

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

2021 Opportunity Drive  
Roseville, CA 95678

**REGULAR BOARD MEETING  
AGENDA**

**February 24, 2025 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: 841 4004 1219 or <https://us06web.zoom.us/j/84140041219>

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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**  
*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.*
- 6 Consent Agenda – Action item**
  - A. Minutes of the January 2025 Regular Board Meeting
  - B. Acknowledge Warrants Issued January 2025
  - C. Financial Report: Fiscal Year to Date January 31st, 2025
  - D. Board Review and Consideration to Purchase Mosquito Larvicides
- 7 Board Review and Consideration of Placer County Local Agency Formation Commission (LAFCO) Nomination of Special District Representative – Action item**
- 8 Board Review and Consideration of Resolution 2025-01 Amending the District Budget for FY 2024-25 – Action item**
- 9 Staff Reports**
  - A. Eastern Placer Report- Angella Falco
  - B. Public Information and Outreach Report – Meagan Luevano
  - C. Field Operations and Surveillance Report – Jake Hartle
  - D. General Manager’s Report – Joel Buettner

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**10 Board/Staff General Discussion**

**11 Announcements**

- A. The next regular Board meeting will be held March 17, 2025 at 4:30 PM, at 2021 Opportunity Dr., Roseville, CA 95678

**12 Closed Session**

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

**Reconvene from Closed Session**

**13 Report from Closed Session**

**14 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@placemosquito.org](mailto:info@placemosquito.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 13, 2025, 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: 867 3769 0674 or <https://us06web.zoom.us/j/86737690674>

1. **Call to Order:** President Hutchings called the meeting to order at 4:30 PM.
2. **Roll Call:** Trustees Sandy Bendorf, Jill Gayaldo, Merry Holliday-Hanson, Ross Hutchings, Russ Kelley and Will Stockwin were present. Trustee Peter Gilbert was absent.  
**District Employees Present:** Manager Joel Buettner, Jake Hartle, Isabel Alvarez, Angella Falco, and Meagan Luevano.
3. **Pledge of Allegiance** was led by Trustee Bendorf.
4. **Agenda Review:** The Board accepted the agenda as presented.
5. **Public Comment:** There were none.
6. **Consent Agenda**
  - A. Minutes of the December 16, 2024, Regular Board Meeting
  - B. Financial Report: Fiscal Year to Date December 31st, 2024
  - C. Acknowledge Warrants Issued December 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, Holliday-Hanson, Hutchings, Kelley and Stockwin*

*Noes: ∅*

*Abstain: ∅*

*Absent: Trustee Gilbert*

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

*A motion to elect Trustee Will Stockwin as President was made by Trustee Gayaldo, seconded by Trustee Hutchings, unanimously approved, no abstentions.*

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

*Noes: ∅*

*Abstain: ∅*

*Absent: Trustee Gilbert*

*A motion to elect Trustee Sandy Bendorf as Vice President was made by Trustee Stockwin, seconded by Trustee Hutchings, unanimously approved, no abstentions.*

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

*Noes: ∅*

*Abstain: ∅*

*Absent: Trustee Gilbert*

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

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

*Noes: ∅*

*Abstain: ∅*

*Absent: Trustee Gilbert*

**8. Board Review and Consideration of Committees for 2025**

*A motion to approve the Committees for 2025 adding Trustee Stockwin to the Personnel Committee and adding Trustee Hutchings to Finance Committee was made by Trustee Gayaldo, seconded by Trustee Stockwin, unanimously approved, no abstentions.*

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

<p><b><u>Personnel Committee:</u></b>  <i>(Meets on the 4<sup>th</sup> Monday of April at 3:30 PM)</i>  <i>Trustee Merry Holliday-Hanson</i>  <i>Trustee Will Stockwin</i></p>	<p><b><u>Finance Committee:</u></b>  <i>(Meets on the 1st Tuesday of May Time: TBD)</i>  <i>Trustee Russ Kelley</i>  <i>Trustee Peter Gilbert</i>  <i>Trustee Ross Hutchings</i></p>
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**9. Board Review and Consideration of Advertising Contract with Brandstar for “The Balancing Act” TV Segment**

*A motion to approve advertising contract with Brandstar for “The Balancing Act” Tv Segment not to exceed \$14,700 was made by Trustee Gayaldo, seconded by Trustee Holliday-Hanson, unanimously approved, no abstentions.*

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

**10. Board Review and Consideration to Purchase Replacement Lab Equipment used for Disease Testing**

*A motion to purchase replacement lab equipment used for disease testing not to \$36,000 was made by Trustee Hutchings, seconded by Trustee Kelley, unanimously approved, no abstentions.*

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

**11. 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.

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

**13. Announcements**

- A. The District office will be closed February 12, 2025 in observance of the Lincoln’s Birthday Holiday.
- B. The District office will be closed February 17, 2025 in observance of the President’s Day Holiday.
- C. The next regular Board meeting will be held February 24, 2025, at 4:30 PM at 2021 Opportunity Drive., Roseville, CA 95678

*Adjourned to Closed Session at 5:14 PM*

**14. Closed Session**

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

*Open Session reconvened at 5:47 PM.*

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

**16. Adjournment:**

President Hutchings adjourned the meeting at 5:47 PM.

Minutes approved by the Board and dated, this 24<sup>th</sup> day of February 2025 after passage.

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

Attest:

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

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## Warrants January 2025

Payment Date	Payment Type	Payee	Payment Amount
1/6/2025	Check	PACIFIC GAS & ELECTRIC COMPANY	1,708.37
1/6/2025	Check	PRINCIPAL LIFE INSURANCE COMPANY	4,867.04
1/6/2025	Check	THE LEGACY GROUP INC	482.68
1/6/2025	Check	BUCKMASTER BUSINESS MACHINES	36.48
1/6/2025	Check	ENTERPRISE FM TRUST	177.90
1/6/2025	Check	HAURY, RITA E	528.16
1/6/2025	Check	LIBERTY UTILITIES CO	575.40
1/6/2025	Check	CITIBANK NA	23.66
1/6/2025	Check	THE REINALT-THOMAS CORPORATION	836.75
1/6/2025	Check	BURCHAM, KAREN LYNNE	954.90
1/6/2025	Check	VERIZON WIRELESS	72.62
1/6/2025	Check	VERIZON WIRELESS	1,428.79
1/6/2025	Check	HARRIS INDUSTRIAL GASES	75.17
1/6/2025	Check	MIDAMERICA ADMINISTRATIVE & RETIREMENT SOLUTIONS	10,269.80
1/6/2025	Check	HUNT & SONS LLC - Remit-To: PO BOX 101630	1,077.42
1/6/2025	Check	LEADING EDGE ASSOCIATES INC	1,200.00
1/6/2025	Check	LEADING EDGE ASSOCIATES INC	16,794.74
1/6/2025	Check	VESTIS GROUP INC - Remit-To: Po Box 101179	157.58
1/6/2025	Check	US BANCORP	2,713.86
1/6/2025	Check	CITY OF ROSEVILLE - Remit-To: PO BOX 619136	719.32
1/6/2025	Check	CITY OF ROSEVILLE - Remit-To: PO BOX 619136	76.81
1/6/2025	Check	CITY OF ROSEVILLE - Remit-To: PO BOX 619136	2,699.49
1/8/2025	Check	MEDPRO WASTE DISPOSAL LLC	243.32
1/8/2025	Check	ENTERPRISE FM TRUST	180.56
1/8/2025	Check	OPTIMUM - Remit-To: PO BOX 4019	161.28
1/8/2025	Check	VERIZON CONNECT FLEET USA LLC	787.00
1/8/2025	Check	VESTIS GROUP INC - Remit-To: Po Box 101179	217.71
1/8/2025	Check	TRIPEPI SMITH & ASSOCIATES INC	580.00
1/8/2025	Check	ARNAUDO BROS LP	2,249.10
1/8/2025	Check	BATTERIES PLUS BULBS	7.31
1/8/2025	Check	MEDPRO WASTE DISPOSAL LLC	243.32
1/8/2025	Automatic Wire Payment	CALPERS	42,099.18
1/10/2025	EFT Child Support	CASDU - California State Disbursement Unit (SDU)	736.61
1/13/2025	Check	HUNT & SONS LLC - Remit-To: PO BOX 101630	409.85
1/13/2025	Check	STAR INDUSTRIES	565.00
1/13/2025	Check	JASSO, DAVID CELIO	425.00
1/13/2025	Check	JASSO, DAVID CELIO	680.00
1/13/2025	Check	JASSO, DAVID CELIO	473.00
1/13/2025	Check	JOHN WALKER HEATING AND COOLING	220.00
1/13/2025	Check	KELSIE FIRE EXTINGUISHER SERVICE LLC (Hold)	76.00
1/14/2025	Check	MIDAMERICA ADMINISTRATIVE & RETIREMENT SOLUTIONS	5,122.25
1/14/2025	Check	STAR INDUSTRIES - Remit-To: 4181 POWER INN ROAD STE D	565.00
1/14/2025	Check	AMERICAN FIDELITY ASSURANCE COMPANY	1,046.55
1/14/2025	Check	AMERICAN FIDELITY ASSURANCE COMPANY	1,105.34
1/21/2025	Check	US BANK EQUIPMENT FINANCE	186.87
1/21/2025	Check	SOUTHWEST GAS CORP - Remit-To: PO BOX 24531	56.58
1/21/2025	Check	CONSOLIDATED COMMUNICATIONS OF CALIFORNIA COMPANY	677.61
1/21/2025	Check	CONSOLIDATED COMMUNICATIONS OF CALIFORNIA COMPANY	185.23
1/21/2025	Check	MIDAMERICA ADMINISTRATIVE & RETIREMENT SOLUTIONS	5,122.25
1/21/2025	Check	LINCOLN POTTERS BASEBALL CLUB INC	2,500.00
1/21/2025	Check	JOHN WALKER HEATING AND COOLING	1,182.76
1/21/2025	Check	TEXAS LIFE INSURANCE COMPANY	148.50
1/21/2025	Check	STAR SECURITY SOLUTIONS INC	20.20
1/21/2025	Check	ALESHIRE & WYNDER LLP	396.00
1/24/2025	Check	HUNT & SONS LLC - Remit-To: PO BOX 101630	1,005.32
1/24/2025	Check	STAR SECURITY SOLUTIONS INC	4.04
1/24/2025	Check	VESTIS GROUP INC - Remit-To: Po Box 101179	158.22
1/24/2025	EFT Child Support	CASDU - California State Disbursement Unit (SDU)	736.61

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**Placer Mosquito Vector Control District  
Budget to Actuals FYTD as of 01/31/2025**

<b>Ledger Account / Revenue &amp; Spend Code</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)	(67,618.95)	(67,700.17)	\$81.22	100.12%
40020:Taxes - Property Tax Impounds	(12.60)	0	(\$12.60)	0.00%
40040:Taxes - Railroad Unitary Property				
RC0040 Taxes - Railroad Unitary Property (GL40040)	(101.85)	(93.31)	(\$8.54)	91.62%
40050:Taxes - Unitary and Op Non-Unitary Property				
RC0050 Taxes - Unitary & Op Non-Unitary Property (GL40050)	(2,530.06)	(2,558.29)	\$28.23	101.12%
40060:Taxes - Current Unsecured Property				
RC0060 Taxes - Current Unsecured Property (GL40060)	(1,379.30)	(1,385.12)	\$5.82	100.42%
40070:Taxes - Delinquent Secured Property	(1.05)	0	(\$1.05)	0.00%
40090:Taxes - Delinquent Unsecured Property				
RC0090 Taxes - Delinquent Unsecured Property (GL40090)	(27.25)	(12.77)	(\$14.48)	46.86%
40100:Taxes - Current Supplemental Property				
RC0110 Taxes - Current Supplemental Property (GL40100)	(3,012.45)	(764.72)	(\$2,247.73)	25.39%
40110:Taxes - Delinquent Supplemental Property				
RC0120 Taxes - Delinquent Supplemental Property (GL40110)	(1.05)	(2.43)	\$1.38	231.43%
40180:Other Taxes				
RC0270 Parcel Taxes (GL40180)	(349,701.00)	(346,845.00)	(\$2,856.00)	99.18%
42005:Fair Market Value Adjustment				
RC0555 Fair Market Value Adjustments (GL42005)	0	(44,850.13)	\$44,850.13	0.00%
42010:Investment Income	(40,000.00)	(51,030.93)	\$11,030.93	127.58%
RC0560 Interest / Investment Income (GL42010)		(51,031.25)		
RC0561 5151 Interest (GL42010)		0.32		
42030:Short-Term Rents and Concessions				
RC0600 Short-Term Rents & Concessions (GL42030)	(6,000.00)	(3,036.76)	(\$2,963.24)	50.61%
44350:State Homeowners Property Tax Relief				
RC1440 Homeowners Property Tax Relief (GL44350)	(382.45)	(175.59)	(\$206.86)	45.91%
46030:Direct Charges				
RC1720 Direct Charges (GL46030)	(5,711,404.00)	(5,721,346.37)	\$9,942.37	100.17%
46420:Self Insurance Proceeds				
RC2900 Self Insurance Proceeds (GL46420)	0	(6,442.92)	\$6,442.92	0.00%
48030:Miscellaneous				
RC3080 Miscellaneous Other Revenue (GL48030)	(20,000.00)	(18,881.65)	(\$1,118.35)	94.41%
49030:Proceeds from Sale of Capital Assets				
RC3170 Proceeds from Sale of Capital Assets (GL49030)	(10,000.00)	(418.75)	(\$9,581.25)	4.19%
<b>Total Revenue</b>	<b>(6,212,172.01)</b>	<b>(6,265,544.91)</b>	<b>\$53,372.90</b>	<b>100.86%</b>

51010:Salaries and Wages				
SC1010 Salaries and Wages (GL51010)	2,482,991.50	1,380,795.56	\$1,102,195.94	55.61%
51030:Extra Help - Salaries and Wages				
SC1030 Extra Help - Salaries and Wages (GL51030)	0	38,914.00	(\$38,914.00)	0.00%

**Placer Mosquito Vector Control District  
Budget to Actuals FYTD as of 01/31/2025**

<b>Ledger Account / Revenue &amp; Spend Code</b>	<b>Budget</b>	<b>Actuals</b>	<b>Balance</b>	<b>% of Budget</b>
51040:Overtime and Call Back				
SC1040 Overtime and Call Back (GL51040)	16,981.24	6,956.65	\$10,024.59	40.97%
51210:Retirement	336,091.86	207,754.09	\$128,337.77	61.81%
SC1210 CalPERS (GL51210)		134,610.09		
SC1852 CalPERS (GL51210)		73,144.00		
51220:Payroll Tax				
SC1220 FICA (GL51220)	47,898.23	27,763.40	\$20,134.83	57.96%
51240:Other Postemployment Benefits (OPEB)				
SC1858 Other Post Employment Benefits (OPEB) (GL51240)	175,702.00	22,341.14	\$153,360.86	12.72%
51350:Emp Benefits Other Agencies				
SC1888 Employee Benefits Other Agencies (GL51350)	582,417.19	374,924.53	\$207,492.66	64.37%
51380:Other Benefits				
SC1897 Other Benefits (GL51380)	908.00	453.96	\$454.04	50.00%
52020:Pesticides				
SC2030 Poisons, Pesticides and Chemicals - Agricultural and Industrial (GL52020)	624,663.00	268,603.91	\$356,059.09	43.00%
52030:Clothing and Personal				
SC2040 Work Clothes (GL52030)	8,500.00	6,901.07	\$1,598.93	81.19%
52040:Communication Services Expense	76,043.69	26,553.12	\$49,490.57	34.92%
SC2085 Communication Services - Telephone (GL52040)		17,648.22		
SC2090 Media Services - 1099 Reportable (GL52040)		8,904.90		
52050:Food				
SC2110 Food and Water, All Types (GL52050)	800.00	398.32	\$401.68	49.79%
52060:Janitorial Supplies	1,592.34	0	\$1,592.34	0.00%
52080:Insurance				
SC2140 Insurance and Insurance Services (GL52080)	232,883.96	217,478.42	\$15,405.54	93.38%
52140:Parts				
SC2200 Automotive Accessories, Equipment and Parts (GL52140)	8,400.00	3,030.94	\$5,369.06	36.08%
52160:Maintenance	50,374.00	20,360.94	\$30,013.06	40.42%
SC2260 Equipment Maintenance & Repair Vehicles & Aircraft (GL52160)		18,815.51		
SC2270 Equipment Maintenance Repair Services for General Equipment (GL52160)		1,545.43		
52161:Maintenance - Building				
SC2861 Maintenance - Building - 1099 Reportable (GL52161)	48,640.00	21,191.10	\$27,448.90	43.57%
52170:Fuels & Lubricants				
SC2340 Gasoline, All Types (GL52170)	47,750.00	28,701.87	\$19,048.13	60.11%
52180:Materials - Buildings & Improvements	1,500.00	0	\$1,500.00	0.00%
52190:Maintenance - Janitorial				
SC2430 Janitorial Management Services - 1099 Reportable (GL52190)	6,780.00	4,520.00	\$2,260.00	66.67%
52210:Services				
SC2455 Airplane/Helicopter Services NOC - 1099 Reportable (GL52210)	356,430.00	290,392.25	\$66,037.75	81.47%
52220:Laboratory Supplies	65,500.00	21,635.71	\$43,864.29	33.03%
SC2480 Clinical Laboratory Reagents and Tests (GL52220)		7,953.37		

**Placer Mosquito Vector Control District  
Budget to Actuals FYTD as of 01/31/2025**

<b>Ledger Account / Revenue &amp; Spend Code</b>	<b>Budget</b>	<b>Actuals</b>	<b>Balance</b>	<b>% of Budget</b>
SC2500 Gases, Lab / Medical / Welding (GL52220)		4,319.27		
SC2521 Laboratory Supplies (GL52220)		9,363.07		
52240:Professional / Membership Dues				
SC2550 Membership / Registration / Association / Warranties (GL52240)	61,230.00	27,067.03	\$34,162.97	44.21%
52245:Warranties	7,344.00	0	\$7,344.00	0.00%
52260:Misc Expense				
SC2570 Misc Expense (GL52260)	0	19,360.15	(\$19,360.15)	0.00%
52330:Other Supplies	15,500.00	3,189.18	\$12,310.82	20.58%
SC2650 First Aid and Safety Equipment and Supplies (GL52330)		1,036.45		
SC2661 Office Supplies Excluding Paper Goods (GL52330)		2,152.73		
52340:Postage				
SC2790 Postage (GL52340)	275.00	232.61	\$42.39	84.59%
52360:Professional and Special Services - General	152,091.30	105,762.91	\$46,328.39	69.54%
SC2820 Personnel Services - 1099 Reportable (GL52360)		7,826.00		
SC2840 Collection Charges - 1099 Reportable (GL52360)		84,152.29		
SC2860 SB2557 Property Tax Admin Costs - 1099 Reportable (GL52360)		1,207.41		
SC2940 Consulting Services - 1099 Reportable (GL52360)		1,050.00		
SC2945 Uniform Rental and Laundry Services - 1099 Reportable (GL52360)		6,410.85		
SC3010 Alarm Services - 1099 Reportable (GL52360)		5,116.36		
52370:Professional and Special Services - Legal				
SC3130 Legal Services - 1099 Reportable (GL52370)	15,000.00	7,063.25	\$7,936.75	47.09%
52380:Professional and Special Services - Technical, Engineering and Environmental	13,730.00	7,251.74	\$6,478.26	52.82%
SC3150 Grounds Maintenance Services - 1099 Reportable (GL52380)		5,253.00		
SC3280 Security, Fire, Safety, and Emergency Services 1099 Reportable (GL52380)		494.00		
SC3322 Hazardous Waste (GL52380)		1,504.74		
52390:Professional and Special Services - County				
SC4705 Internal Professional and Special Services (Non-Interfund Transfer) (GL52390)	16,330.67	16,330.67	\$0.00	100.00%
52400:Professional and Special Services - Information Technology	139,313.00	89,028.07	\$50,284.93	63.91%
SC3370 Data Processing, Computer, Programming, and Software Services (GL52400)		50,197.82		
SC3380 Computer Management Services - 1099 Reportable (GL52400)		38,830.25		
52440:Short-Term Rents and Leases - Equipment				
SC3460 Short-Term Equipment Rental or Lease Services - 1099 Reportable (GL52440)	22,750.00	1,545.56	\$21,204.44	6.79%
52450:Short-Term Rents and Leases - Buildings & Improvements				
SC3480 Short-Term Real Property Rental or Lease - 1099 Reportable (GL52450)	0	17,992.80	(\$17,992.80)	0.00%
52460:Small Tools & Instruments				
SC3530 Hardware and Related Items (GL52460)	0	40,762.59	(\$40,762.59)	0.00%
52480:PC Acquisition				
SC3560 Computers, Handheld, Laptop, and Notebook (GL52480)	7,500.00	5,582.51	\$1,917.49	74.43%
52520:Trustee Meetings Compensation	8,400.00	0	\$8,400.00	0.00%
52560:Small Equipment	15,000.00	13,515.53	\$1,484.47	90.10%
SC3710 Electronic Equipment, Parts, and Accessories (GL52560)		179.53		

**Placer Mosquito Vector Control District  
Budget to Actuals FYTD as of 01/31/2025**

<b>Ledger Account / Revenue &amp; Spend Code</b>	<b>Budget</b>	<b>Actuals</b>	<b>Balance</b>	<b>% of Budget</b>
SC3881 Visual Education Supplies (GL52560)		13,336.00		
52570:Advertising	76,700.00	50,849.18	\$25,850.82	66.30%
SC3890 Marketing Services - 1099 Reportable (GL52570)		50,349.18		
SC3895 Publications and Legal Notices (GL52570)		500.00		
52590:Tuition Reimbursement	5,000.00	0	\$5,000.00	0.00%
52785:Training / Education				
SC4000 Educational/Training Services - 1099 Reportable (GL52785)	9,450.00	1,265.00	\$8,185.00	13.39%
52790:Transportation and Travel	24,260.00	3,472.11	\$20,787.89	14.31%
SC4280 Travel & Transportation (GL52790)		3,045.32		
SC4290 Mileage (GL52790)		426.79		
52800:Utilities				
SC4340 Utilities (GL52800)	85,351.00	38,386.02	\$46,964.98	44.97%
53040:Lease Purchase Principal				
SC4720 Lease Purchase Principal (GL53040)	320,664.00	293,000.00	\$27,664.00	91.37%
53080:Lease Purchase Interest				
SC4760 Lease Purchase Interest (GL53080)	43,436.70	43,212.55	\$224.15	99.48%
<b>Total Expenses ( Non Capital Assets )</b>	<b>6,212,172.68</b>	<b>3,754,540.44</b>	<b>\$2,457,632.24</b>	<b>60.44%</b>
54450:Equipment	0	75,632.96	(\$75,632.96)	0.00%
SC2520 CA Laboratory Equipment (GL54450)	0	50,042.33	(\$50,042.33)	0.00%
SC5210 CA Vehicles, All Types (GL54450)	0	25,590.63	(\$25,590.63)	0.00%
<b>Total Capital Assets</b>	<b>0.00</b>	<b>75,632.96</b>	<b>(\$75,632.96)</b>	<b>0.00%</b>
<b>Total Expenses</b>	<b>6,212,172.68</b>	<b>3,830,173.40</b>	<b>\$2,381,999.28</b>	<b>61.66%</b>

## 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 2025 mosquito season pesticide purchase order.

Qty	Description	Price
60	Reign (2.5 gal. Jugs)	\$3,711.00
15	VectoBac 12AS (264 gal. Totes)*	\$129,613.77
35	VectoBac GR (2000 lb. Super Sacks)*	\$142,642.50
25	VectoBac WDG (40 lb. bags) (Invasive)	\$42,830
	Est. Tax	\$23,326.95
	Shipping	included
	<b>*Reflects 2.5% discount TOTAL</b>	<b>\$342,124.22</b>

### Fiscal Impact

The current FY 24/25 budget has \$356,059 remaining for the purchase of pesticides. We anticipate approximately \$102,700 invasive pesticide purchases for the 2024 and 2025 invasive mosquito season.

It has been past practice of the District to fund invasive mosquito program costs from the Emergency Designation. An associated budget amendment is included later in the agenda to allocate funds for invasive mosquito control materials already expended and those proposed here. Should this portion of the recommended purchase not be approved, we can adjust the budget amendment accordingly.

### Staff Recommendation

Staff recommends the Board direct the District General Manager to purchase mosquito larvicides as presented.

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January 17, 2025

**COMMISSIONERS**

Cindy Gustafson  
*Chair  
(County)*

Joshua Alpine  
*Vice Chair  
(Special District)*

Trinity Burruss  
*(City)*

Whitney Eklund  
*(City)*

Shanti Landon  
*(County)*

Susan Rohan  
*(Public)*

Vacant  
*(Special District)*

**ALTERNATE  
COMMISSIONERS**

David Bass  
*(City)*

Anthony DeMattei  
*(County)*

Judy Friedman  
*(Special District)*

Cherri Spriggs  
*(Public)*

Stephanie  
Youngblood  
*(City)*

**COUNSEL**

Michael Walker  
*General Counsel*

**STAFF**

Michelle McIntyre  
*Executive Officer*

Amanda Ross  
*Acting Assistant  
Executive Officer*

Amy Engle  
*Commission Clerk*

Presiding Officer  
Independent Special Districts of Placer County

Subject: **Call for Nominations to Fill Vacant Seat on LAFCO**

Dear Presiding Officer,

I hope this letter finds you well. I am writing to inform you that the Placer County Local Agency Formation Commission (LAFCO) currently has one vacant voting member seat representing independent special districts. I am pleased to invite each board presiding officer (Board Chair) to nominate a candidate to fill this vacancy. You may nominate any director —yourself included— currently serving on an independent special district board. The selected candidate will serve the remaining term of the vacant seat, which ends in May 2026.

To ensure the validity of your nomination, please adhere to the guidelines outlined below:

➤ **Presiding Officer Signature:** You, the presiding officer of your special district, must sign the nomination form. (The nomination does not require action by the full board at a district meeting.)

➤ **Delegation of Authority:** *If* the presiding officer has delegated the authority to nominate a candidate to another director on the District Board, a copy of the relevant meeting minutes or minute order documenting this delegation must be included.

➤ **Nomination Period:** begins today, January 17, 2025, and will **close on Thursday, February 27, 2025, at 4:00 PM.**

Nominations must be submitted via email using the attached nomination form. Each nominee should also include a one-page statement of qualifications and the nomination form. Please be aware that nominations received after the deadline will not be accepted.

**Call for Nominations to Fill Vacant Seat on LAFCO**

January 17, 2025

Once the nomination period concludes, LAFCO staff will email ballots, statements of qualifications, and voting instructions to each district.

If you have any questions or need further assistance, please do not hesitate to contact LAFCO staff at (530) 889-4097 or [lafco@placer.ca.gov](mailto:lafco@placer.ca.gov). Thank you for your attention to this important matter, and I look forward to your participation.

Sincerely,

*Michelle McIntyre*

Michelle McIntyre, Executive Officer  
**Placer LAFCO**





**Placer County Independent Special District Selection Committee**  
**Nomination Form**  
**Regular Voting Member**

Please use this form to nominate a director on a Placer County Independent Special District board to run for the upcoming vacant regular voting member seat on the LAFCO Commission.

Nominee's Name	Position of Nominee	Originating District

Name of Nominating District: \_\_\_\_\_

Printed Name of Presiding Officer: \_\_\_\_\_

Signature of Presiding Officer: \_\_\_\_\_

*(Signature Required)<sup>1</sup>*

- Minutes Attached (Optional)
- Statement of Qualifications Attached

Please email completed nomination forms to [lafco@placer.ca.gov](mailto:lafco@placer.ca.gov)

by **Thursday, February 27, 2025, at 4 PM**

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<sup>1</sup> *The nominating district's presiding officer must sign this form unless the district's board has delegated authority to another person to nominate a director on behalf of the district. If this form is signed by such a delegee, please include the district's meeting minutes or minute order evidencing the delegation.*

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**RESOLUTION NO. 2025-01**

**A RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE PLACER MOSQUITO AND VECTOR CONTROL DISTRICT  
AMENDING THE DISTRICT BUDGET  
FOR FISCAL YEAR 2024-25**

**WHEREAS**, The Board of Trustees (the "Board") of the Placer Mosquito and Vector Control District (the "District") County of Placer, State of California, have reviewed the budget and desire to change the approved final District Budget, and

**NOW, THEREFORE BE IT RESOLVED** as follows:

- 1) Amend the District Budget for Fiscal Year FY 24-25 by adjusting the following:
  - A. \$300,000 from Unassigned Fund Balance (30120) to Capital Assets OT991007 (30210) to replenish the designation.
  - B. \$50,043 from Capital Assets OT991007 (30210) to SC2520 CA Laboratory Equipment (54450) to cover the purchase of Ultra Low Temp Freezer on 07/17/24 and Kingfisher PCR Machine on 01/24/25.
  - C. \$146,500 from Other OT991017 (30210) to SC2030 Poisons, Pesticides and Chemicals - Agricultural and Industrial (52020) to cover invasive mosquito control.
  - D. \$20,350 from Rents and Leases Equipment (52440) to Hardware and Related Items (52460) to correct an error in the original 24/25 budget submitted.

**PASSED AND ADOPTED** by the Board of Trustees of the Placer Mosquito and Vector Control District on the 24<sup>th</sup> day of February 2025 by the following vote:

AYES:            ∅  
NOES:            ∅  
ABSTAIN:        ∅  
ABSENT:         ∅

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Will Stockwin, Board President

Attest:

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Isabel Alvarez, Board Secretary

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## PUBLIC INFORMATION AND OUTREACH REPORT

Reporting period: January 2025

Prepared by: Meagan Luevano, Public Information Officer

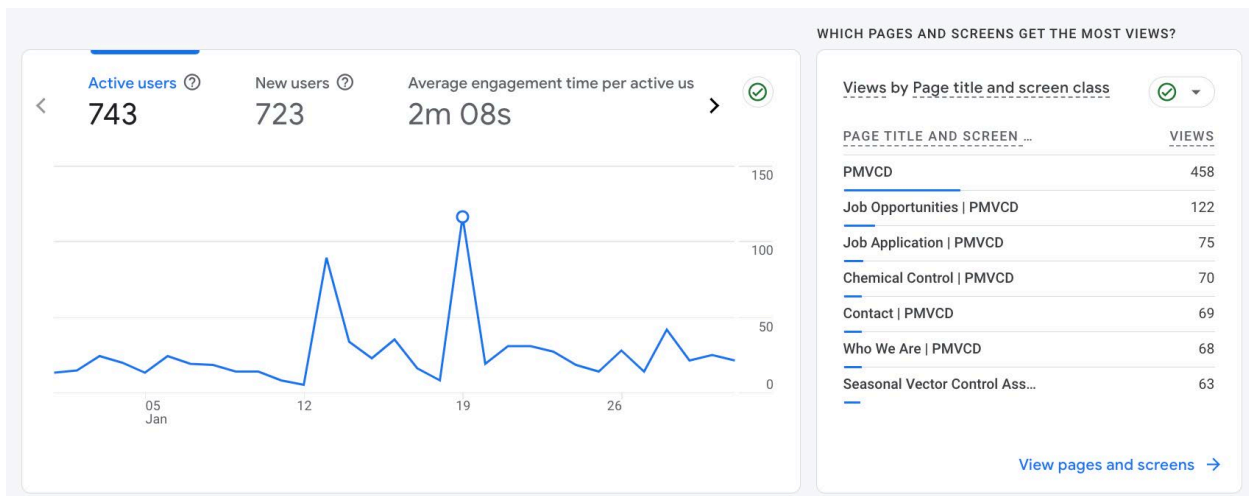
### SERVICE REQUESTS

In January 2025, a total of 15 service requests were submitted.

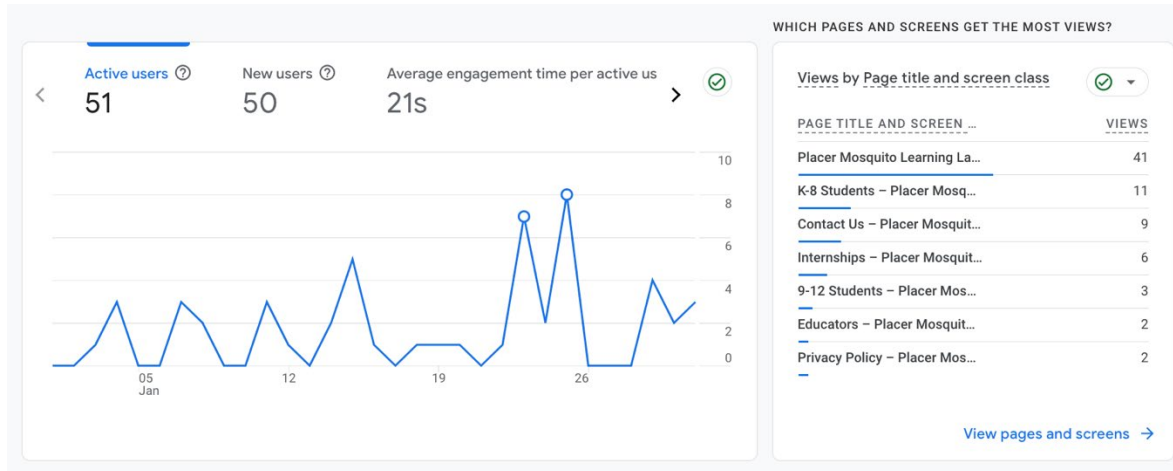


### WEBSITE ANALYTICS

placermosquito.org



placermosquitolearninglab.org



**CITY COUNCIL PRESENTATIONS**  
*To be scheduled spring 2025.*

**COMMUNITY EVENTS**

Brand	Category	Event Title	Date	Time	City
Placer Mosquito	Career Fair	UNR Career Fair	12-Feb-25	12 p.m. - 3 p.m.	Reno
Placer Mosquito	Career Fair	Twelve Bridges High School Career Fair	21-Mar-25	8:30-11:30 a.m.	Lincoln
Placer Mosquito	Career Fair	Lincoln High School Career Fair	27-Mar-25	8:30-11:30 a.m.	Lincoln
Placer Mosquito	Community Events	Master Gardeners of Placer County 2025 Garden Faire	5-Apr-25	9 a.m. - 3p.m.	Roseville
Learning Lab	Community Events	Roseville Public Library's National Library Week Bug Event	8-Apr-25	4:30-5:30 p.m.	Roseville
Learning Lab	Community Events	Loomis Library Bug Bonanza	9-Jul-25	10:30 a.m, - 12 p.m.	Loomis
Placer Mosquito	Community Events	Hot Chili Cool Cars	20-Sep-25		Rocklin

**SCHOOL OUTREACH**

- Sent assembly outreach email February 14, 2025 to schedule spring assemblies.
- Vinny and Violet will be the actors in this springs' assemblies.
- Planning for proclamation for Allen and Julie (Webster & Wanda) at March meeting.



**STAKEHOLDER OUTREACH**

- *Planning 2025 drone demonstration day event in Lincoln.*
- *Tentatively scheduled for Wednesday, April 16 in Lincoln.*

**SOCIAL MEDIA**

Social Media Analytics

Profile	Audience	Net Audience Growth	Published Posts	Impressions	Engagements	Engagement Rate (per Impression)	Video Views
<b>Reporting Period</b>	<b>3,973</b>	<b>0</b>	<b>0</b>	<b>794</b>	<b>4</b>	<b>0.5%</b>	<b>322</b>
Jan 1, 2025 – Jan 31, 2025	→ 0%	↗ 100%	→ 0%	↘ 23%	↘ 55.6%	↘ 42.3%	↘ 48.5%
<b>Compare to</b>	<b>3,973</b>	<b>-2</b>	<b>0</b>	<b>1,031</b>	<b>9</b>	<b>0.9%</b>	<b>625</b>
Dec 1, 2024 – Dec 31, 2024							
@PlacerMosquito	1,208	-4	—	76	3	3.9%	0
Placer Mosquito	101	0	0	312	1	0.3%	312
Placer Mosquito & Ve...	1,858	-1	0	347	0	0%	6
Placer Mosquito and ...	155	0	0	3	0	0%	0
placermosquito	651	5	0	56	0	0%	4

**ADVERTISING**

- *Presenting 2024 advertising report.*
- *Planning to run bus tails and sides in Roseville, digital billboards, digital streaming through KCRA3, Lincoln Potters sponsorship, and the Balancing Act for 2025 advertising.*
- *Two campaigns: Lyme Disease Awareness and Summer West Nile Virus and Invasive Aedes messaging.*

**TINY TICKS  
BIG  
THREAT**

May is  
Lyme Disease  
Awareness  
Month

PLACER  
MOSQUITO  
& VECTOR  
CONTROL  
DISTRICT

PLACERMOSQUITO.ORG/TICKS

CHECK  PROTECT  PREVENT



**PROFESSIONAL DEVELOPMENT EVENTS/CONFERENCES**

- 2025 MVCAC Legislative Days in Sacramento – March 24-26
- 2025 CAPIO Annual Conference in Napa – April 1-4
- 2025 AMCA Washington Conference in D.C. – May 11-14



# Field Operations and Surveillance Report

Prepared February 18, 2025

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**Assistant Manager: Jake Hartle**

## Mosquito and Surveillance

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- **Adult Mosquito Abundance:**
  - Adult mosquito trap results from the week of February 17<sup>th</sup> showed a slight increase in *Anopheles freeborni*. As the daily temperature increases over the next week, we expect this species of mosquitoes to leave the shelters they overwinter in, in search of a blood meal, potentially increasing online service requests and phone calls to the district.
- **Adult Mosquito Traps:**
  - Over the past year, Phil Spinks has developed an upgraded CO<sub>2</sub> flow regulator for our adult mosquito traps. His work will allow us to efficiently disperse CO<sub>2</sub> in a consistent amount and during a more precise time period.
  - Lab supervisor, Casey Hubble and team have been testing the final version since last fall and are ready to implement the upgrade to all weekly WNV focused adult traps for the 2025 season.
- **Disease Testing: KingFisher Flex System**
  - In January the Board approved the purchase of a KingFisher Flex system to replace the OPENTRONS robot used for the extraction stage of our quantitative RT-PCR disease testing. This process allows us to detect the genetic material of a pathogen like West Nile Virus or Lyme Disease in mosquitoes and or tick samples, respectively.
  - We have received the new equipment, and Phil Spinks is currently completing the set up and protocols to begin testing.

## Field Operations

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- **Source Work**
  - Field technicians continue to monitor mosquito sources and respond to service requests within their assigned zones.
  - Recent precipitation and warmer weather have increased the likelihood of larval production for *Culiseta inornata* and *Culiseta incidens*. These species primarily develop in low-lying areas such as roadside ditches and retention ponds.

Vector control technicians (VCTs) are prioritizing monitoring these types of sources during their daily activities.

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# General Manager's Report

Joel Buettner, General Manager

02/20/2025

- **District's Invasive Mosquito Response Plan** is being reviewed and updated by staff to establish risk categories based on abundance and frequency of invasive mosquito trapping with associated control and/or public information actions for each. This is a shift to an *Aedes aegypti* management strategy rather than an eradication effort, and should help to control costs and monitor the spread of invasive mosquitoes in Placer County. During the 2025 mosquito season, we plan to carefully provide the resources required to implement the updated plan, and develop a strategy to ensure sufficient resources are available long term.
- **American Mosquito Control Association**
  - I attended an AMCA-provided leadership training in San Diego with the current VP, President elect and the Executive Director of AMCA. The goal of this training was to help forge positive and effective relationships and leadership between the board and ED.
- **Administration**
  - Isabel Alvarez, Admin Assistant, has taken the lead in organizing the administrative policy manual for the district.
  - Jake Hartle, and Isabel Alvarez will be representing the District at the upcoming VCJPA workshop.
- **The California Special District Association** call for nominations is attached to this report. If any trustee is interested in making a nomination, please let us know.

## UPCOMING EVENTS

- **VCJPA Annual Workshop** – February 27, 2025 – Santa Cruz
- **AMCA Annual Conference** – March 3-7, 2025 – San Juan, Puerto Rico



**California Special  
Districts Association**



*Districts Stronger Together*

**DATE:** February 10, 2025  
**TO:** CSDA Voting Member Presidents and General Managers  
**FROM:** CSDA Elections and Bylaws Committee  
**SUBJECT:** CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS  
SEAT B

---

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2026 - 2028 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.  
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, professional development, and other resources for members. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

**Commitment and Expectations:**

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.  
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.  
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

**Nomination Procedures:** Any Regular Member district in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations in the Northern Network is April 21, 2025. The deadline for receiving nominations in all other Networks is April 11, 2025. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814  
Fax: 916.442.7889  
E-mail: [amberp@csda.net](mailto:amberp@csda.net)

**Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.**

CSDA will begin electronic voting on June 10, 2025. All votes must be received through the system no later than 5:00 p.m. July 25, 2025. The successful candidates will be notified no later than July 29, 2025. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in August 2025.

#### **Expiring Terms**

(See enclosed map for Network breakdown)

<b>Northern Network</b>	Seat B – Kim Seney, Director, Gold Mountain Community Services District
<b>Sierra Network</b>	Seat B – Jerry Gilmore, Director, Truckee Sanitary District*
<b>Bay Area Network</b>	Seat B – Ryan Clausnitzer, General Manager, Alameda County Mosquito Abatement District*
<b>Central Network</b>	Seat B – Lorenzo Rios, CEO, Clovis Veterans Memorial District*
<b>Coastal Network</b>	Seat B – Scott Duffield, General Manager, Heritage Ranch Community Services District*
<b>Southern Network</b>	Seat B – Don Bartz, General Manager, Phelan Pinon Hills Community Services District*

(\* = Incumbent is running for re-election)

**CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely.** *Electronic Ballots will be emailed to the main contact in your district June 10, 2025.* All votes must be received through the system no later than 5:00 p.m. July 25, 2025.

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail [amberp@csda.net](mailto:amberp@csda.net) by **April 25, 2025** in order to ensure that you will receive a paper ballot on time.*

**CSDA will mail paper ballots on June 10, 2025 per district request only.**

If you have any questions, please contact Amber Phelen at [amberp@csda.net](mailto:amberp@csda.net).





**California Special  
Districts Association**  
*Districts Stronger Together*

## 2026-2028 TERM BOARD OF DIRECTORS NOMINATION FORM

**Name of Candidate:** \_\_\_\_\_

**District:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

\_\_\_\_\_

**Network:** \_\_\_\_\_ (see map)

**Telephone:** \_\_\_\_\_  
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

**Fax:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Nominated by (optional):** \_\_\_\_\_

**Return this form, a Board resolution/minute action supporting the candidate, and Candidate Information Sheet by mail or email to:**

CSDA  
Attn: Amber Phelen  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732

amberp@csla.net

### ***DEADLINE FOR RECEIVING NOMINATIONS:***

**Northern Network - Extended due to vacancy: April 21, 2025 at 5:00 p.m.**

**All other networks: April 11, 2025 at 5:00 p.m.**



## 2026-2028 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: \_\_\_\_\_

District/Company: \_\_\_\_\_

Title: \_\_\_\_\_

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: \_\_\_\_\_

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

\_\_\_\_\_  
\_\_\_\_\_

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

\_\_\_\_\_  
\_\_\_\_\_

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

\_\_\_\_\_  
\_\_\_\_\_

4. List civic organization involvement:

\_\_\_\_\_  
\_\_\_\_\_

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



California Special Districts Association

# DISTRICT NETWORKS

