

PLACER MOSQUITO & VECTOR CONTROL DISTRICT
BOARD OF TRUSTEES
2021 Opportunity Drive
Roseville, CA 95678
REGULAR BOARD MEETING
AGENDA

October 20, 2025, 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: 849 2363 6604 or <https://us06web.zoom.us/j/84923636604>

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 September 15, 2025, Regular Board Meeting |
| 5-6 | | B. Acknowledge Warrants Issued September 2025 |
| 7-10 | | C. Financial Report: Final Budget to Actuals as of September 30 th , 2025 |
| 11-12 | | D. Cooperative Agreement with the Department of Public Health |
| | 7 | Placer MVCD UAS System Update Presentation- Scott Schon, Supervisor |
| 13-16 | 8 | Board Review and Consideration to Create a Receptionist Position – Action item |
| 17 | 9 | Board Review and Consideration to Amend the FY 2025-2026 District Pay Scale – Action item |
| | 10 | Staff Reports |
| 19-22 | | A. Eastern Placer Report – Angella Falco |
| 23-26 | | B. Public Information and Outreach Report – Julie Prayter |
| 27-28 | | C. Field Operations and Surveillance Report – Jake Hartle |
| | | D. General Manager's Report – Joel Buettner |

11 Board/Staff General Discussion

12 Announcements

- A. The District office will be closed November 11, 2025 in observance of the Veterans Day Holiday.
- B. The next regular Board meeting will be held November 17, 2025, at 4:30 PM at 2021 Opportunity Drive., Roseville, CA 95678

13 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
September 15, 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: 834 9495 2028 or <https://us06web.zoom.us/j/83494952028>

1. **Call to Order:** President Stockwin called the meeting to order at 4:30 PM.
2. **Roll Call:** Trustees Peter Gilbert, Merry Holliday-Hanson, Russ Kelley and Will Stockwin were present. Trustee Sandy Bendorf and Jill Gayaldo were absent with notification. Trustee Ross Hutchings was absent.
District Employees Present: Manager Joel Buettner, Jake Hartle, Isabel Alvarez, Nikki Rockwell and Julie Prayer.
3. **Pledge of Allegiance** was led by President Stockwin.
4. **Agenda Review:** *A motion to accept the agenda as presented was made by Trustee Gilbert, seconded by Trustee Kelley, unanimously approved no abstentions.*
5. **Public Comment:** There were none
6. **Consent Agenda**
 - A. Minutes of the august 18, 2025, Regular Board Meeting
 - B. Acknowledge Warrants Issued August 2025

A motion to approve the Consent Agenda was made by Trustee Gilbert, seconded by Trustee Kelley, unanimously approved no abstentions.

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

Noes: 0 Abstain: 0 Absent: Trustee Bendorf, Gayaldo and Hutchings

- 7. Board Review and Consideration of Resolution 2025-18**
A motion to approve Resolution 2025-18 Ordering the Approval of 2025-26 Amending Resolution 2025-08 To Approve Corrected Appendix A to The Fiscal Year 2025-26 District Budget was made by Trustee Holliday-Hanson, seconded by Trustee Gilbert, approved by roll call vote.
Ayes: Trustees Gilbert, Holliday-Hanson, Kelley, and Stockwin
Noes: ∅ Abstain: ∅ Absent: Trustees Bendorf, Gayaldo and Hutchings
- 8. Board Review and Consideration of 2025 Administration Reorganization Plan**
A motion to approve the 2025 Administration Reorganization Plan was made by Trustee Gilbert, seconded by Trustee Kelley, approved by roll call vote.
Ayes: Trustees Gilbert, Holliday-Hanson, Kelley, and Stockwin
Noes: ∅ Abstain: ∅ Absent: Trustees Bendorf, Gayaldo and Hutchings

9. Staff Reports

- A. Public Information and Outreach Report –A written report was submitted. No additional items were reported.
- B. Eastern Placer Report – Mr. Hartle gave a verbal update.
- 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.

10. Board/Staff General Discussion: There were none

11. Announcements

- A. The next regular Board meeting will be held September 15, 2025, at 4:30 PM at 2021 Opportunity Drive., Roseville, CA 95678

12. Adjournment:

President Stockwin adjourned the meeting at 5:06 PM.

Minutes approved by the Board and dated, this 15th day of September 2025, after passage.

Will Stockwin, Board President: _____

Attest:

Isabel Alvarez, Board Secretary: _____

Warrants September 2025

Payment Date	Payment Type	Supplier	Payment Amount
9/4/2025	Check	ADAPCO LLC	13,498.22
9/4/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	10.65
9/4/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	51.87
9/4/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	74.86
9/4/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	75.41
9/4/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	91.33
9/4/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	92.95
9/4/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	226.20
9/4/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	245.53
9/4/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	265.12
9/4/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	313.24
9/4/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	362.96
9/4/2025	Check	AMERICAN FIDELITY ASSURANCE COMPANY	1,105.34
9/4/2025	Check	BASIN AVIATION INC	104,484.90
9/4/2025	Check	CITIBANK NA	37.65
9/4/2025	Check	CITY OF ROSEVILLE	466.00
9/4/2025	Check	HUNT & SONS LLC	2,473.72
9/4/2025	Check	IRON HORSE MEDIA LLC	10,209.98
9/4/2025	Check	MEDPRO WASTE DISPOSAL LLC	266.44
9/4/2025	Check	PACIFIC GAS & ELECTRIC COMPANY	112.53
9/4/2025	Check	RIVER CITY PRINTERS LLC	1,203.94
9/4/2025	Check	SCI CONSULTING GROUP	23,186.00
9/4/2025	Check	THE LEGACY GROUP INC	873.13
9/4/2025	Check	THE REINALT-THOMAS CORPORATION	871.65
9/4/2025	Check	TRUCKSMART INC	1,768.80
9/4/2025	Check	US BANK NA	175.49
9/4/2025	Check	VERIZON COMMUNICATIONS INC	393.50
9/4/2025	Check	VERIZON WIRELESS	1,079.75
9/4/2025	Check	VESTIS GROUP INC	248.10
9/5/2025	EFT Child Support	CASDU - California State Disbursement Unit (SDU)	736.61
9/8/2025	Check	BATTERIES PLUS	45.79
9/8/2025	Automatic Wire	CALPERS	38,909.48
9/8/2025	Check	HARRIS INDUSTRIAL GASES	178.48
9/8/2025	Check	LIBERTY UTILITIES CO	99.61
9/8/2025	Check	MIDAMERICA ADMINISTRATIVE & RETIREMENT	4,354.99
9/8/2025	Check	VERIZON WIRELESS	74.12
9/8/2025	Check	VWR FUNDING INC	315.90
9/8/2025	Check	VWR FUNDING INC	795.07
9/10/2025	Check	BURCHAM, KAREN LYNNE	954.90
9/10/2025	Check	ENTERPRISE FM TRUST	10,825.80
9/10/2025	Check	GOSS, GEORGE	954.90
9/10/2025	Check	HAURY, RITA E	528.16
9/10/2025	Check	INFINITY TECHNOLOGIES	1,840.00
9/10/2025	Check	INFINITY TECHNOLOGIES	6,754.25
9/10/2025	Check	JASSO, DAVID CELIO	280.00
9/10/2025	Check	JASSO, DAVID CELIO	425.00
9/10/2025	Check	PATRICK CLARK CONSULTING	1,500.00
9/10/2025	Check	STAR INDUSTRIES	565.00
9/10/2025	Check	VESTIS GROUP INC	188.39
9/15/2025	Check	ARNAUDO BROS LP	2,361.55
9/15/2025	Check	BUCKMASTER BUSINESS MACHINES	30.91
9/15/2025	Check	CLARKE MOSQUITO CONTROL PRODUCTS INC	734.21
9/15/2025	Check	CONSOLIDATED COMMUNICATIONS OF CALIFORNIA	218.92
9/15/2025	Check	CONSOLIDATED COMMUNICATIONS OF CALIFORNIA	681.82
9/15/2025	Check	FUTURE FORD INC	238.63
9/15/2025	Check	OPTIMUM	161.35
9/15/2025	Check	O'REILLY AUTO ENTERPRISES LLC	32.28
9/15/2025	Check	PRINCIPAL LIFE INSURANCE COMPANY	4,767.47

Warrants September 2025

Payment Date	Payment Type	Supplier	Payment Amount
9/15/2025	Check	SAC ICE	529.13
9/15/2025	Check	SOUTHWEST GAS CORP	11.00
9/15/2025	Check	TRIPLEPI SMITH & ASSOCIATES INC	1,960.00
9/15/2025	Check	TRIPLEPI SMITH & ASSOCIATES INC	2,660.00
9/16/2025	Check	US BANCORP	5,987.13
9/17/2025	Automatic Wire	CALPERS	350.00
9/19/2025	EFT Child Support	CASDU - California State Disbursement Unit (SDU)	736.61
9/22/2025	Check	AMAZON CAPITAL SERVICES INC (Hold)	25.94
9/22/2025	Check	CLEAR CHANNEL OUTDOOR LLC	6,000.00
9/22/2025	Check	HARRIS INDUSTRIAL GASES	130.24
9/22/2025	Check	HARRIS INDUSTRIAL GASES	146.18
9/22/2025	Check	HARRIS INDUSTRIAL GASES	151.37
9/22/2025	Check	HUNT & SONS LLC	2,775.48
9/22/2025	Check	JASSO, DAVID CELIO	468.00
9/22/2025	Check	JOHN WALKER HEATING AND COOLING	1,136.64
9/22/2025	Check	MIDAMERICA ADMINISTRATIVE & RETIREMENT	456.00
9/22/2025	Check	TEXAS LIFE INSURANCE COMPANY	65.75
9/22/2025	Check	VESTIS GROUP INC	247.57
9/30/2025	Check	AMERICAN FIDELITY ASSURANCE COMPANY	1,105.34
9/30/2025	Check	ARNAUDO BROS LP	2,361.55
9/30/2025	Check	CITY OF ROSEVILLE	178.33
9/30/2025	Check	CITY OF ROSEVILLE	878.37
9/30/2025	Check	CITY OF ROSEVILLE	4,606.06
9/30/2025	Check	DELTEK INC	270.28
9/30/2025	Check	HARRIS INDUSTRIAL GASES	157.69
9/30/2025	Check	LIFE TECHNOLOGIES CORPORATION	2,200.90
9/30/2025	Check	O'REILLY AUTO ENTERPRISES LLC	15.06
9/30/2025	Check	PRINCIPAL LIFE INSURANCE COMPANY	4,903.39
9/30/2025	Check	US BANK NA	18.59
9/30/2025	Check	VESTIS GROUP INC	186.80

Placer Mosquito and Vector Control District
Budget to Actuals as of September 30th, 2025

Ledger Account / Revenue - Spend Code	Budget	Actuals	Balance	% of Budget
40010:Taxes - Current Secured Property				
RC0010 Taxes - Current Secured Property (GL40010)	(70,324.00)	(72,352.57)	\$2,028.57	102.88%
40020:Taxes - Property Tax Impounds	(13.00)	0	(\$13.00)	0.00%
40040:Taxes - Railroad Unitary Property				
RC0040 Taxes - Railroad Unitary Property (GL40040)	(106.00)	(102.89)	(\$3.11)	97.07%
40050:Taxes - Unitary and Op Non-Unitary Property				
RC0050 Taxes - Unitary & Op Non-Unitary Property (GL40050)	(2,631.00)	(2,771.53)	\$140.53	105.34%
40060:Taxes - Current Unsecured Property				
RC0060 Taxes - Current Unsecured Property (GL40060)	(1,434.00)	(1,401.59)	(\$32.41)	97.74%
40070:Taxes - Delinquent Secured Property	(1.00)	0	(\$1.00)	0.00%
40090:Taxes - Delinquent Unsecured Property				
RC0090 Taxes - Delinquent Unsecured Property (GL40090)	(28.00)	(0.65)	(\$27.35)	2.32%
40100:Taxes - Current Supplemental Property				
RC0110 Taxes - Current Supplemental Property (GL40100)	(3,133.00)	(26.46)	(\$3,106.54)	0.84%
40110:Taxes - Delinquent Supplemental Property				
RC0120 Taxes - Delinquent Supplemental Property (GL40110)	(1.00)	(0.14)	(\$0.86)	14.00%
40180:Other Taxes				
RC0270 Parcel Taxes (GL40180)	(384,873.00)	(352,860.00)	(\$32,013.00)	91.68%
42010:Investment Income				
RC0560 Interest / Investment Income (GL42010)	(65,000.00)	(17,283.39)	(\$47,716.61)	26.59%
42030:Short-Term Rents and Concessions	(6,000.00)	0	(\$6,000.00)	0.00%
44350:State Homeowners Property Tax Relief	(398.00)	0	(\$398.00)	0.00%
46030:Direct Charges				
RC1720 Direct Charges (GL46030)	(6,026,681.00)	(5,997,461.62)	(\$29,219.38)	99.52%
48030:Miscellaneous				
RC3080 Miscellaneous Other Revenue (GL48030)	(2,640.00)	(7,080.19)	\$4,440.19	268.19%
49030:Proceeds from Sale of Capital Assets				
RC3170 Proceeds from Sale of Capital Assets (GL49030)	(5,000.00)	(7,001.00)	\$2,001.00	140.02%
Total Revenue	(6,568,263.00)	(6,458,342.03)	(\$109,920.97)	98.33%
51010:Salaries and Wages				
SC1010 Salaries and Wages (GL51010)	2,643,366.00	560,386.89	\$2,082,979.11	21.20%
51030:Extra Help - Salaries and Wages				
SC1030 Extra Help - Salaries and Wages (GL51030)	0	27,615.38	(\$27,615.38)	0.00%
51040:Overtime and Call Back				
SC1040 Overtime and Call Back (GL51040)	19,598.00	5,109.57	\$14,488.43	26.07%
51110:Other Payroll	0	616.00	(\$616.00)	0.00%

Placer Mosquito and Vector Control District
Budget to Actuals as of September 30th, 2025

Ledger Account / Revenue - Spend Code	Budget	Actuals	Balance	% of Budget
51210:Retirement	378,129.00	152,033.44	\$226,095.56	40.21%
SC1210 CalPERS (GL51210)		55,770.44		
SC1852 CalPERS (GL51210)		96,263.00		
51220:Payroll Tax				
SC1220 FICA (GL51220)	47,564.00	10,890.82	\$36,673.18	22.90%
51240:Other Postemployment Benefits (OPEB)				
SC1858 Other Post Employment Benefits (OPEB) (GL51240)	177,654.00	14,085.80	\$163,568.20	7.93%
51350:Emp Benefits Other Agencies				
SC1888 Employee Benefits Other Agencies (GL51350)	674,910.00	205,678.95	\$469,231.05	30.48%
51380:Other Benefits				
SC1897 Other Benefits (GL51380)	873.00	459.78	\$413.22	52.67%
52020:Chemicals				
SC2030 Poisons, Pesticides and Chemicals - Agricultural and Industrial (GL52020)	668,846.00	277,343.72	\$391,502.28	41.47%
52030:Clothing and Personal				
SC2040 Work Clothes (GL52030)	873.00	250.47	\$622.53	28.69%
52040:Communication Services Expense				
SC2085 Communication Services - Telephone (GL52040)	35,714.00	8,056.68	\$27,657.32	22.56%
52050:Food	800.00	0	\$800.00	0.00%
52060:Janitorial Supplies	1,000.00	0	\$1,000.00	0.00%
52080:Insurance				
SC2140 Insurance and Insurance Services (GL52080)	221,108.00	228,197.00	(\$7,089.00)	103.21%
52140:Parts				
SC2200 Automotive Accessories, Equipment and Parts (GL52140)	20,000.00	2,455.21	\$17,544.79	12.28%
52160:Maintenance	13,500.00	5,847.39	\$7,652.61	43.31%
SC2260 Equip Maint & Repair for Vehicles & Aircraft - 1099 Reportable (GL52160)		5,634.66		
SC2270 Equip Maint and Repair for General Equipment - 1099 Reportable (GL52160)		212.73		
52161:Maintenance - Building				
SC2861 Maintenance - Building - 1099 Reportable (GL52161)	30,061.00	6,546.52	\$23,514.48	21.78%
52170:Fuels & Lubricants				
SC2340 Gasoline, All Types (GL52170)	42,000.00	16,201.23	\$25,798.77	38.57%
52190:Maintenance - Janitorial				
SC2430 Janitorial Management Services - 1099 Reportable (GL52190)	6,780.00	2,260.00	\$4,520.00	33.33%
52210:Services				
SC2455 Airplane/Helicopter Services NOC - 1099 Reportable (GL52210)	409,430.00	276,464.66	\$132,965.34	67.52%
52220:Laboratory Supplies	65,500.00	18,631.26	\$46,868.74	28.44%
SC2480 Clinical Laboratory Reagents and Tests (GL52220)		3,832.86		
SC2500 Gases, Lab / Medical / Welding (GL52220)		3,030.58		

Placer Mosquito and Vector Control District
Budget to Actuals as of September 30th, 2025

Ledger Account / Revenue - Spend Code	Budget	Actuals	Balance	% of Budget
SC2521 Laboratory Supplies (GL52220)		11,767.82		
52240:Professional / Membership Dues				
SC2550 Membership / Registration / Association / Warranties - 1099 Reportable (GL52240)	35,226.00	16,980.00	\$18,246.00	48.20%
52330:Other Supplies	12,500.00	1,054.85	\$11,445.15	8.44%
SC2650 First Aid and Safety Equipment and Supplies (GL52330)		395.04		
SC2661 Office Supplies Excluding Paper Goods (GL52330)		659.81		
52340:Postage				
SC2790 Postage (GL52340)	500.00	90.85	\$409.15	18.17%
52360:Professional and Special Services - General	170,789.00	36,331.14	\$134,457.86	21.27%
SC2820 Personnel Services - 1099 Reportable (GL52360)		6,256.68		
SC2840 Collection Charges - 1099 Reportable (GL52360)		23,186.00		
SC2860 SB2557 Property Tax Admin Costs - 1099 Reportable (GL52360)		1,294.72		
SC2940 Consulting Services - 1099 Reportable (GL52360)		350.00		
SC2945 Uniform Rental and Laundry Services - 1099 Reportable (GL52360)		3,026.37		
SC3010 Alarm Services - 1099 Reportable (GL52360)		2,217.37		
52370:Professional and Special Services - Legal	15,000.00	0	\$15,000.00	0.00%
52380:Professional and Special Services - Technical, Engineering and Environmental	16,876.00	3,382.76	\$13,493.24	20.04%
SC3150 Grounds Maintenance Services - 1099 Reportable (GL52380)		1,851.00		
SC3280 Security, Fire, Safety, and Emergency Service NOC - 1099 Reportable (GL52380)		466.00		
SC3322 Hazardous Waste (GL52380)		1,065.76		
52390:Professional and Special Services - County	16,509.00	0	\$16,509.00	0.00%
52400:Professional and Special Services - Information Technology	163,590.00	30,890.34	\$132,699.66	18.88%
SC3370 Data Processing, Computer, Software Services - 1099 Reportable (GL52400)		12,440.84		
SC3380 Computer Management Services - 1099 Reportable (GL52400)		18,449.50		
52440:Short-Term Rents and Leases - Equipment				
SC3460 Short-Term Equipment Rental or Lease Services - 1099 Reportable (GL52440)	151,836.00	54,241.30	\$97,594.70	35.72%
52444:GASB 87 Lease Payment				
SC3472 GASB 87 Lease Payment - 1099 Reportable (GL52444)	0	5,290.92	(\$5,290.92)	0.00%
52450:Short-Term Rents and Leases - Buildings & Improvements				
SC3480 Short-Term Real Property Rental or Lease - 1099 Reportable (GL52450)	0	4,723.10	(\$4,723.10)	0.00%
52460:Small Tools & Instruments				
SC3530 Hardware and Related Items (GL52460)	20,350.00	5,020.90	\$15,329.10	24.67%
52480:PC Acquisition				
SC3560 Computers, Handheld, Laptop, and Notebook (GL52480)	10,000.00	3,030.26	\$6,969.74	30.30%
52520:Trustee Meetings Compensation				
SC3630 Trustee Meetings Compensation - 1099 Reportable (GL52520)	8,400.00	1,540.00	\$6,860.00	18.33%
52560:Small Equipment	20,000.00	0	\$20,000.00	0.00%

Placer Mosquito and Vector Control District
Budget to Actuals as of September 30th, 2025

Ledger Account / Revenue - Spend Code	Budget	Actuals	Balance	% of Budget
52570:Advertising	121,625.00	35,732.25	\$85,892.75	29.38%
SC3890 Marketing Services - 1099 Reportable (GL52570)		35,230.97		
SC3895 Publications and Legal Notices (GL52570)		501.28		
52590:Tuition Reimbursement	5,000.00	0	\$5,000.00	0.00%
52785:Training / Education				
SC4000 Educational/Training Services - 1099 Reportable (GL52785)	8,865.00	400.00	\$8,465.00	4.51%
52790:Transportation and Travel				
SC4280 Travel & Transportation (GL52790)	38,684.00	1,673.33	\$37,010.67	4.33%
52800:Utilities				
SC4340 Utilities (GL52800)	81,617.00	12,009.45	\$69,607.55	14.71%
53040:Lease Purchase Principal				
SC4720 Lease Purchase Principal (GL53040)	305,000.00	305,000.00	\$0.00	100.00%
53041:Lease Principal (Right to Use - WD)	28,339.00	0	\$28,339.00	0.00%
53080:Lease Purchase Interest	34,287.00	19,476.90	\$14,810.10	56.81%
SC4760 Lease Purchase Interest (GL53080)	0	19,476.90	(\$19,476.90)	0.00%
Total Expenses (Non Capital Assets)	6,722,699.00	2,355,999.12	\$4,366,699.88	35.05%



Health and Human Services Agency
California Department of Public Health



Erica Pan, MD, MPH
Director and State Public Health Officer

Gavin Newsom
Governor

October 1, 2025

TO: Agencies Signatory to the Cooperative Agreement with the California Department of Public Health

SUBJECT: COOPERATIVE AGREEMENT WITH THE DEPARTMENT OF PUBLIC HEALTH

Please find enclosed a copy of the Cooperative Agreement between local agencies applying pesticides for public health purposes and the California Department of Public Health. The current Cooperative Agreement between our agencies shall expire on December 31, 2025. If your agency is interested in renewing this Cooperative Agreement for another year (through December 31, 2026), please return the enclosed form by December 31, 2025 to the Vector-Borne Disease Section (VBDS). Include the agency manager's signature in the appropriate space and the operator ID and/or license number to be listed on Monthly Summary Pesticide Use Reports (PR-ENF-060) for 2026. Please send to:

DEPARTMENT OF PUBLIC HEALTH
CDPH – Vector Borne Disease Section
850 Marina Bay Parkway
Richmond, CA 94804

If you prefer to email your signed agreement, please email Margaret Kerrigan:
MargaretC.Kerrigan@cdph.ca.gov.

VBDS will endorse the Cooperative Agreement and return a copy to your agency immediately. If your agency is not interested in continuing the Cooperative Agreement, please notify VBDS as soon as possible.

Thank you for your cooperation in this matter. If you require additional information or clarification, please contact your VBDS regional office or the Sacramento headquarters at (916) 552-9730.

Vicki L. Kramer, Ph.D., Chief
Vector-Borne Disease Section

Enclosure

Vector-Borne Disease Section, MS 7307 • P.O. Box 997377 • Sacramento,
CA 95899-7377
(916) 552-9730 • (916) 552-9725 FAX
CDPH.ca.gov



COOPERATIVE AGREEMENT

(PURSUANT TO SECTION 116180, HEALTH AND SAFETY CODE)

Date _____

This Agreement between the California Department of Public Health and

(name and address of local vector control agency)

is effective on January 1, 2026 or on the subsequent date shown above, and expires December 31, 2026. It is subject to renewal by mutual consent thereafter.

Operator ID and/or license number to be listed on Monthly Summary Pesticide Use Reports (PR-ENF-060) for 2026:

Operator ID # _____ License # _____

This agreement may be canceled for cause by either party by giving 30 days advance notice in writing, setting forth the reasons for the termination.

Part I. Pesticides

The vector control agency named herein agrees:

1. To calibrate all application equipment using acceptable techniques before using, and to maintain calibration records for review by the County Agricultural Commissioner.
2. To seek the assistance of the County Agricultural Commissioner in the interpretation of pesticide labeling.
3. To maintain for at least two years for review by the County Agricultural Commissioner a record of each pesticide application showing the target vector, the specific location treated, the size of the source, the formulations and amount of pesticide used, the method and equipment used, the type of habitat treated, the date of the application, and the name of the applicator(s).
4. To submit to the County Agricultural Commissioner each month a Pesticide Use Report, on Department of Pesticide Regulation form PR-ENF-060. The report shall include the manufacturer and product name, the EPA registration number from the label, the amount of each pesticide used, the number of applications of each pesticide, and the total number of applications, per county, per month.
5. To report to the County Agricultural Commissioner and the California Department of Public Health, in a manner specified, any conspicuous or suspected adverse effects upon humans, domestic animals and other non-target organisms, or property from pesticide applications.
6. To require appropriate certification of its employees by the California Department of Public Health in order to verify their competence in using pesticides to control pest and vector organisms, and to maintain continuing education unit information for those employees participating in continuing education.
7. To be inspected by the County Agricultural Commissioner on a regular basis to ensure that local agency activities are in compliance with state laws and regulations relating to pesticide use.

Part II. Environmental Modification

The vector control agency named herein agrees:

To comply with requirements, as specified, of any general permit issued to the California Department of Public Health as the lead agency, pertaining to physical environmental modification to achieve pest and vector prevention.

For California Department of Public Health

For Local Agency

Vicki Kramer, Ph.D.
Chief, Vector-Borne Disease Section

Print Name and Title

Signature

Board Review and Consideration to Create a Receptionist Position

Background

In the administration department reorganization plan approved by the board on September 15, 2025, the future need for a Receptionist position was discussed. While we originally contemplated developing this position over the next six months, our recent experience with a record number of invasive mosquitoes this season has included a tremendous increase in service requests, invasive mosquito inspection call backs, and general questions from the public. Creating and, if approved, recruiting for a Receptionist to start early in 2026 at the latest would provide enough time to train and prepare the new Receptionist for the 2026 season. Since this will be a new role, we have written in the attached job classification that the Receptionist would be determined to be a part-time or a full-time position at the discretion of the General Manager based on business needs of the District.

The attached draft Receptionist position is presented for consideration.

Fiscal Impact

The Receptionist pay scale has been determined by an informal comparison of Receptionist positions from a range of area local government agencies and municipalities, in addition to consideration of the internal relationships between the other District job classifications. The recommended pay scale is:

	STEPS (Hourly Pay Rates)				
JOB CLASSIFICATIONS	A	B	C	D	E
Receptionist	23.57	25.04	26.51	27.99	29.46

The actual fiscal impact in FYE26 will be determined if the Receptionist is hired at a full time or part time work schedule. Expenditures related to this position would likely only impact the second half of the current budget, we estimate that the impact would be minimal. The worst case would be that we would have to amend the FY26 budget to accommodate this position.

In future budgets, the Receptionist would be budgeted as part of the normal staffing budget process, and we do not anticipate any issues moving forward.

Staff Recommendation:

Staff recommends the Board approve the creation of the Receptionist position with the FY26 pay scale as presented.

CLASSIFICATION SPECIFICATION

DRAFT

RECEPTIONIST

DEFINITION

Under direct supervision of the Office Manager, the Receptionist provides the first point of contact for the District by answering incoming calls, responding to general email inquiries, greeting visitors, processing service requests, and providing routine administrative support to District staff. This position plays an important customer service role by ensuring that members of the public and internal staff receive timely, accurate, and courteous assistance.

This is an entry-level, part-time or full-time regular administrative classification.

SUPERVISION RECEIVED AND EXERCISED

The Receptionist receives general supervision from the Office Manager or assigned supervisor and receives general direction from Deputy General Manager or General Manager; no supervision is exercised.

EXAMPLES OF ESSENTIAL DUTIES

Note: The following are the duties performed by employees in this classification. Employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all the duties listed.

- Answers and routes incoming phone calls promptly and courteously provides general information and refers callers to appropriate staff.
- Monitors and responds to general District email accounts and forwards or assigns messages as appropriate.
- Greets and assists visitors and walk-in members of the public at the front desk.
- Receives, logs, and processes public service requests, standard mail correspondence and deliveries or other general communication using District systems.
- Provides routine administrative support, such as filing, scanning, copying, and data entry.
- Maintains reception area in a professional and orderly manner.
- Assists Office Manager with preparation and distribution of correspondence, forms, and materials.

Approved ##/##/####

- Supports special administrative projects as assigned.
- Performs other duties as required.

EMPLOYMENT STANDARDS

Knowledge of:

- Standard office practices and procedures.
- Customer service techniques, telephone etiquette, and professional communication.
- Basic computer applications, including word processing, spreadsheets, email, and database systems.

Ability to:

- Communicate clearly and courteously in person, on the phone, and in writing.
- Follow oral and written instructions accurately.
- Use discretion in handling sensitive or confidential information.
- Learn and effectively use District software for service requests and records.
- Establish and maintain effective working relationships with the public and staff.
- Manage time and handle multiple tasks with attention to detail.

MINIMUM QUALIFICATIONS

Any combination of training and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain these would be:

- Equivalent to graduation from high school or GED.
- One year of clerical, reception, or customer service experience preferred.
- Experience working in a public agency or customer-facing role is desirable.

PHYSICAL REQUIREMENTS

- Environmental Conditions: Work is normally performed in a typical office environment.
- Mobility: Frequent sitting for long periods at a computer workstation; occasional bending, twisting, or squatting. Frequently utilizes computers, telephones, and other office equipment.
- 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.
- 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: Frequent decision-making and concentration; frequent public and coworker contact; occasional working alone.

OTHER

Collective Bargaining Unit Designation: PMVCD Employee Association

Probation: 6 Months, subject to extension

FLSA Status: Non-exempt



Fiscal Year 2025-2026
Pay Scale
AMENDED Effective October 1, 2025

JOB CLASSIFICATIONS	STEPS (Hourly Pay Rates)				
	A	B	C	D	E
Accounting Technician	31.68	33.66	35.64	37.62	39.60
Deputy General Manager	64.23	68.25	72.26	76.28	80.29
Field Station Manager	43.06	45.76	48.45	51.14	53.83
General Manager	80.29	85.31	90.32	95.34	100.36
Office Manager	49.32	50.29	51.26	52.24	53.21
Public Information Officer	43.65	46.38	49.10	51.83	54.56
Receptionist	23.57	25.04	26.51	27.99	29.46
Senior Research Scientist	44.94	47.74	50.55	53.36	56.17
Supervisor	49.32	50.29	51.26	52.23	53.21
Vector Control Technician I	29.88	31.42			
Vector Control Technician II	35.63	37.86	40.09	42.31	44.54
Vector Control Technician Lead	45.72	46.92	48.12		

Approved by the Board of Trustees of the Placer Mosquito and Vector Control District (PMVCD) on **October 20, 2025**, in compliance with CalPERS CCR Title 2, Section 570.5 and PMVCD employee associations' Memorandums of Understanding. This pay scale will be updated annually at the beginning of each fiscal year, or as needed.

Attest:

Will Stockwin, Board President

Isabel Alvarez, Board Secretary

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PUBLIC INFORMATION AND OUTREACH REPORT

Reporting period: September 2025

Prepared by: Julie Prayter, APR, Public Information Officer

SEPTEMBER HIGHLIGHTS

- Based on surveillance data we extended our contract with Clear Channel Outdoor to provide risk mitigation education on their digital billboards in West Placer County.
- We attended Rocklin's Hot Chili Cool Cars event on September 20th where we provided prevention information, repellent wipes, and played Bug Bingo with kids.
- In support of the outreach component of the Placer County Hazard Mitigation Plan, we also had flyers with the QR code for the community survey displayed at this outreach event, in addition to posting them on our public notice board. We also amplified Placer's social media messaging.
- I pitched an "Invasive Species Increase in Rocklin" story to a reporter with CBS13. The story did not get picked up but we'll continue to pitch as appropriate and relevant to public health.
- We produced and published several reel-format videos for social media, including a Labor Day weekend PSA, a week-long behavior-based social media campaign to educate residents about simple steps they can take to reduce their risk of mosquito bites, and a video message in which Joel shared an invasive species update and also provided information to counter a lot of the misinformation we've been getting calls about.
- We utilized Nextdoor notifications several times to proactively advise residents our technicians will be going door to door as a result of a Parcel Improvement Plan (PIP). Our operations team reports a higher rate of compliance on our inspections when residents are expecting our technicians.
- I worked with Phil to highlight some of his 3D printing work for a Southern San Joaquin Regional continuing education event. This highlight positions Placer Mosquito as an industry leader in utilizing technology for public health benefit.
- I attended the California Association of Public Information Officials' (CAPIO) Annual Leadership Summit. I serve as the Education and Development Chair on the CAPIO Board and I presented on the benefits of earning your Accreditation in Public Relations, or APR. This credential teaches people the curriculum of building an effective, ethical public relations campaign with measurable results. I also met Caroline, my Greater Los Angeles County Mosquito and Vector Control District counterpart.



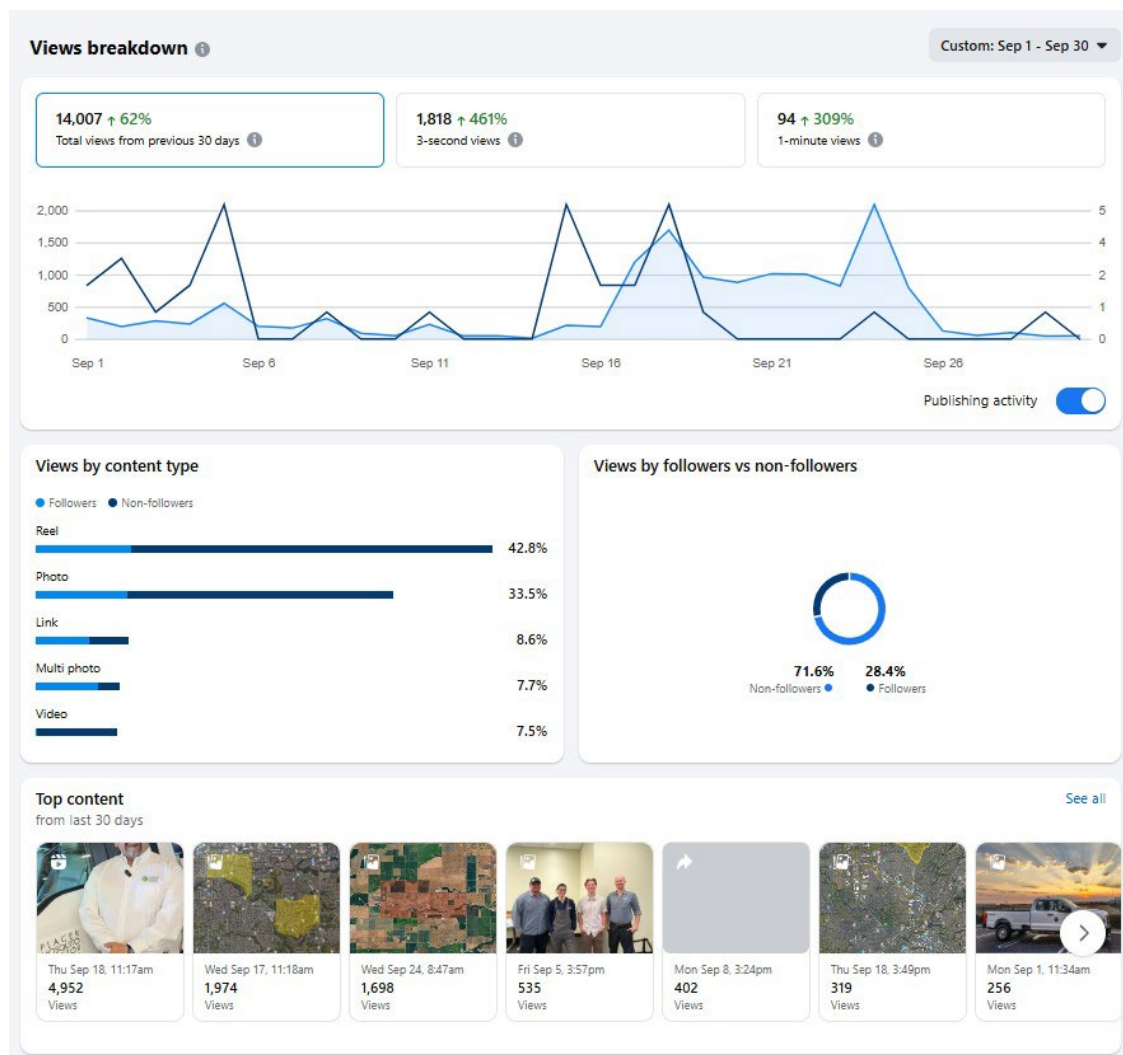
Digital Outreach Analysis

SOCIAL MEDIA

Overview: The goal for content this month was to continue to educate followers and non-followers about risk reduction and other District initiatives.

Strategy: Grow our audience by reaching non-followers, thus expanding our audience base.

Tactics: Boost, increase reels posted, calls to action to include shares.





EMAIL LIST

Open rate

Email open rate is the percentage of your email recipients that open your email.

Open Rate: Government Emails

Industry Standard Average: 28.7%-30.6%

Placer Mosquito: 53.1%

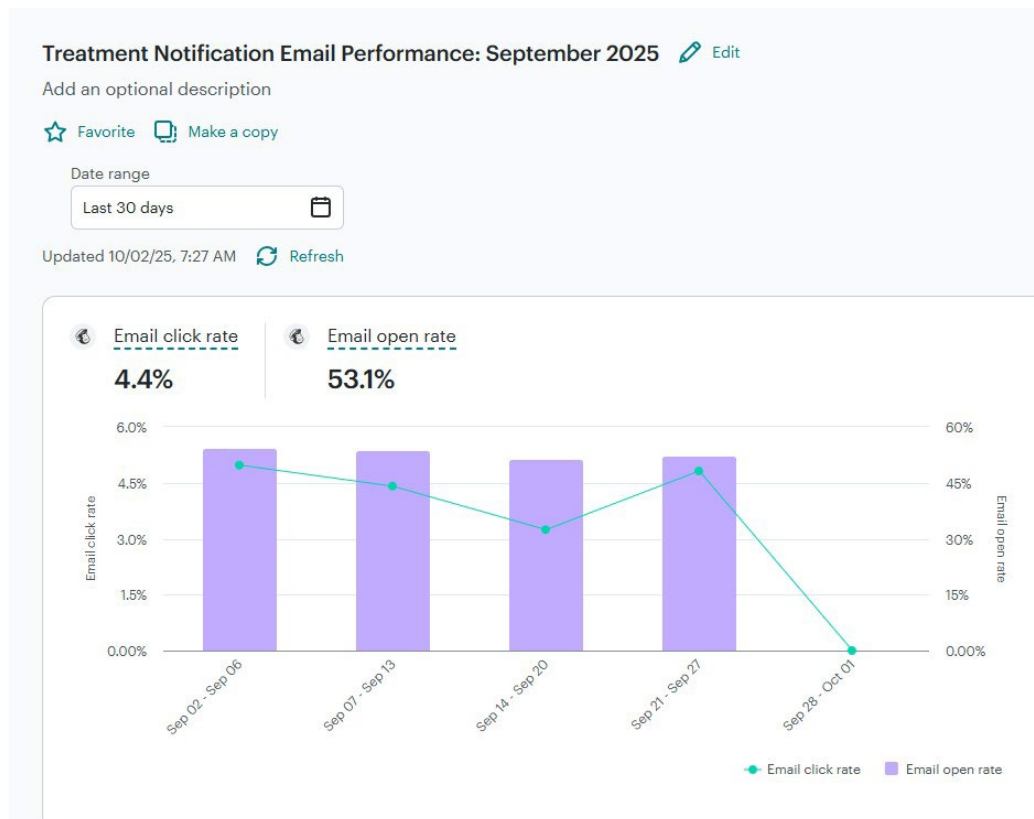
Click rate

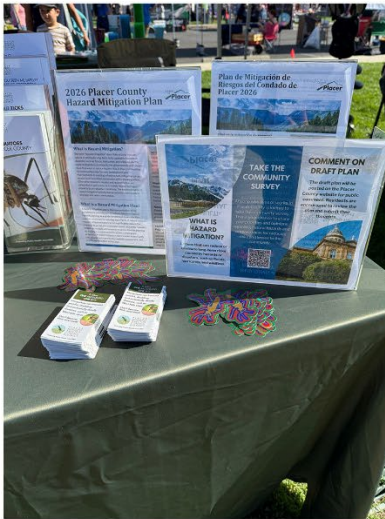
Click rate, sometimes also referred to as click-through rate, is the percentage of your email recipients who actually clicked a link within your email.

Click Rate: Government Emails

Industry Standard Average: 2.8%-4.3%

Placer Mosquito: 4.4%





3D Printing With Placer Mosquito



3D Print Lab



Bottle Roller



Field Operations and Surveillance Report

Prepared October 13, 2025

Assistant Manager: Jake Hartle

Supervisors: Mike Ashley, Casey Hubble, Scott Schon, Phil Spinks

Mosquito Surveillance & Vector-borne Disease Testing

Adult Mosquito Abundance

- *Culex tarsalis* is our primary vector species for West Nile virus (WNV).
 - *Culex tarsalis* and *Culex pipiens* abundance have trended downward the past couple of weeks, this is a seasonal trend (Figures 1 & 2).

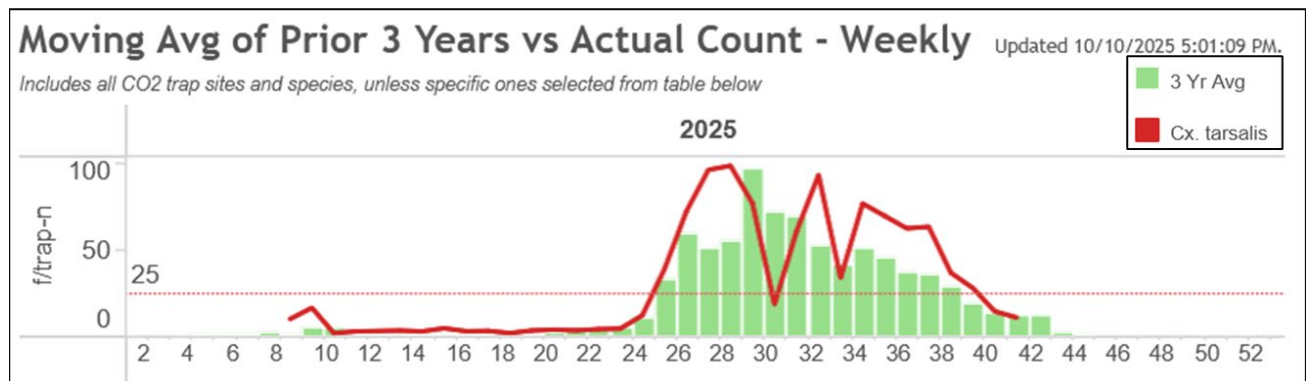


Figure 1: *Culex tarsalis* adult mosquito count per trap night (red line), compared to the three-year average (green bars) by calendar weeks (Week 41 represents October 5- 11).

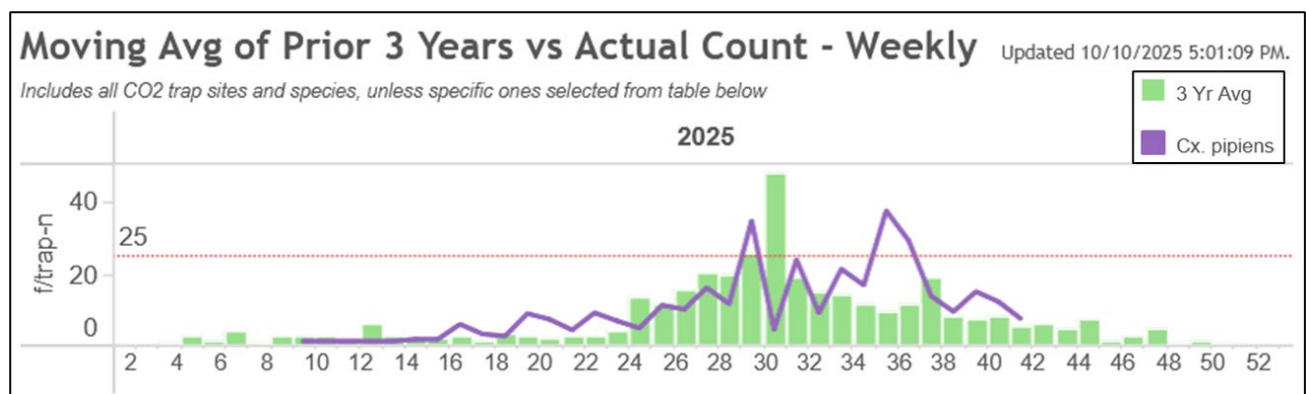


Figure 2: *Culex pipiens* adult mosquito count per trap night (purple line), compared to the three-year average (green bars) by calendar weeks (Week 41 represents October 5- 11).

Vector-borne Disease Testing

- In 2025 there have been 131 (6.35%) WNV mosquito samples detected in Placer County.

Positive Detections for Year to Date (January 1- Mid October)			
	2023 WNV	2024 WNV	2025 WNV
Mosquito Samples	177/1767 (10%)	93/1707 (5.4%)	131 /2063 (6.4%)
Dead Birds	41/150 (27.3%)	2/88 (2.2%)	5/52 (9.6%)

Invasive *Aedes*:

- In 2025 Invasive *Aedes* have been detected in 4 cities. Including 29 neighborhoods.

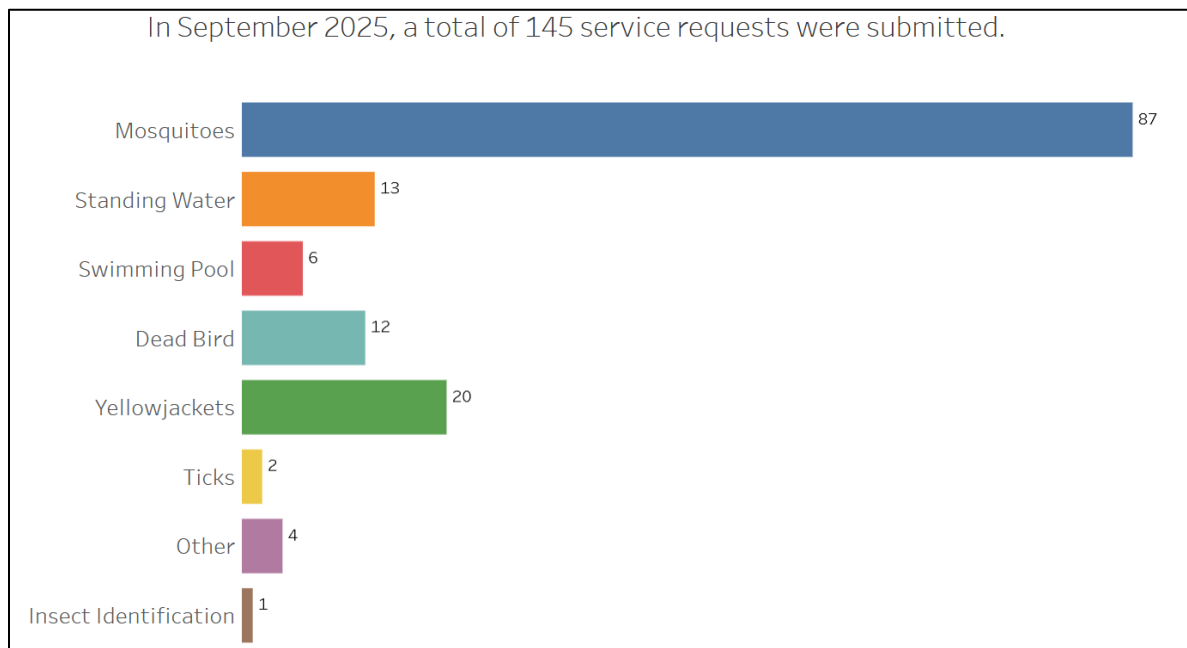
2025 Invasive Aedes Mosquito Detections			
Roseville (16)	Rocklin (9)	Lincoln (3)	Granite Bay (1)
Cherry Glen	Antelope Creek	Downtown Lincoln	Unincorporated
Cirby Side	Central Rocklin	North Central Lincoln	
Fiddymont Farms	Old Rocklin	Beazer	
Foothill Junction	Parker Whitney		
Highland Reserve	Stanford		
Hillcrest	Stanford Ranch		
Maidu North	Sunset East		
Maidu South	Sunset West		
Morgan Creek	Sunset Whitney		
Pleasant Grove			
Quail Glen			
Roseville Heights			
Sierra Gardens			
Thieles Manor			
Vineyard			
Woodcreek Oaks			

Operations

Ground Mosquito Source Work:

- Ground mosquito adulticide applications made in response to West Nile virus positive and invasive mosquitoes.
 - 17 truck mosquito adulticide applications in September, covering a total of 3,370
 - 24 truck mosquito adulticide applications in August, covering a total of 3,800
- Ground mosquito larvicide applications made in response to invasive *Aedes* mosquitoes.
 - 13 truck mosquito larvicide applications in September, covering a total of 2,621.
 - 13 truck mosquito larvicide applications in August, covering a total of 2,345.
- In September there was a 45% increase in service requests from August. A large part of these were invasive mosquito related.

Mosquito Source Work: April-August 2025	May	June	July	August	September
Total Pesticide Applications (including catch basins)	3,131	1,162	3,316	2,609	548
Mosquito Sites Treated	322	294	154	165	144
Mosquito Sites Dipped	659	638	499	437	522
Dry Checks	397	611	460	618	494
Sites Visited	1,505	1,721	1,284	1,316	1,328
Service Requests Completed	104	75	77	94	137
Catch Basins Checked	4,250	7,045	11,025	3,816	691





Unmanned Aircraft Systems (UAS):

- Eight Missions totaling 30 flights in September 2025.
 - 3 aerial larvicide missions.
 - 2 UAS ULV trial/calibration missions.
 - 3 habitat assessment missions.
- UAS larvicide:
 - 19.5 acres in September
 - 7.0 acres in August
 - Habitats treated included wetlands

Biological Control- Fisheries

- 21 applications totaling 1,280 mosquitofish, *Gambusia affinis* stocked for biological control in September.

	September 2025	2025 Season to 30 September	2024 Season to 30 September
Adult mosquitofish stocked	1,280 (2.8 lbs)	19,321 (42.9 lbs)	16,950 (37.7 lbs)
Fry produced in-house	0 (0.0 lbs)	29,829 (66.3 lbs)	36,861 (81.9 lbs)
Fish harvested from the wild	15,300 (34.0 lbs)	20,700 (46.0 lbs)	15,300 (34.0 lbs)
Weights given with the assumption of 450 adult fish per pound.			
Report Date	Current Year	Prior Year	
30 Sep 2025	2025	2024	

Miscellaneous

Seasonal Employees:

- Roseville seasonal employees, Nick Stroud and Ryan Osterman, last day will be October 17.
 - This season, Nick and Ryan provided a tremendous amount of help to District operations. Their work included assisting with catch basin inspections and treatments, addressing low-area sources, and supporting the invasive species trapping program. Nick also assisted in UAS operations as a visual observer. Both demonstrated strong work ethic, reliability, and a positive attitude throughout the season. Their contributions greatly enhanced the District's operational effectiveness during a busy mosquito season.

General Manager's Report

Joel Buettner, General Manager

10/14/2025

Invasive Mosquitoes in 2025

The impact of invasive *Aedes aegypti* mosquitoes to the district and residents of Placer County in 2025 has been tremendous. The District has been tracking the spread of invasive mosquitoes since they became established in the Los Angeles area in 2013 and began preparing for an invasive mosquito response in Placer County around 2017 with visits to other districts to learn more about their efforts to monitor and manage this threat, creation of an emergency fund designed to fund eradication and short term management of infestation, and providing training and equipment for staff to be able to respond to invasive mosquito detections. The district has also evaluated technologies to help with detection and control of both our West Nile vectors and invasive mosquitoes in an effort to optimize and reduce resources needed to perform these operations while improving outcomes from Placer County residents.

Even with our first *Aedes aegypti* detection in 2019, we have met the challenge of managing invasive mosquitoes in urban environments by applying science and common sense to outreach and operations that meet our mission to protect public health and quality of life in Placer County. The volume of new neighborhoods and quantity of mosquitoes have both increased significantly compared to the last two years. (See Figure 1.)

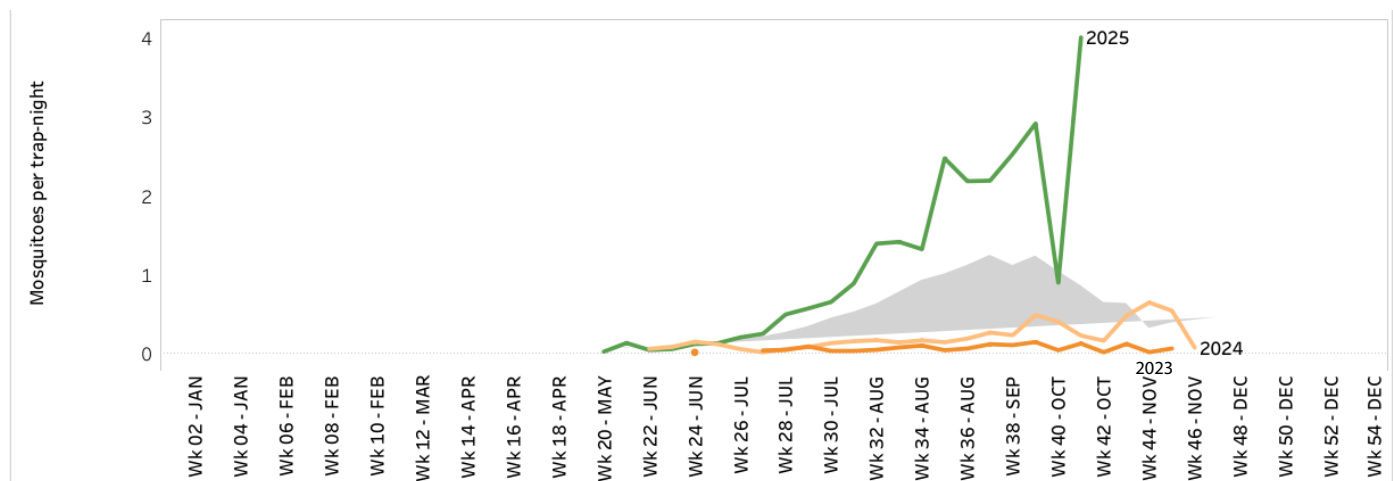


Figure 1 *Aedes aegypti* abundance by week comparing 2023-2025. The grey area is the projected abundance based on data from 2019-2024

This year we had a combination of a serious West Nile virus year with six human cases reported and one fatality, coupled with record-breaking invasive mosquito abundance, spread, and risk of dengue transmission with travel-acquired dengue cases of patients who live in areas with *Aedes aegypti*. Due to the frequency of necessary ground-based treatments for invasive mosquitoes in areas of the county, like Rocklin where residents have not been as familiar with our District's mosquito control operations, we have received over double the number of calls and service requests compared to previous years. The numbers of complaints from residents have also increased due to noisy equipment, concern over mosquito control applications, and demands for more spraying to combat abundant mosquito bites. (See Figure 2)



Starting in 2026, we will be working on a long-term plan to address the resource and operational challenges of managing both WNV, Invasives, and future threats over the next decade in Placer County. Many foundational efforts such as building capacity in our administration department, continuing to support our technological innovation and applied research efforts, and our proactive approach to future challenges are already in place and helping the District to continue to achieve our mission and protect public health in Placer County.

- **Upcoming Events**

- MVCAC Fall Meeting— October 29 - Virtual
- AMCA Interim Board Meeting – November 12-14 – Portland, OR
- Louisiana Mosquito Control Association Annual Meeting – December 2-3- Baton Rouge, LA
- MVCAC Annual Conference – February 1 – 4, 2026 – Rancho Mirage, CA
- AMCA Annual Conference – March 23 - 27, 2026 – Portland, OR