

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

2021 Opportunity Drive
Roseville, CA 95678

**REGULAR BOARD MEETING
AGENDA**

November 18, 2024, 4:30 PM

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: 830 6165 2783 or <https://us06web.zoom.us/j/83061652783>

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 |
| 4 | Agenda Review |
| 5 | Public Comment
<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> |
| 6 | Consent Agenda – Action item |
| 3-4 | A. Minutes of the November 18, 2024, Regular Board Meeting |
| 5-8 | B. Financial Report: Fiscal Year to Date November 30th, 2024 |
| 9 | C. Acknowledge Warrants Issued November 2024 |
| 11 | D. Board Review and Consideration to Approve Meeting Schedule for 2025 |
| 13-16 | 7 Board Review and Consideration to Contract with Enterprise Fleet Management – Action item |
| 8 | Staff Reports |
| 17-18 | A. Eastern Placer Report – Angella Falco |
| 19 | B. Field Operations and Surveillance Report – Jake Hartle |
| 19 | C. General Manager's Report – Joel Buettner |

9 Board/Staff General Discussion

10 Announcements

- A. The District office will be closed December 24,25 & 26,2024 in observance of the Christmas Holiday.
- B. The District office will be closed December 31st and January 1, 2025 in observance of the New Year's Holiday.
- C. The District office will be closed January 20, 2025 in observance of the Martin Luther King Jr.'s Holiday.
- D. The next regular Board meeting will be held January 13, 2025, at 4:30 PM at 2021 Opportunity Drive., Roseville, CA 95678

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. 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
November 18, 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: 828 7958 3759 or <https://us06web.zoom.us/j/82879583759>

1. **Call to Order:** President Hutchings 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 and Angella Falco
Public: Drew Kellogg, Sales Manager and Marqel McCoy, Client Strategy Manager, Enterprise Fleet Management.
3. **Pledge of Allegiance** was led by Will Stockwin.
4. **Agenda Review:** The Board accepted the agenda as presented.
5. **Public Comment:** There were none.
6. **Consent Agenda**
 - A. Minutes of the October 21, 2024, Regular Board Meeting
 - B. Financial Report: Fiscal Year to Date October 31st, 2024
 - C. Acknowledge Warrants Issued October 2024

A motion to approve the consent agenda was made by Trustee Gayaldo seconded by Trustee Stockwin, unanimously approved no abstentions

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

Noes: ∅

Abstain: ∅

Absent: ∅

7. **Board Review and Consideration to Set Board Meetings Dates for January and February 2025**

A motion to set board meetings dates for January and February 2025 was made by Trustee Gilbert, seconded by Trustee Bendorf, approved by roll call vote.

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

Noes: ∅

Abstain: ∅

Absent: ∅

8. **Board Review and Consideration to Contract with Enterprise Fleet Management**

Trustee Gayaldo voiced her opinion on where the money to support this contract would come from. This could involve identifying the budget allocation. Trustee Gilbert also had some concerns regarding vehicle mileage, current mileage of the trucks that will be replaced, potentially suggesting that some of the vehicles may not yet justify replacement based on their usage and condition.

The Board reached a consensus to table item #8 until the next meeting. Trustees expressed the need for additional information regarding current truck usage and mileage data for the vehicles proposed for replacement and the funding source for the contract and how it aligns with the budget.

9. Staff Reports

- A. Eastern Placer Report – Ms. Falco gave a verbal update.
- B. Field Operations and Surveillance Report – A written report was submitted. No additional items were reported.
- C. General Manager Report – A written report was submitted. No additional items were reported.

10. Board/Staff General Discussion: There were none

11. Announcements

- A. The District office will be closed November 28 and 29, 2024 in observance of the Thanksgiving Holiday.
- B. The next regular Board meeting will be held December 16, 2024, at 4:30 PM at 2021 Opportunity Drive, Roseville, CA 95678

12. Adjournment:

President Hutchings adjourned the meeting at 5:53 PM.

Minutes approved by the Board and dated, this 16th day of December 2024 after passage.

Ross Hutchings, Board President: _____

Attest:

Isabel Alvarez, Board Secretary: _____

Placer Mosquito and Vector Control District
Budget to Actuals FYTD as of November 30th, 2024

Ledger Account/Spend Code	Budget	Actuals	Balance	% of Budget
40010:Taxes - Current Secured Property	(67,618.95)	-	(67,618.95)	0.00%
40020:Taxes - Property Tax Impounds	(12.60)	-	(12.60)	0.00%
40040:Taxes - Railroad Unitary Property	(101.85)	-	(101.85)	0.00%
40050:Taxes - Unitary and Op Non-Unitary Property	(2,530.06)	-	(2,530.06)	0.00%
40060:Taxes - Current Unsecured Property	(1,379.30)	(1,385.12)	5.82	100.42%
RC0060 Taxes - Current Unsecured Property (GL40060)	-	(1,385.12)	1,385.12	0.00%
40070:Taxes - Delinquent Secured Property	(1.05)	-	(1.05)	0.00%
40090:Taxes - Delinquent Unsecured Property	(27.25)	(13.01)	(14.24)	47.74%
RC0090 Taxes - Delinquent Unsecured Property (GL40090)	-	(13.01)	13.01	0.00%
40100:Taxes - Current Supplemental Property	(3,012.45)	(43.06)	(2,969.39)	1.43%
RC0110 Taxes - Current Supplemental Property (GL40100)	-	(43.06)	43.06	0.00%
40110:Taxes - Delinquent Supplemental Property	(1.05)	(2.43)	1.38	231.43%
RC0120 Taxes - Delinquent Supplemental Property (GL40110)	-	(2.43)	2.43	0.00%
40180:Other Taxes	(349,701.00)	-	(349,701.00)	0.00%
42010:Investment Income	(40,000.00)	(27,243.39)	(12,756.61)	68.11%
RC0560 Interest / Investment Income (GL42010)	-	(27,243.39)	27,243.39	0.00%
42030:Short-Term Rents and Concessions	(6,000.00)	-	(6,000.00)	0.00%
44350:State Homeowners Property Tax Relief	(382.45)	(52.68)	(329.77)	13.77%
RC1440 Homeowners Property Tax Relief (GL44350)	-	(52.68)	52.68	0.00%
46030:Direct Charges	(5,711,404.00)	-	(5,711,404.00)	0.00%
48030:Miscellaneous	(20,000.00)	(754.63)	(19,245.37)	3.77%
RC3080 Miscellaneous Other Revenue (GL48030)	-	(754.63)	754.63	0.00%
49030:Proceeds from Sale of Capital Assets	(10,000.00)	(418.75)	(9,581.25)	4.19%
RC3170 Proceeds from Sale of Capital Assets (GL49030)	-	(418.75)	418.75	0.00%
Total Revenue	(6,212,172.01)	(29,913.07)	(6,182,258.94)	0.48%
51010:Salaries and Wages	2,482,991.50	929,046.30	1,553,945.20	37.42%
SC1010 Salaries and Wages (GL51010)	-	929,046.30	(929,046.30)	0.00%
51030:Extra Help - Salaries and Wages	-	36,797.00	(36,797.00)	0.00%
SC1030 Extra Help - Salaries and Wages (GL51030)	-	36,797.00	(36,797.00)	0.00%
51040:Overtime and Call Back	16,981.24	6,154.27	10,826.97	36.24%
SC1040 Overtime and Call Back (GL51040)	-	6,154.27	(6,154.27)	0.00%
51210:Retirement	336,091.86	162,926.56	173,165.30	48.48%
SC1210 CalPERS (GL51210)	-	89,782.56	(89,782.56)	0.00%
SC1852 CalPERS (GL51210)	-	73,144.00	(73,144.00)	0.00%
51220:Payroll Tax	47,898.23	17,018.02	30,880.21	35.53%
SC1220 FICA (GL51220)	-	17,018.02	(17,018.02)	0.00%

Placer Mosquito and Vector Control District
Budget to Actuals FYTD as of November 30th, 2024

Ledger Account/Spend Code	Budget	Actuals	Balance	% of Budget
51240:Other Postemployment Benefits (OPEB)	175,702.00	11,015.63	164,686.37	6.27%
SC1858 Other Post Employment Benefits (OPEB) (GL51240)	-	11,015.63	(11,015.63)	0.00%
51350:Emp Benefits Other Agencies	582,417.19	224,114.00	358,303.19	38.48%
SC1888 Employee Benefits Other Agencies (GL51350)	-	224,114.00	(224,114.00)	0.00%
51380:Other Benefits	908.00	226.98	681.02	25.00%
SC1897 Other Benefits (GL51380)	-	226.98	(226.98)	0.00%
52020:Pesticides	624,663.00	243,681.66	380,981.34	39.01%
SC2030 Poisons, Pesticides and Chemicals - Agricultural and Industrial (GL52020)	-	243,681.66	(243,681.66)	0.00%
52030:Clothing and Personal	8,500.00	5,403.72	3,096.28	63.57%
SC2040 Work Clothes (GL52030)	-	5,403.72	(5,403.72)	0.00%
52040:Communication Services Expense	76,043.69	20,413.14	55,630.55	26.84%
SC2085 Communication Services - Telephone (GL52040)	-	11,508.24	(11,508.24)	0.00%
SC2090 Media Services - 1099 Reportable (GL52040)	-	8,904.90	(8,904.90)	0.00%
52050:Food	800.00	104.52	695.48	13.07%
SC2110 Food and Water, All Types (GL52050)	-	104.52	(104.52)	0.00%
52060:Janitorial Supplies	1,592.34	-	1,592.34	0.00%
52080:Insurance	232,883.96	217,478.42	15,405.54	93.38%
SC2140 Insurance and Insurance Services (GL52080)	-	217,478.42	(217,478.42)	0.00%
52140:Parts	8,400.00	708.55	7,691.45	8.44%
SC2200 Automotive Accessories, Equipment and Parts (GL52140)	-	708.55	(708.55)	0.00%
52160:Maintenance	50,374.00	15,345.86	35,028.14	30.46%
SC2260 Equipment Maintenance and Repair Services for Vehicles & Aircraft - 1099 Reportable (GL52160)	-	13,885.69	(13,885.69)	0.00%
SC2270 Equipment Maintenance and Repair Services for General Equipment - 1099 Reportable (GL52160)	-	1,460.17	(1,460.17)	0.00%
52161:Maintenance - Building	48,640.00	16,760.01	31,879.99	34.46%
SC2861 Maintenance - Building - 1099 Reportable (GL52161)	-	16,760.01	(16,760.01)	0.00%
52170:Fuels & Lubricants	47,750.00	24,235.61	23,514.39	50.76%
SC2340 Gasoline, All Types (GL52170)	-	24,235.61	(24,235.61)	0.00%
52180:Materials - Buildings & Improvements	1,500.00	-	1,500.00	0.00%
52190:Maintenance - Janitorial	6,780.00	2,825.00	3,955.00	41.67%
SC2430 Janitorial Management Services - 1099 Reportable (GL52190)	-	2,825.00	(2,825.00)	0.00%
52210:Services	356,430.00	290,392.25	66,037.75	81.47%
SC2455 Airplane/Helicopter Services NOC - 1099 Reportable (GL52210)	-	290,392.25	(290,392.25)	0.00%
52220:Laboratory Supplies	65,500.00	18,518.09	46,981.91	28.27%
SC2480 Clinical Laboratory Reagents and Tests (GL52220)	-	7,650.90	(7,650.90)	0.00%
SC2500 Gases, Lab / Medical / Welding (GL52220)	-	3,314.01	(3,314.01)	0.00%

Placer Mosquito and Vector Control District
Budget to Actuals FYTD as of November 30th, 2024

Ledger Account/Spend Code	Budget	Actuals	Balance	% of Budget
SC2521 Laboratory Supplies (GL52220)	-	7,553.18	(7,553.18)	0.00%
52240:Professional / Membership Dues	61,230.00	26,093.00	35,137.00	42.61%
SC2550 Membership / Registration / Association / Warranties - 1099 Reportable (GL52240)	-	26,093.00	(26,093.00)	0.00%
52245:Warranties	7,344.00	-	7,344.00	0.00%
52260:Misc Expense	-	19,350.46	(19,350.46)	0.00%
SC2570 Misc Expense (GL52260)	-	19,350.46	(19,350.46)	0.00%
52330:Other Supplies	15,500.00	1,694.34	13,805.66	10.93%
SC2650 First Aid and Safety Equipment and Supplies (GL52330)	-	935.07	(935.07)	0.00%
SC2661 Office Supplies Excluding Paper Goods (GL52330)	-	759.27	(759.27)	0.00%
52340:Postage	275.00	213.05	61.95	77.47%
SC2790 Postage (GL52340)	-	213.05	(213.05)	0.00%
52360:Professional and Special Services - General	152,091.30	40,074.74	112,016.56	26.35%
SC2820 Personnel Services - 1099 Reportable (GL52360)	-	6,326.00	(6,326.00)	0.00%
SC2840 Collection Charges - 1099 Reportable (GL52360)	-	23,469.83	(23,469.83)	0.00%
SC2940 Consulting Services - 1099 Reportable (GL52360)	-	1,050.00	(1,050.00)	0.00%
SC2945 Uniform Rental and Laundry Services - 1099 Reportable (GL52360)	-	4,112.55	(4,112.55)	0.00%
SC3010 Alarm Services - 1099 Reportable (GL52360)	-	5,116.36	(5,116.36)	0.00%
52370:Professional and Special Services - Legal	15,000.00	6,667.25	8,332.75	44.45%
SC3130 Legal Services - 1099 Reportable (GL52370)	-	6,667.25	(6,667.25)	0.00%
52380:Professional and Special Services - Technical, Engineering and Environmental	13,730.00	3,380.64	10,349.36	24.62%
SC3150 Grounds Maintenance Services - 1099 Reportable (GL52380)	-	2,400.00	(2,400.00)	0.00%
SC3280 Security, Fire, Safety, and Emergency Services Not Otherwise Classified - 1099 Reportable (GL52380)	-	494.00	(494.00)	0.00%
SC3322 Hazardous Waste (GL52380)	-	486.64	(486.64)	0.00%
52390:Professional and Special Services - County	16,330.67	-	16,330.67	0.00%
52400:Professional and Special Services - Information Technology	139,313.00	41,586.93	97,726.07	29.85%
SC3370 Data Processing, Computer, Programming, and Software Services - 1099 Reportable (GL52400)	-	15,930.93	(15,930.93)	0.00%
SC3380 Computer Management Services - 1099 Reportable	-	25,656.00	(25,656.00)	0.00%
52440:Short-Term Rents and Leases - Equipment	22,750.00	984.95	21,765.05	4.33%
SC3460 Short-Term Equipment Rental or Lease Services - 1099 Reportable (GL52440)	-	984.95	(984.95)	0.00%
52450:Short-Term Rents and Leases - Buildings & Improvements	-	8,996.40	(8,996.40)	0.00%
SC3480 Short-Term Real Property Rental or Lease - 1099 Reportable (GL52450)	-	8,996.40	(8,996.40)	0.00%
52460:Small Tools & Instruments	-	37,806.95	(37,806.95)	0.00%

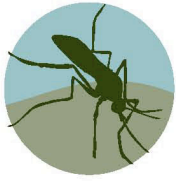
Placer Mosquito and Vector Control District
Budget to Actuals FYTD as of November 30th, 2024

Ledger Account/Spend Code	Budget	Actuals	Balance	% of Budget
SC3530 Hardware and Related Items (GL52460)	-	37,806.95	(37,806.95)	0.00%
52480:PC Acquisition	7,500.00	169.18	7,330.82	2.26%
SC3560 Computers, Handheld, Laptop, and Notebook (GL52480)	-	169.18	(169.18)	0.00%
52520:Trustee Meetings Compensation	8,400.00	-	8,400.00	0.00%
52560:Small Equipment	15,000.00	13,390.00	1,610.00	89.27%
SC3710 Electronic Equipment, Parts, and Accessories (GL52560)	-	54.00	(54.00)	0.00%
SC3881 Visual Education Supplies (GL52560)	-	13,336.00	(13,336.00)	0.00%
52570:Advertising	76,700.00	37,367.06	39,332.94	48.72%
SC3890 Marketing Services - 1099 Reportable (GL52570)	-	36,867.06	(36,867.06)	0.00%
SC3895 Publications and Legal Notices (GL52570)	-	500.00	(500.00)	0.00%
52590:Tuition Reimbursement	5,000.00	-	5,000.00	0.00%
52781:Employee Engagement Expenses	-	2,249.10	(2,249.10)	0.00%
SC4271 Employee Engagement Expenses (GL52781)	-	2,249.10	(2,249.10)	0.00%
52785:Training / Education	9,450.00	753.00	8,697.00	7.97%
SC4000 Educational/Training Services - 1099 Reportable (GL52785)	-	753.00	(753.00)	0.00%
52790:Transportation and Travel	24,260.00	120.61	24,139.39	0.50%
SC4280 Travel & Transportation (GL52790)	-	120.61	(120.61)	0.00%
52800:Utilities	85,351.00	26,147.46	59,203.54	30.64%
SC4340 Utilities (GL52800)	-	26,147.46	(26,147.46)	0.00%
53040:Lease Purchase Principal	320,664.00	293,000.00	27,664.00	91.37%
SC4720 Lease Purchase Principal (GL53040)	-	293,000.00	(293,000.00)	0.00%
53080:Lease Purchase Interest	43,436.70	23,959.80	19,476.90	55.16%
SC4760 Lease Purchase Interest (GL53080)	-	23,959.80	(23,959.80)	0.00%
Total Expenses (Non Capital Assets)	6,212,172.68	2,889,060.38	3,323,112.30	45.51%
54450:Equipment	-	43,313.35	(43,313.35)	0.00%
SC2520 CA Laboratory Equipment (GL54450)	-	17,722.72	(17,722.72)	0.00%
SC5210 CA Vehicles, All Types (GL54450)	-	25,590.63	(25,590.63)	0.00%
Total Capital Assets	-	43,313.35	(43,313.35)	0.00%
Total Expenses	6,212,172.68	2,870,483.86	3,341,688.82	46.21%

Warrants November 2024

Payment Date	Payment Type	Payee	Payment Amount
11/1/2024	Check	ARNAUDO BROS LP	2,249.10
11/1/2024	Check	CITIBANK NA - Remit-To: dba Home Depot Credit	73.77
11/1/2024	Check	LIBERTY UTILITIES CO - Remit-To: P.O. BOX 60144	39.81
11/1/2024	Check	AMERICAN FIDELITY ASSURANCE COMPANY -	2,058.92
11/1/2024	EFT Child Support	CASDU - California State Disbursement Unit (SDU)	736.61
11/5/2024	Check	HARRIS INDUSTRIAL GASES	469.01
11/5/2024	Check	VERIZON WIRELESS - Remit-To: PO. BOX 660108	74.99
11/5/2024	Check	STAR INDUSTRIES - Remit-To: 4181 POWER INN	565.00
11/5/2024	Check	BATTERIES PLUS BULBS - Remit-To: dba BATTERIES	8.67
11/6/2024	Check	BURCHAM, KAREN LYNNE	864.41
11/6/2024	Check	HAURY, RITA E	492.58
11/6/2024	Check	US BANCORP	8,234.85
11/6/2024	Automatic Wire	CALPERS - Remit-To: B OF A SAC MAIN/CERBT-	36,703.17
11/8/2024	Check	VERIZON WIRELESS - Remit-To: PO. BOX 660108	1,419.69
11/12/2024	Check	ENTERPRISE FM TRUST	177.90
11/12/2024	Check	FOOTHILL FIRE PROTECTION INC - Remit-To:	470.00
11/12/2024	Check	INFINITY TECHNOLOGIES	13,399.75
11/12/2024	Check	PATRICK CLARK CONSULTING	1,500.00
11/12/2024	Check	SOUTHWEST GAS CORP - Remit-To: PO BOX 24531	11.00
11/12/2024	Check	OPTIMUM - Remit-To: PO BOX 4019	161.28
11/12/2024	Check	VERIZON COMMUNICATIONS INC	846.28
11/12/2024	Check	VESTIS GROUP INC - Remit-To: Po Box 101179	348.36
11/13/2024	Check	GOSS, GEORGE	12,256.92
11/15/2024	Check	HUNT OIL OF CALIFORNIA INC - Remit-To: PO BOX	2,171.26
11/15/2024	Check	FEDEX FREIGHT INC - Remit-To: Dept LA PO Box	309.25
11/15/2024	Check	US BANK NA - Remit-To: US BANK EQUIPMENT	186.87
11/15/2024	Check	BKS LAW FIRM A PROFESSIONAL CORPORATION	586.25
11/15/2024	Check	CONSOLIDATED COMMUNICATIONS OF	858.70
11/15/2024	Check	VESTIS GROUP INC - Remit-To: Po Box 101179	232.08
11/15/2024	Check	ALESHIRE & WYNDER LLP	1,512.00
11/15/2024	EFT Child Support	CASDU - California State Disbursement Unit (SDU)	736.61
11/18/2024	Check	VECTOR CONTROL JOINT POWERS AGENCY	886.36
11/18/2024	Check	BATTERIES PLUS BULBS - Remit-To: dba BATTERIES	11.34
11/18/2024	Check	CANNON WATER TECHNOLOGY	221.33
11/19/2024	Check	TEXAS LIFE INSURANCE COMPANY - Remit-To: PO	132.25
11/22/2024	Check	FIRST SOLUTIONS INC	135.00
11/22/2024	Check	STAPLES INC - Remit-To: dba STAPLES CONTRACT	125.59
11/22/2024	Check	HARRIS INDUSTRIAL GASES	30.17
11/22/2024	Check	THE REINALT-THOMAS CORPORATION - Remit-To:	475.27
11/22/2024	Check	BUCKMASTER BUSINESS MACHINES	33.48
11/22/2024	Check	VESTIS GROUP INC - Remit-To: Po Box 101179	167.79
11/25/2024	Check	TEXAS LIFE INSURANCE COMPANY - Remit-To: PO	264.50
11/27/2024	EFT Child Support	CASDU - California State Disbursement Unit (SDU)	736.61

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Regular and Special Board Meeting Schedule for 2025

Regular board meetings are normally scheduled for the third Monday of the month at 4:30 PM (except for January and February*). The July 21, 2025, Special Board meeting will be held at 4:00 PM.

January 13, 2025*

February 24, 2025*

March 17, 2025

April 21, 2025

May 19, 2025

June 16, 2025

July 21, 2025, Special Board Meeting (Public Hearing) at 4:00 PM*

August 18, 2025

September 15, 2025

October 20, 2025

November 17, 2025

December 15, 2025

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Board Review and Consideration of the Contract with Enterprise Fleet Management

Background:

At the November 18, 2024, board meeting, the board asked for additional specific truck replacement information, which is attached. Additionally, additional clarity on the funding plan for moving to the proposed Enterprise Fleet contract is included in the Fiscal Impact section of this report below.

The following is from the staff report of the November 2024 board packet for reference:

In 2022, the District contracted with Enterprise Fleet Management to acquire two pickup trucks when the global truck supply was extremely limited following the COVID-19 pandemic. At that time, the District considered, but decided against, Enterprise Fleet Management's full complement of fleet management services including a maintenance program, fleet analysis and replacement of vehicles to take advantage of resale values of used vehicles. The decision at the time was based on the fact that the District only needed two vehicles, had a relatively new fleet, and felt we were successful in managing our own fleet maintenance and replacement in-house.

In 2024, the District has the following fleet needs:

- 1. Five Ford F-150 pickup trucks need replacement due mostly to age*
- 2. One Ford F-150 pickup truck needs replacement following an accident*
- 3. Due to the Advanced Clean Fleet program of the California Air Resources Board, the District's F-250 and F-350 flatbed trucks require replacement with an electric vehicle, a F-150 or similar sized vehicle, or replacement with waiver with newer models by January 1, 2025.*
- 4. Eventually, the District will need to tackle the issue of electric vehicle conversion, although this may be years away.*
- 5. The District has decreasing capacity among staff to manage vehicle maintenance and replacement due to other priorities in field operations and administration department.*

If we continue replacing vehicles and managing fleet maintenance as we have been, we estimate the cost to replace these trucks outright to be approximately \$250,000, and while maintenance costs should decrease due to newer vehicles, we will continue to centrally manage truck maintenance and pay out of pocket for repairs.

If we decide to go with Enterprise Fleet Management, we will have the option to pay annually for vehicles under a lease agreement with Enterprise Fleet Management. In addition, Enterprise

would track vehicle values and recommend a replacement that provides the best return on investment. Proceeds from these sales will be put back into the vehicle program to acquire newer vehicles or to pay lease payments on existing vehicles. Enterprise also offers a flat rate maintenance program that would cover routine maintenance and could be utilized by each driver as needed for their vehicle.

Attached is information provided by Enterprise Fleet Management, that would address the following:

- 1. Replacement of 11 older F-150 pickup trucks*
- 2. Replacement of the F-250 and F-350 with newer, similar vehicles that would qualify for a CARB waiver and allow those new vehicles to be used by the District for the next 18 years. This would enable our invasive mosquito program to continue and expand if needed.*
- 3. Leverage continued high prices in the used vehicle market to offset vehicle costs by strategically upgrading vehicles and selling older vehicles.*
- 4. Streamline vehicle maintenance by shifting routine maintenance to drivers and increasing the number of available vehicle maintenance providers.*

Fiscal Impact:

Moving to Enterprise Fleet Management will require changing how we budget and fund our fleet. Currently, we purchase vehicles as capital assets solely through our capital designation.

If approved, we propose funding the Enterprise Fleet with a combination of capital designation funds in Year 1 with a gradual transition to operational funds over the course of the 5-year lease (Table 1).

To ensure the capital designation has sufficient funds, we propose to move \$300,000 from emergency designation and \$150,000 from contingency designation for a total of \$450,000 into capital designation. This will fund the entirety of the capital designation portion of the Enterprise fleet funding plan, and cover other planned capital expenditures. If approved, a budget amendment to make these changes will be brought to the board in January.

Following approval of this plan, Enterprise Fleet will work with the District to monitor the entire fleet, and make recommendations to replace vehicles to optimize resale value, and meet future vehicle needs. Since the District fleet will contain mostly newer vehicles, resale proceeds are expected to be higher which will reduce subsequent costs of replacement vehicles.

Table 1: Funding Strategy for Proposed Enterprise Fleet Contract

Enterprise Lease						
FYE		Capital	# of Vehicles	Estimated Proceeds from Sales	Operating	TOTAL
2025	YR1	91,962	13	57,474.00	-	149,436
2026	YR2	119,548			29,887	149,435
2027	YR3	89,661			59,774	149,435
2028	YR4	59,774			89,661	149,435
2029	YR5	29,887			119,548	149,435
		390,833		57,474.00	298,871	747,178

Staff Recommendation:

Staff recommends the Board direct the General Manager to proceed with negotiating a contract with Enterprise Fleet Management to replace 13 district vehicles and enroll the fleet in Enterprise Fleet Management’s maintenance program per the funding plan presented.

Placer Mosquito & Vector Control District Vehicle Inventory and Replacement (12/10/24)

Current Inventory									Replacement			
Replace Vehicle	Vehicle Number	Vehicle Use	Year	Current Make and Model	Drive	Cab	Bed	Mileage	Make and Model	Drive	Cab	Bed
Yes	1	Field Tech	2011	Ford F-150	4WD	Super	6.5 ft.	110,409	F-150	4WD	Super	6.5 ft
	3	Seasonal: Roseville	2012	Ford F-150	2WD	Super	6.5 ft.	149,693	F-150	2WD	Super	6.5 ft
	4	Invasive Program	2011	Ford F-350	4WD	Regular	FLAT	112,455	F-350	4WD	Standard	8.0 ft
	6	UAS	2012	Ford F-150	2WD	Super	6.5 ft.	120,058	F-150	4WD	Crew	6.5 ft
	8	Seasonal: Truckee	2003	Ford F-150	4WD	Regular	6.5 ft.	180,527	F-150	4WD	Standard	6.5 ft
	10	Fogger Truck	2004	Ford Ranger	2WD	Super	6.5 ft.	90,163	F-150	2WD	Super	6.5 ft
	11	Fogger Truck	2005	Ford Ranger	2WD	Super	6.5 ft.	50,384	F-150	2WD	Super	6.5 ft
	15	Invasive Program	2005	Ford F-250	2WD	Regular	6.5 ft.	153,250	F-250	4WD	Standard	8.0 ft
	20	UAS	2011	Ford F-150	4WD	Crew	6.5 ft.	38,830	F-150	4WD	Crew	6.5 ft
	21	Field Tech	2013	Ford F-150	4WD	Super	6.5 ft.	175,041	F-150	4WD	Super	6.5 ft
	22	Field Tech	2014	Ford F-150	2WD	Super	6.5 ft.	113,029	F-150	2WD	Super	6.5 ft
	23	Seasonal: Roseville	2016	Ford F-150	2WD	Super	6.5 ft.	52,568	F-150	2WD	Super	6.5 ft
	27	Field Tech	2019	Ford F150	4WD	Regular	6.5 ft.	50,645	F-150	4WD	Super	6.5 ft
No	28	Surveillance	2019	Ford Ranger	2WD	Super	6.0 ft.	57,562				
	29	Field Tech: Truckee	2020	Ford F-150	4WD	Super	6.5 ft.	37,289				
	30	Field Tech	2020	Ford F-150	4WD	Super	6.5 ft.	36,895				
	31	Field Tech	2020	Ford F-150	2WD	Super	6.5 ft.	23,322				
	32	Surveillance	2021	Ford Ranger	2WD	Super	6.5 ft.	33,723				
	33	Field Tech	2023	Chevy Silverado	2WD	Dbl.	6.5 ft.	21,926				
	34	Field Tech	2023	Chevy Silverado	2WD	Dbl.	6.5 ft.	21,859				
	35	Surveillance	2019	Ford Ranger	2WD	Super	6.0 ft.	23,766				
	36	Surveillance	2021	Ford Ranger	2WD	Super	6.0 ft.	33,523				
	24	Field Tech	2018	Ford F-150	2WD	Super	6.5 ft.	48,150				
25	Field Tech	2018	Ford F-150	2WD	Super	6.5 ft.	57,828					

Field Operations and Surveillance Report

Prepared December 10, 2024

Assistant Manager: Jake Hartle

Mosquito Surveillance

- **Adult Mosquito Abundance:**
 - Adult abundance traps continue to collect low amounts of mosquitoes.
- **Invasive Mosquitoes:**
 - Invasive *Aedes* traps have been brought in for the season. They will be reset in spring 2024.

Field Operations

- **Source Work:**
 - Field technicians continue to check mosquito sources and respond to service requests in their zones.
- **Unmanned Aircraft Systems (UAS):**
 - On December 10, Scott Schon and Ev Ortiz hosted technicians from Lake County Mosquito Vector Control District. The technicians received an overview of our UAS program and participated in a drone larvicide calibration.

General Updates

Navy/Marine Corps Collaboration:

- Assistant Manager Jake Hartle met with LT Jacob Underwood, MSC, USN Entomologist, to discuss repeating, in 2025, the vector control training that we provided to three Navy personnel stationed at Camp Pendelton last year.
 - Potential Time frame: June or July 2025
 - Navy Preventive Medicine Unit Personnel: 2-3 technicians and 1 Entomologist
 - District staff will provide hands-on training and job shadowing on how the District responds to vector-borne disease and mosquito vectors.

- **MVCAC Planning Session and Fall Board Meeting:**
 - Assistant Manager Jake Hartle attended a MVCAC meeting in San Diego December 2-4
 - Participated in discussion regarding MVCAC goals and Executive charges
 - Reviewed IVM committee charges and discussed current and future charges for all other committees.
- **Congratulations:**
 - Congratulations to Derek Tang for passing all test categories and obtaining his CDPH Gold card.
 - Congratulations to Mellissa Cooke for passing categories A & B, she is planning to take categories C & D in spring 2025.

General Manager's Report

Joel Buettner, General Manager

12/11/2024

- **Sun City Lincoln Hills (SCLH) and Wildlife Heritage Foundation** representatives met with District staff to discuss concerns about District drone operations in the SCLH wetland areas. We reported on this meeting at the November board meeting. We will be following up with SCLH on outreach materials and a timeframe of when drone operations may occur for next season. We will reach out to Wildlife Heritage Foundation to follow up on their concerns over drones impacting nesting shorebirds after the holidays.
- **AMCA Drone Program** the first of three FAA exemptions for mosquito control drone operations for AMCA members has been approved by FAA.
- **Vestis (formerly Aramark)** has been successfully working to replace greasy garments, and seems to be improving its customer service following several meetings with the regional manager and new driver.
- **The General Manager's Annual Performance evaluation.** Due to scheduling and workload challenges, I have not been able to complete my self-assessment in time for the December 2024 board meeting. I would like to reschedule the evaluation closed session to January 2025 to allow time for me to complete and distribute my 2024 self-assessment to the board.
- **Administration**
 - Isabel Alvarez, Admin Assistant, has been trained in the use of the Workday financial system, and is entering invoices and running reports. We thank Isabel for taking on this extra duty while our Accounting Technician is on extended medical leave. Placer County is still providing one staff person to provide additional support for Isabel. Since mid-September, Placer County Auditor-Controller's office has provided a staff person to do routine accounting duties while the District Accounting Technician was on medical leave. This was anticipated to be a relatively short-term arrangement, but has become more long-term. Thanks to Cody Alonzo and the Placer County Auditor-Controller's office for their assistance and on-going support.
 - Meagan Luevano, PIO will be returning to work on a limited basis over the holidays, and full-time starting January 6, 2025.

UPCOMING EVENTS

- **MVCAC Planning & Committee Meetings** – December 2-4, 2024 – San Diego
- **Northwest Mosquito and Vector Control Association Annual Meeting** – January 21-22, 2025 - Pasco, WA
- **MVCAC Annual Conference** – January 26-29, 2025 – Oakland
- **VCJPA Annual Workshop** – February 27, 2025 – Santa Cruz
- **AMCA Annual Conference** – March 3-7, 2025 – San Juan, Puerto Rico