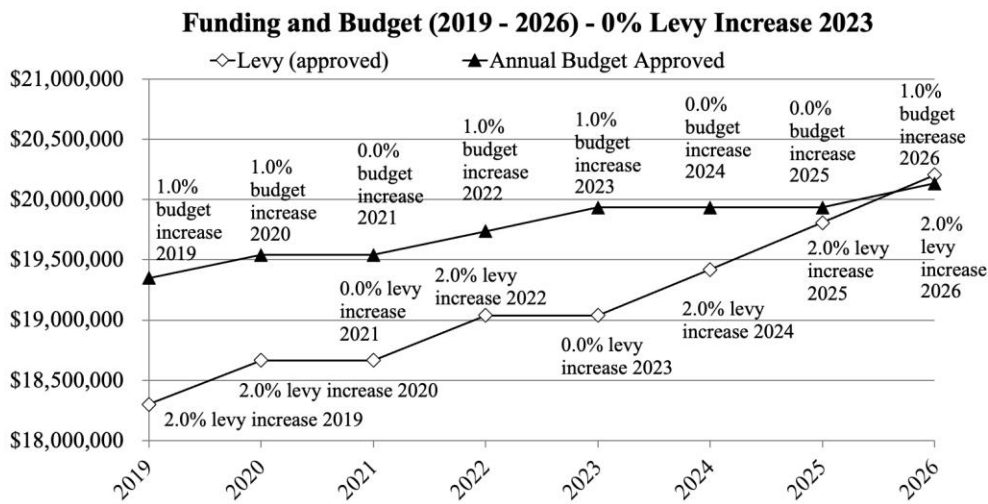
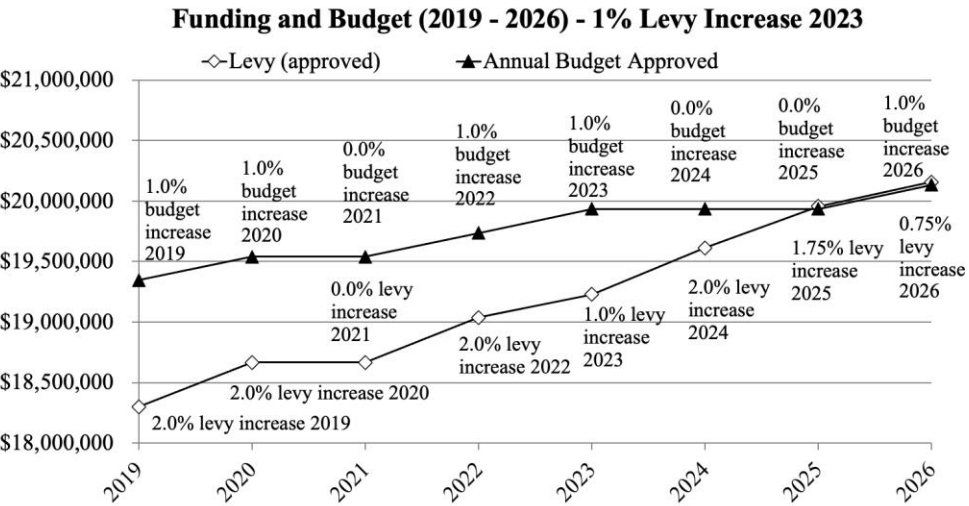
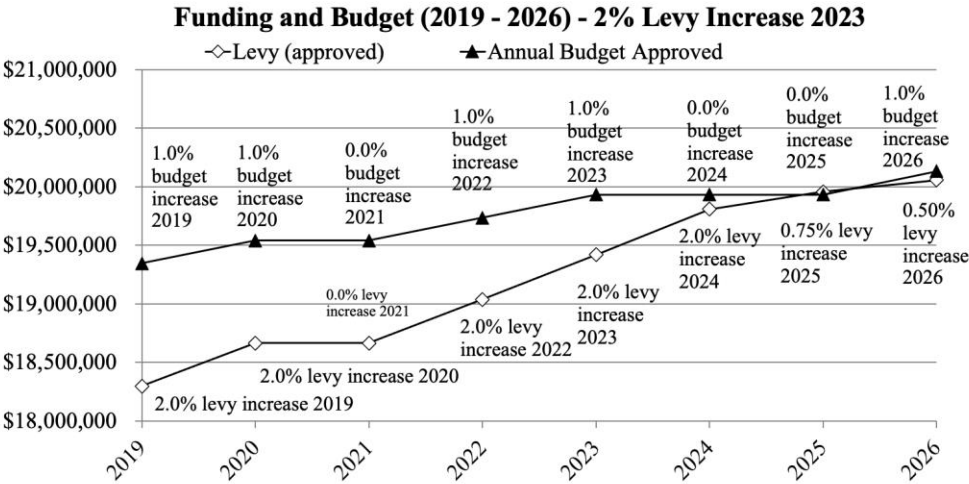


Figure 1. District budget and levy changes (2019 – 2026): Three scenarios for 2023 levy (2%, 1%, 0% increase) and impacts upon long-term plan.

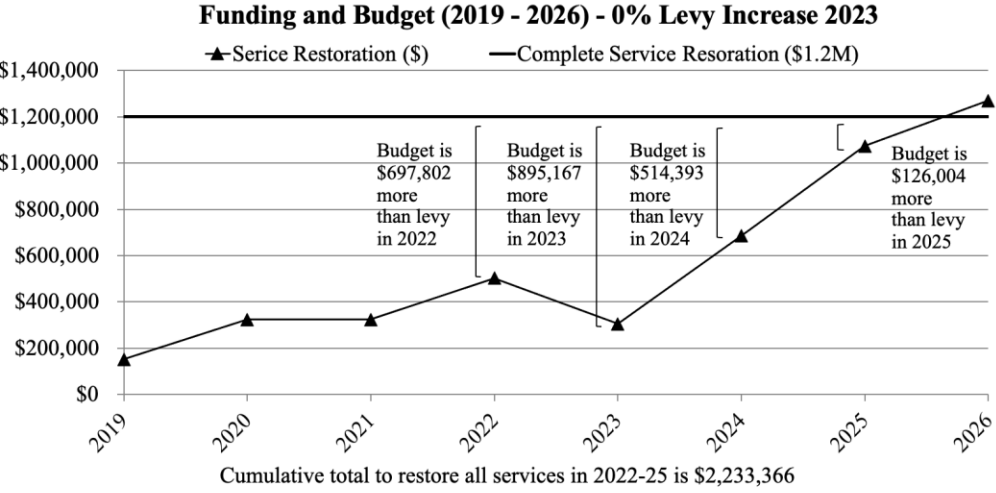
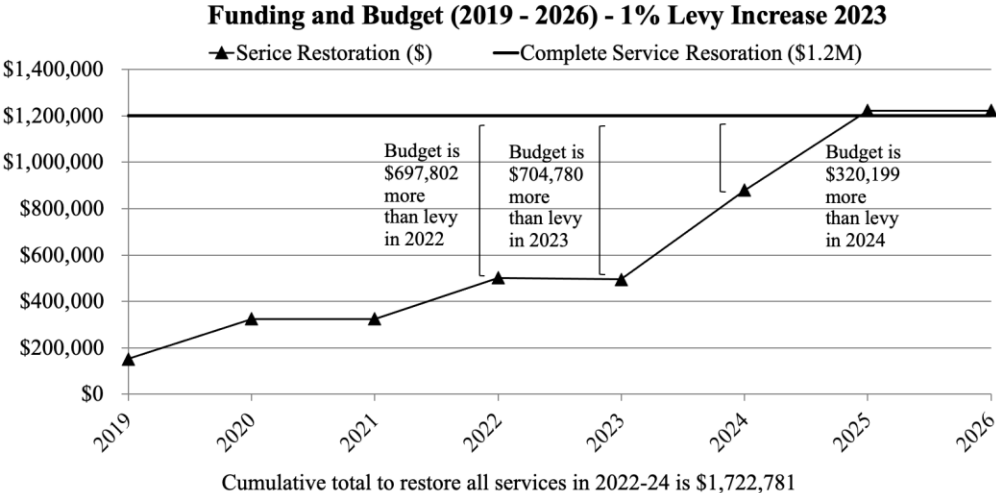
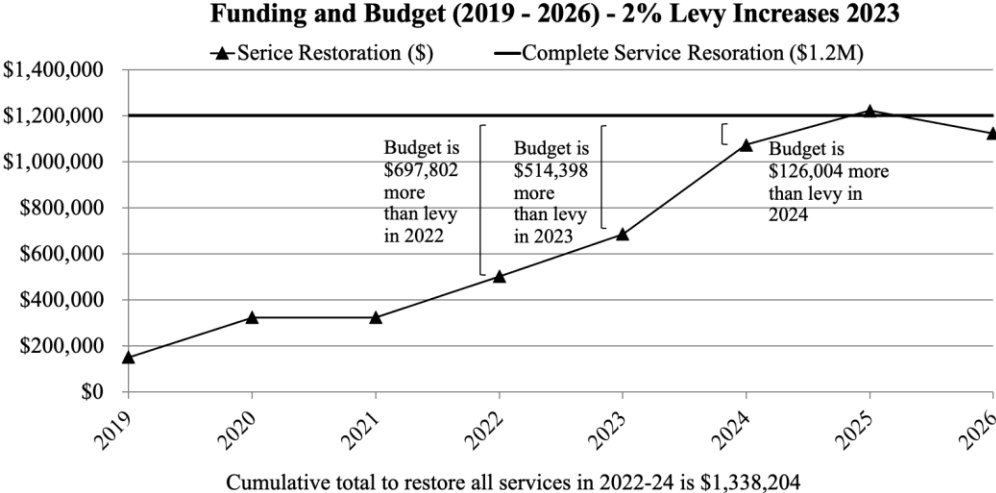


Figure 2. District budget and levy changes (2019 – 2026): Three scenarios for 2023 levy (2%, 1%, 0% increase) and impacts upon cost to restore 2017 budget cuts beginning in 2022 until budget-levy parity is achieved.

Table 2. Actual expenditures 2019-2021, budgeted 2022 expenditures and proposed 2023 levy and budget. Amount of fund balance used assumes 2022-23 expenditures equal budget.

		2019	2020	2021	2022	2023
	ADMINISTRATION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
1	Salary and Wages	\$761,158	\$694,649	\$717,995	\$829,429	\$837,723
2	Building Expense	\$57,013	\$56,073	\$47,264	\$50,980	\$51,490
3	Office Supplies	\$59,746	\$15,717	\$25,700	\$33,219	\$33,551
4	Travel and Mileage	\$2,377	\$1,164	\$560	\$3,912	\$3,951
5	Insurance	\$11,287	\$9,336	\$10,194	\$12,916	\$13,045
6	Interest	\$0	\$0	\$0	\$0	\$0
7	General Expenses	\$119,702	\$123,951	\$122,357	\$117,991	\$119,171
8	Repair and Maintenance	\$1,347	\$0	\$0	\$0	\$0
9	Total Admin. Operations	\$1,012,630	\$900,890	\$924,070	\$1,048,447	\$1,058,931
10						
11	Administration Capital	\$0	\$0	\$0	\$0	\$0
12						
13	Total Administration -	\$1,012,630	\$900,890	\$924,070	\$1,048,447	\$1,058,931
14						
	COMMISSION					
15	Per Diem	\$0	\$0	\$0	\$0	\$0
16	Travel and Mileage	\$2,780	\$705	\$624	\$3,600	\$3,600
17						
18	Total Commissioners -	\$2,780	\$705	\$624	\$3,600	\$3,600
19						
	CONTROL/MONITORING					
20	Salary and Wages	\$6,561,904	\$6,407,924	\$6,671,683	\$7,799,058	\$7,877,049
21	Rent and Building Costs	\$851,853	\$836,572	\$814,924	\$940,653	\$950,060
22	Supplies & Expenses	\$321,860	\$320,460	\$323,273	\$341,883	\$345,302
23	Control Materials	\$4,013,552	\$3,541,119	\$4,031,856	\$5,732,385	\$5,789,709
24	Helicopter	\$1,746,405	\$1,487,582	\$1,588,428	\$2,520,888	\$2,546,097
25	Transportation Expenses	\$156,594	\$120,679	\$173,442	\$213,964	\$216,104
26	Insurance	\$239,335	\$220,445	\$230,214	\$242,066	\$244,487
27	General Expenses	\$109,931	\$80,442	\$149,452	\$162,604	\$164,230
28	Repair and Maintenance	\$198,509	\$167,050	\$207,002	\$208,700	\$210,787
29	Total Control Operations	\$14,199,943	\$13,182,273	\$14,190,274	\$18,162,201	\$18,343,823
30						
31	Control Capital	\$667,746	\$269,275	\$365,746	\$527,520	\$527,520
32						
33	Total Control Division -	\$14,867,689	\$13,451,548	\$14,556,020	\$18,689,721	\$18,871,343
34						
35	TOTAL ANNUAL BUDGET	\$15,883,099	\$14,353,143	\$15,480,714	\$19,741,768	\$19,933,874
	Levy	\$18,139,782	\$18,525,337	\$18,661,553	\$19,038,696	\$19,419,470
	Revenue - other sources	412,655	80,788	166,410	125,000	125,000
	Fund Balance (end of year)	\$15,598,370	\$19,851,513	\$23,198,762	\$22,620,690	\$22,231,285
	Amount from FB used for exp.	(\$2,669,338)	(\$4,252,982)	(\$3,347,249)	\$578,072	\$389,405

MMCD CALENDAR FOR BUDGET YEAR 2023

Commission and Executive Committee provide direction to develop budget	May / June 2022
Commission approves preliminary 2023 levy and budget direction	July 27, 2022
Approved proposed levy deadline for the District	August 1, 2022
Review 2023 budget and levy proposals	August 24, 2022
Proposed levy certification due	September 10, 2022
Executive Committee reviews proposed budget (Subject to change)	September 28, 2022
Commission reviews proposed budget (Subject to change)	October 26, 2022
Executive Committee reviews budget	November 17, 2022
Parcel Specific Property Tax Notice	November 10 – 24, 2022
Commission adopts Final 2023 Levy & Budget (December Commission meeting)	December 21, 2022
Truth in Taxation Hearing (Commission & Staff)	December 21, 2022
Continuation Hearing, if necessary, (Commission & Staff)	December 21, 2022
Certify Adopted Payable 2023 Levy (Staff)	December 22, 2022

MEMORANDUM

TO: MMCD Board of Commissioners

FROM: Joseph Langel, MMCD Attorney

DATE: August 26, 2016

RE: Tax Levy Schedule

At the Commission meeting on August 24th (2016), there was a discussion about the budget calendar. Specifically, questions were raised about when MMCD's property tax levy must be certified to the Commissioner of the Department of Revenue. The calendar in the Information Packet showed that the initial levy certification deadline is August 1st.

Some Commissioners questioned the validity of that date given that it is earlier than other taxing districts. A quick review of Minnesota Statutes chapter 275 (the property tax levy statute) indicated that (1) MMCD is defined as a special taxing district; and (2) "each special taxing district shall adopt and certify to the county auditor a proposed property tax levy" "on or before September 15." *Minn. Stat. §§ 275.065, subd. 1(b), 275.066 (16)*. It therefore appeared that September 15th is, in fact, the correct deadline.

The quick statutory review during the meeting, however, did not reveal the additional provisions in Minnesota Statutes chapter 473, which relate specifically to MMCD. Section 473.711, subdivision 5, provides that MMCD "must certify its property tax levy to the commissioner of revenue by August 1 of the levy year." This specific provision overrides the more general provision in Chapter 275.

The Commissioner of Revenue reviews the tax levy to ensure that the tax is within MMCD's statutory levy limitation. That determination must be completed by September 10th. *Minn. Stat. § 473.711, subd. 5*. The Commissioner notifies the MMCD that the levy is appropriate and provides the amount of levy for each member county. The levy data is transmitted to the respective counties by September 15th. The Commission adopts the final levy and holds the Truth in Taxation hearing in December.

Let me know if anyone has additional questions about this process.

TO: COMMISSION MEMBERS
FROM: STEPHEN MANWEILER
RE: EXECUTIVE DIRECTOR REPORT
DATE: JUNE 2022

1. DIRECTOR'S INITIATIVES

On Monday, March 14 we made wearing a mask optional in line with CDC recommendations released in late February. We have not changed other safety requirements (including social distancing, one person per vehicle, remote meetings, or reporting potential or known exposure and symptoms) to be prepared for changes in the COVID-19 situation. Because of the potential negative impacts to our ability to deliver services if employees are unable to work due to COVID-19 exposure, we have paid special attention to all safety measures. The transmissibility of current COVID-19 variants heightens the risk of exposure.

We have periodically reminded staff about the safety requirements, especially after staff have reported being exposed outside of work. In some of these situations, we have temporarily reimposed a mask mandate at the affected facility for the duration of the ten-day quarantine period now recommended by CDC and the Minnesota Department of Health. Responses to employees reporting outside exposure have in some situations temporarily impacted staff available to deliver services. Facilities have helped each other to minimize these impacts. To date, no employees have been exposed at work.

2. MOSQUITO CONTROL SERVICES

June started on the cooler than normal and drier side. Temperatures have been in the low to middle 70s. The way temperatures were warming quickly in May, and the way that it was raining in late April and early May, we were not sure exactly how it was going to affect the mosquito populations. The 10-day forecast show normal temperatures, with a few hot days, and not much rain for the first two weeks of June. The long-term forecast is showing a warmer than normal, and a dryer than normal July, August, and September. We will have to see if the predictions stay true.

Most facilities have filled their seasonal positions, except for the Plymouth facility, which is still looking to hire five seasonal employees. There are still a few employees starting throughout the month of June. Seasonal staff have been or are being trained in the different duties they will be performing. New seasonal staff either have or will be taking the Department of Ag exam to become licensed pesticide applicators as well.

We are fully operational in all areas. The first round of both ground and aerial pre-hatch for floodwater mosquitoes is in place and subsequent treatments will give us larval control in the most productive sites until the middle of August. At the end of May we completed treating 18,500 acres for cattail mosquitoes, including treating all planned P1 acres and P2 acres. In comparison, we treated 30,000 acres in 2021. The decrease in treatment acres is due to the drier conditions we had last season. The second half of June through the first part of July is when we start to see the peak for cattail adult mosquitoes. We have made more

than 20,000 inspections to mosquito breeding sites and have treated more than 82,700 acres so far this year.

In general, adult mosquito numbers have become more active. We have seen an increase over the last two weeks, with the number of mosquitoes collected in our weekly Monday night traps, particularly in the northern part of Anoka County. These adult mosquitoes, that emerged from the rains that occurred in May, are finally spreading out and moving from the wetlands. Staff have responded to these adult mosquitoes by treating 380 acres with adult control material. So far this year we have received 413 customer calls related to mosquito annoyance which is about 150 more than last year, in the same time period.

Included in our field operations is the continuing search for and treatment of habitat that produces disease vector mosquitoes that could potentially spread West Nile virus (WNV) and La Crosse encephalitis. Staff have begun catch basins treatments, structure treatments, woodlots inspections, and tire removals to reduce the potential vector carrying mosquitoes. With the number of WNV cases to end 2021, staff are keeping this work as a top priority to help to prevent WNV cases in 2022.

For the black fly program, we have made 40 treatments to small streams (mainly in early May) and 12 treatments to larger rivers (Minnesota, Rum, and Crow). We are continuing to work to collect data for areas where we have had elevated numbers of *Simulium tuberosum* (the newly pestiferous, but formerly rare species). We will use this data to work with the MN DNR for added treatment areas for 2023.

The process of determining the best use of drones for MMCD is continuing. We have completed 45 treatments using a drone, totaling 60 acres. For the 2022 season, we have hired two staff dedicated to treating with the drone. They both have passed their Department of Ag test and Part 107 test. They will continue to use and evaluate the drone and the treatments throughout the season to help the District determine how to best utilize the drone in our treatment program.

Safety continues to be at the forefront of staff's training and their activities in the field. I'm happy to report we have been able to complete all this work with only six minor injuries so far, with most of the injuries being tick bites. We will continue to work efficiently, effectively, and safely throughout this season.

3. MOSQUITO-BORNE DISEASE

West Nile virus (WNV) was very active last year, and we expect many infected mosquitoes to have survived the winter. Overwintering *Culex* mosquitoes typically emerge in May. They initiate the season's WNV cycle when they feed on birds. We have tested 39 mosquito samples for WNV this year with no positive results yet. As the weather warms to typical summer temperatures, WNV becomes more prevalent. We will continue to monitor WNV vector populations, and we will test mosquitoes each week for the virus.

West Nile vector control is underway. We have already applied larvicides to over 47,000 catch basins. We are controlling mosquito larvae in many other stormwater structures, as

well, including 896 underground structures treated with the assistance of local municipalities.

La Crosse encephalitis (LAC) risk is ever-present in the summer and tends to rise through early September. The LAC vectors (*Aedes triseriatus* & *Ae. japonicus*) are container inhabiting floodwater species. Last year's drought suppressed their populations, but they can rebound rather quickly with normal rainfall amounts. The most effective method for our staff to reduce LAC risk is larval habitat reduction. MMCD crews have collected 3,842 tires to be recycled and eliminated 461 additional small aquatic habitats this year.

We are continuing our work with the Midwest Center of Excellence for Vector-borne Disease to improve our knowledge of Jamestown Canyon virus (JCV) in the region. We are pooling mainly spring floodwater species for JCV analysis. We have already processed more samples for later JCV analysis at the University of Wisconsin than we did all of last year.

Eastern equine encephalitis virus (EEE) has caused illnesses in Minnesota horses during each of the past three years. Illnesses caused by EEE are among the most severe mosquito-borne diseases, resulting in fatalities in over 30 percent of people and in over 90 percent of horses. We monitor several locations for the primary EEE vector, *Culiseta melanura*. *Culiseta melanura* overwinter as larvae and the first generation of the year typically emerges in early June. We have collected only a few specimens so far this year. We expect the early season population to remain low as the drought had an impact on last year's population.

4. TECHNICAL SERVICES LAB

May was a very stormy month: a few storms were severe with widespread wind gusts of 80+ mph, and large hail fell in the metro area on May 19. We experienced two large broods of mosquitoes in May – the spring *Aedes* brood and a large brood of floodwater *Aedes*. Another small, localized brood occurred in Anoka County. To date we have processed 4,300 larval samples. The lab is fully staffed as of June 13. However, we only hired five technicians again this year due to space limitations for social distancing. Three new technicians are still being trained in mosquito taxonomy and in processing all the various types of samples we take.

The first night of our adult surveillance network sampling was May 16. There are 138 CO₂ trap locations and 102 sweepers who stand in their yard at about ½ hour after sunset and collect mosquitoes attracted to a human host. Results of that surveillance show adult mosquito populations have been slow to rise, first being detected the week prior to Memorial Day. The week after Memorial Day, numbers surpassed the 10-year average (June 6). We have already collected *Coquillettidia perturbans*, a species that develops in cattail marshes. Its peak populations occur around the Fourth of July. Figure 1 shows the weekly averages of human biting mosquitoes in CO₂ traps collected thus far.

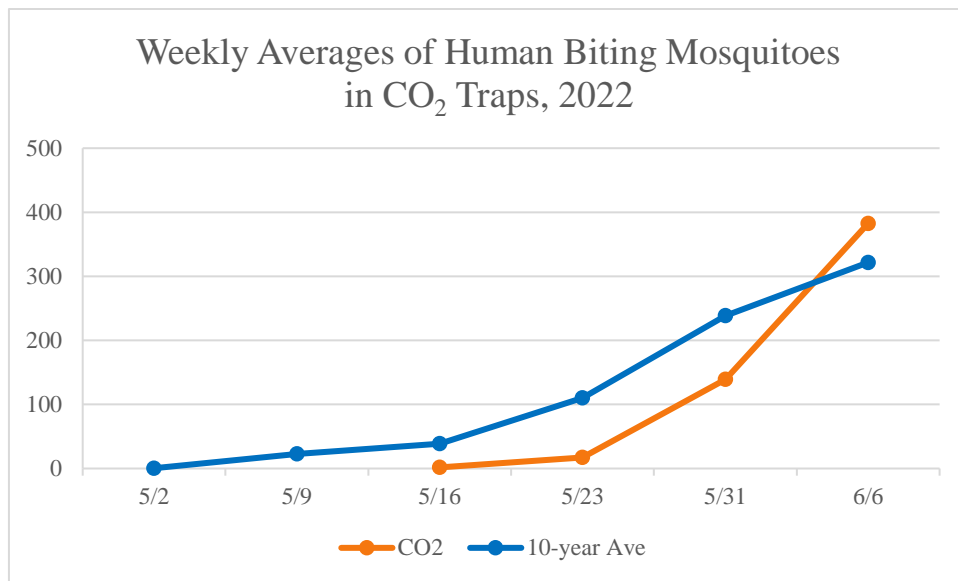


Figure 1. Average number of human biting mosquitoes per week in CO₂-baited traps in 2022. Traps (N=138) are placed in various locations in the seven-county metropolitan area.

5. PUBLIC AFFAIRS

Weekly Mosquito, Black Fly, and Tick Updates Posted on Website

We have started posting weekly updates based on surveillance data from our Technical Services team and other updates from the lab and field. These have become popular posts and are often picked up by media outlets and shared without even our knowing.

The most recent update is from surveillance data at the end of May:

<https://mmcd.org/2022/06/07/weekly-update-may-31st-adult-mosquito-numbers-accelerating-in-some-areas/>

There is a new post every week that can be found on the homepage or under “Latest News” on the menu.

Customer Calls

As mosquito numbers have increased, so have customer calls. In the first 10 days of June alone we have received 420 calls, mostly from the northern part of the District and almost all of them to report mosquito annoyance. Here is a breakdown of calls coming in by county:

- Anoka County - 227 calls
- Carver County - 20 calls
- Dakota County - 13 calls
- Hennepin County - 92 calls
- Ramsey County - 12 calls
- Scott County - 17 calls
- Washington County - 31 calls

Community and School Presentations

We have had lots of community engagement this month including presentations and events. Here are some of the highlights:

- May 19 - Environmental Education Day Presentations at Redtail Ridge Elementary
- May 21 - Presentations at Sally Manzara Nature Center
- June 3 - Presentations at Orono High School
- June 4 - Lake Phalen WaterFest
- June 4 - Sunfish Lake Family Nature Day
- June 4 - Tater Daze Parade in Brooklyn Park
- June 8 - Presentation at RosePointe Senior Living for Weekly Speaker Series
- June 10 - Father Hennepin Festival Parade in Champlin

MMCD in the Media

Mosquito numbers have begun to increase as have customer calls. The local news has picked up on some of this chatter and given us a call. Here are some of the more recent stories:

- [CBS Minnesota: How prevalent will ticks be this year in Minnesota? And how are they counted?](#)
- [Fox 9: May showers bring June mosquitoes in Minnesota](#)
- [Bring Me the News: Rainfall spurs mosquito hotspots in the Twin Cities](#)

Social Media

Our social media has been active this past month! Here are a few highlights:

- Instagram takeovers have returned! So far, our East facility has had a day to highlight air work and our lab has had a day to highlight mosquito identification.
- One of our inspectors spotted black bear! The video was shared by KSTP's Facebook page: <https://www.facebook.com/metromosquitocd/posts/3912294775544786>

- Facebook – 1,768 Page Likes (Up 9 from May 13)
 - Facebook.com/metromosquitocd
- Twitter – 911 Followers (Up 23 from May 13)
 - Twitter.com/metromosquito
- Instagram – 366 Followers (Up 8 from May 13)
 - Instagram.com/metromosquito
- TikTok – 360 Followers (Up 7 from May 13)
 - tiktok.com/metromosquito

6. TICK-BORNE DISEASE

Ticks Are Out!

Adult deer ticks have been out questing for some time. Although infection rates of adult ticks are roughly twice as high as deer tick nymphs, nymphs are harder to see due to their small (freckle) size, resulting in nymphs being the primary transmitter of Lyme disease to people.

Check for ticks after being in wooded habitat.

MMCD Collaboration to Detect Exotic Ticks (Asian Longhorned Tick, Red Sheep Ticks)
Agencies involved in collaborative surveillance include Indian Health Services (northern MN), Minnesota Board of Animal Health, USDA Animal and Plant Health Inspection Service, Minnesota Department of Health, Metropolitan Mosquito Control District, University of Minnesota, and the Wildlife Rehabilitation Center of Minnesota.

As of June 14, no Asian longhorned ticks or red sheep ticks have been reported as being found in Minnesota.

Other Collaborative Studies

- We've been collecting blood and saliva samples from white-footed mice (*Peromyscus*) which will be tested for SARS infection in our collaborative project with Dr. Jeff Bender U of M - St Paul. *Peromyscus* collections have been lower than typical so far this year.
- We are also collecting unfed deer tick nymphs and adults for the CDC, by dragging or collecting ticks found on staff. The CDC requests up to ten ticks per site. Their work includes determining if deer ticks from Minnesota really are the same species as deer ticks found in the eastern United States.
- We are in another collaborative effort, with Dr. Jon Oliver, U of M St Paul, to test a laboratory technique that detects tick-borne disease in mice! Their lab has developed a technique that identifies ticks and mosquitoes and any disease they may carry! These techniques are not yet available but we are definitely interested in obtaining all of these (if not cost prohibitive) when they become available.

Tick Vector Field Projects

Our 2022 tick surveillance season began April 25. As of June 13, eight of ten routes in our first round of surveillance have been completed. Due to impacts of COVID-19, St. Paul staff are assisting as needed in the field in 2022.

Public Education

- Distribution and/or re-stocking of brochures, tick cards and posters is ongoing.
- On May 31, WCCO aired a general tick story including an interview of Janet Jarnefeld, MMCD's tick specialist.
- We continue to inform our Facebook followers of items of interest as they occur, with new items for 2022 including blogs, posted on our website or elsewhere.

Signage

Signs to remind the public of deer ticks and disease prevention measures may be posted at dog parks and additional locations throughout the metro. For various reasons some signs remain up year-round.