

**PLACER MOSQUITO & VECTOR CONTROL DISTRICT  
BOARD OF TRUSTEES**

2021 Opportunity Drive  
Roseville, CA 95678

**REGULAR BOARD MEETING  
AGENDA**

**March 18, 2024 4:30 PM**

[www.placermosquito.org](http://www.placermosquito.org)

This meeting will be conducted in person and via teleconference. Trustees may, as provided by law, participate remotely under some circumstances. The Board encourages the public to participate remotely by calling (408) 638-0968 and when prompted, enter the Meeting ID: 876 3514 2449 or <https://us06web.zoom.us/j/87635142449>

**Page**

Board of Trustees

Sandy Bendorf  
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

**1 Call to Order**

**2 Roll Call**

**3 Pledge of Allegiance**

**5 Agenda Review**

**6 Public Comment**

*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.*

**7 Consent Agenda – Action item**

- |          |   |
|----------|---|
| 3-5      | A. Minutes of the January 29, 2024 Regular Board Meeting                |
| 7-8      | B. Minutes of the February 26, 2024, Regular Meeting                    |
| 9        | C. Acknowledge Warrants Issued February 2024                            |
| 11-13    | D. Financial Report: Fiscal Year to Date February 29th, 2024            |
| 15       | E. Board Review and Consideration to Purchase Mosquito Larvicides       |
| Attach A | F. Board Review and Consideration to approve Aerial Applicator Contract |

**8 Presentation – Scott Schon, Supervisor**

- |          |   |
|----------|---|
| 17       | <b>9 Board Review and Consideration of Memorandums of Understanding with District Employee Associations</b>   |
| Attach B | A. <b>Board Review and Consideration of Memorandum of Understanding between Placer Mosquito and Vector Control District Employees Association and Placer Mosquito and Vector Control District – Action item</b>               |
| Attach C | B. <b>Board Review and Consideration of Memorandum of Understanding between Placer Mosquito and Vector Control District Association of Managerial Employees and Placer Mosquito and Vector Control District – Action item</b> |

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19-24	<b>10 Board Review and Consideration of Changing Secretary Job Title to Administrative Assistant – <i>Action item</i></b>
25	<b>11 Board Review and Consideration of Resolution 2024-02 Directing the Preparation of the Engineer’s Report for the Mosquito Control District and East County Mosquito Control and Disease Prevention Assessment District – <i>Action item</i></b>
27	<b>12 Board Review and Consideration of Resolution 2024-03 Directing the Preparation of the Engineer’s Report for the Expanded Services and Permanent Facility Assessment – <i>Action item</i></b>
29-39	<b>13 Board Review and Consideration of Placer County Local Agency Formation Commission (LAFCO) Nomination of Regular and Alternate Special District Representative – <i>Action item</i></b>
	<b>14 Staff Reports</b>
41-44	A. Eastern Placer Report- Angella Falco
45	B. Public Information and Outreach Report – Meagan Luevano
47	C. Field Operations and Surveillance Report – Jake Hartle
	D. General Manager’s Report – Joel Buettner
	<b>15 Board/Staff General Discussion</b>
	<b>16 Announcements</b>
	A. The next regular Board meeting will be held April 15, 2024, at 4:30 PM, at 2021 Opportunity Dr., Roseville, CA 95678
	B. The next regular Personnel Committee meeting will be held April 22, 2024, at 3:30 PM at 2021 Opportunity Dr., Roseville, CA 95678.
	<b>17 Adjournment</b>

*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  
January 29, 2023 4:30 PM  
Placer Mosquito & Vector Control District Office  
2021 Opportunity Drive, Roseville, CA 95678

Pursuant to Assembly Bill 2449 this meeting will be conducted via teleconference. In the interest of maintaining appropriate social distancing, the Board encourages the public to participate by calling (408) 638-0968 and when prompted, enter the Meeting ID: 878 7181 5325  
or <https://us06web.zoom.us/j/87871815325>

1. **Call to Order:** President Gayaldo called the meeting to order at 4:30 PM.
2. **Roll Call:** Trustees Sandy Bendorf, Jill Gayaldo, Peter Gilbert, Merry Holliday-Hanson, Ross Hutchings, Russ Kelley and Will Stockwin were present.  
**District Employees Present:** Manager Joel Buettner, Jake Hartle, Isabel Alvarez, Angella Falco, and Meagan Luevano.
3. **Pledge of Allegiance** was led by Trustee Gayaldo.
4. **Introduction of Guests:** Will Portello, VCJPA was presented.
5. **Introduction of New Trustee:** Manager Buettner Introduced Sandy Bendorf, City of Auburn appointed Trustee.
6. **Agenda Review:** There was a consensus to move Item #16 Board/Staff General Discussion after Item #13 Staff Reports.
7. **Public Comment:** There were none.
8. **Consent Agenda**  
Minutes of the December 21, 2023, Regular Meeting. Item E Accept Strategic Plan report 2023 was pulled from the consent agenda for further discussion.
  - A. Minutes of the December 21, 2023, Regular Board Meeting
  - B. Acknowledge Warrants Issued December 2023
  - C. Financial Report: Fiscal Year to Date December 30th, 2023
  - D. Board Review and Consideration to Designate Selected District Property as Surplus
  - E. Accept Strategic Plan Report 2023

*A motion to acknowledge warrants issued December 2023, approve financial report: fiscal year to date December 30<sup>th</sup> 2023, to designate selected property as surplus was made by Trustee Gilbert seconded by Trustee Holliday- Hanson, unanimously approved, no abstentions.*

*Ayes: Trustees Bendorf, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*  
*Noes: ∅ Abstain: ∅ Absent: ∅*

*A motion to approve the Minutes of the December 21, 2023, regular meeting was made by Trustee Gilbert seconded by Trustee Stockwin.*

*Ayes: Trustees Bendorf, Gayaldo, Gilbert, Hutchings, Kelley and Stockwin*  
*Noes: ∅ Abstain: Holliday-Hanson (Absent- December meeting) Absent: ∅*

*A motion to accept strategic plan report 2023 as amended was made by Trustee Gilbert seconded by Trustee Holliday- Hanson, unanimously approved, no abstentions.*

*Ayes: Trustees Bendorf, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*  
*Noes: ∅ Abstain: ∅ Absent: ∅*

**9. Board Review and Consideration of Election of Board Officers**

*A motion to elect Trustee Ross Hutchings as President was made by Trustee Gilbert, seconded by Trustee Holliday-Hanson, unanimously approved, no abstentions.*

*Ayes: Trustees Bendorf, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*  
*Noes: ∅ Abstain: ∅ Absent: ∅*

*A motion to elect Trustee Will Stockwin as Vice President was made by Trustee Gilbert, seconded by Holliday-Hanson, unanimously approved, no abstentions.*

*Ayes: Trustees Bendorf, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*  
*Noes: ∅ Abstain: ∅ Absent: ∅*

*A motion to re-appoint Isabel Alvarez, District Secretary, as Board Secretary, was made by Trustee Hutchings, seconded by Trustee Gilbert unanimously approved, no abstentions.*

*Ayes: Trustees Bendorf, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*  
*Noes: ∅ Abstain: ∅ Absent: ∅*

**10. Board Review and Consideration of Committees for 2024**

*A motion to approve the Committees for 2024 removing Trustee Gayaldo and adding Trustee Hutchings was made by Trustee Stockwin, seconded by Trustee Gilbert, unanimously approved, no abstentions.*

*Ayes: Trustees Bendorf, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*  
*Noes: ∅ Abstain: ∅ Absent: ∅*

<b><u>Personnel Committee:</u></b> (Meets on the 4 <sup>th</sup> Monday of April at 3:30 PM) Trustee Merry Holliday-Hanson Trustee Ross Hutchings	<b><u>Finance Committee:</u></b> (Meets on the 1 <sup>st</sup> Tuesday of May Time: TBD) Trustee Russ Kelley Trustee Peter Gilbert Trustee Will Stockwin
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**11. Board Review and Consideration of Replacement of Laboratory Freezer**

*A motion to approve the purchase of the replacement freezer not to exceed \$18,000 was made by Trustee Holliday-Hanson, seconded by Trustee Gilbert, unanimously approved, no abstentions.*

*Ayes: Trustees Bendorf, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*  
*Noes: ∅ Abstain: ∅ Absent: ∅*

**12. Board Review and Consideration of Placer County Local Agency Formation Commission (LAFCO) Nomination of Special District Alternate Voting Member**

*A motion to Nominate Trustee Peter Gilbert for the Regular Voting Member and Trustee Jill Gayaldo for Alternate Voting Member for Special District Representative to the Placer County Local Agency Formation Commission (LAFCO) was made by Trustee Hutchings, seconded by Trustee Kelley, unanimously approved, no abstentions.*

*Ayes: Trustees Bendorf, Gayaldo, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*  
*Noes: ∅ Abstain: ∅ Absent: ∅*

**13. Staff Reports**

- A. Eastern Placer Report – Angella Falco gave a verbal update.
- B. Public Information and Outreach Report – A written report was submitted. No additional items were reported.
- C. Field Operations and Surveillance Report – Jake Hartle gave a verbal update.
- D. General Manager Report – A written report was submitted. No additional items were reported.

**16. Board/Staff General Discussion:**

Ms. Alvarez mention the following:

- The City of Colfax appointed Trustee Stockwin for a term of 2 years.
- The City of Rocklin appointed Trustee Gayaldo for a term of 2 years.
- The City of Lincoln appointed Trustee Gilbert for a term of 2 years.
- Form 700 is due April 1<sup>st</sup>
- Email will be sent if Ethics AB1234 and Sexual Harassment AB1825 has not been completed.

*Adjourned to Closed Session at 5:15 PM*

**14. Closed Session**

- A. Conference with legal counsel: Existing litigation pursuant to Paragraph (1) of subdivision (d) of Section 54956.9,
- B. Public employee performance evaluation: General Manager (*pursuant to Government Code Section 54957*).
- C. Closed Session: Conference with District designated labor negotiator Joel Buettner regarding negotiations with employee organizations: Placer Mosquito and Vector Control District Employees Association and Placer Mosquito and Vector Control District Association of Managerial Employees (*pursuant to Government Code Section 54957.6*)

*Open Session reconvened at 6:25 PM.*

**15. Report from Closed Session:** *No other reportable action was taken.*

**16. Announcements**

- A. The District office will be closed February 12, 2024 in observance of the Lincoln's Birthday Holiday.
- B. The District office will be closed February 19, 2024 in observance of the President's Day Holiday.
- C. The next regular Board meeting will be held February 26, 2024 at 4:30 PM., at 2021 Opportunity Dr., Roseville, CA 95678

**17. Adjournment:**

President Gayaldo adjourned the meeting at 6:25 PM.

Minutes approved by the Board and dated, this 26<sup>th</sup> day of February 2024 after passage.

Will Stockwin, Board Vice-President: \_\_\_\_\_

Attest:

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

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Placer Mosquito & Vector Control District  
Board of Trustees Regular Board Meeting – Minutes  
February 26, 2024, 4:30 PM  
Placer Mosquito & Vector Control District Office  
2021 Opportunity Drive, Roseville, CA 95678

This meeting will be conducted in person and via teleconference. Trustees may, as provided by law, participate remotely under some circumstances. The Board encourages the public to participate remotely by calling (408) 638-0968 and when prompted, enter the Meeting ID: 821 3406 9048 or <https://us06web.zoom.us/j/82134069048>

1. **Call to Order:** Vice-President Stockwin called the meeting to order at 4:30 PM.
2. **Roll Call:** Trustees Sandy Bendorf, Peter Gilbert, Merry Holliday-Hanson, Ross Hutchings, Russ Kelley and Will Stockwin were present. Trustee Gayaldo was absent with notification.  
**District Employees Present:** Manager Joel Buettner, Jake Hartle, Isabel Alvarez, Angella Falco, Meagan Luevano and Nikki Rockwell.
3. **Pledge of Allegiance** was led by Trustee Stockwin.
4. **Introduction of Guests:** Catherine MacLeod, FSA, FCA, EA, MAAA, Principal & Consulting Actuary, MacLeod Watts, Inc. was presented.
5. **Agenda Review:** Trustee Hutchings presented a “Just Cause” request to attend the board meeting via Zoom, it is noted that a quorum of the Board of Trustees was attending the meeting in person.

*A motion to approve Trustee Hutching’s request was made by Trustee Gilbert seconded by Trustee Kelley, approved by roll call vote.*

*Ayes: Trustees Bendorf, Gilbert, Holliday-Hanson, Hutchings, Kelley and Stockwin*  
*Noes: ∅ Abstain: ∅ Absent: Trustee Gayaldo*

6. **Public Comment:** There were none.

7. **Consent Agenda**

Trustee Holliday-Hanson found a typo on the January minutes, Mrs. Alvarez will correct the error. There was a consensus to Bring the minutes for January to the regular meeting in February.

- A. Minutes of the January 29, 2024, Regular Board Meeting

*A motion to approve the following was made by Trustee Gilbert seconded by Trustee Bendorf, approved by roll call vote.*

*Ayes: Trustees Bendorf, Gilbert, Holliday-Hanson, Hutchings, Kelley, and Stockwin*  
*Noes: ∅ Abstain: ∅ Absent: Trustee Gayaldo*

- B. Acknowledge Warrants Issued January 2024

- C. Financial Report: Fiscal Year to Date January 31<sup>st</sup>, 2024

8. **Presentation**

Ms. MacLeod presented the Actuarial Valuation and GASB 75 Report. Presentation slides will be attached to the Board Packet. The Board thanked Ms. MacLeod for her presentation.

9. **Board Review and Consideration to Accept other Post-Employment Benefits June 30, 2023, Actuarial Valuation and GASB 75 Report for Fiscal Year Ending June 30, 2024,**

*A motion to accept the 2023 Actuarial valuation and GASB 75 report for fiscal year ending June 30, 2024, was made by Trustee Gilbert seconded by Trustee Kelley, approved by roll call vote.*

*Ayes: Trustees Bendorf, Gilbert, Holliday-Hanson, Hutchings, Kelley, and Stockwin*  
*Noes: ∅ Abstain: ∅ Absent: Trustee Gayaldo*

**10. Board Review and Consideration of Resolution 2024-01**

*A motion to approve Resolution 2024-01 delegating authority to the General Manager to settle claims and litigation against the district was made by Trustee Kelley seconded by Trustee Gilbert, approved by roll call vote.*

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

*Noes: ø*

*Abstain: ø*

*Absent: Trustee Gayaldo*

**11. Board Review and Consideration to Purchase Ground-Based Mosquito Adulticide Flow Control Systems**

*A motion to purchase ground-based mosquito adulticide flow control systems not to exceed \$19,000 was made by Trustee Holliday-Hanson seconded by Trustee Bendorf, approved by roll call vote.*

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

*Noes: ø*

*Abstain: ø*

*Absent: Trustee Gayaldo*

**12. Staff Reports**

A. Eastern Placer Report – Angella Falco gave a verbal update.

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

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

D. General Manager Report – A written report was submitted. No additional items were reported.

**13. Board/Staff General Discussion:** There was none

*Adjourned to Closed Session at 5:51 PM*

**14. Closed Session**

A. Public employee performance evaluation: General Manager (*pursuant to Government Code Section 54957*).

B. Closed Session: Conference with District designated labor negotiator Joel Buettner regarding negotiations with employee organizations: Placer Mosquito and Vector Control District Employees Association and Placer Mosquito and Vector Control District Association of Managerial Employees (*pursuant to Government Code Section 54957.6*)

*Open Session reconvened at 6:39 PM.*

**15. Report from Closed Session:** No reportable action was taken.

**16. Announcements**

A. The next regular Board meeting will be held March 18, 2024, at 4:30 PM., at 2021 Opportunity Dr., Roseville, CA 95678

**17. Adjournment:**

Vice-President Stockwin adjourned the meeting at 6:40 PM.

Minutes approved by the Board and dated, this 18<sup>th</sup> day of March 2024 after passage.

Ross Hutchings, Board President: \_\_\_\_\_

Attest:

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

## Warrants February 2024

Payment Date	Payment Type	Payee	Invoice Amount
2/2/2024	Check	VERIZON WIRELESS - Remit-To: PO. BOX 660108	75.50
2/2/2024	Check	MOSQUITO & VECTOR CONTROL ASSOCIATION OF CALIFORNIA	375.00
2/2/2024	Check	AMERICAN FIDELITY ASSURANCE COMPANY	1,012.37
2/2/2024	Check	MEDPRO WASTE DISPOSAL LLC	136.00
2/2/2024	Check	STAR SECURITY SOLUTIONS INC	32.33
2/2/2024	Check	CITY OF ROSEVILLE - Remit-To: PO BOX 619136	622.49
2/2/2024	Check	CITY OF ROSEVILLE - Remit-To: PO BOX 619136	2,557.69
2/2/2024	Check	CITY OF ROSEVILLE - Remit-To: PO BOX 619136	69.47
2/7/2024	Check	HARRIS INDUSTRIAL GASES	121.02
2/7/2024	Check	LINCOLN POTTERS BASEBALL CLUB INC	2,500.00
2/7/2024	Check	VERIZON WIRELESS - Remit-To: PO. BOX 660108	1,853.00
2/7/2024	Check	CLARK, PATRICK SPENCER	1,500.00
2/7/2024	Check	BURCHAM, KAREN LYNNE	864.41
2/7/2024	Check	ARAMARK UNIFORM & CAREER APPAREL GROUP INC	219.33
2/7/2024	Check	ARAMARK UNIFORM & CAREER APPAREL GROUP INC	162.49
2/7/2024	Check	LEADING EDGE ASSOCIATES INC	13,775.75
2/7/2024	Check	HAURY, RITA E	492.58
2/7/2024	Check	LIBERTY UTILITIES CO - Remit-To: Po Box 80374	458.48
2/7/2024	Check	PACIFIC GAS & ELECTRIC COMPANY	2,152.93
2/7/2024	Check	ZIONS BANCORPORATION NA	23,739.48
2/7/2024	Check	OPTIMUM	161.24
2/7/2024	Check	VECTOR CONTROL JOINT POWERS AGENCY	215.34
2/7/2024	Automatic Wire Payment	CALPERS	34,729.54
2/9/2024	Check	HYLIO INC	22,650.00
2/9/2024	EFT Child Support	CASDU - California State Disbursement Unit (SDU)	1,178.76
2/13/2024	Check	JOHN WALKER HEATING AND COOLING	20.00
2/13/2024	Check	HUNT & SONS INC - Remit-To: PO BOX 101630	1,624.56
2/13/2024	Check	LEADING EDGE ASSOCIATES INC	1,200.00
2/13/2024	Check	CITIBANK NA dba Home Depot Credit Services	256.74
2/13/2024	Check	BATTERIES PLUS BULBS 910 PLEASANT GROVE BLVD	35.61
2/13/2024	Check	BATTERIES PLUS BULBS 910 PLEASANT GROVE BLVD	24.60
2/13/2024	Check	INFINITY TECHNOLOGIES	7,058.50
2/13/2024	Check	INFINITY TECHNOLOGIES	6,252.50
2/13/2024	Check	STAR INDUSTRIES	565.00
2/13/2024	Check	CONSOLIDATED COMMUNICATIONS OF CALIFORNIA COMPANY	152.91
2/13/2024	Check	CONSOLIDATED COMMUNICATIONS OF CALIFORNIA COMPANY	677.61
2/13/2024	Check	FUTURE FORD INC - Remit-To: 650 Auto Mall Dr	959.88
2/13/2024	Check	FUTURE FORD INC - Remit-To: 650 Auto Mall Dr	120.01
2/16/2024	Check	JASSO, DAVID CELIO	425.00
2/16/2024	Check	ARAMARK UNIFORM & CAREER APPAREL GROUP INC	161.43
2/16/2024	Check	DELTEK INC	216.00
2/16/2024	Check	ES OPCO USA LLC	846.92
2/16/2024	Check	INSOMNIAC PRODUCTIONS INC	133.42
2/16/2024	Check	O'REILLY AUTO ENTERPRISES LLC	24.77
2/16/2024	Check	CLARKE MOSQUITO CONTROL PRODUCTS INC	1,305.12
2/16/2024	Check	SOUTHWEST GAS CORP - Remit-To: PO BOX 24531	115.95
2/16/2024	Check	BARTKIEWICZ, KRONICK & SHANAHAN	83.75
2/16/2024	Check	TEXAS LIFE INSURANCE COMPANY	132.25
2/16/2024	Check	US BANK EQUIPMENT FINANCE	186.87
2/20/2024	Check	US BANCORP	13,775.34
2/23/2024	EFT Child Support	CASDU - California State Disbursement Unit (SDU)	1,178.76
2/26/2024	Check	BUCKMASTER BUSINESS MACHINES	68.53
2/26/2024	Check	TRUCKSMART INC - Remit-To: 6455 Pacific St	3,029.59
2/26/2024	Check	ARNAUDO BROS LP	2,249.10
2/26/2024	Check	TYCO FIRE & SECURITY (US) MANAGEMENT INC	1,918.77
2/26/2024	Check	PRINCIPAL LIFE INSURANCE COMPANY	4,473.57
2/26/2024	Check	AUL HEALTH BENEFIT TRUST C/O MIDAMERICA ADMIN	4,407.23
2/28/2024	Check	LABREPCO LLC	16,334.90

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**Placer Mosquito Vector Control District**  
**Budget to Actuals YTD as of 02/29/2024**

<b>Ledger / Spend Account</b>	<b>Budget</b>	<b>Actuals</b>	<b>Balance</b>	<b>% of Budget</b>
40010:Taxes - Current Secured Property				
RC0010 Taxes - Current Secured Property (GL40010)	(64,339.00)	(64,983.83)	\$644.83	101.00%
40040:Taxes - Railroad Unitary Property				
RC0040 Taxes - Railroad Unitary Property (GL40040)	(97.00)	(93.67)	(\$3.33)	96.57%
40050:Taxes - Unitary and Op Non-Unitary Property				
RC0050 Taxes - Unitary & Op Non-Unitary Property (GL40050)	(2,409.00)	(2,469.93)	\$60.93	102.53%
40060:Taxes - Current Unsecured Property				
RC0060 Taxes - Current Unsecured Property (GL40060)	(1,171.00)	(1,338.04)	\$167.04	114.26%
40070:Taxes - Delinquent Secured Property	(1.00)	0	(\$1.00)	0.00%
40090:Taxes - Delinquent Unsecured Property				
RC0090 Taxes - Delinquent Unsecured Property (GL40090)	(16.00)	(15.84)	(\$0.16)	99.00%
40100:Taxes - Current Supplemental Property				
RC0110 Taxes - Current Supplemental Property (GL40100)	(1,683.00)	(809.02)	(\$873.98)	48.07%
40110:Taxes - Delinquent Supplemental Property				
RC0120 Taxes - Delinquent Supplemental Property (GL40110)	(1.00)	(4.02)	\$3.02	402.00%
40180:Other Taxes				
RC0270 Parcel Taxes (GL40180)	(350,064.00)	(339,697.50)	(\$10,366.50)	97.04%
42010:Investment Income	(10,000.00)	(41,048.91)	\$31,048.91	410.49%
RC0560 Interest / Investment Income (GL42010)		(41,049.20)		
RC0561 5151 Interest (GL42010)		0.29		
42030:Short-Term Rents and Concessions				
RC0600 Short-Term Rents & Concessions (GL42030)	(6,000.00)	(4,873.74)	(\$1,126.26)	81.23%
44350:State Homeowners Property Tax Relief				
RC1440 Homeowners Property Tax Relief (GL44350)	(406.00)	(177.87)	(\$228.13)	43.81%
46030:Direct Charges				
RC1720 Direct Charges (GL46030)	(5,385,420.00)	(5,492,181.13)	\$106,761.13	101.98%
46430:Insurance - Other				
RC2930 Insurance - Other (GL46430)	0	(62,354.64)	\$62,354.64	0.00%
48030:Miscellaneous				
RC3080 Miscellaneous Other Revenue (GL48030)	(20,000.00)	(5,821.15)	(\$14,178.85)	29.11%
49030:Proceeds from Sale of Capital Assets				
RC3170 Proceeds from Sale of Capital Assets (GL49030)	0	(6,238.00)	\$6,238.00	0.00%
<b>Total Revenue</b>	<b>(5,841,607.00)</b>	<b>(6,022,107.29)</b>	<b>\$180,500.29</b>	<b>103.09%</b>

51010:Salaries and Wages				
SC1010 Salaries and Wages (GL51010)	2,383,746.88	1,493,751.01	\$889,995.87	62.66%
51040:Overtime and Call Back				
SC1040 Overtime and Call Back (GL51040)	16,049.13	10,946.84	\$5,102.29	68.21%
51210:Retirement	301,691.19	191,654.38	\$110,036.81	63.53%
SC1210 CalPERS (GL51210)		141,006.38		
SC1852 CalPERS (GL51210)		50,648.00		
51220:Payroll Tax				
SC1220 FICA (GL51220)	46,793.63	30,440.64	\$16,352.99	65.05%
51240:Other Postemployment Benefits (OPEB)				
SC1858 Other Post Employment Benefits (OPEB) (GL51240)	120,047.00	16,149.05	\$103,897.95	13.45%
51350:Emp Benefits Other Agencies				
SC1888 Employee Benefits Other Agencies (GL51350)	457,348.53	343,236.56	\$114,111.97	75.05%
51380:Other Benefits				
SC1897 Other Benefits (GL51380)	1,362.00	456.87	\$905.13	33.54%
52020:Pesticides				

**Placer Mosquito Vector Control District  
Budget to Actuals YTD as of 02/29/2024**

<b>Ledger / Spend Account</b>	<b>Budget</b>	<b>Actuals</b>	<b>Balance</b>	<b>% of Budget</b>
SC2030 Poisons, Pesticides and Chemicals - Agricultural and Industrial (GL52020)	591,224.36	271,861.96	\$319,362.40	45.98%
52030:Clothing and Personal				
SC2040 Work Clothes (GL52030)	6,500.00	4,543.15	\$1,956.85	69.89%
52040:Communication Services Expense	70,466.94	26,884.68	\$43,582.26	38.15%
SC2085 Communication Services - Telephone (GL52040)		21,484.68		
SC2090 Media Services - 1099 Reportable (GL52040)		5,400.00		
52050:Food				
SC2110 Food and Water, All Types (GL52050)	800.00	375.45	\$424.55	46.93%
52060:Janitorial Supplies	1,592.34	0	\$1,592.34	0.00%
52080:Insurance				
SC2140 Insurance and Insurance Services (GL52080)	215,189.96	210,867.00	\$4,322.96	97.99%
52140:Parts				
SC2200 Automotive Accessories, Equipment and Parts (GL52140)	6,000.00	10,260.00	(\$4,260.00)	171.00%
52160:Maintenance	20,876.00	18,536.77	\$2,339.23	88.79%
SC2260 Equipment Maintenance Services for Vehicles & Aircraft(GL52160)		18,080.69		
SC2270 Equipment Maintenance Services for General Equipment (GL52160)		456.08		
52161:Maintenance - Building				
SC2861 Maintenance - Building - 1099 Reportable (GL52161)	36,961.00	25,919.15	\$11,041.85	70.13%
52170:Fuels & Lubricants				
SC2340 Gasoline, All Types (GL52170)	51,750.00	31,611.36	\$20,138.64	61.08%
52180:Materials - Buildings & Improvements	1,500.00	0	\$1,500.00	0.00%
52190:Maintenance - Janitorial				
SC2430 Janitorial Management Services - 1099 Reportable (GL52190)	9,280.00	3,955.00	\$5,325.00	42.62%
52210:Services				
SC2455 Airplane/Helicopter Services NOC - 1099 Reportable (GL52210)	356,430.00	239,962.75	\$116,467.25	67.32%
52220:Laboratory Supplies	79,300.00	38,656.78	\$40,643.22	48.75%
SC2480 Clinical Laboratory Reagents and Tests (GL52220)		14,404.31		
SC2500 Gases, Lab / Medical / Welding (GL52220)		4,904.39		
SC2521 Laboratory Supplies (GL52220)		19,348.08		
52240:Professional / Membership Dues				
SC2550 Membership / Registration / Association / Warranties (GL52240)	30,745.00	29,456.50	\$1,288.50	95.81%
52245:Warranties	5,024.00	0	\$5,024.00	0.00%
52260:Misc Expense				
SC2570 Misc Expense (GL52260)		14,615.46	(\$14,615.46)	0.00%
52330:Other Supplies	15,918.00	2,333.24	\$13,584.76	14.66%
SC2650 First Aid and Safety Equipment and Supplies (GL52330)		1,183.45		
SC2660 Office Supplies Should meet 30% min. Recycled Content (GL52330)		956.43		
SC2661 Office Supplies Excluding Paper Goods (GL52330)		193.36		
52340:Postage				
SC2790 Postage (GL52340)	275.00	205.59	\$69.41	74.76%
52360:Professional and Special Services - General	175,731.88	138,936.55	\$36,795.33	79.06%
SC2820 Personnel Services - 1099 Reportable (GL52360)		12,232.60		
SC2840 Collection Charges - 1099 Reportable (GL52360)		93,036.36		
SC2860 SB2557 Property Tax Admin Costs - 1099 Reportable (GL52360)		1,165.24		
SC2940 Consulting Services - 1099 Reportable (GL52360)		15,570.00		
SC2945 Uniform Rental and Laundry Services - 1099 Reportable (GL52360)		6,045.41		
SC3010 Alarm Services - 1099 Reportable (GL52360)		5,756.31		
SC3070 AB2838 - LAFCO Fees - 1099 Reportable (GL52360)		5,130.63		
52370:Professional and Special Services - Legal				
SC3130 Legal Services - 1099 Reportable (GL52370)	15,000.00	12,294.25	\$2,705.75	81.96%

**Placer Mosquito Vector Control District  
Budget to Actuals YTD as of 02/29/2024**

<b>Ledger / Spend Account</b>	<b>Budget</b>	<b>Actuals</b>	<b>Balance</b>	<b>% of Budget</b>
52380:Professional and Special Services - Technical, Engineering and Environmental	39,911.00	25,870.66	\$14,040.34	64.82%
SC3150 Grounds Maintenance Services - 1099 Reportable (GL52380)		3,370.00		
SC3280 Security, Fire, Safety, and Emergency Services (GL52380)		461.00		
SC3320 Environmental and Ecological Services - 1099 Reportable (GL52380)		20,000.00		
SC3322 Hazardous Waste (GL52380)		2,039.66		
52390:Professional and Special Services - County				
SC4705 Internal Professional and Special Services (Non-Interfund Transfer) (GL52390)	12,601.58	15,321.76	(\$2,720.18)	121.59%
52400:Professional and Special Services - Information Technology	148,066.00	103,344.18	\$44,721.82	69.80%
SC3370 Data Processing, Computer, Programming, and Software Services (GL52400)		39,388.97		
SC3380 Computer Management Services - 1099 Reportable (GL52400)		63,955.21		
52440:Short-Term Rents and Leases - Equipment				
SC3460 Short-Term Equipment Rental or Lease Services - 1099 Reportable (GL52440)	2,647.00	1,510.46	\$1,136.54	57.06%
52450:Short-Term Rents and Leases - Buildings & Improvements				
SC3480 Short-Term Real Property Rental or Lease - 1099 Reportable (GL52450)	26,989.20	20,241.90	\$6,747.30	75.00%
52460:Small Tools & Instruments				
SC3530 Hardware and Related Items (GL52460)	17,500.00	15,498.80	\$2,001.20	88.56%
52480:PC Acquisition				
SC3560 Computers, Handheld, Laptop, and Notebook (GL52480)	19,550.00	5,956.75	\$13,593.25	30.47%
52520:Trustee Meetings Compensation				
SC3630 Trustee Meetings Compensation - 1099 Reportable (GL52520)	8,400.00	4,600.00	\$3,800.00	54.76%
52560:Small Equipment				
SC3710 Electronic Equipment, Parts, and Accessories (GL52560)	15,000.00	843.80	\$14,156.20	5.63%
52570:Advertising	75,156.88	44,368.15	\$30,788.73	59.03%
SC3890 Marketing Services - 1099 Reportable (GL52570)		44,069.43		
SC3895 Publications and Legal Notices (GL52570)		298.72		
52590:Tuition Reimbursement				
SC4070 Tuition Reimbursement (GL52590)	4,000.00	1,608.71	\$2,391.29	40.22%
52785:Training / Education				
SC4000 Educational/Training Services - 1099 Reportable (GL52785)	8,450.00	5,314.98	\$3,135.02	62.90%
52790:Transportation and Travel	25,860.00	11,781.96	\$14,078.04	45.56%
SC4280 Travel & Transportation (GL52790)		10,642.54		
SC4290 Mileage (GL52790)		1,139.42		
52800:Utilities				
SC4340 Utilities (GL52800)	79,545.61	38,502.48	\$41,043.13	48.40%
53040:Lease Purchase Principal				
SC4720 Lease Purchase Principal (GL53040)	288,000.00	288,000.00	\$0.00	100.00%
53080:Lease Purchase Interest				
SC4760 Lease Purchase Interest (GL53080)	52,326.00	52,105.68	\$220.32	99.58%
<b>Total Expenses ( Non Capital Assets )</b>	<b>5,841,606.11</b>	<b>3,802,781.26</b>	<b>\$2,038,824.85</b>	<b>65.10%</b>
54450:Equipment	0	162,710.77	(\$162,710.77)	0.00%
SC2520 CA Laboratory Equipment (GL54450)	0	16,334.90	(\$16,334.90)	0.00%
SC2680 CA Aircraft and Airport Equipment (GL54450)	0	76,740.51	(\$76,740.51)	0.00%
SC5210 CA Vehicles, All Types (GL54450)	0	69,635.36	(\$69,635.36)	0.00%
<b>Total Capital Assets</b>	<b>0</b>	<b>162,710.77</b>	<b>(\$162,710.77)</b>	<b>0.00%</b>
<b>Total Expenses</b>	<b>5,841,606.11</b>	<b>3,965,492.03</b>	<b>\$1,876,114.08</b>	<b>67.88%</b>

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## Board Review and Consideration to Purchase Mosquito Larvicides

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### Background

Based on consistent performance and cost, the District has selected Valent Bioscience's biorational larvicide (Bti) products for use in our mosquito larvicide program. Azelis is the sole source vendor for Valent Bioscience larvicide.

Azelis is offering a 2.5% discount for Vectobac (Bti) larvicide products used by the District for larval control of mosquitoes in irrigated rice fields and other areas of standing water. Reign is an adjuvant used to prevent evaporation when applying liquid Vectobac 12 AS.

Below is the bulk of the 2024 mosquito season pesticide purchase order.

Qty	Description	Price
60	Reign (2.5 gal. jugs)	\$3,705.00
20	VectoBac 12AS (264 GALLON Totes)*	\$170,438.40
35	VectoBac GR (2000 lb Super Sacks)*	\$141,400.00
02	VectoBac WDG (40 lb. bags)*	\$3,391.20
	Est. TAX	\$22,574.51
	Shipping	included
<b>*Reflects 2.5% discount TOTAL</b>		<b>\$333,713.15</b>

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### Fiscal Impact

The current FY 23/24 budget has \$319,362 remaining for the purchase of pesticides. We also anticipate approximately \$50,000 of pesticide purchases needed for the 2025 mosquito season. Because of the exceptional West Nile virus and standing water sources in 2024, the District used more pesticides than anticipated, requiring additional funding to prepare for the upcoming 2025 mosquito season. Staff recommends funding the amount of the purchase that exceeds the current budget from either the District's unassigned fund balance, or the emergency designation.

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### Staff Recommendation

Staff recommends the following:

- 1) The Board directs the District General Manager to purchase mosquito larvicides as presented.
- 2) A budget amendment be presented to the board at a later date that allocates the unbudgeted amount of this purchase from a designation or unassigned fund balance at the discretion of the District General Manager.

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## Board Review and Consideration of Memorandums of Understanding with District Employee Associations

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### **Background**

The District has presented draft MOUs to each bargaining unit for review and has received no further comments. The attached MOUs for each of the two bargaining units are ready for approval and signature.

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### **Staff Recommendation**

Staff recommends the board approve the following attached agreements as presented:

- 1) MOU with the Placer Mosquito and Vector Control District Employee's Association
- 2) MOU with the Placer Mosquito and Vector Control District Managerial Employee's Association.

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## Board Review and Consideration of Changing Secretary Job Title to Administrative Assistant

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### **Background**

The Secretary job classification was reviewed and updated during the 2023 compensation study. The consultant recommended that the title be changed to Administrative Assistant to better reflect the expanded duties of the position. At the same time, the Employee Association presented a proposal to make this change as well. According to the compensation study, the updated Administrative Assistant job classification compensation would increase over the former Secretary classification by 3%.

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### **Fiscal Impact**

The typical way the District applies increases to pay scales, would be to apply the increase (3%) to the current Secretary pay scale at the max step and then calculated back to the first step. The incumbent would then be placed at the first step higher than their current pay.

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### **Staff Recommendation**

Staff recommends the board approve the Administrative Assistant job classification to replace the Secretary job classification 3% increase over the existing Secretary pay scale effective March 23, 2024.

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## Placer Mosquito and Vector Control District

### CLASSIFICATION SPECIFICATIONS ~~SECRETARY~~ ADMINISTRATIVE ASSISTANT

#### DEFINITION

Incumbents of this class perform a variety of duties involving the greeting of visitors to the District's central office, answering and routing telephone calls, and responding to questions and inquiries in person, ~~and~~ over the telephone, website, and by email. The reception and telephone duties ~~are frequently~~ can be performed in a very high-volume environment. In addition to reception and telephone duties, incumbents provide transactional human resources duties such as recruitment, onboarding, offboarding, and maintenance of personnel records; Maintain district records retention program, arrange travel, maintain supply inventory, purchasing of general office supplies and equipment, and a variety of word processing, data entry and general ~~clerical-administrative~~ support.

Under direction, incumbent is typically appointed by the Board of Trustees to serve as the District's Board Secretary.

#### SUPERVISION RECEIVED

- Receives direct supervision from the ~~Public Affairs Manager~~ Assistant Manager
- Receives general supervision from the District General Manager.

#### EXAMPLES OF ESSENTIAL DUTIES

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties at an equivalent level.

~~Each individual in the classification does not necessarily perform all the duties listed.~~

- Performs general receptionist duties, greeting visitors and the public at a central reception area;
- Answers telephones s and emails, routing calls to the appropriate District staff member;
- Answers routine questions and provides information, in-person and over the telephone;
- Enters information into service request system to initiate service calls according to District policies and procedures.
- Performs a wide variety of routine to moderately difficult clerical support functions, including word processing, data entry and records management duties; and performs related duties as assigned.
- Performs human resources duties, as assigned, including new employee recruitment postings, receiving applications, scheduling interviews, onboarding and offboarding processes, and maintenance of employee personnel and medical records. May participate in review of applications for employment and selection.

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- Performs duties of District Board Secretary including attending board meetings, communicating with board members, preparing board meeting agendas, packets and minutes, and ensuring compliance with California open meeting laws (Brown Act).

~~Performs duties of District Board Secretary including attending board meetings, communicating with board members, preparing board meeting agendas, packets and minutes, and ensuring compliance with California open meeting laws (Brown Act).~~

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## EMPLOYMENT STANDARDS:

NOTE: The level and scope of the knowledge and abilities listed below are related to job duties as defined under "Distinguishing Characteristics."

### KNOWLEDGE OF:

- Office administration practices and procedures;
- Correct English usage, including spelling, grammar and punctuation;
- Basic recordkeeping and filing practices and procedures.
- [California open meeting laws and regulations \(Brown Act\)](#)
- [General principals of human resources management](#)

### ABILITY TO:

- Operate a computer terminal for word processing and data input;
- Operate standard office equipment;
- Properly use telephone [email, text and other communicatons and paging](#) equipment;
- Type accurately at a speed necessary to meet the requirements of the position;
- Organize, set priorities and exercise sound independent judgment within areas of responsibility;
- Organize and maintain office and specialized files;
- Communicate clearly and effectively orally and in writing;
- Understand and follow written and oral instructions;
- Prepare clear, accurate and concise records and reports;
- Use tact, discretion and courtesy in dealing with the public;
- [Establish and maintain effective working relationships with staff, contractors, partner agencies, District officials, the public and others encountered in the course of work.](#)
- [Organize and maintain confidential records and information.](#)

## MINIMUM QUALIFICATIONS:

Any combination of experience and training that would likely provide the required knowledge and abilities are qualifying. A typical way to obtain the knowledge and abilities would be graduation from high school or G.E.D. equivalent and one year of office administrative or general clerical experience involving public contact; or an equivalent combination of training and experience.

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#### PHYSICAL REQUIREMENTS:

- **Environmental Conditions:** Work is normally performed in a typical office environment.
- **Mobility:** Frequent sitting for long periods of time at a desk or computer workstation. Occasional bending, twisting or squatting. Frequently utilizes computers, telephones and other office equipment. Often moves about the office to collaborate with colleagues.
- **Lifting:** Frequently up to 10 pounds; occasionally up to 30 pounds.
- **Vision:** Constant use of overall vision; frequent reading of handwritten and printed materials on paper or electronic media such as a computer monitor. Occasional use of color and depth vision and close-up work.
- **Dexterity:** Frequent repetitive motion; frequent writing, grasping, holding, twisting and reaching.
- **Hearing/Talking:** Frequent hearing and talking in person and on the phone.
- **Emotional/Psychological:** Occasional decision-making and concentration; frequent public and/or coworker contact; occasional working alone.

Collective Bargaining Unit Designation: [Rank and File PMVCD Employee Association](#)

Probation: 6 Months, subject to extension

FLSA status: Nonexempt

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**RESOLUTION NO. 2024-02 - DRAFT**

**A RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE PLACER MOSQUITO AND VECTOR CONTROL DISTRICT  
DIRECTING THE PREPARATION OF THE ENGINEER'S REPORT FOR THE  
MOSQUITO CONTROL DISTRICT AND EAST COUNTY MOSQUITO CONTROL AND  
DISEASE PREVENTION ASSESSMENT DISTRICT**

**WHEREAS**, the Placer Mosquito and Vector Control District (formerly known as the Placer Mosquito Abatement District, the "District") is authorized, pursuant to the authority provided in Health and Safety Code Section 2082 and Article XIID of the California Constitution, to levy assessments for mosquito, vector and disease control projects and services; and

**WHEREAS**, such vector surveillance and control projects and services provide tangible public health benefits, reduced nuisance benefits and other special benefits to the public and properties with the areas of service; and

**WHEREAS**, on July 24, 2000, by its Resolution No. 2000-03, the Board approved the formation and levying of assessments of the Mosquito Control District ("West County") pursuant to the provisions of Health and Safety Code section 2080 and the provisions of California Constitution Article XIII-D; and

**WHEREAS**, on July 26, 2004, by its Resolution No. 2004-12, the Board approved the formation and levying of assessments of the East County Mosquito Control and Disease Prevention Assessment District ("East County") pursuant to the provisions of Health and Safety Code section 2080 and the provisions of California Constitution Article XIII-D; and

**NOW, THEREFORE BE IT RESOLVED**, that SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare Engineer's Reports in accordance with Article 4 of Chapter 1 of Act and Article XIID of the California Constitution. Upon completion, the Engineer shall file the Reports with the Clerk of the Governing Board for submission to the Board.

**PASSED AND ADOPTED** by the Board of Trustees of the Placer Mosquito and Vector Control District on the 18<sup>th</sup> day of March 2024 by the following vote:

AYES:           Ø  
NOES:           Ø  
ABSTAIN:       Ø  
ABSENT:       Ø

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Ross Hutchings, Board President

Attest:

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Isabel Alvarez, Board Secretary

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**RESOLUTION NO. 2024-03 - DRAFT**

**A RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE PLACER MOSQUITO AND VECTOR CONTROL DISTRICT  
DIRECTING THE PREPARATION OF THE ENGINEER'S REPORT FOR THE  
EXPANDED SERVICES AND PERMANENT FACILITY ASSESSMENT**

**WHEREAS**, the Placer Mosquito and Vector Control District (formerly known as the Placer Mosquito Abatement District, the "District") is authorized, pursuant to the authority provided in Health and Safety Code Section 2082 and Article XIID of the California Constitution, to levy assessments for mosquito, vector and disease control projects and services; and

**WHEREAS**, such vector surveillance and control projects and services provide tangible public health benefits, reduced nuisance benefits and other special benefits to the public and properties within the areas of service; and

**WHEREAS**, on July 16, 2007, by its Resolution No. 2007-10, the Board approved the formation and levying of assessments of the Expanded Services and Permanent Facility Assessment pursuant to the provisions of Health and Safety Code section 2080 and the provisions of California Constitution Article XIII-D; and

**NOW, THEREFORE BE IT RESOLVED**, that SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare Engineer's Reports in accordance with Article 4 of Chapter 1 of Act and Article XIID of the California Constitution. Upon completion, the Engineer shall file the Reports with the Clerk of the Governing Board for submission to the Board.

**PASSED AND ADOPTED** by the Board of Trustees of the Placer Mosquito and Vector Control District on the 18th day of March 2024 by the following vote:

AYES:        Ø  
NOES:        Ø  
ABSTAIN:    Ø  
ABSENT:     Ø

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Ross Hutchings, Board President

Attest:

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Isabel Alvarez, Board Secretary

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# PLACER COUNTY

## LOCAL AGENCY FORMATION COMMISSION

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*Electronic Transmittal*

### COMMISSIONERS:

Cindy Gustafson  
Chair (County)

Susan Rohan  
Vice Chair (Public)

Joshua Alpine  
(Special District)

Shanti Landon  
(County)

Sean Lomen  
(City)

Tracy Mendonsa  
(City)

Rick Stephens  
(Special District)

### ALTERNATE COMMISSIONERS:

Jim Holmes  
(County)

William Kahrl  
(Special District)

Jenny Knisley  
(City)

Cherri Spriggs  
(Public)

### COUNSEL:

Michael Walker  
General Counsel

### STAFF:

Michelle McIntyre  
Executive Officer

Amy Engle  
Commission Clerk

Date: February 27, 2024  
To: Special District Presiding Officer c/o Clerk of the District  
From: Michelle McIntyre  
Re: Selection of a Special District Representative and Alternate

On January 17, 2024, LAFCO requested the Special Districts Presiding Officers consider nominating one or two special district board member(s) to serve as the Special District and Alternate Special District Representative on LAFCO.

We received several nominations for both seats within the deadline. Some nominees were nominated as the voting and alternate voting members. As a result, we ask you to complete the ballots in the following manner:

#### Regular Voting Special District Representative Ballot

- Choose one candidate only.

#### Alternate Special District Representative Ballot

- Choose your *first-choice* candidate by writing the number 1 next to their name.
- Choose your *second-choice* candidate by writing the number 2 next to their name.

We will count the ballots for the Special District Representative before tallying the votes for the alternate voting member seat. We will only use your second-choice candidate for the Alternate Representative if your first choice was selected as the regular voting member.

To be considered valid, ballots must be signed by the presiding officer of a special district, or another board member designated by the board. Ballots from a quorum of the Special Districts must be received for the election to be valid, and the person receiving the most votes for each seat shall be appointed. This memo contains ballots and any submitted Statement of Qualifications from the candidates.

Please return completed ballots via email to [lafco@placer.ca.gov](mailto:lafco@placer.ca.gov) no later than **Friday, April 26, 2024, at 4 pm.**

110 Maple Street Auburn, CA 95603  
(530) 889-4097  
<https://www.placer.ca.gov/lafco>

# Ballot: Selection of Regular Voting Special District Representative on LAFCO

Please choose one candidate:

\_\_\_\_\_ **H. Gordon Ainsleigh, Auburn Area Recreation and Park District Director**

*Nominated by:*

Auburn Area Recreation and Park District

\_\_\_\_\_ **Joshua Alpine, Placer County Water Agency Director**

*Nominated by:*

North Tahoe Public Utility District

Placer County Water Agency

Tahoe City Public Utility District

\_\_\_\_\_ **Peter Gilbert, Placer Mosquito & Vector Control District Trustee**

*Nominated by:*

Placer Mosquito & Vector Control District

\_\_\_\_\_ **Richard Hercules, Foresthill Fire Protection District President**

*Nominated by:*

Foresthill Fire Protection District

\_\_\_\_\_ **William Kahrl, Newcastle Fire Protection District President**

*Nominated by:*

Newcastle Fire Protection District

Penryn Fire Protection District

Placer Hills Fire Protection District

\_\_\_\_\_ **Luke Ragan, North Tahoe Fire Protection District Vice President**

*Nominated by:*

North Tahoe Fire Protection District

\_\_\_\_\_ **Teresa Ryland, South Placer Fire Protection District Director**

*Nominated by:*

South Placer Fire Protection District

Name of Special District: \_\_\_\_\_

\_\_\_\_\_  
Presiding Officer Printed Name

\_\_\_\_\_  
Presiding Officer Signature

**Must be received by LAFCO via email at [LAFCO@placer.ca.gov](mailto:LAFCO@placer.ca.gov) no later than Friday, April 26, 2024 by 4pm.**

## Ballot: Selection of Alternate Special District Representative on LAFCO

**Please choose two candidates, numbering your first choice 1 and second choice 2.**

Your second choice will be counted in the event your first choice is voted in as the  
LAFCO Special District Regular Voting Member.

\_\_\_\_\_ **H. Gordon Ainsleigh, Auburn Area Recreation and Park District Director**

*Nominated by:*

Auburn Area Recreation and Park District

\_\_\_\_\_ **Joshua Alpine, Placer County Water Agency Director**

*Nominated by:*

Placer Hills Fire Protection District

\_\_\_\_\_ **Judy Friedman, Tahoe City Public Utility District Director**

*Nominated by:*

Alpine Springs Community Water District

North Tahoe Public Utility District

Placer County Water Agency

Tahoe City Public Utility District

\_\_\_\_\_ **William Kahrl, Newcastle Fire Protection District President**

*Nominated by:*

Penryn Fire Protection District

\_\_\_\_\_ **Luke Ragan, North Tahoe Fire Protection District Vice President**

*Nominated by:*

North Tahoe Fire Protection District

\_\_\_\_\_ **Teresa Ryland, South Placer Fire Protection District Director**

*Nominated by:*

Newcastle Fire Protection District

South Placer Fire Protection District

Name of Special District: \_\_\_\_\_

\_\_\_\_\_  
Presiding Officer Printed Name

\_\_\_\_\_  
Presiding Officer Signature

**Must be received by LAFCO via email at [LAFCO@placer.ca.gov](mailto:LAFCO@placer.ca.gov) no later than Friday, April 26, 2024 by 4pm.**

I am Gordon Ainsleigh, 20-year Board Member of Auburn Recreation District. It has been my fortune, debatably good or bad, to have been president of two boards of directors at a time of crisis.

One was with Midway Heights County Water District in the late 1980s, when the EPA chose us as the first-in-the-nation community water district to attack, and force into chlorination. So in spite of the fact that the head of the National Cancer Institute had recently bragged about the new science showing that chlorinated water caused bowel and bladder cancer, and in spite of our Board's stance that we wanted to pursue ozonization for clean water, the Court went with the statement of the California State Health Officer that chlorinated water did not cause cancer, and we were forced to comply, trading the present giardia risk for a future bowel and bladder cancer risk. Our two small victories were that the EPA started with a proposed \$500,000 fine, and we maneuvered them down to \$37,500, and that we found a way to get the chlorinated water lines installed for less than half of the government-recommended approach, on a time-payment plan that was easy for our customers. It was a tempestuous time. I had taken the Presidency when the hall was full of angry customers, our past president was being unjustly prosecuted, and no one else was willing to sit behind the microphone. I changed the way meetings were handled, and two months later we had a peaceful nearly-empty hall, and could get on with business.

When I got elected to ARD, our organization was the least-trusted and most criticized special district in the Auburn Area. I was the only one who saw what the problem was. ARD had gone through 4 nightmare District Administrators in 10 years. All were wizards at resumes and interviews, but were either inept or dishonest, or both, at managing our recreation district. I also saw what no one else saw: that Placer High School District and Sierra College had also prospered as long as they hired people from within who had proven they were trustworthy and talented; but when they did a national search to get THE BEST, disaster struck. Sierra College paid out \$600,000 to a female librarian who had been bullied by their new wonder administrator, and Placer High School District had to pass a \$23,000,000 local bond to pay for the new high school in Foresthill, because their wonder administrator had deliberately not applied for 1994 State School Bond money that would have built Foresthill High School. Why? Because Mr Wonderful needed passage of a local bond in his resume to get the top job at wealthy Acalanes HSD, which pays twice as much as Placer HSD, and require superintendents with a proven record of bond passage, who can persuade their wealthy citizens in Orinda and Moraga and Lafayette to pass the many bonds and parcel taxes that support their elite school system. I saw that we had to hire from within, and that we had a bright, hard-working, honest young man with a degree in Recreation Management from Northern Colorado University named Kahl Muscott who could save us from disaster. For two month in a row, the rest of the ARD Board ridiculed me because Kahl didn't have the experience. Finally, I got together with the consultant who was doing the nationwide search, and we came up with a plan: hire the new Wonder Administrator for 6 months to teach Kahl how to do the job. Our new wonder administrator was so good that he left after 3 months to build a park from the ground up at decommissioned El Toro Marine Airbase, but Kahl knew enough by then to carry on. And ARD is now a model of success among special districts.

It seems likely that LAFCO could use a person like me on the Board, to see the problems that others don't see, and to formulate solutions that others don't comprehend. That's what I have done, repeatedly. My priorities are simple: to make sure that every LAFCO decision benefits the quality of life of the people who can be affected by that decision.

## **Joshua Alpine**

***District 5 Director, Placer County Water Agency | Special District Member, Placer LAFCo***

Joshua Alpine is the District 5 Director for Placer County Water Agency (PCWA), where he oversees the Agency's vital efforts to provide an affordable, reliable, and sustainable water supply to the people, environment, and economy of Placer County and the region.

Joshua currently serves on the Placer Local Agency Formation Commission (Commission); he was elected in 2016 to represent Special Districts. He also served on the Commission from 2011-2012, including a term as Chair representing the City of Colfax.

As current President of the Board of Directors for Project GO, Inc., Joshua is engaged in providing affordable housing and energy efficiency programs for low- and moderate-income working families and senior citizens in our area.

Joshua recently served on the Placer County Economic Development Board and the Association of California Water Agencies (ACWA) Board, serving as Chair of ACWA's Region 3 Board from 2015-2023 (Alpine, Amador, Calaveras, El Dorado, Inyo, Lassen, Mariposa, Modoc, Mono, Nevada, Placer, Plumas, Sierra, and Tuolumne Counties). He also serves from time to time as a member of numerous other committees and task forces.

Prior to serving as a Director for PCWA, Joshua served on the Colfax City Council from 2003-2012, including two terms as Mayor. During that time, he was very involved in wastewater, regional water, and land planning issues.

Joshua works effectively with elected officials and agencies at the local, state, and federal levels, including the Regional Water Quality Control Board and the State Water Resources Control Board, developing solutions to water and land use policies that affect our region. At the federal level, he has worked with the U.S. Environmental Protection Agency, U.S. Corps of Engineers, U.S. Department of Agriculture, and the U.S. Department of Housing & Urban Development.

Joshua has a B.S. in Information Systems Management and holds a California State Hydro Power System Operator certification. He worked as a Hydro System Operator from 2003-2009 for Pacific Gas & Electric (PG&E) operating the Bear, South Yuba, and the American Middle Fork river systems; he is currently a Lead System Operator for PG&E's electric transmission system. Joshua is also a member of the Placer County Historical Society and Colfax Lions Club. Joshua lives in Colfax.

**Judy Friedman**  
**Director, Tahoe City Public Utility District**  
**Candidate for Placer County LAFCO Special District Alternate Seat**

Judy Friedman has been a full-time resident of Tahoe City, located in the unincorporated area of Placer County, for over 50 years.

Friedman was elected to the Tahoe City Public Utility District (TCPUD) Board of Directors in 2008 and is currently serving her 4<sup>th</sup> publicly elected term. In addition to serving as a director for TCPUD, Friedman has served a variety of community organizations over the years, both as a volunteer and Board member. She is currently the President of Sierra Senior Services and is a small-business owner. Friedman has experience in both the public and private sectors and appreciates the fiduciary responsibility that comes with the office she seeks.

In her role as a public servant, Friedman makes decisions based on sound financial principles and respect for the needs and concerns of residents and the business community.

There has been tremendous growth in Placer County. LAFCO is charged with helping identify ways to organize, simplify, and streamline government and make sure that services are provided efficiently and economically. That requires thoughtful and creative solutions and well-informed decision makers.

Tahoe City was a small town in the '70s. The issues were modest, and the quality of life was hard to beat. As Placer County continues to grow, Friedman believes we need to work hard to balance quality of life while meeting growing service challenges. Friedman is fully committed to serving the citizens of Placer County in this effort, in a collaborative and transparent manner.

Judy Friedman is asking for your support to serve as Special District Alternate Commissioner and appreciates the trust that comes with your vote.

PETER GILBERT

peter-gilbert@sbcglobal.net

Current Chair, Lincoln Planning Commission

Former Councilman/Mayor. City of Lincoln

Former Councilman/Mayor. City of Foster City

Current Board Member, Placer County Mosquito & Vector Control District

Former President/Treasurer, Lincoln Hills Comm. Assoc.

Current member Lincoln Hills Foundation, Board of Directors

Former member Placer County Grand Jury

Former President – League of California Cities Peninsula Division

33 Cities in San Francisco, San Mateo and Santa Clara Counties

Former Chair, San Mateo County Criminal Justice Council

San Francisco State University – Speech Major -Radio/TV

U S Army Intelligence Corp. Sgt., E-6 Honorable Discharge

San Mateo County Safety Man of the Year for efforts funding a major highway project. (92/101 highway interchange)

Executive management experience. I have managed groups as large as 5,000 employees.

## **Statement of Qualifications for Election to Placer LAFCO**

**Richard Hercules, President, Foresthill Fire Protection District**

### **The Opportunity for Placer County**

It is certain that the special districts within Placer County will have new challenges in their opportunities and manner in which they provide unique services to the public. These serviced communities need to be bound together to develop organizational solutions for the County. These may be that is different than what exists, but again, to the benefit of the public. New state laws will also affect those districts, governments, and their purposes.

Placer County has been affected by the increased rate of development in most all areas. Special districts will be affected, but are largely managed by elected volunteers and staff that focus on the operations of that district. It is apparent that there are separations between the larger urban districts and the more remote districts, but some effort is expected to better align these groups for the issues of the County. LAFCO, with staff and support from Placer County officials, the special district volunteers and local city officials, can evaluate impacts of growth and development on these districts and urban communities and effect change. Appropriately, citizens of Placer County have expectations of services at many levels, particularly those funded by property taxes and assessment measures.

### **My Background**

Much of my career in private industry was the development, operation of new businesses and organizations to deliver a service or product to a wide range of users. In almost all cases, my skills in these efforts required knowledge in long term planning, policy development, defined organizational structure, and legislative and financial management. Accordingly, conflict resolution and the need to manage negotiations for those opportunities is part of that environment. Further, my experience in mergers and acquisitions has broadened my perspectives in finding solutions beneficial to those parties involved, however disparate.

I have many strengths to work and balance improvements of these services through separation, consolidations or restructuring. While these activities are within the purview of LAFCO, I would apply the reality of the needs of the County and its citizens. In the last 5 years of my work with the Foresthill Fire Protection District board, I can offer that the district is better managed in this period than some of its previous history, and with better engagement and appreciation by the community it serves. This is the type of energy and commitment I would apply to this appointment. I look forward to discuss and understand the particular issues your district is experiencing. I can be reached through the Fire District web site or by telephone.

**STATEMENT OF QUALIFICATIONS  
PLACER LOCAL AGENCY FORMATION COMMISSION  
WILLIAM KAHRL**

My name is Bill Kahrl. For the last 24 years, my wife Kathleen and I have been working together with local community leaders, business owners, elected officials, friends and neighbors to protect and, where possible, to enhance the quality of life we all enjoy in Placer County.

In that connection, I am just beginning my fourth term as President of the Newcastle Fire Protection District. We've accomplished a lot. In 2023, we opened the new fire station in Newcastle that had been delayed for more than ten years. And we're enjoying considerable success with the Joint Operating Agreement we negotiated with the Penryn and Placer Hills Fire Protection Districts. As a result, we have been able to reduce the administrative costs for all three districts while at the same time improving service, reducing response times, while enhancing overall fire safety throughout central Placer.

It's not just the taxpayers who benefit. These improvements mean more opportunities for training and advancement for our firefighters and a better chance that all the communities we serve will be able to meet the increasing demands of the future.

I believe that closer cooperation, practical coordination, and innovative efficiency are essential to ensure that all our special districts will be able to continue delivering the quality of service the public has come to expect. The Placer LAFCO can be the key to making that happen. But it will require leadership. And it will require better communications among the special districts represented on the commission.

I have a long and detailed familiarity with how the LAFCO process works – and where it can sometimes fall short. In my professional life in government and business, I have worked for Democrats and Republican leaders, held key positions on the staff of the Governor and the Speaker of the Assembly, and advised several of California's major corporations as well as its largest water districts and forestry companies. As a journalist, award-winning editor and author, I've been able to focus on several of the state's major natural resource issues. Some of my proudest accomplishments in this area include the creation of the California Wild and Scenic River System, the acquisition of Point Reyes National Seashore, the preservation of Headwaters National Forest, and initiating the creation of the conservation easement that now protects more than 80,000 acres of pristine coastal lands around Hearst Castle.

The point is, I know how to get things done. And, with respect, I would like to ask for your support so that I can continue working on behalf of all our special districts on Placer LAFCO. If you have any questions or would like to discuss the issues your district is facing, please do not hesitate to call me at 916-663-0785.

William Kahrl, President  
Newcastle Fire Protection District  
Board of Directors

Luke Thomas Ragan  
P.O. Box 1793  
Tahoe City, CA 96145  
530.308.5098  
[ragan@ntfire.net](mailto:ragan@ntfire.net)

My name is Luke Thomas Ragan. My family is fifth generation Tahoe City. I currently serve on the North Tahoe Fire Protection District Board. I have been the Vice President on that Board for the past four years and have served on the Board since 2016. I also serve on the Boards for North Tahoe Little League and the Tahoe City Recreation Association. I am currently the President of Pacific Built, Inc. and sole owner of Ragan Snow Removal in Tahoe City. I graduated from North Tahoe High School and am currently the head junior varsity football coach and work with the varsity team as well.

I am interested in this position to make a difference and protect the interests in Placer County. I appreciate your consideration to be nominated for a seat on the Placer County LAFCO Board.

Please feel free to contact me if you have any questions.

STATEMENT OF NOMINEE FOR  
INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

Name: Teresa R Ryland, CPA, CFE

Special District: South Placer Fire Protection District

I am excited with this opportunity to serve the County on the LAFCO. This committee work would capitalize on my extensive experience in serving government agencies in Placer and allow for future decisions and conversations that benefit all residents of the County.

I have lived in South Placer for 34 years and am proud to have served as a South Placer Fire Protection District Director for over a decade. Through strategic planning, careful budgeting, and efficient operating practices we have been able to maximize our funding, thereby continuing to provide top notch service. I am committed to working with all agencies in the County to assure our strong, continued operation in support of our community and the entire County.

Professionally, I have spent 37 years working with and for California public agencies in planning, finance and facilities arenas, including the last 20 as a local, small business owner in Placer County. My business has involved working with most of the school districts in the County, several cities, the County of Placer, PCWA and of course fire districts.

I served on the fire board as we worked with Loomis Fire on an administrative and support MOU, then through the actual consolidation of the two districts. I am currently working with two other counties' LAFCOs (school district version) – Los Angeles and Sacramento county - as we work through potential school district unification projects.

It would be an honor to represent SPFD on the Placer County LAFCO.

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## Public Information and Outreach Report

Reporting period: February 2024

Prepared by: Meagan Luevano, Public Information Officer

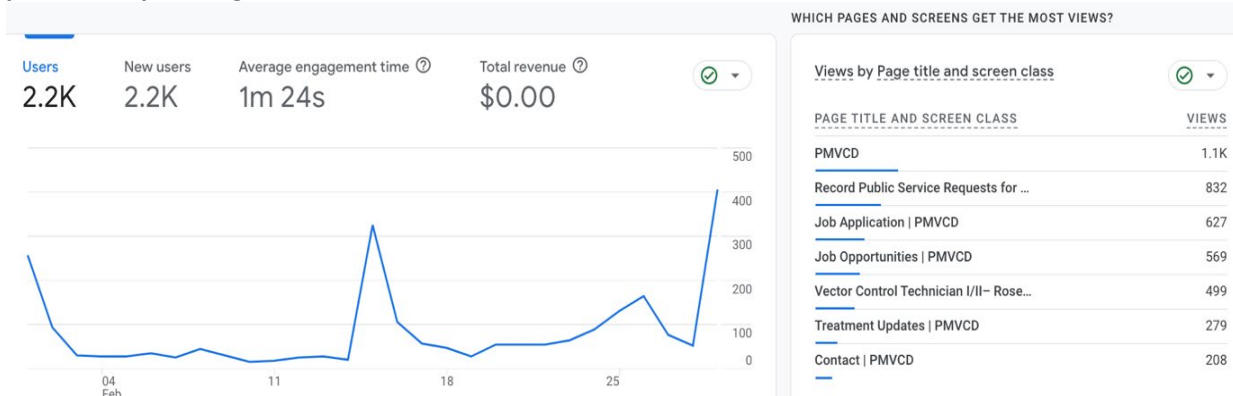
### SERVICE REQUESTS

In February 2024, a total of 159 service requests were submitted.

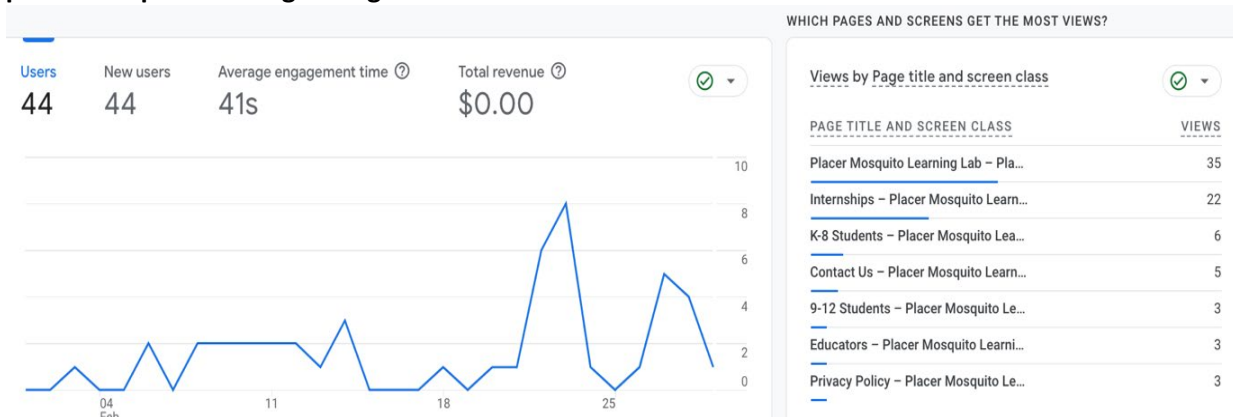


### WEBSITE ANALYTICS

#### placermosquito.org



#### placermosquitolearninglab.org



### CITY COUNCIL PRESENTATIONS

- Planning for Spring/early Summer presentations.

### COMMUNITY OUTREACH AND EDUCATION EVENTS

Category	Event Title	Date	Time	City
Career Fair	UNR STEM Career Fair	Wednesday, February 14, 2024	1-4 p.m.	Reno
Career Fair	Lincoln High School Career Fair	Thursday, March 14, 2024	TBD	Lincoln
Career Fair	Twelve Bridges High School Career Fair	Friday, April 5, 2024	TBD	Lincoln
Community Event	UC Master Gardeners Placer County Garden Faire	Saturday, April 13, 2024	9 a.m. - 3 p.m.	Roseville
Community Event	Placer Nature Center	Saturday, April 20, 2024	10 a.m. - 2 p.m.	Auburn
Community Presentation	National Association of Retired and Veteran Railway Employees	Friday, April 5, 2024	10:30 a.m. - 12 p.m.	Roseville
Community Presentation	The Club at WestPark by Del Webb	TBD	TBD	Roseville
Community Presentation	Heritage Placer Vineyards Community	TBD	TBD	Roseville

### Drone Demonstration Day – Friday, April 19



**The Placer Mosquito and Vector Control District cordially invites you to immerse yourself in the future of mosquito control innovation at our Drone Demonstration Day as part of California Mosquito Awareness Week.**

During an engaging discussion, discover the countless advantages and diverse applications of drones in mosquito management. Get an exclusive front-row seat to witness a mock drone treatment, showcasing cutting-edge technology in action. Plus, there will be a hands-on, interactive experience with our District staff during a show-and-tell session, where you can ask questions and delve deeper into the world of mosquito control. Join us and contribute to a safer, more innovative mosquito awareness and control approach.



## SCHOOL OUTREACH

What Bugs You School Tour @ Thomas Jefferson Elementary School	Monday, February 12, 2024	9:45-10:45 a.m.	Roseville
What Bugs You School Tour @ Coyote Ridge Elementary School	Wednesday, February 14, 2024	9-10 a.m.	Roseville
What Bugs You School Tour @ Scott Leaman Elementary School – Will be rescheduled	Thursday, February 22, 2024	9-10 a.m.	Lincoln
What Bugs You School Tour @ Antelope Creek Elementary School	Wednesday, March 6, 2024	TBD	Rocklin
What Bugs You School Tour @ Sheridan Elementary School	Tuesday, March 12, 2024	10-11 a.m.	Sheridan
What Bugs You School Tour @ H. Clarke Powers Elementary School	Tuesday, March 19	TBD	Loomis

## ONGOING OUTREACH MATERIALS/SOCIAL MEDIA/ADVERTISING

- Weekly social media development
- Monthly eblasts

Profile	Audience	Net Audience Growth	Published Posts	Impressions	Engagements	Engagement Rate (per Impression)	Video Views
<b>Reporting Period</b>	<b>3,276</b>	<b>9</b>	<b>19</b>	<b>2,062</b>	<b>70</b>	<b>3.4%</b>	<b>150</b>
Feb 1, 2023 – Feb 28, 2023	↗ 2.3%	↘ 64%	↗ 137.5%	↗ 141.7%	↗ 79.5%	↘ 25.8%	↗ 3,650%
<b>Compare to</b>	<b>3,203</b>	<b>25</b>	<b>8</b>	<b>853</b>	<b>39</b>	<b>4.6%</b>	<b>4</b>
Jan 1, 2023 – Jan 31, 2023							
Placer Mosquito and ...	—	2	0	0	0	—	—
Placer Mosquito	68	0	0	116	0	0%	116
@PlacerMosquito	1,127	0	7	357	7	2%	0
placermosquito	432	7	5	483	22	4.6%	24
Placer Mosquito & Ve...	1,649	0	7	1,106	41	3.7%	10



## MEDIA RELATIONS



*Aedes aegypti.*

Photo credit: Mike Quinn, TexasEnto.net

### Invasive Mosquitoes Found in Roseville

In October, [Placer County Mosquito and Vector Control](#) found *Aedes aegypti* mosquitoes in a second location in Roseville.

*Aedes* mosquitoes are very difficult to control. Eggs are resistant to drying and can remain viable for months. A bottle cap full of water is enough to support the development of larva.

Residents can help limit the spread of this invasive pest by eliminating all standing water on their property. Saucers under potted plants are common breeding sites and should be removed during the rainy season anyway to avoid over saturating soil. See the UC IPM [Mosquito Pest Note](#) for more information and control strategies for this and other mosquitoes.

The Curious Gardener ~ Spring 2024

7

UCCE Placer and Nevada Counties

UC Master Gardeners The Curious  
3/7/2024 Gardener

Online

## PROFESSIONAL TRAININGS & CONFERENCES

- Sacramento State MPPA Culminating Project Presentation – May 14



# Field Operations and Surveillance Report

Prepared March 11, 2024

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**Assistant Manager: Jake Hartle**

**Supervisors: Mike Ashley, Casey Hubble, Scott Schon**

## Mosquito Surveillance & Vector-borne Disease Testing

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- **Adult Mosquito Abundance**

- Winter adult mosquito trapping continues to collect low numbers of *Culiseta inoranta* and *Culiseta incidens*. These mosquitoes primarily develop in low lying areas such as roadside ditches and retention ponds.
- We also continue to collect adult *Anopheles freeborni*. This species emerges as adults during the summer and fall and on warm winter days, they come out from these structures in search of a blood meal.

## Operations

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- **Mosquito Source Work**

- In February there was a substantial increase of sources treated due to larval production than in January.
  - February: VCTs visited 1301 sources and treated 182 (14.0%)
  - January: VCTs visited 1408 sources and treated 75 (5.3%)

- **UAS Update**

- Supervisor Scott Schon will provide an update to the board on March 18.

## General Updates

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- **VCJPA**

- February 29-March 1, Isabel Alvarez and Jake Hartle attended the Vector Control Joint Powers Association (VCJPA) workshop.

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# General Manager's Report

Joel Buettner, General Manager

03/12/2024

- **Communication from Sheridan Resident.** We received another phone call from Mr. Sills in Sheridan.
- **AMCA Drone Program** formally rolled out at the AMCA annual conference in Dallas. This program will be providing regulatory support, training, and engagement with UAS industry to participating AMCA members. The AMCA board approved a proposal to establish an AMCA Drone Program steering committee which I will chair. We are currently working on a business plan for AMCA to host a Drone conference focused on using drones to apply materials for mosquito control, natural land management, and precision agriculture. We will be enrolling AMCA sustaining members who wish to be part of the AMCA drone program early adopters' group. This will be the first group to test using the FAA exemptions, flight reporting, and training modules when they become available.
- The contract with Infinity Technologies, the District's IT service provider, is currently being renegotiated. We anticipate that a new contract will be brought to the board for consideration at the April or May board meeting.

## UPCOMING EVENTS

- Drone Demo Day – April 22, 2024 – Roseville, CA
- AMCA Washington Conference – May 13-15, 2024 – Washington D.C.