

**PLACER MOSQUITO & VECTOR CONTROL DISTRICT**  
**BOARD OF TRUSTEES**  
 2021 Opportunity Drive  
 Roseville, CA 95678  
**REGULAR BOARD MEETING**  
**AGENDA**  
 April 18, 2022 4:30 PM  
[www.placermosquito.org](http://www.placermosquito.org)

## **TELECONFERENCE**

Pursuant to Assembly Bill 361 this meeting will be conducted via teleconference. In the interest of maintaining appropriate social distancing, the Board encourages the public to participate by calling (650) 419-1505 and when prompted, enter the Meeting ID: 828 388 816 or <https://v.ringcentral.com/join/828388816>

Page

Board of Trustees

Sandra Amara  
City of Auburn

Will Stockwin  
City of Colfax

Peter Gilbert  
City of Lincoln

Russ Kelley  
Town of Loomis

Merry L. Holliday-  
Hanson, Ph.D.  
Placer County

Jill Gayaldo  
City of Rocklin

Ross Hutchings  
City of Roseville

General Manager  
Joel Buettner

- |          |          |   |
|----------|----------|---|
|          | <b>1</b> | <b>Call to Order</b>  |
|          | <b>2</b> | <b>Roll Call</b>  |
|          | <b>3</b> | <b>Pledge of Allegiance</b>   |
|          | <b>4</b> | <b>Agenda Review</b>  |
|          | <b>5</b> | <b>Public Comment</b><br><i>Members of the public shall be allowed to address the Board of Trustees on items which are of interest to public and which are within the jurisdiction of the Board, before or during the Board's consideration of the item; however, no action shall be taken on any item not appearing on the agenda unless otherwise authorized by the Board pursuant to Government Code Section 54954.2(b). It is requested that comments be limited to no more than 5 minutes.</i>   |
|          | <b>6</b> | <b>Consent Agenda – Action item</b><br>A. Minutes of the March 21, 2022 Regular Board Meeting<br>B. <b>Board Review and Consideration that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C). 2021 – Action Item</b><br>C. Financial Report: Fiscal year Ending March 31 <sup>st</sup> , 2022<br>D. Board Review and Consideration to Designate Selected District Property as Surplus |
| 3-4      |          |   |
| 5-6      |          |   |
| 7-8      |          |   |
| 9        |          |   |
| Attach A | <b>7</b> | <b>Board Review and Consideration to Accept the Financial Audit Report for Fiscal Year 2020-2021 - Action item</b>  |
|          | <b>8</b> | <b>Staff Reports</b>  |
|          | A.       | Eastern Placer Report – Angella Falco   |
| 11-14    | B.       | Public Information and Outreach Report – Meagan Luevano   |
|          | C.       | Field Operations and Surveillance Report – Jake Hartle  |
| 15-16    | D.       | General Manager's Report – Joel Buettner  |

**9 Board/Staff General Discussion**

**10 Announcements**

- A. The next regular Board meeting will be held May 16, 2022 at 4:30 PM, at 2021 Opportunity Dr., Roseville, CA 95678 - Teleconference
- B. The next regular Finance Committee meeting will be held May 3, 2022 at TBD at 2021 Opportunity Dr., Roseville, CA 95678. - Teleconference

**11 Adjournment**

*In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the District at (888) 768-2343, fax (916) 380-5455, and/or send e-mail to [info@placermosquito.org](mailto:info@placermosquito.org). Requests must be made as early as possible and at least one-full business day before the start of the meeting. Documents and materials relating to an open session agenda item that are provided to the PMVCD Board less than 72 hours prior to a meeting will be available for public inspection and copying at 2021 Opportunity Drive, Roseville, CA 95678.*

Placer Mosquito & Vector Control District  
Board of Trustees Regular Board Meeting – Minutes  
March 21, 2022, 4:30 PM  
Placer Mosquito & Vector Control District Office  
2021 Opportunity Drive, Roseville, CA 95678

**Pursuant to Governor Newsom’s Executive Order N-25-20 and N-33-20, this meeting will be conducted via teleconference. In the interest of maintaining appropriate social distancing, the Board encourages the public to participate by calling (650) 419-1505 and when prompted, enter the Meeting ID: 256 346 509 or <https://v.ringcentral.com/join/256346509>.**

1. **Call to Order:** President Kelley called the meeting to order at 4:30 PM.
2. **Roll Call:** Trustees Sandra Amara, Jill Gayaldo, Peter Gilbert, Merry Holliday-Hanson, Ross Hutchings, Russ Kelley and Will Stockwin.  
**District Employees Present:** District Manager Joel Buettner, Jake Hartle, Angella Falco, Isabel Alvarez, Nikki Rockwell and Meagan Luevano.
3. **Pledge of Allegiance** was led by Trustee Gilbert.
4. **Agenda Review:** The Board accepted the agenda as presented.
5. **Public Comment:** There were none.

6. **Consent Agenda**

*A motion to approve the minutes of the January 24, 2022, regular board meeting was made by Trustee Stockwin seconded by Trustee Gayaldo approved by roll call vote.*

*Ayes: Trustees Amara, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, and Kelley.*

*Noes: ∅ Abstain: Trustee Stockwin Absent: ∅*

*A motion to approve as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C). 2021; Ratify contract with SCI Consulting Group; Ratify and Accept Lease extension for Truckee Field Station Facility and to purchase Mosquito Larvicides was made by Trustee Stockwin seconded by Trustee Gayaldo approved by roll call vote.*

*Ayes: Trustees Amara, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*

*Noes: ∅ Abstain: ∅ Absent: ∅*

7. **Board Review and Consideration of Committees for 2022**

*There was consensus to add Trustee Stockwin to the Finance Committee.*

*There was consensus by the Board to keep the Personnel Committee as it stands.*

*There was consensus to remove Organic Rice Ad Hoc Committee*

*A motion to approve the Committees for 2022 was made by Trustee Merry Holliday-Hanson, seconded by Trustee Stockwin, approved by roll call vote.*

*Ayes: Trustees Amara, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley, Stockwin*

*Noes: ∅ Abstain: ∅ Absent: ∅*

**Personnel Committee:**

*(Meets on the 4<sup>th</sup> Monday of April at 3:30 PM)*

*Trustee Merry Holliday-Hanson*

*Trustee Jill Gayaldo*

**Finance Committee:**

*(Meets on the 1st Tuesday of May Time: TBD)*

*Trustee Russ Kelley*

*Trustee Peter Gilbert*

*Trustee Will Stockwin*

**8. Board Review and Consideration of Resolution 2022-02**

*A motion to adopt Resolution 2022-02 "Directing the Preparation of the Engineer's Report for the Mosquito Control District and East County Mosquito Control and Disease Prevention Assessment District" was made by Trustee Gilbert, seconded by Trustee Holliday-Hanson, approved by roll call vote.*

*Ayes: Trustees Amara, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*

*Noes: ø*

*Abstain: ø*

*Absent: ø*

**9. Board Review and Consideration of Resolution 2022-03**

*A motion to adopt Resolution 2022-03 "Directing the Preparation of the Engineer's Report for the Expanded Services and Permanent Facility Assessment" was made by Trustee Peter, seconded by Trustee Holliday-Hanson, approved by roll call vote.*

*Ayes: Trustees Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*

*Noes: ø*

*Abstain: ø*

*Absent: Trustee Amara (bad Connection)*

**10. Board Review and Consideration to Update the COVID-19 Prevention and Response Plan**

*A motion to update the COVID-19 Prevention and Response Plan was made by Trustee Stockwin, seconded by Trustee Gilbert, approved by roll call vote.*

*Ayes: Trustees Amara, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*

*Noes: ø*

*Abstain: ø*

*Absent: ø*

**11. Staff Reports**

A. Eastern Placer Report – Ms. Falco provided a verbal report on eastern placer.

B. Public Information and Outreach Report – A written report was submitted. No additional items were reported.

- Triennial Survey Report – Ms. Luevano gave a presentation that summarized the results of the Placer MVCD community assessment survey. Presentation slides will be attached to the Board Packet.

C. Field Operations and Surveillance Report – A written report was submitted. No additional items were reported.

D. General Manager Report – Manager Buettner provided a verbal update and presented a presentation to the board. Presentation slides will be attached to the Board packet.

**12. Board/Staff General Discussion:** There were none.

**13. Announcements**

A. The next regular Board meeting will be held April 18, 2022 at 4:30 PM, at 2021 Opportunity Dr., Roseville, CA 95678 – Teleconference.

B. The next regular Personnel Committee meeting will be held April 25, 2022 at 3:30 PM at 2021 Opportunity Dr., Roseville, CA 95678. – Teleconference

**14. Adjournment:**

President Kelley adjourned the meeting at 5:56 PM.

Minutes approved by the Board and dated, this 18<sup>th</sup> day of April 2022 after passage.

Russ Kelley, Board President: \_\_\_\_\_

Attest:

Isabel Alvarez, Board Secretary: \_\_\_\_\_

Board Review and Consideration that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C).

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**Background:**

Consider finding by a majority vote under Gov. Code § 54953, subd. (e)(1)(B) that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C).

In light of the Governor's declaration that a state of emergency exists due to the incidence and spread of the novel coronavirus, and the pandemic caused by the resulting disease COVID-19, the board should consider whether meeting in person would present imminent risks to the health or safety of meeting attendees.

The Centers for Disease Control indicates that COVID-19 is a highly transmissible virus that is spread when an infected person breathes out droplets and very small particles that contain the virus, and such droplets and particles are breathed in by other people.<sup>1</sup> Since June of 2021, a more infectious variant of the virus, known as the Delta Variant, has emerged and now accounts for the vast majority of COVID-19 cases.

Although effective vaccines have been approved by the U.S. Food and Drug Administration for emergency use, vaccination rates are slow and have not yet reached a point to significantly control community transmission. As of **April 11, 2022, only 74.6% of Californians who are eligible to be vaccinated are fully vaccinated.**<sup>2</sup>

Those who become infected with COVID-19 are at risk of serious illness and death. **As of April 11, 2022, 963,590 Americans have died from the virus.**<sup>3</sup> Many more have been hospitalized with serious illness. **Currently, in Placer County, 3 people are hospitalized with COVID-19. Additionally, 1 person in ICU with COVID-19 and 23 ICU beds are available**<sup>4</sup>

Conducting meetings by teleconference would directly reduce the risk of transmission among meeting attendees, including members of the public and agency staff, which has the ancillary effect of reducing risk of serious illness and death as well as reducing community spread of the virus.

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<sup>1</sup> [www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html)

<sup>2</sup> State of California Covid-19 Dashboard <https://covid19.ca.gov/vaccination-progress-data/>

<sup>3</sup> Johns Hopkins University Coronavirus Resource Center <https://coronavirus.jhu.edu/>

<sup>4</sup> Placer County Covid-19 Dashboard <https://www.placer.ca.gov/DocumentCenter/View/46267/dashboard?bidId=#hospitalizations-and-deaths>

If the authorization to meet by teleconference is not approved by a majority vote, then the meeting will adjourn after this item and the remaining agenda items will be rescheduled to a future in-person meeting.

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**Fiscal Impact:**

none

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**Staff Recommendation:**

Staff recommends that the board find that it has reconsidered the state of the COVID-19 emergency, meeting in person continues to present imminent risks to the health or safety of attendees, and the board renews the prior authorization for meetings to be held by teleconference as authorized by subdivision (e)(1)(C) of section 54943 of the Government Code.



**Placer Mosquito and Vector Control District**  
**Financial Statement - Budget to Actuals - Month 9 Year to Date**  
**Fiscal Year Ending March 31st, 2022**

Ledger Account	Spend/Revenue Category	FY 20/21 Budget	Actuals	Remaining	% Budget
40010-TAXES-Current Secured Property	RC0010-TAXES-Current Secured Property	\$49,419	\$32,096	\$17,323	64.95%
40040-TAXES-Railroad Unitary Property	RC0040-TAXES-Railroad Unitary Property	\$81	\$48	\$33	59.75%
40050-TAXES-Unitary and Op Non-Unitary Property	RC0050-TAXES-Unitary & Op Non-Unitary Property	\$2,185	\$1,240	\$945	56.76%
40060-TAXES-Current Unsecured Property	RC0060-TAXES-Current Unsecured Property	\$1,062	\$1,214	(\$152)	114.33%
40090-TAXES-Delinquent Unsecured Property	RC0090-TAXES-Delinquent Unsecured Property	\$15	\$11	\$4	72.67%
40100-TAXES-Current Supplemental Property	RC0110-TAXES-Current Supplemental Property	\$1,526	\$868	\$658	56.87%
40110-TAXES-Delinquent Supplemental Property	RC0120-TAXES-Delinquent Supplemental Property	\$1	\$2	(\$1)	222.00%
40180-Other Taxes	RC0230-Other Taxes	\$305,000	\$170,610	\$134,390	55.94%
42010-Investment Income	RC0560-Interest / Investment Income	\$36,000	\$3,120	\$32,880	0.00%
44350-State Homeowners Property Tax Relief	RC1440-Homeowners Property Tax Relief (GL44350)	\$368	\$191	\$177	0.00%
45010-Aid from Other Agencies	RC1550-Aid from Other Governmental Agencies (GL45010)	\$0	\$52,954	(\$52,954)	0.00%
46030-Direct Charges	RC1720-Direct Charges	\$4,870,669	\$2,706,988	\$2,163,681	55.58%
48030-Miscellaneous	RC3080-Miscellaneous Other Revenues	\$26,600	\$15,698	\$10,902	59.02%
49030-Proceeds from Sale of Capital Assets	RC3170-Proceeds from Sale of Capital Assets	\$5,000	\$0	\$5,000	0.00%
<b>Total Revenue</b>		<b>\$5,297,926</b>	<b>\$2,985,042</b>	<b>\$2,312,884</b>	<b>56.34%</b>
<b>Salaries and Benefits</b>		PROGRAM: <b>PG700000</b>			
51010-Salaries and Wages	SC1810-Salaries and Wages	\$1,921,507	\$1,429,048	\$492,459	74.37%
51030-Extra Help	SC1816-Extra Help	\$93,146	\$0	\$93,146	0.00%
51040-Overtime and Call Back	SC1819-Overtime and Call Back	\$12,856	\$6,692	\$6,164	52.06%
51210-Retirement	SC1852-CalPERS	\$240,551	\$176,991	\$63,560	73.58%
51220-Payroll Tax	SC1855-FICA	\$47,809	\$29,015	\$18,794	60.69%
51240-Other Postemployment Benefits (OPEB)	SC1858-Other Postemployment Benefits (OPEB)	\$187,895	\$19,314	\$168,581	10.28%
51350-Emp Benefits Other Agencies	SC1888-Employee Benefits Other Agencies	\$386,288	\$334,823	\$51,465	86.68%
51380-Other Benefits	SC1897-Other Benefits	\$1,199	\$599	\$600	49.98%
52520-Trustee Meetings Compensation	SC3630-Trustee Meetings Compensation	\$8,400	\$5,100	\$3,300	60.71%
<b>Total Salaries and Benefits</b>		<b>\$2,899,651</b>	<b>\$2,001,582</b>	<b>\$898,069</b>	<b>69.03%</b>
<b>Materials, Supplies and Services</b>		PROGRAM: <b>PG700000</b>	<b>Materials, Supplies and Services</b>		
52030-Clothing and Personal	SC2040-Work Clothes	\$5,900	\$3,883	\$2,017	65.81%
52040-Communication Services Expense	SC2085-Communication Services - Telephone	\$38,278	\$23,826	\$14,453	62.24%
52050-Food	SC2110-Food and Water, All Types	\$800	\$0	\$800	0.00%
52160-Maintenance	SC2270-Equipment Maintenance and Repair Services for General Equipmer	\$1,200	\$0	\$1,200	0.00%
52220-Laboratory Supplies	SC2521-Laboratory Equipment	\$0	\$174	(\$174)	0.00%
52240-Professional / Membership Dues	SC2550-Membership / Registration / Association / Warranties	\$24,738	\$25,672	(\$934)	103.78%
52330-Other Supplies	SC2660-General Office Supplies	\$5,300	\$2,244	\$3,056	42.35%
52340-Postage	SC2790-Postage	\$275	\$68	\$207	24.83%
52360-Professional and Special Services - General	SC2820-Personnel Services	\$29,225	\$19,991	\$9,234	68.40%
52360-Professional and Special Services - General	SC2860-SB2557 Property Tax Admin Costs	\$1,260	\$1,117	\$143	88.68%
52360-Professional and Special Services - General	SC2900-Audit Costs	\$10,000	\$0	\$10,000	0.00%
52360-Professional and Special Services - General	SC2940-Consulting Services (52360)	\$9,850	\$8,950	\$900	90.86%
52360-Professional and Special Services - General	SC2945-Uniform Rental and Laundry Services	\$13,446	\$4,227	\$9,219	31.44%
52360-Professional and Special Services - General	SC3070-AB2838 - LAFCO Fees	\$2,627	\$2,167	\$460	82.48%
52370-Professional and Special Services - Legal	SC3130-Legal Services	\$15,000	\$8,525	\$6,475	56.83%
52440-Rents and Leases - Equipment	SC3470-Equipment Rental or Lease Services Group 2	\$2,647	\$2,007	\$640	75.82%
52570-Advertising	SC3895-Publications and Legal Notices	\$1,500	\$498	\$1,002	33.18%
52785 -Training/Education	SC4000-Educational/Training Services	\$1,500	\$443	\$1,057	29.53%
52590 -Tuition Reimbursement	SC4070-Tuition Reimbursement (52590)	\$8,000	\$4,307	\$3,693	53.83%
52790-Transportation and Travel	SC4280-Travel & Transportation	\$6,930	\$4,616	\$2,314	66.61%
52790-Transportation and Travel	SC4290-Mileage	\$2,250	\$312	\$1,938	13.85%
52390-Professional and Special Services - County	SC4705-Internal Professional and Special Services (Non-Interfund Transfer	\$11,739	\$11,346	\$393	96.65%
<b>Materials, Supplies and Services Subtotal</b>		<b>\$192,465</b>	<b>\$124,372</b>	<b>\$68,093</b>	<b>64.62%</b>
<b>Other Expenditures</b>		PROGRAM: <b>PG700000</b>	<b>Other Expenditures</b>		
52080-Insurance	SC2140-Insurance and Insurance Services	\$169,061	\$178,012	(\$8,951)	105.29%
52360-Professional and Special Services - General	SC2840-Collection Charges	\$87,803	\$85,033	\$2,770	96.85%
53040-Lease Purchase Principal	SC4720-Lease Purchase Principal	\$269,000	\$269,000	\$0	100.00%
53080-Lease Purchase Interest	SC4760-Lease Purchase Interest	\$69,386	\$69,270	\$116	99.83%
<b>Total Other Expenditures</b>		<b>\$595,250</b>	<b>\$601,315</b>	<b>(\$6,065)</b>	<b>101.02%</b>
<b>Information Technology</b>		PROGRAM: <b>PG700001</b>	<b>Information Technology</b>		
52400-Professional and Special Services - Information Technr	SC3370-Data Processing, Computer, Programming, and Software Services	\$28,596	\$36,064	(\$7,468)	126.12% *
52400-Professional and Special Services - Information Technr	SC3380-Computer Management Services	\$106,000	\$70,939	\$35,062	66.92%
52560-Small Equipment	SC3710-Electronic Equipment, Parts, and Accessories	\$5,500	\$2,970	\$2,530	54.01%
<b>Information Technology Subtotal</b>		<b>\$140,096</b>	<b>\$109,973</b>	<b>\$30,123</b>	<b>78.50%</b>
<b>Facility &amp; Vehicles</b>		PROGRAM: <b>PG700002</b>	<b>Facility &amp; Vehicles</b>		
52060-Household Expense	SC2120-Janitorial Supplies	\$1,379	\$0	\$1,379	0.00%
52140-Parts	SC2200-Automotive Accessories, Equipment and Parts	\$8,000	\$3,907	\$4,093	48.84%
52160-Maintenance	SC2260-Equipment Maintenance and Repair Services for Vehicles & Aircraf	\$17,300	\$9,934	\$7,366	57.42%
52160-Maintenance	SC2270-Equipment Maintenance and Repair Services for General Equipmer	\$1,000	\$244	\$756	24.42%
52170-Fuels & Lubricants	SC2340-Gasoline All Types	\$34,500	\$33,994	\$506	98.53%
52190-Maintenance - Janitorial	SC2430-Janitorial Management Services	\$6,780	\$1,695	\$5,085	25.00%
52161-Maintenance-Building	SC2861-Maintenance-Building - 1099 Reportable (52161)	\$35,891	\$21,835	\$14,056	60.84%
52360-Professional and Special Services - General	SC3010-Alarm Services (52360)	\$6,676	\$6,828	(\$152)	102.28%
52380-Professional and Special Services - Technical, Engine	SC3150-Grounds Maintenance Services	\$4,260	\$3,555	\$705	83.45%
52380-Professional and Special Services - Technical, Engine	SC3280-Security, Fire, Safety, and Emergency Services not otherwise class	\$438	\$426	\$12	97.32%
52460-Small Tools & Instruments	SC3530-Hardware and Related Items	\$3,500	\$816	\$2,684	23.31%
52650-Landfill Dump Fee	SC4130-Landfill Dump Fee (52650)	\$110	\$0	\$110	0.00%
52800-Utilities	SC4340-Utilities	\$60,575	\$34,998	\$25,577	57.78%

Ledger Account	Spend/Revenue Category	FY 20/21 Budget	Actuals	Remaining	% Budget
Facility & Vehicles Subtotal		\$180,409	\$118,233	\$62,176	65.54%
Tahoe Substation		PROGRAM: PG700003	Tahoe Substation		
52180-Materials - Buildings & Improvements	SC2360-Builder's Supplies	\$1,500	\$22	\$1,478	1.48%
52220-Laboratory Supplies	SC2521-Laboratory Equipment	\$1,000	\$47	\$953	4.71%
52330-Other Supplies	SC2650-First Aid and Safety Equipment and Supplies	\$318	\$79	\$239	24.91%
52161-Maintenance-Building	SC2861-Maintenance-Building - 1099 Reportable (52161)	\$1,000	\$0	\$1,000	0.00%
52450-Rents and Leases - Buildings & Improvements	SC3480-Real Property Rental or Lease	\$25,704	\$21,420	\$4,284	83.33%
52460-Small Tools & Instruments	SC3530-Hardware and Related Items	\$500	\$86	\$414	17.27%
52800-Utilities	SC4340-Utilities	\$2,938	\$1,876	\$1,062	63.85%
Tahoe Substation Subtotal		\$32,960	\$23,531	\$9,429	71.39%
Surveillance		PROGRAM: PG700004	Surveillance		
52220-Laboratory Supplies	SC2480-Clinical Laboratory Reagents and Tests	\$25,000	\$19,039	\$5,961	76.16%
52220-Laboratory Supplies	SC2500-Gases, Lab / Medical / Welding	\$5,000	\$3,255	\$1,745	65.10%
52220-Laboratory Supplies	SC2521-Laboratory Equipment	\$26,300	\$7,219	\$19,081	27.45%
52330-Other Supplies	SC2650-First Aid and Safety Equipment and Supplies	\$1,800	\$0	\$1,800	0.00%
52380-Professional and Special Services - Technical, Engine	SC3255-Vector and Disease Testing	\$1,000	\$691	\$309	69.10%
52380-Professional and Special Services - Technical, Engine	SC3322-Hazardous Waste	\$3,725	\$426	\$3,299	11.44%
52400-Professional and Special Services - Information Tech	SC3370-Data Processing, Computer, Programming, and Software Services	\$2,700	\$0	\$2,700	0.00%
52560-Small Equipment	SC3710-Electronic Equipment, Parts, and Accessories	\$500	\$398	\$102	79.66%
Lab Subtotal		\$66,025	\$31,028	\$34,997	46.99%
Control Operations		PROGRAM: PG700005	Control Operations		
52020-Pesticides	SC2030-Poisons, Pesticides and Chemicals - Agricultural and Industrial	\$715,028	\$651,466	\$63,562	91.11%
52210-Services	SC2455-Airplane/Helicopter Services NOC	\$322,000	\$205,190	\$116,810	63.72%
52220-Laboratory Supplies	SC2521-Laboratory Equipment	\$5,000	\$793	\$4,207	15.85%
52330-Other Supplies	SC2650-First Aid and Safety Equipment and Supplies	\$4,800	\$3,813	\$987	79.44%
52400-Professional and Special Services - Information Tech	SC3370-Data Processing, Computer, Programming, and Software Services	\$1,236	\$0	\$1,236	0.00%
52460-Small Tools & Instruments	SC3530-Hardware and Related Items	\$7,000	\$4,810	\$2,190	68.72%
52560-Small Equipment	SC3751-Industrial Machinery and Hardware	\$2,500	\$720	\$1,780	28.80%
Control Operations Subtotal		\$1,057,564	\$866,793	\$190,771	81.96%
Public Info & Outreach		PROGRAM: PG700006	Public Info & Outreach		
52040-Communication Services Expense	SC2090-Media Services	\$35,000	\$8,750	\$26,250	25.00%
52400-Professional and Special Services - Information Tech	SC3370-Data Processing, Computer, Programming, and Software Services	\$2,936	\$350	\$2,586	11.92%
52400-Professional and Special Services - Information Tech	SC3380-Computer Management Services	\$37,426	\$19,573	\$17,853	52.30%
52560-Small Equipment	SC3881-Visual Education Supplies (52560)	\$10,000	\$46	\$9,954	0.46%
52570-Advertising	SC3890-Marketing Services	\$79,500	\$82,312	(\$2,812)	103.54%
Public Info & Outreach Subtotal		\$164,862	\$111,032	\$53,830	67.35%
Invasive Response		PG703001	Invasive Response		
51010-Salaries and Wages	SC1810-Salaries and Wages	\$25,000	\$0	\$25,000	0.00%
52020-Pesticides	SC2030-Poisons, Pesticides and Chemicals - Agricultural and Industrial	\$14,835	\$0	\$14,835	0.00%
52220-Laboratory Supplies	SC2521 Laboratory Supplies	\$4,600	\$0	\$4,600	0.00%
52380-Professional and Special Services - Technical, Engine	SC3320-Environmental and Ecological Services (52380)	\$30,000	\$0	\$30,000	0.00%
52570:Advertising	SC3890 Marketing Services	\$12,000	\$0	\$12,000	0.00%
		\$86,435	\$0	\$86,435	0.00%
Capital Expenditures			Capital Expenditures		
54440-Buildings and Improvements	SC5190-Fixed Assets - Other Agency - Buildings and Improvements	\$25,000	\$17,169	\$7,832	68.67%
54450-Equipment	SC5210-Vehicles, All Types (54450)	\$35,000	\$0	\$35,000	0.00%
54460-Fixed Assets - Other Agency - Equipment	SC5270-Fixed Assets - Other Agency - Equipment	\$65,000	\$0	\$65,000	0.00%
54490-Intangible Assets	SC5320 FA Intangible Assets (GL54490)		\$21,548		
Capital Expenditures Subtotal		\$125,000	\$38,716	\$86,284	30.97%
FY 2021-22 Revenue		\$5,297,926	\$2,985,042	\$2,312,884	56.34%
Funds from Designations		\$233,941	\$233,941	\$0	100.00%
Total Available Financing		\$5,250,457	\$3,218,983	\$2,031,474	61.31%
FY 2021-22 Operating Expendit		\$5,415,717	\$3,987,857	\$1,427,860	73.63%
Planned Capital Asset Outlays		\$125,000	\$38,716	\$86,284	30.97%
Total Expenditures		\$5,540,717	\$4,026,573	\$1,514,144	72.67%

\* Amend IT Budget FY21/22



## Board Review and Consideration to Designate Selected District Property as Surplus

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### Background:

The District reviews its inventory of capital and non-capital property annually. Part of this review is to make recommendations for items that are no longer of use or value to the District to be disposed of, sold, or donated according to the District procurement and personal property disposal policy (Resolution 2016-09). The first step of the disposal process is for the Board to designate selected District property as surplus.

The attached list are items recommended to be designated as surplus.

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### Staff Recommendation:

Staff recommends the Board designate the items on the attached list as surplus and authorize the General Manager to dispose of these items according to District policy.

Qty	Capital Asset	Asset ID	Condition
1	Toshiba Telephone System	BA0005166	Poor
1	Closed Circuit Television	BA0005308	Poor
1	Konica Copier	BA0004868	Poor

QTY	Non-Capital Inventory	Inventory #	Condition
1	Laminator		Poor
1	Fax server		Poor
1	DVR		Poor
2	PC'S		Poor
1	Laptop		Poor
2	Monitors		Poor
1	Cisco Switch		Poor
1	Sony Digital Video Camera	0013	Good

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## Public Information and Outreach Report

Reporting period: March 2022

Prepared by: Meagan Luevano, Public Information Officer

### FEBRUARY SERVICE REQUESTS & PHONE LOG

- 104 Inbound External Calls in March

In March 2022, a total of 85 service requests were submitted.



Service Requests (SRs) in March 2022  
"Internal SR Form" were entered by District employees  
"Public SR Form" were submitted by the through the public website



### INTERNAL COMMUNICATIONS & NEWS

- Ongoing VecNet updates
- Ongoing customer satisfaction survey – development in progress. To be sent via MailChimp quarterly to assess resident satisfaction with our services – launch in Spring 2023

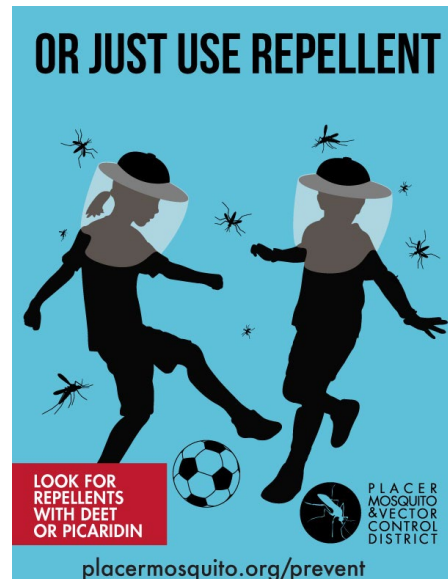
### COMMUNITY OUTREACH AND EDUCATION EVENTS

- Auburn Sunset Rotary, rescheduled to May 17
- Scheduling and planning City Council, MACs and Board of Supervisor summer presentations
- Red Shoe School Outreach push will happen during Mosquito Awareness Week, April 17-23
- Hired social media intern from Whitney HS for the summer

### OUTREACH MATERIALS

#### Complete

- Ongoing social media development
- Monthly eblasts
- Summer advertising plan
  - Digital billboards
  - Digital display ads
  - Grocery store pole banners
  - Social media



## In Development

- High school outreach program

## SOCIAL MEDIA DASHBOARD

Profiles							
Review your aggregate profile and page metrics from the reporting period.							
Profile	Audience	Net Audience Growth	Published Posts	Impressions	Engagements	Engagement Rate (per Impression)	Video Views
<b>Reporting Period</b>	2,877	18	36	5,647	127	2.2%	1
Mar 1, 2022 – Mar 31, 2022	↗ 0.6%	↗ 12.5%	↗ 33.3%	↘ 18.5%	↘ 43.8%	↘ 31%	↘ 95.7%
<b>Compare to</b>	2,861	16	27	6,931	226	3.3%	23
Feb 1, 2022 – Feb 28, 2022							
@PlacerMosquito	1,081	2	12	2,646	55	2.1%	0
Placer Mosquito & Ve...	1,413	4	13	2,079	35	1.7%	1
placermosquito	383	12	11	922	37	4%	0



### PlacerMosquito.org Website Dashboard

#### Users

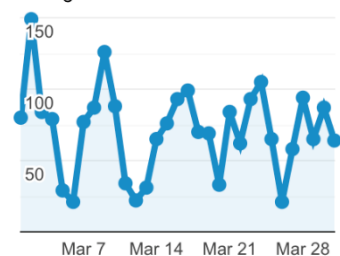
**924**

% of Total: 100.00% (924)



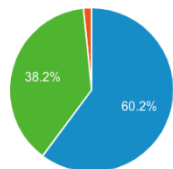
#### Pageviews

##### Pageviews



#### Users by Device Type

desktop mobile  
tablet

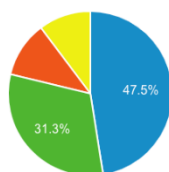


#### Users by Page Title

Page Title	Users
PMVCD	505
Job Opportunities   PMVCD	119
Prevention Information   PMVCD	99
Contact   PMVCD	82
Who We Are   PMVCD	73

#### Users by Form of Website Access

Direct Organic Search  
Referral Social





### PlacerMosquitoLearningLab.org Website Dashboard

#### Users

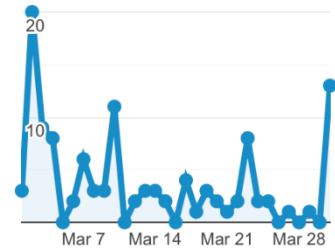
**47**

% of Total: 100.00% (47)



#### Pageviews

##### Pageviews

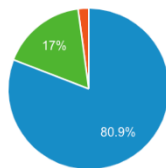


#### Users by Page Title

Page Title	Users
Placer Mosquito Learning Lab – Placer Mosquito and Vector Control District	41
K-8 Students – Placer Mosquito Learning Lab	9
Educators – Placer Mosquito Learning Lab	7
Contact Us – Placer Mosquito Learning Lab	6
College Students – Placer Mosquito Learning Lab	5

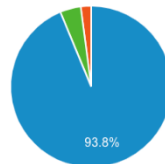
#### Users by Device Type

desktop mobile  
tablet



#### Users by Form of Website Access

Direct Referral  
Organic Search





# **General Manager's Report**

Joel Buettner, General Manager

04/12/2022

The following activities have taken place since the regular Board meeting in March 2022.

## **ADMINISTRATION**

- The first of three new staff members will be joining our team on 4/18/2022. We welcome Marissa Utterback who will be serving as a VCT I in the surveillance department.
- Our other two new staff members have accepted their offers, and are waiting to confirm their start dates. We anticipate their start dates for around the first week of May.
- We have received one educational reimbursement application for the FY 2021-22. The personnel committee will review it and bring a recommendation to the board in May.

## **VEHICLE VANDALISM**

- On 4/1/2022, District staff discovered that Truck 3 (2012 Ford F 150), which had been parked outside behind the locked gate was out of gas and would not start. Upon inspection, it was found that it was out of gas, and someone had drilled a hole in the gas tank. Staff also found where someone had cut through the chain link fence in the southeast corner of the district's property. A police report has been filed and VCJPA contacted. The estimated damage to the truck is approximately \$2000 not including the missing gas.
- While this vehicle was slated for replacement this year, we have decided to get it repaired instead because of the lack of new truck availability.
- To address the break-in, we are collecting estimates to upgrade the perimeter fence, remove excess vegetation along fence line and consider upgrading lighting.

## **VEHICLE FLEET**

- Ideally, we need three additional full-size pickups to meet operational needs. Because of the current vehicle market, full-size pickups are in very short supply with manufacturers reporting at least 12-month lead time for new orders, and used vehicles with extremely high costs.
  - Longer term Option #1: Place orders for three new trucks with a local Ford dealer and wait for availability.
  - Longer term Option #2: Place orders for three new trucks with Enterprise Fleet for lease
- Short Term Solution for 2022 Season: Keep existing fleet operational and rent extra vehicles for seasonals or trap runs.
- Each of these options have different fiscal impacts for the FY 2022-23 budget. We are working on determining the best choices that balance our fiscal and operational goals.

**MVCAC SPRING MEETING / STRATEGIC PLANNING**

- MVCAC will be holding its spring meeting in Sacramento April 25- 27, 2022. In addition to the typical committee meetings, the MVCAC board will be taking action to establish the budget for the upcoming fiscal year, and do some strategic planning.

**AMCA WASHINGTON DAY**

- I will be attending the AMCA Washington Day the week of May 16<sup>th</sup>. This will be the first in-person Washington day since 2018. We will be virtually meeting with legislators, but have two days of in-person meetings with federal regulators from agencies such as EPA, USFW, FAA, pesticide industry, and others.
- As UAS subcommittee chair, I was asked to invite the FAA representative to address current and future UAS regulations that may impact their use among mosquito control districts.
- I have planned my travel to be able to attend the District's May board meeting on 5/16 remotely from Washington D.C.