

Metropolitan Mosquito Control District

EXECUTIVE COMMITTEE
JUNE 24, 2020
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 24, 2020**
TIME: **9:15 AM**

A G E N D A

1. Approval of Minutes May 27, 2020 Meeting*
2. Auditor's Report on MMCD Financial Statements Ending December 31, 2019 (Redpath and Company)
3. Intergovernmental Issues – Kim Scott, Peg Larsen (RCS Consulting)
4. 2020 Expenditure Update
5. Longer-Term Budget/Funding Plan
6. Executive Director's Report
7. Other Issues
8. Adjournment

* Action Requested

Commissioner Robyn West	Anoka County
Commissioner James Ische	Carver County
Commissioner Liz Workman	Dakota County
Commissioner Jeff Johnson	Hennepin County
Commissioner Mary Jo McGuire	Ramsey County
Commissioner Tom Wolf	Scott County
Commissioner Gary Kriesel	Washington County

Next Commission Meeting: Wednesday, July 22, 2020, 9:15 a.m.
Following Commission Meeting: Wednesday, August 26, 2020, 9:15 a.m.
Next Executive Committee Meeting: Wednesday, September 23, 2020, 9:15 a.m.

**METROPOLITAN MOSQUITO CONTROL DISTRICT
EXECUTIVE COMMITTEE MEETING**

Minutes
May 27, 2020
9:15 a.m.

Chair Liz Workman 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 Liz Workman	Dakota County
Commissioner Jeff Johnson	Hennepin County
Commissioner Mary Jo McGuire	Ramsey County
Commissioner Tom Wolf	Scott County
Commissioner Gary Kriesel	Washington County

Staff:

Stephen Manweiler, Executive Director
Arleen Schacht, Business Administrator

Visitors:

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

Chair Liz Workman welcomed all in attendance and thanked them for attending the meeting.

Commissioner Tom Wolf offered the following resolution and moved its adoption.

*Approval of March
25, 2020 Committee
Meeting Minutes*

Resolution 1:

Resolved, that the March 25, 2020 Executive Committee Meeting minutes be approved as presented.

Commissioner Robyn West seconded the motion.

The Commissioners voted as follows.

Commissioner Robyn West	Yes
Commissioner Liz Workman	Yes
Commissioner Jeff Johnson	Yes
Commissioner Mary Jo McGuire	Yes
Commissioner Tom Wolf	Yes
Commissioner Gary Kriesel	Yes

The resolution was adopted unanimously.

Peg Larsen reported that COVID-19 relief legislation was passed by bipartisan votes in both bodies. This legislation includes emergency assistance for workers, families, and businesses. First responders will be eligible for workers compensation.

Legislative Update

Some other things that were passed included:

- election safety and security
- help for farmers and producers
- raising the age for tobacco to 21
- TCE (trichloroethylene) ban

The bonding bill did not pass due to the Republicans in the house all voting against it. You need 81 votes to pass bonding and the house has to pass it first. The bipartisan atmosphere eroded at the end of session.

They are coming back into session on June 12. Normally a special session would only last as long as they needed to do their work. However, with the emergency powers in place once they are called back, they stay in session until the emergency powers are ended. Peg does not expect them to do a lot of work until they have agreements. Many legislators who are not in leadership positions were not happy with the fact that they could not amend any bills. This was because they had been agreed-upon by leadership. All bills are dead when the Legislature adjourns sine die (at the end of the second year of the biennium). The fact that leadership is discussing the bills and determining what will be in them is nothing new. But not being able to amend them is something new. It remains to be seen how they finally wrap things up and if they get a bonding bill passed as well as other important legislation.

Kim Scott reported that any bill introduced during the regular session, such as the bill (HF 4661) introduced by Rep. Jordan, is dead when the Legislature adjourns sine die. Rep. Jordan could reintroduce the bill during special session, but she won't. The June 12 special session will be limited to addressing the bonding bill and whatever unfinished business the Legislature and Governor are able to agree upon. Kim will

reach out to Rep. Jordan to discuss her bill as we can expect that she may bring this up again next session.

Stephen Manweiler reported that the economic impact of the previous two months of the Governor’s Stay-at-Home Executive order to control the COVID-19 pandemic likely will result in the July and December 2020 levy payments to the District being less than planned. In January 2020, we had planned to partially restore some services cut in 2017 to reduce expenditures. In April, we began reviewing how our plans need to be changed to (1) provide as many services as possible while maximizing staff and citizen safety by implementing social distancing and all other COVID-19 safety requirements and (2) preserve our current cash reserves to insulate the District from negative economic impacts in 2020, 2021, and thereafter. We expect a levy deficit of 10-15% (usual planned deficit is 2%). Also, social distancing restricts us to one employee per vehicle – consequently we hired 16% fewer seasonal inspectors (about 32 seasonal employees) than planned.

*2020 Expenditure
Plan*

Arleen Schacht determined that we would quickly spend our reserves if we did not change our January 2020 expenditures plan. We need to decrease expenditures in 2020 to the 2019 actual expenditure level of \$15,933,030. To achieve this, we plan to cancel all restorations of services cut in 2017 except for the increased larval cattail mosquito treatments, freeze hiring regular fulltime staff (includes the Human Resources Representative) until 2021, and postpone certain large capital purchases such as scheduled replacement vehicles.

Stephen Manweiler briefly reviewed the history of our current budget funding plan. Expenditures during three years of very heavy service demands (2014-16) were greater than funds received resulting in reserves being depleted well below the minimum recommended to support District cash flow needs. In 2016, a plan was developed to support District finances in the long-term. By the end of 2019, reserves were increased to the minimum amount recommended to support cash flow. In 2020 we had planned to begin restoring \$1.2 million worth of services cut in 2017.

*Longer-Term
Budget/Funding Plan*

Because of the recent COVID-19 economic impact and resultant change in our 2020 expenditure plan, we are recommending that we hold both the 2021 levy and budget at 2020 levels instead of recommending a 2% levy increase in 2021 and a 1% budget increase in 2021. This will increase the number of years required before the levy and budget are equal but seems prudent given what is not known about the severity of the COVID-19 economic impact in 2020 and 2021. Our hope is that economic recovery will enable us to resume our plan of levy and budget increases in 2022.

*Executive Director
Report*

Stephen Manweiler reported that there have been more calls from citizens from areas including Hastings, Edina, Minneapolis, and Plymouth regarding annoyance including a species of black fly that we currently do not have a permit to treat. In the past few years, this species has become more prevalent and is causing annoyance in the early spring in a few locations. We are working with the DNR to amend our treatment permit. Otherwise, water levels in the rivers and streams are at levels that allow us to conduct surveillance and treatment of black fly larvae.

On Monday, April 27 seasonal inspectors began to return. Training and operations that were modified to meet social distancing and other COVID-19 safety requirements have gone smoothly. Regular fulltime staff who can complete their work responsibilities remotely have continued to do so. We foresee remote work by most regular fulltime staff at least part of the time continuing through the next few months depending upon how the COVID-19 pandemic progresses. All plans and required resources for staff to safely return to the workplace are available.

Senator Dzedzic introduced SF 4531 (pesticide control ordinance adoption by cities authorization), although we are not sure it will be heard this session. Stephen and Kim Scott shared with Sen. Dzedzic the language that Metropolitan Mosquito Control District (MMCD) provided to Representative Wagenius for a similar bill (HF 1255) introduced in the House. This language was developed after we contemplated the effect of the proposed legislation on MMCD's work, which is to protect the public health by controlling for vector-borne diseases like West Nile virus. We discussed the language with the City of Minneapolis and Rep. Wagenius, who indicated their support.

Representative Jordan introduced another bill (HF 4661) that gives cities the authority to regulate pollinator-lethal pesticides that is similar to HF 1255. We do not believe it will be heard this session. We will contact Rep. Jordan about mitigating impacts to MMCD.

Chair Liz Workman asked if there was anything else to come before this meeting. Nobody mentioned any additional items. Chair Liz Workman declared the meeting adjourned at 9:55 a.m.

*Other Issues and
Adjournment*

Metropolitan Mosquito Control Commission Meeting

June 24, 2020

Requested by:

Stephen Manweiler
Arleen Schacht

Informational:

Auditor's Report on MMCD Financial
Statements Ending December 31, 2019

Background:

In accordance with Minnesota Statute 473.703 subd. 10, we hereby submit the Annual Financial Report of the Metropolitan Mosquito Control District for the year ended December 31, 2019. This report includes the financial statements for the District and the disclosures necessary to accurately present the financial condition and results of operations for the year then ended. The report has been prepared in accordance with generally accepted accounting principles (GAAP) for government units.

This report consists of management's representations concerning the finances of the Metropolitan Mosquito Control District (MMCD). Consequently, management assumes full responsibility for the completeness and reliability of all the information presented in this report. To provide a reasonable basis for making these representations, management of the MMCD has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the MMCD's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the MMCD's internal controls have been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatements. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The MMCD's financial statements have been audited by Redpath and Company. The goal of the independent audit was to provide reasonable assurance that the financial statements of the MMCD for the year ended December 31, 2019, are free of material misstatement. Redpath and Company has issued an unmodified opinion on the MMCD's financial statements for the year ended December 31, 2019. The Independent Auditor's Report from Redpath and Company is the first component of the financial section of this report.

A representative of Redpath and Company will provide a detailed report of their audit results at the meeting of the Metropolitan Mosquito Control Commission on July 22, 2020.



COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

To the Chair and
Members of the Commission
Metropolitan Mosquito Control District

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Metropolitan Mosquito Control District (the District) for the year ended December 31, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and Government Auditing Standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated October 30, 2019. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2019. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's financial statements are management's estimates of the net pension liability, net OPEB asset, pension and OPEB related deferred outflows and inflows of resources, and pension and OPEB expense. Management's estimates relating to the net pension liability, net OPEB asset, pension and OPEB related deferred outflows and inflows of resources, and pension and OPEB expense are based on actuarial studies. We evaluated the

key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. Determining sensitivity is subjective, however we believe the disclosures most likely to be considered sensitive are Note 9 – Defined Benefit Pension Plans, Note 10 – Other Postemployment Benefits, and Note 11 – Subsequent Events and Uncertainties.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no uncorrected misstatements identified during the audit. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated May 26, 2020.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

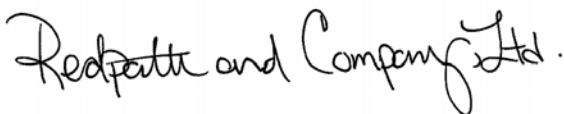
Other Matters

We applied certain limited procedures to Management's Discussions and Analysis, the Schedule of Proportionate Share of Net Pension Liability, the Schedule of Pension Contributions, the Schedule of Changes in the District's Net OPEB Liability and Related Ratios, and the Schedule of Investment Returns (OPEB) which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the Introductory Section, which accompanies the financial statements but is not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the information and use of the Commission and management of the Metropolitan Mosquito Control District and is not intended to be, and should not be, used by anyone other than these specified parties.



REDPATH AND COMPANY,
LTD. St. Paul, Minnesota

May 26, 2020

Metropolitan Mosquito Control Commission Meeting

June 24, 2020

Requested by:

Stephen Manweiler
Arleen Schacht

Informational:

2020 Expenditure Update

Background:

Because of the economic impact of the ongoing COVID-19 pandemic including an expected 10-15% deficit in 2020 levy receipts, we modified the District's 2020 expenditure plan to limit expenditures of \$15,933,030 to achieve the following goals.

- Provide as many services as possible while maximizing staff and citizen safety by implementing social distancing and all other COVID-19 safety requirements
- Preserve our current cash reserves to insulate the District from negative economic impacts in 2020, 2021, and thereafter

We plan to meet our 2020 expenditure goal by cancelling all planned service restorations except the increased cattail mosquito treatments, freezing regular fulltime staff hiring, and postponing certain large capital purchases such as scheduled replacement vehicles. We also have shifted some control materials to maximize the use of cheaper materials and retain more expensive materials for later use if precipitation is more than typical later in the 2020 season.

Mid-June Update

As of mid-June, the number of acres worth of aerial larval control completed in 2020 is very similar to 2017 and 2019.

	2017	2018	2019	2020
mid-June	94,822	69,228	91,998	92,736
Season Total	178,124	173,337	192,690	

July-Sept weather forecasts predict slightly warmer than average and slightly drier than average conditions in 2020. The season total average between 2010 and 2019 is 236,881 acres worth of aerial larval control completed. The July-Sept total average is 83,949 acres.

In 2020, 144,145 acres remain to satisfy service demands before exceeding 236,881 acres. The July-Sept total exceeded 144,145 acres during only two years between 2010 and 2019. We anticipate a good chance of meeting our expenditure goal if the weather forecasts are accurate.

Metropolitan Mosquito Control Commission Meeting

June 24, 2020

Requested by:

Stephen Manweiler
Arleen Schacht

Informational:

Longer Term Budget/Funding Plan

Background:

Expenditures during three years of very heavy service demands (2014-16) were greater than funds received resulting in reserves being depleted well below the minimum recommended to support District cash flow needs. In 2016, a plan was developed to support District finances in the long-term. The plan aimed to achieve three goals through incremental annual levy increases and smaller budget increases beginning in 2016.

Goal	Milestone or plan
Rebuild Reserves to the minimum amount recommended to support cash flow	Achieved by the end of 2019
Restore \$1.2 million worth of services cut in 2017 (2017 budget was \$1.2 million greater than the 2017 levy)	Increase levy until equal to budget through incremental annual levy and smaller budget increases over several years
Expand services in response to increasing District population and development	To be achieved after all \$1.2 million worth of services cut in 2017 have been restored

COVID-19 Impact on 2020

The economic impact of the COVID-19 pandemic likely will result in the July and December 2020 levy payments to the District being less than planned. It also is likely that economic recovery will not be complete by 2021. We propose modifying the long-term plan as follows.

- Cancel most planned service restorations as part of an expenditure plan revised in May to compensate for expected 10-15% 2020 levy deficit.
- Therefore, we recommend maintaining the same levy and budget level in 2021 as in 2020.
- Review the long-term plan in 2021 and determine recommendations for 2022 based upon the economic situation in 2021 and projected economic situation in 2022.

Pausing levy and budget increases in 2021 will delay levy – budget parity by one year (2026) compared to the long-term plan as envisioned in January 2020 (Figure 1). The complete restoration of \$1.2 million worth of services cut in 2017 also will not be possible until 2026 (Figure 2).

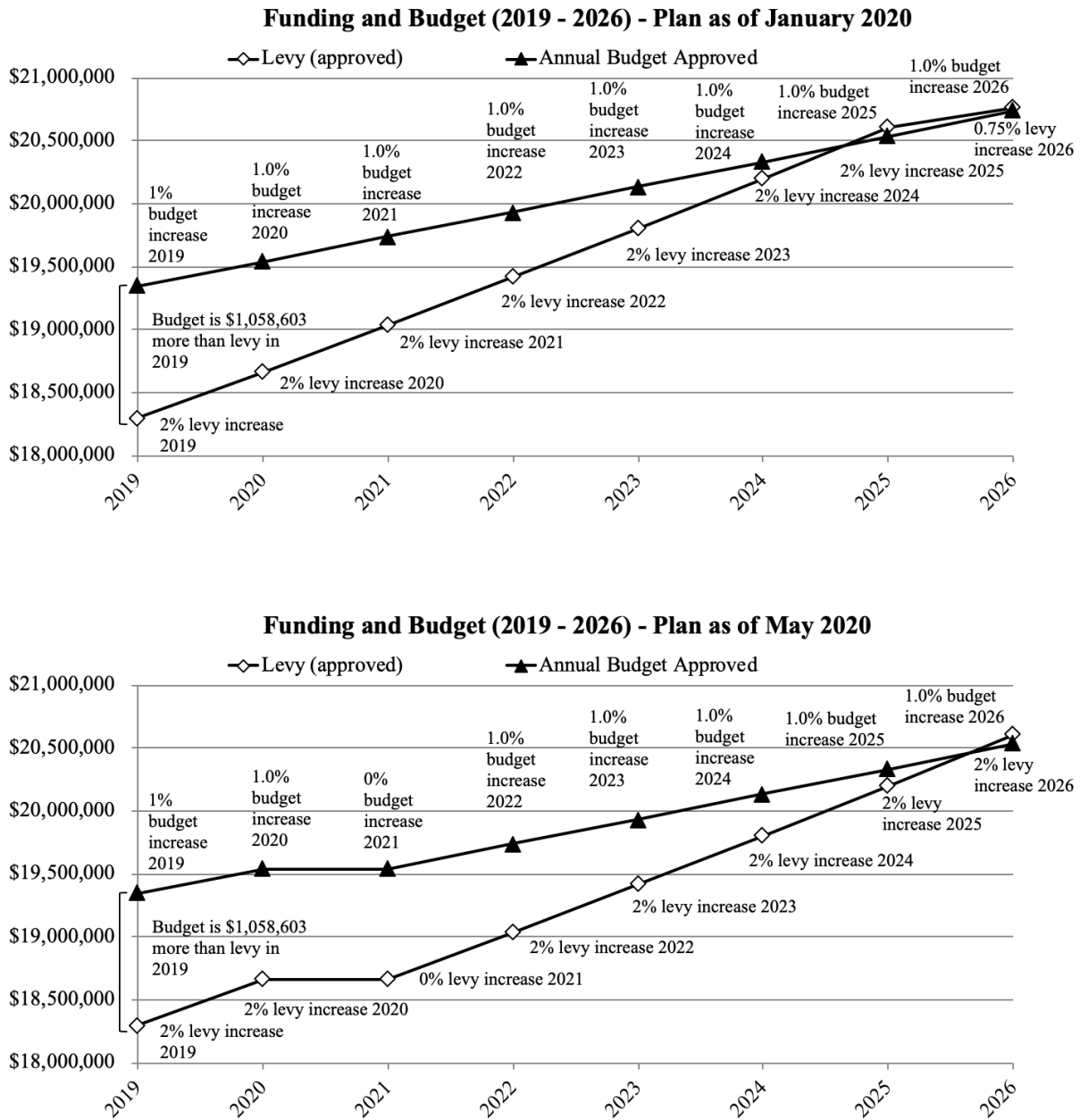


Figure 1. District budget and levy changes (2019 – 2026) as envisioned in January 2020 compared to impact of changes (0% increase in 2021 levy and budget) recommended in May 2020.

Service restorations planned in 2020 also have been reduced because of an expected 10-15% deficit in 2020 levy receipts due to the economic impact of the COVID-19 pandemic (Figure 2). Our goal is

to spend no more in 2020 than the funding we receive to protect District reserves until economic recovery is complete. It is likely that economic recovery will not be complete by 2021. Service restorations planned in 2021 may be reduced as well.

Percent Restorations of \$1.2 million of Services Cut in 2017

(difference between budget and levy divided by \$1.2 million)

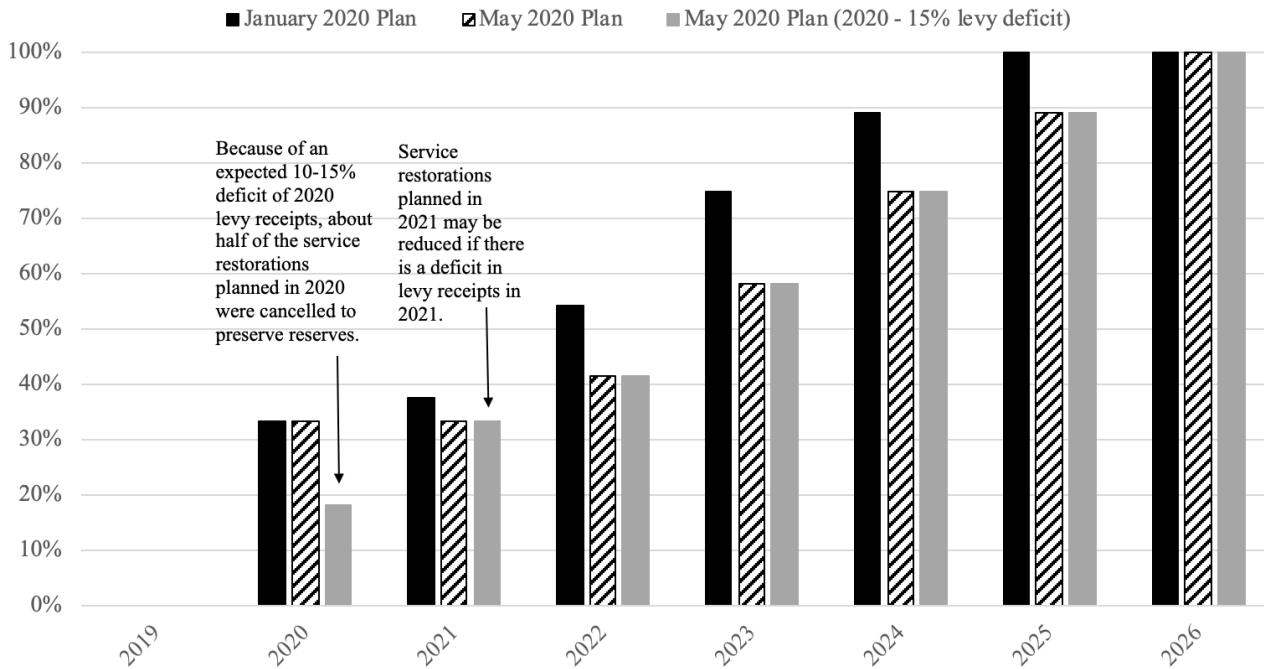


Figure 2. Planned restoration of \$1.2 million worth of services cut in 2017 envision in January and May 2020 including near term impact of expected 10-15% levy deficit in 2020.

AGENDA ITEM 5
Longer Term Budget/Funding Plan

	ADMINISTRATION	2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 BUDGET	2021 PROPOSED
1	Salary and Wages	\$761,158	\$765,333	\$712,899	\$792,046	\$792,046
2	Building Expense	\$57,013	\$66,571	\$59,494	\$52,770	\$52,770
3	Office Supplies	\$59,746	\$30,207	\$53,669	\$33,870	\$33,870
4	Travel and Mileage	\$2,377	\$1,735	\$2,649	\$4,250	\$4,250
5	Insurance	\$11,287	\$10,182	\$11,428	\$12,500	\$12,500
6	Interest	\$0	\$0	\$0	\$0	\$0
7	General Expenses	\$119,702	\$113,166	\$141,827	\$114,000	\$114,000
8	Repair and Maintenance	\$1,347	\$0	\$0	\$500	\$500
9	Total Admin. Operations	\$1,012,630	\$987,194	\$981,966	\$1,009,936	\$1,009,936
10						
11	Administration Capital	\$12,493	\$0	\$0	\$0	\$0
12						
13	Total Administration -	\$1,025,123	\$987,194	\$981,966	\$1,009,936	\$1,009,936
14						
	COMMISSION					
15	Per Diem	\$0	\$0	\$0	\$0	\$0
16	Travel and Mileage	\$2,780	\$2,177	\$2,728	\$3,660	\$3,660
17						
18	Total Commissioners -	\$2,780	\$2,177	\$2,728	\$3,660	\$3,660
19						
	CONTROL/MONITORING					
20	Salary and Wages	\$6,625,114	\$6,559,521	\$6,561,904	\$7,652,148	\$7,652,148
21	Rent and Building Costs	\$1,098,603	\$846,623	\$851,853	\$894,660	\$894,660
22	Supplies & Expenses	\$312,010	\$248,544	\$321,860	\$281,850	\$281,850
23	Control Materials	\$4,244,856	\$4,137,801	\$4,013,552	\$5,831,000	\$5,831,000
24	Helicopter	\$1,728,305	\$1,553,479	\$1,746,405	\$2,527,560	\$2,527,560
25	Transportation Expenses	\$159,917	\$175,049	\$156,594	\$186,390	\$186,390
26	Insurance	\$266,828	\$251,095	\$239,335	\$268,510	\$268,510
27	General Expenses	\$142,834	\$180,498	\$109,931	\$156,630	\$156,630
28	Repair and Maintenance	\$117,364	\$290,161	\$198,509	\$211,700	\$211,700
29	Total Control Operations	\$14,695,831	\$14,242,771	\$14,199,943	\$18,010,448	\$18,010,448
30						
31	Control Capital	\$930,972	\$351,209	\$667,746	\$527,520	\$527,520
32						
33	Total Control Division -	\$15,626,803	\$14,593,980	\$14,867,689	\$18,537,968	\$18,537,968
34						
35	TOTAL ANNUAL BUDGET	\$16,654,706	\$15,583,351	\$15,852,383	\$19,551,564	\$19,551,564
	Levy	\$17,300,234	\$17,832,456	\$18,139,782	\$18,665,369	\$18,665,369
	Revenue - other sources	225,753	285,442	412,655	235,000	235,000
	Fund Balance (end of year)	\$13,063,662	\$15,598,370	\$18,298,424	\$17,647,229	\$16,996,034
	Amount from FB used for exp.	(\$871,281)	(\$2,534,547)	(\$2,700,054)	\$651,195	\$651,195

MMCD CALENDAR FOR BUDGET YEAR 2021

Commission and Executive Committee provide direction to develop budget	May / June 2020
Commission approves preliminary 2021 levy and budget direction	July 22, 2020
First levy certification deadline for the District	August 1, 2020
Review 2021 budget and levy proposals	August 26, 2020
Proposed levy certified	September 10, 2020
Executive Committee reviews proposed budget (Subject to change)	September 23, 2020
Commission reviews proposed budget (Subject to change)	October 28, 2020
Executive Committee reviews budget	November 19, 2020
Parcel Specific Property Tax Notice	November 10 – 24, 2020
Commission adopts Final 2021 Levy & Budget (December Commission meeting)	December 16, 2020
Truth in Taxation Hearing (Commission & Staff)	December 16, 2020
Continuation Hearing if necessary (Commission & Staff)	December 16, 2020
Certify Adopted Payable 2021 Levy (Staff)	December 20, 2020

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 2020

1. DIRECTOR'S INITIATIVES

On June 5, Governor Walz announced Phase III of the Stay Safe MN plan, including a gradual turn of the dial to allow cautious and safe re-opening of indoor dining, gyms, and entertainment venues beginning Wednesday, June 10, 2020. Because it is a critical service, District operations have been permitted so long as a COVID-19 preparedness plan had been developed that satisfies CDC and Minnesota Department of Health recommendations. Since mid-March we have changed operations significantly including all staff working remotely as much as possible. Phase III continues to mandate remote working when possible meaning that District operations will continue unchanged unless significant new recommendations are forthcoming from the CDC and Minnesota Department of Health.

Many communities had their main sources of food and basic necessities taken away by looting and fires and are seeking donations to help residents. Multiple District employees have expressed a desire to help. The District's Sustainability Team is collecting donations of food and basic necessities to be delivered to local organizations. This is an expansion of ongoing support, primarily by adding more basic necessities to food donations.

We developed a statement of solidarity that our Public Affairs has posted on our website, FaceBook, and other communication venues (full statement is in the Public Affairs update).

2. MOSQUITO CONTROL SERVICES

With the warmer temperatures we had in April, it looked like the season was going to get off to a quick start but the lower than normal rainfall in April and the first part of May delayed the start of the mosquito season. We didn't start the first aerial treatments for larval spring species until May 6 which is two weeks later than normal. We didn't receive the first District-wide significant rainfall until May 17 which resulted in the first major brood of summer mosquito species.

All facilities have filled their inspector positions. Inspectors have been or are being trained in the different duties they will be performing. New inspectors either have or will be taking the exam to become licensed applicators. Feedback from staff is positive regarding the COVID-19 protocols that have been put in place to reduce the risk of contacting the corona virus while working at MMCD.

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 and first week of June, we completed treating 29,000 acres for cattail mosquitoes. The second half of June through the first part of July is when we start to see the peak for adult cattail mosquitoes. We have made more than 48,000 inspections to mosquito breeding sites and have treated

more than 103,000 acres (air and ground) which is about 7,000 acres more than what was treated last year during the same time period.

The second week of June field staff started making treatments for adult mosquitoes in response to citizen calls regarding mosquito annoyance and staff's surveillance for disease vector mosquitos. Overall, adult mosquito numbers are low except for isolated areas mostly in rural townships of the District. So far this year we have received 447 customer calls related to mosquito annoyance which is typical for this time of year.

There was an isolated peak of adult black flies in Hennepin County earlier in May which was due to a species that we don't have permit to control and has shown up in high numbers over the past few years. We are currently in the process of obtaining a permit to treat for this species next year. Otherwise, the black fly populations have been low mainly because the local rivers were at levels that allowed us to make treatments. So far this year, 28 treatments for black fly larvae have been made to the rivers and streams.

As usual, 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 and La Crosse Encephalitis.

I'm happy to report we have been able to complete all this work with only two minor injuries, nothing serious.

3. MOSQUITO-BORNE DISEASE

We have been conducting surveillance for West Nile virus and its vectors. We have tested 42 mosquito samples tested for the virus; all results were negative. West Nile vector species are active, and their numbers are expected to increase over the next several weeks. West Nile virus activity also typically increases as we enter the warmer summer months.

West Nile vector control is ongoing. We have already applied larvicides to over 80,000 catch basins. We are controlling mosquito larvae in many other storm water structures, as well, including 883 underground structures treated with the assistance of local municipal employees.

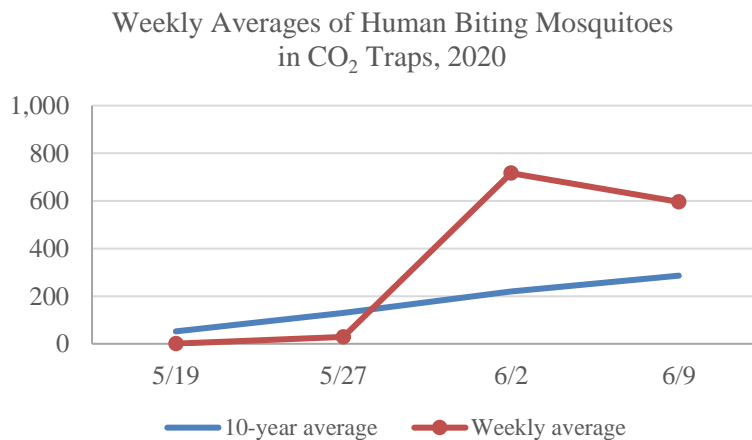
La Crosse encephalitis risk is ever-present and will continue to rise through early September as long as we receive periodic rainfall. Recent weather conditions have been favorable for LAC vectors (*Aedes triseriatus* & *Ae. japonicus*) and their populations are just beginning to grow. *Aedes triseriatus* and *Ae. japonicus* larvae are container inhabiting species, so the most effective method for reducing LAC risk is larval habitat reduction. MMCD crews have eliminated 226 container habitats and 141 tree holes and we have recycled 3,735 tires 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 in the region. We have already processed a few dozen mosquito samples for later analysis at the University of Wisconsin.

4. TECHNICAL SERVICES LAB

The lab is now fully staffed with three returning and two new employees. Normally we hire six people for the lab, however, one of our new hires got a full-time job elsewhere and we chose not to fill the position, given our funding situation and an anticipated lower volume of sampling due to a reduction in the number of field staff. We rely greatly on returning staff to help the lab run smoothly while new employees are being trained in larval and adult mosquito taxonomy. Our new staff members had significant entomological experience, so training is going well. During our first large-scale brood of mosquitoes in May, lab staff processed over 1,800 larval samples in a week.

Our Monday Night Surveillance Network (adult mosquito sampling) was scheduled to begin May 12 but was postponed to May 18 due to cool weather. We currently have 137 CO₂ trap locations and 82 sweep net volunteers. Below is a graph of the average number of human biting mosquitoes captured in CO₂ traps which are set each Monday evening. Traps were placed May 18 and retrieved May 19. We did not detect noticeable mosquito populations until after Memorial Day. Mosquito populations have been above the 10-year average in June, but levels are trending downward. Barring any large-scale rain events, levels should continue to decline.



5. PUBLIC AFFAIRS

Presentations

- Friday, May 27 – Presentation on Mosquito Control for 45 participants at Working with Women through the MetroNorth Chamber of Commerce.

Due to precautions over COVID-19, all public presentations are currently postponed or cancelled as are all our public events. We are working on “distance” methods to get our message out to the public this year with the assumption that almost all 2020 events will be either cancelled or reduced in size.

Media Activity

City of Lakeville Video Report on Cattail Treatments:

<https://www.facebook.com/CityOfLakeville/videos/246744263408885/>

We are producing a segment with Minnesota Bound this coming week!

Social Media

Our social media has been active this past month providing updates to the public about MMCD's response to the COVID-19 pandemic and responding to comments about gnats and mosquitoes. Here are the latest numbers:

- Facebook – 1,517 Page Likes (Up 19 from May 15)
 - Facebook.com/metromosquitocd
- Twitter – 654 Followers (Up 34 from May 15)
 - Twitter.com/metromosquito
- Instagram – 120 Followers (Up 9 from May 15)
 - Instagram.com/metromosquito

Customer Calls

We saw a slight uptick in customer calls in May and so far, we've seen a decrease in June. Here are some stats:

May 2020 Total Calls = 325, May 2019 Total Calls = 257
YOY Change = 21%

June 2020 (thru 6/12) Total Calls = 282, June 2019 (thru 6/12) Total Calls = 500
YOY Change = -44%

Instagram Takeover

To further our educational efforts, we've begun creating messaging on Instagram from the individual facilities. Each facility will "takeover" Instagram for a day and highlight an aspect of field work. Follow us to see East facility's work with cattail mosquito tents!

Statement of Solidarity

To show solidarity with our community, we drafted the following statement:

The Metropolitan Mosquito Control District stands in solidarity with our community against racism and discrimination in all forms. We are committed to providing a public health service that protects ALL residents in the seven-county metro area from disease and annoyance caused by mosquitoes, ticks, and black flies.

We acknowledge that we have responsibility both as an organization and as individuals to challenge racial inequalities and we will continue to make efforts to improve diversity in our recruitment, social outreach, and services.

We pledge to explore and put into practice all opportunities to do our part to end systemic racism and make Minnesota a safe and welcoming place for all!

The message in image form is posted on our social media and website.

6. TICK-BORNE DISEASE

Peak Deer Tick Nymphs!

Check for ticks after being out in the deer tick's wooded habitat! While the numbers of adult deer ticks (and wood ticks) are decreasing, now is the time of year when deer tick nymphs are at their highest levels. Many people that contract Lyme disease have been bitten by the tiny nymph stage of deer tick because they are small (freckle-sized) which makes them harder to see.

MMCD Collaboration to Detect Asian Longhorned Tick

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.

Tick Vector Field Projects

Our 2020 tick surveillance season began April 27. As of June 13, eight of ten routes in our first round of surveillance have been completed. Due to impacts of COVID19, St. Paul staff are assisting as needed in the field in 2020.

Public Education/Outreach

- Distribution and/or re-stocking of brochures, tick cards and posters remains suspended for now (due to the COVID-19 situation).
- We talked ticks, live on KFGO, Fargo, ND on May 4 on their 4:00 p.m. show.
- We continue to alert our Facebook followers to tick activity and other items of interest and are periodically reminding people that we would like any **unusual ticks mailed to us!**
- Our estimate of current deer tick activity levels (low, medium, high) is updated during tick questing periods on our website via the Tick Risk Meter. The meter settings are based on the dynamics of peaks in the general deer tick life cycle bell curve for Minnesota in combination with deer ticks being found on MMCD field staff.
- Our Tick Risk Meter is currently set to **HIGH**. Deer ticks are out and questing.
- Signs to remind the public of deer ticks and disease prevention measures are being posted at dog parks and additional locations throughout the metro. For various reasons some signs remain up year-round.