

Sacramento-Yolo  
MOSQUITO & VECTOR  
CONTROL DISTRICT

DECEMBER 20, 2022

BOARD OF TRUSTEES

BOARD PACKET

10:00 A.M.

8631 BOND ROAD  
ELK GROVE, CA 95624

**SACRAMENTO/YOLO MOSQUITO  
& VECTOR CONTROL DISTRICT  
BOARD OF TRUSTEES MEETING**

8631 Bond Road  
Elk Grove, CA 95624

**AGENDA  
December 20, 2022  
10:00 AM**

*In compliance with the Americans with Disability 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 office at (916) 685-1022 or (916) 685-5464 (fax). 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 SYMVCD Board less than 72 hours prior to a regular meeting will be available for public inspection and copying at 8631 Bond Road, Elk Grove, Ca 95624. The documents will also be available on the agency's website at [www.fightthebite.net](http://www.fightthebite.net).*

**CALL TO ORDER:**

- **Roll Call**
  - **Pledge of Allegiance**
1. **Board Review and Consideration to Authorize the Board Meeting be Conducted by Teleconference**
  2. **Items for Approval by General Consent:**
    - a. **Minutes of the November 15, 2022 Board of Trustees Meeting**
    - b. **Expenditures for November 2022**
    - c. **District Investment Report for Period Ending September 30, 2022**
    - d. **Board Review and Consideration of Legal Services Agreement Effective January 1, 2023**
  3. **Opportunity for Public Comment**

*This item is reserved for members of the public who wish to speak on items not on the agenda*
  4. **Reports to the Board**
    - a. **Manager's Report**
    - b. **Written Reports from District Departments**
      - **Lab/Surveillance**
      - **Ecological Management**
      - **Biological Control**
      - **Larval and Adult Control**
      - **Public Outreach**
    - c. **Oral Reports from District Departments**

- **Administration**
- **Biologist**
- **Microbiologist**
- **Vector Ecologist**
- **Field Supervisors**
  - **North Sacramento**
  - **North Yolo**
  - **South Yolo**
- **Geographic Information Systems**

5. **Board Review and Consideration for Approval of Assistant Manager Employment Agreements**
6. **Board/Staff General Discussion**
7. **Adjournment**

# **Sacramento-Yolo Mosquito and Vector Control District**

## **December 20, 2022 Board Meeting**

### **1. Board Review and Consideration to Authorize the Board Meeting be Conducted by Teleconference**

#### **Staff Report:**

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

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

The Centers for Disease Control indicates that COVID-19 is a highly transmissible virus that is spread when an infected person breathes out droplets and very small particles that contain the virus, and such droplets and particles are breathed in by other people.<sup>1</sup>

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

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

This authorization will be in effect for 30 days from approval.

#### **Recommendation:**

**Move that the board find that, as a result of the COVID-19 emergency, meeting in person would present imminent risks to the health or safety of attendees, and the meeting should be held by teleconference as authorized by subdivision (e)(1)(C) of section 54943 of the Government Code.**

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

# **Sacramento-Yolo Mosquito and Vector Control District**

## **December 20, 2022 Board Meeting**

### **2. Items for Approval by General Consent:**

- a. Minutes of the November 15, 2022 Board of Trustees Meeting;
- b. Expenditures for November 2022
- c. District Investment Report for Period Ending September 30, 2022
- d. Board Review and Consideration of Legal Services Agreement Effective January 1, 2023

### **Recommendation:**

**Approve the Items by General Consent**

**MINUTES OF THE NOVEMBER 15, 2022  
MEETING OF THE BOARD OF TRUSTEES OF THE SACRAMENTO-  
YOLO MOSQUITO & VECTOR CONTROL DISTRICT**

**Location:** Virtual Meeting via Zoom

**Time:** 10:00 a.m.

**Call to Order:** The meeting was called to order by Board President Marcia Mooney at 10:01 a.m.

**Trustees Present:**

Marcia Mooney	President	Galt
Gar House	Vice President	Winters
Sean Denny	Secretary	Woodland
Janell Darroch		West Sacramento
Craig Burnett		Folsom
Jayna Karpinski-Costa		Citrus Heights
Raymond LaTorre		Sacramento
Bruce Eldridge		Yolo County
Staci Gardiner		Isleton
Charles Duty		Sacramento County
Robert McGarvey		Rancho Cordova
Lyn Hawkins		Elk Grove

Trustee Barker was absent

**Staff Present:**

Gary Goodman	Manager
Jeni Buckman	Legal Counsel
Sarah Wheeler	Laboratory Director
Steve Ramos	Program Coordinator
Luz Robles	Public Information Officer
Marty Scholl	Ecological Management Supervisor
Rebecca Lane	Administrative Manager

**Roll Call**

This meeting was by video teleconference. Attendance was taken by Roll Call. All Trustees aside from Trustee Barker were in attendance and a quorum was present.

**Pledge of Allegiance**

*All phones and electronic devices are requested to be silenced during the Pledge of Allegiance and for the duration of the meeting.*

**1. Board Review and Consideration to Authorize the Board Meeting be Conducted by Teleconference**

On a motion by Trustee Denny and seconded by Trustee Burnett, the Board voted to approve this item. The vote was taken by roll call and the motion passed by the following votes: Ayes: 12, Noes: 0, Absent: 1

## 2. Items for Approval by General Consent

On a motion by Trustee Denny and seconded by Trustee McGarvey, the Board voted to approve the General Consent Items. The vote was taken by roll call and the motion passed by the following vote: Ayes: 12, Noes: 0, Absent: 1

- a. Minutes of the October 18, 2022 Board of Trustees Meeting
- b. Expenditures for October 2022
- c. 2023 District Annual Operating Plan Pursuant to Section 8 of the MOU between the USFWS and SYMVCD

## 3. Opportunity for Public Comment

*This item is reserved for members of the public who wish to speak on items not on the agenda.*

No Public was present in the meeting

## 4. Reports to the Board

**Manager's Report:** General Manager Gary Goodman gave an update on the end of the season activities for staff including training and maintenance. He discussed the MVCAC quarterly meeting held in Visalia earlier in the month and referenced a brief summary of each committee that was included in the packet. The audit is finishing up and we hope to have a report at the December or January meeting.

**Reports from District Departments:** Written reports were provided in the Board packet from each department. Department supervisors gave an oral presentation and were available to answer any questions.

**Lab/Surveillance:** Laboratory Director, Sarah Wheeler provided an oral report in addition to her written report. West Nile virus (WNV) surveillance has concluded for 2022. The lab collected and tested 5,385 pools of *Culex tarsalis* and *Culex pipiens* and 107 were positive for WNV. Through the dead bird program 345 dead birds were collected and 64 were positive for WNV. There were no new sentinel chicken seroconversions since the last report. The sentinel chicken program will resume in April 2023. Overall, 2022 was a low year for WNV activity similar to virus activity levels observed in 2019. Abundance of rice field mosquitoes has also concluded for 2022 and there were no new human cases reported in October. Tick surveillance has begun and the first surveillance data will be available in the December board report. *Aedes aegypti* and *Aedes albopictus* surveillance will likely continue through November then resume April – May 2023.

**Ecological Management:** Ecological Management Supervisor, Marty highlighted the Department activities for the month leading up to the Board Report to include: The status of the Fall Flooding program and wetland treatments as the program has come to a close for the season. The Department has recently completed a series of brush projects utilizing District owned equipment, opening up pathways for District hand crews to finish brush cutting where equipment could not remove vegetation. Brush projects will continue into the winter months as weather conditions will allow. Marty attended the City of Winters' Public Safety Festival hosted by the City's Police and Fire Departments. Marty received positive feedback from the City and the residents on the District's invasive *Aedes* inspection and control program. Marty will be working with the Arden Manor Recreation and Park District to restore the pond in the Jonas Larkspur Park.

**Biological Control:** Fisheries Supervisor, Tony Hedley provided a written report. It highlighted the amount of wetlands planted to date and the daily functions of the Department.

**Larval and Adult Control:** Program Coordinator, Steve Ramos reported on department activities including aerial applications, culex and West Nile Virus control, and invasive aedes control. Both adult and larval aerial treatments ended in October. West Nile virus activity dropped significantly in October as is expected with the cooler weather. An update regarding the detection of *aedes alpopictus* and the continued efforts treating *aedes aegypti* sources was provided.

**Public Outreach:** Public Information Officer, Luz Maria Robles talked about the recent discovery of *Aedes albopictus* in Carmichael and outreach efforts to get messaging out to residents. Social media continues to be instrumental in getting targeted messages out to residents that need it. Luz also indicated that The District ended the public outreach events by attending two Harvest festivals. Events will resume again in the spring of 2023. Currently The District is working with Red Shoe productions to continue scheduling school assemblies. The first assembly took place in October and additional assemblies will be scheduled soon. Finally Luz talked about the end of the advertising campaign, repellent distribution to local agencies and work being conducted as part of the MVCAC Public Relations Committee.

**The Board went into closed session at 10:56am.**

**5. Closed Session Conference with Labor Negotiators (Government Code § 54957.6-Unrepresented Employee: Assistant Manager)**

The Board met in closed session to discuss the Assistant Manager's contract. The Board came out of closed session at 11:21am with direction given to the Manager to negotiate the Assistant Manager contract.

**6. Board/Staff Reports and Requests**

District Manager Gary Goodman discussed the possibility of an SIT project with irradiated males and that talks were ongoing with staff and other interested parties. More information on any progress will be presented at a future meeting. He reminded the Board that the next Meeting of the Board will be on December 20<sup>th</sup>, 2022 and will be held in person and via Zoom.

**7. ADJOURNMENT**

The meeting adjourned at 11:37am

I certify that the above minutes substantially reflect the general business and actions taken by the Board of Trustees at the November 15, 2022, meeting.

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Gary Goodman, Manager

Approved as written, and/or corrected, by the Board of Trustees at the November 15<sup>th</sup>, 2022,



meeting.

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Sean Denny, Board Secretary

**Check History Report**  
**Sorted By Check Number**  
**Activity From: 11/1/2022 to 11/30/2022**

**Sacramento Yolo MVCD (SYC)**

**Bank Code:** U US Bank

<b>Check Number</b>	<b>Check Date</b>	<b>Vendor Number</b>	<b>Name</b>	<b>Check Amount</b>	<b>Check Type</b>
056216	11/7/2022	0000006	Adapco Inc	2,603.24	Auto
056217	11/7/2022	0000014	Alhambra & Sierra Springs	198.68	Auto
056218	11/7/2022	0000018	ANDKO Building Maintenance Inc.	4,804.94	Auto
056219	11/7/2022	0000034	AutoZone Inc	1,434.63	Auto
056220	11/7/2022	0002541	Barnes Welding	1,219.46	Auto
056221	11/7/2022	0001011	Buckmaster Office Solutions	356.11	Auto
056222	11/7/2022	0001019	Cintas Corporation	2,861.91	Auto
056223	11/7/2022	0000117	City of Woodland	385.57	Auto
056224	11/7/2022	0000119	Clarke Mosquito Control Products Inc	95,611.10	Auto
056225	11/7/2022	0000128	Consolidated Communications	2,204.11	Auto
056226	11/7/2022	0000142	CSDA	8,885.00	Auto
056227	11/7/2022	0000145	Dan Fisher	897.21	Auto
056228	11/7/2022	0000168	Dignity Health Med Fdtn-Sacramento	72.00	Auto
056229	11/7/2022	0000186	Elk Grove Water District	348.78	Auto
056230	11/7/2022	0001233	Grow West	710.70	Auto
056231	11/7/2022	0002540	Hippensteel Group	1,478.75	Auto
056232	11/7/2022	0000240	Hunt & Sons Inc	8,381.82	Auto
056233	11/7/2022	0000277	Kimball Midwest	3,486.44	Auto
056234	11/7/2022	0002352	Kingsley Bogard, LLP	27,119.68	Auto
056235	11/7/2022	0002343	Leading Edge Aerial Technologies Inc.	36,000.00	Auto
056236	11/7/2022	0000497	MagneGas Welding Supply	89.08	Auto
056237	11/7/2022	0000306	Maita Chevrolet	1,811.21	Auto
056238	11/7/2022	0000308	Mann Urrutia Nelson CPAs & Assoc LLP	10,000.00	Auto
056239	11/7/2022	0000356	OReilly Automotive Stores Inc	67.32	Auto
056240	11/7/2022	0000367	PG & E	177.60	Auto
056241	11/7/2022	0000388	Republic Services #922	404.04	Auto
056242	11/7/2022	0000562	RKL eSolutions, LLC	2,811.25	Auto
056243	11/7/2022	0000427	Safety Kleen Corp	607.05	Auto
056244	11/7/2022	0000451	SMUD	9,732.70	Auto
056245	11/7/2022	0001234	T-Mobile	1,453.62	Auto
056246	11/7/2022	0002407	Valley Fire & Security	69.50	Auto
056247	11/7/2022	0000518	Vector Disease Control International	52,083.33	Auto
056248	11/7/2022	0000522	Verizon Wireless	2,937.29	Auto
056249	11/7/2022	0000529	Waste Management	235.48	Auto
056250	11/14/2022	0002428	Benefit Coordinators Corp.	9,235.70	Auto
056251	11/14/2022	0000267	Kaiser Foundation Health Plan	46,751.91	Auto
056252	11/14/2022	0000957	Sutter Health Plus	10,100.12	Auto
056253	11/14/2022	0000531	Western Health Advantage	7,233.28	Auto
056254	11/14/2022	0000531	Western Health Advantage	1,006.21	Auto
056255	11/14/2022	0000038	Bartkiewicz Kronick & Shanahan	1,511.25	Auto
056256	11/14/2022	0000199	Farm Air Flying Service	22,463.75	Auto
056257	11/14/2022	0000223	Grainger	565.90	Auto
056258	11/14/2022	0000958	GreatAmerica Financial Services	469.26	Auto
056259	11/14/2022	0002575	Mike & Son's Truck Repair, Inc.	502.83	Auto
056260	11/14/2022	0001471	Walker's Office Supply	627.82	Auto
056261	11/16/2022	0001011	Buckmaster Office Solutions	83.25	Auto
056262	11/16/2022	0000193	Entravision Communications Corporation	880.00	Auto
056263	11/16/2022	0000367	PG & E	55.48	Auto
056264	11/16/2022	0000454	Spark Creative Design	2,470.50	Auto
056265	11/16/2022	0000503	Univision Communications Inc	8,490.00	Auto
056266	11/30/2022	0000043	Benefit Coordinators Corporation	3,383.78	Auto
056267	11/30/2022	0000084	CA State Disbursement Unit	350.00	Auto
056268	11/30/2022	0001035	Operating Engineers Local Union No. 3	1,206.00	Auto
056269	11/16/2022	0002343	Leading Edge Aerial Technologies Inc.	6,711.30	Auto

**Check History Report**  
**Sorted By Check Number**  
**Activity From: 11/1/2022 to 11/30/2022**

**Sacramento Yolo MVCD (SYC)**

**Bank Code:** U US Bank

<b>Check Number</b>	<b>Check Date</b>	<b>Vendor Number</b>	<b>Name</b>	<b>Check Amount</b>	<b>Check Type</b>
056270	11/16/2022	0000299	Luken Benjamin Associates	1,500.00	Auto
056271	11/16/2022	0000562	RKL eSolutions, LLC	4,292.50	Auto
W00308	11/30/2022	0000511	US Treasury Internal Revenue Service	62,169.39	Wire Transfer
W00309	11/30/2022	0000176	EDD	17,362.39	Wire Transfer
W00310	11/30/2022	0000339	Nationwide Retirement Solutions	3,425.00	Wire Transfer
W00311	11/30/2022	0000339	Nationwide Retirement Solutions	1,550.00	Wire Transfer
W00312	11/30/2022	0000086	CalPERS 457 Plan	16,679.57	Wire Transfer
W00313	11/30/2022	0000087	CalPERS Financial Reporting & Accounting Services	83,580.01	Wire Transfer
<b>Bank U Total:</b>				<u>596,196.80</u>	
<b>Report Total:</b>				<u><u>596,196.80</u></u>	

I hereby authorize the use of my signature plate on the above-listed warrants, 056216-056271, and EFTs

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Marcia Mooney, President of the Board

# *Sacramento/Yolo M.V.C.D.*

## **STATEMENT OF OPERATION**

	<i>5Months Ended</i> <u>November30 2022</u>	<i>Annual</i> <u>Budget</u>	<u>Unused</u>
<b>Revenue</b>			
REVENUE	19,906.20	0.00	19,906.20
TOTAL Revenue	<u>19,906.20</u>	<u>0.00</u>	<u>19,906.20</u>
<b>Expenditures</b>			
<b>SALARIES/BENEFITS/WC</b>			
SALARIES/BENEFITS/WC	6,209,324.55	10,114,835.00	3,905,510.45
TOTAL Salaries	<u>6,209,324.55</u>	<u>10,114,835.00</u>	<u>3,905,510.45</u>
<b>OPERATIONAL</b>			
LIABILITY INSURANCE	240,624.00	240,624.00	0.00
AUDITING/FISCAL	10,000.00	18,000.00	8,000.00
COMMUNICATIONS	29,074.73	99,000.00	69,925.27
PUBLIC INFORMATION	259,748.81	595,500.00	335,751.19
STRUCTURE & GROUNDS	22,636.68	69,000.00	46,363.32
MEMBER/TRAINING	49,452.64	148,000.00	98,547.36
DISTRICT OFFICE EXPENSES	7,122.04	22,500.00	15,377.96
PROFESSIONAL SERVICES	154,846.35	297,000.00	142,153.65
MATERIALS & SUPPLIES	30,037.26	22,750.00	(7,287.26)
RENTS & LEASES - Admin	3,564.64	11,550.00	7,985.36
SAFETY PROGRAM	790.00	5,000.00	4,210.00
UTILITIES	37,390.97	120,000.00	82,609.03
AIRCRAFT SERVICES	224,306.84	1,074,000.00	849,693.16
ECOLOGICAL MANAGEMENT	229.87	14,700.00	14,470.13
MICROBIAL	698,109.42	1,200,000.00	501,890.58
INSECT GROWTH REGULATOR	733,532.68	1,133,000.00	399,467.32
INSECTICIDES	236,033.38	700,000.00	463,966.62
FISHERIES	7,057.88	36,000.00	28,942.12
GEOGRAPHIC INFO SYSTEMS	3,661.00	9,000.00	5,339.00
INFORMATION TECHNOLOGY	14,905.30	80,000.00	65,094.70
CONTROL OPERATIONS	11,811.31	66,000.00	54,188.69
VEHICLE PARTS/LABOR	66,513.74	121,000.00	54,486.26
LAB SERVICES	76,074.03	235,300.00	159,225.97
GAS & PETROLEUM	114,243.76	300,000.00	185,756.24
TOTAL Total Operational	<u>3,031,767.33</u>	<u>6,617,924.00</u>	<u>3,586,156.67</u>





**SACRAMENTO COUNTY**

8631 Bond Road  
Elk Grove, CA 95624

(800) 429-1022  
www.FIGHTtheBITE.net

**Sacramento-Yolo Mosquito and Vector Control District  
Investment Report**

**Gary Goodman**  
General Manager

**2022 Board of Trustees**

**Marcia Mooney**  
President, Galt

**Gar House**  
Vice President, Winters

**Sean Denny**  
Secretary, Woodland

**Christopher Barker**  
Davis

**Craig R. Burnett**  
Folsom

**Janell Darroch**  
West Sacramento

**Charles Duty**  
Sacramento County

**Bruce Eldridge**  
Yolo County

**Lyndon Hawkins**  
Elk Grove

**Jayna Karpinski-Costa**  
Citrus Heights

**Raymond LaTorre**  
Sacramento

**Robert J. McGarvey**  
Rancho Cordova

**Staci Gardiner**  
Isleton

The District investment policy authorizes District funds and monies to be invested in only one or a combination of the following institutions and investment types:

- A. Yolo County Treasurer Investment Pool
- B. State Treasurer's Local Agency Investment Fund (L.A.I.F.)
- C. Member and Property Contingency Fund deposits with the Vector Control Joint Powers Agency (VCJPA)
- D. Prefunding of Other Post-Employment Benefits (OPEB) through California Public Employer's Retiree Benefit Trust Program (CERBT)

As the District receives revenue from taxes and other resources the funds are deposited with the Yolo County Treasurer. The following is the interest earnings, fund balances, and investments of the District for the quarter ending **September 30, 2022.**

Institution		Earnings	Total as of 09/30/2022
Yolo County Treasurer Investment Pool	0.796%*	\$(37.83)	\$715,900.40
L.A.I.F.	1.35%	\$39,519.33	\$8,051,294.46
VCJPA-Member Contingency Fund	1.65%	\$(43,605.00)	\$1,630,266.00
CERBT-Strategy 3		\$(146,157.53)	\$1,872,340.73
		<b>District Total:</b>	<b>\$12,269,801.59</b>

*\*Rates are reflected as annualized earning rates*

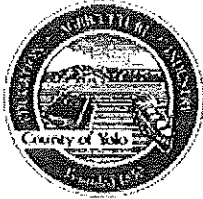


**Market Value Summary:**

**Unit Value Summary:**

	QTD Current Period	Fiscal Year to Date		QTD Current Period	Fiscal Year to Date
Beginning Balance	\$2,018,934.87	\$2,018,934.87	Beginning Units	123,845.370	123,845.370
Contribution	0.00	0.00	Unit Purchases from Contributions	0.000	0.000
Disbursement	0.00	0.00	Unit Sales for Withdrawals	0.000	0.000
Transfer In	0.00	0.00	Unit Transfer In	0.000	0.000
Transfer Out	0.00	0.00	Unit Transfer Out	0.000	0.000
Investment Earnings	(146,157.53)	(146,157.53)	Ending Units	123,845.370	123,845.370
Administrative Expenses	(252.21)	(252.21)			
Investment Expense	(184.40)	(184.40)	Period Beginning Unit Value	16.302060	16.302060
Other	0.00	0.00	Period Ending Unit Value	15.118373	15.118373
Ending Balance	\$1,872,340.73	\$1,872,340.73			
FY End Contrib per GASB 74 Para 22	0.00	0.00			
FY End Disbursement Accrual	0.00	0.00			
Grand Total	\$1,872,340.73	\$1,872,340.73			

Please note the Grand Total is your actual fund account balance at the end of the period, including all contributions per GASB 74 paragraph 22 and accrued disbursements. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT4U@calpers.ca.gov.



# County of Yolo

www.yolocounty.org

**CHAD RINDE, CPA**  
Chief Financial Officer  
**TOM HAYNES**  
Assistant Chief Financial Officer

## DEPARTMENT OF FINANCIAL SERVICES

625 Court Street, Room 102  
PO BOX 1995  
WOODLAND, CA 95776  
PHONE: (530) 666-8190  
FAX: (530) 666-8215  
EMAIL: DFS@yolocounty.org

- Financial Leadership
- Budget & Financial Planning
- Treasury & Finance
- Tax & Revenue Collection
- Financial Systems Oversight
- Accounting & Financial Reporting
- Internal Audit
- Procurement

November 3, 2022

Mr. Gary Goodman  
Sacramento-Yolo Mosquito Abatement District  
8631 Bond Road  
Elk Grove, CA 95624

Dear Mr. Goodman:

Listed below for your information and that of the Board of Directors, is data pertaining to interest earnings, fund balances and investments of the District for the quarter ended September 30, 2022. The Yolo County Treasurer's Investment Report is available electronically. Should you or the Board wish additional information or have any questions, please let me know.

<u>PERIOD</u>	<u>YOLO COUNTY</u>	<u>LAIF</u>	<u>EARNINGS</u>
Quarter ending September 30, 2022:	0.796%*		\$ -37.83
Quarter ending September 30, 2022:		1.35%	\$ 39,519.33

Placement of Funds as of September 30, 2022:

Yolo County Treasurer's Pool (Fund 6953)	\$ 715,900.40
Flexible Spending Account	15,611.17
LAIF	<u>8,051,294.46</u>
Total	\$ <u>8,782,806.03</u>

\*Rates are reflected above as annualized earning rates.

Sincerely,

  
Sou Xiong  
Accounting Manager





# Vector Control Joint Powers Agency

## Member Contingency Fund

For the Quarter Ended

June 30, 2022

Member District	Balance at Beginning of Quarter	Contribution	(Withdrawals)	Interest Earned	Allocated Admin.	Balance at End of Quarter
Alameda County	356,439			(5,290)	(8)	351,141
Burney Basin	34,555			(513)	(1)	34,041
Butte County	322,393			(4,785)	(7)	317,601
Coachella Valley	844,429			(12,533)	(19)	831,877
Coalinga-Huron	7,679			(114)	0	7,565
Colusa	88,911			(1,320)	(2)	87,589
Compton Creek	67,265			(998)	(2)	66,265
Consolidated	413,488			(6,137)	(9)	407,342
Contra Costa	1,236,499		(440)	(18,348)	(28)	1,217,683
Durham	4,190			(62)	0	4,128
Fresno	213,278			(3,165)	(5)	210,108
Glenn County	41,571			(617)	(1)	40,953
Greater Los Angeles County	1,490,280			(22,118)	(33)	1,468,129
Lake County	136,426			(2,025)	(3)	134,398
Los Angeles County West	725,829			(10,772)	(16)	715,041
Marin-Sonoma	808,593			(12,001)	(18)	796,574
Monterey County	18,794			(279)	0	18,515
Napa County	1,302,274			(19,328)	(29)	1,282,917
Northwest	332,555			(4,936)	(7)	327,612
Orange County	426,950			(6,337)	(10)	420,603
Oroville	11,530			(171)	0	11,359
Pine Grove	31,344	819		(471)	(1)	31,691
Placer	233,133			(3,460)	(5)	229,668
Sacramento-Yolo	1,699,165			(25,218)	(38)	1,673,909
San Gabriel Valley	129,112			(1,916)	(3)	127,193
San Joaquin County	692,245			(10,274)	(15)	681,956
San Mateo County	482,798			(7,165)	(11)	475,622
Santa Barbara County	77,440			(1,149)	(2)	76,289
Shasta	250,681			(3,720)	(6)	246,955
Sutter-Yuba	350,142			(5,197)	(8)	344,937
Tehama County	269,670			(4,002)	(6)	265,662
Turlock	30,460			(452)	(1)	30,007
West Valley	308,635			(4,581)	(7)	304,047
<b>Total</b>	<b>13,438,753</b>	<b>819</b>	<b>(440)</b>	<b>(199,454)</b>	<b>(300)</b>	<b>13,239,377</b>

**Notes:**

Yield to maturity rate on the VCJPA portfolio is 1.54% as of the above date. As required by GASB 31, the allocated interest shown also reflects market value changes to the securities held in the portfolio. Therefore, the actual interest allocated to this fund, and all program year funds, may or may not equal the yield to maturity rate from quarter to quarter. However, the average overall allocated interest, over the life of this fund, should provide a close approximation.

# BARTKIEWICZ, KRONICK & SHANAHAN

RICHARD P. SHANAHAN  
RYAN S. BEZERRA  
JOSHUA M. HOROWITZ  
JENNIFER T. BUCKMAN  
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*Retired*  
PAUL M. BARTKIEWICZ  
STEPHEN A. KRONICK

*Of Counsel*  
DOUGLAS E. COTY

December 14, 2022

## VIA EMAIL

Mr. Gary W. Goodman, General Manager  
Sacramento-Yolo Mosquito and  
Vector Control District  
8631 Bond Road  
Elk Grove, CA 95624

Re: Legal Services Agreement and 2023 Rates

Dear Gary:

In order to account for increased costs and changes in the experience of our professional staff, Bartkiewicz, Kronick & Shanahan is adjusting its hourly rates for professional staff, effective January 1, 2023. As you know, for 2022, we adjusted rates by approximately 6% to reflect the increases in the Consumer Price Index that occurred in 2021. Although the 12-month average CPI for the West Region for November 2021 through November 2022 was over 7%, the CPI now appears to be falling. Balancing the 2022 price increases against the potential for drops in 2023, we developed rate increases ranging from about 1.5% to 3% for 2023. The new rates are as follows:

Principal I	\$345/hour
Principal II	\$320/hour
Associate I	\$295/hour
Associate II	\$285/hour
Of Counsel	\$330/hour

We will continue to make our very best efforts to control costs so that we are able to provide you the highest quality legal services at the most reasonable rates possible.

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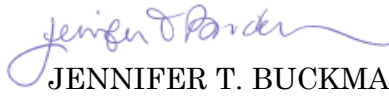
December 14, 2022

Gary W. Goodman

Page 2

Thank you for the continued opportunity to provide you with legal services; we sincerely appreciate the District's business. Please contact us if you have any questions concerning this matter.

Sincerely,



JENNIFER T. BUCKMAN

# **Sacramento-Yolo Mosquito and Vector Control District**

## **December 20, 2022 Board Meeting**

### **4. Reports to the Board**

#### **a. Manager's Report**

#### **b. Reports from District Departments**

#### **a. Manager's Report**

The year is at an end and staff are preparing for the upcoming 2023 season with planning, training, and equipment maintenance.

The Mosquito & Vector Control Association of California (MVCAC) planning meeting was held on December 5-7. The Association spent some time on a strategic planning session to re-identify the goals and direction of the organization with a specific focus on the organization and efficiencies of the committees in both structure and function.

District staff is continuing the work on the five-year plan for future activities and direction of the District. Staff will provide an update to the Board early next year on the items highlighted in the plan.

We are finalizing the audit and hope to have the final report presentation to the Board in the new year.

#### **b. Reports from District Departments**

- Administration-Rebecca Lane
- Lab/Surveillance (Sarah Wheeler-written)
- Biologist-Mario Novelo Canto
- Microbiologist-Kara Kelley
- Vector Ecologist-Debbie Dritz
- Ecological Management (Marty Scholl-written)
- Biological Control (Tony Hedley-written)
- Larval and Adult Control (Steve Ramos-written)
- Control Supervisors- Kevin Combo, Brett Day, Will Hayes,
- Geographic Information Systems-Ruben Rosas
- Public Outreach (Luz Maria Robles-written)

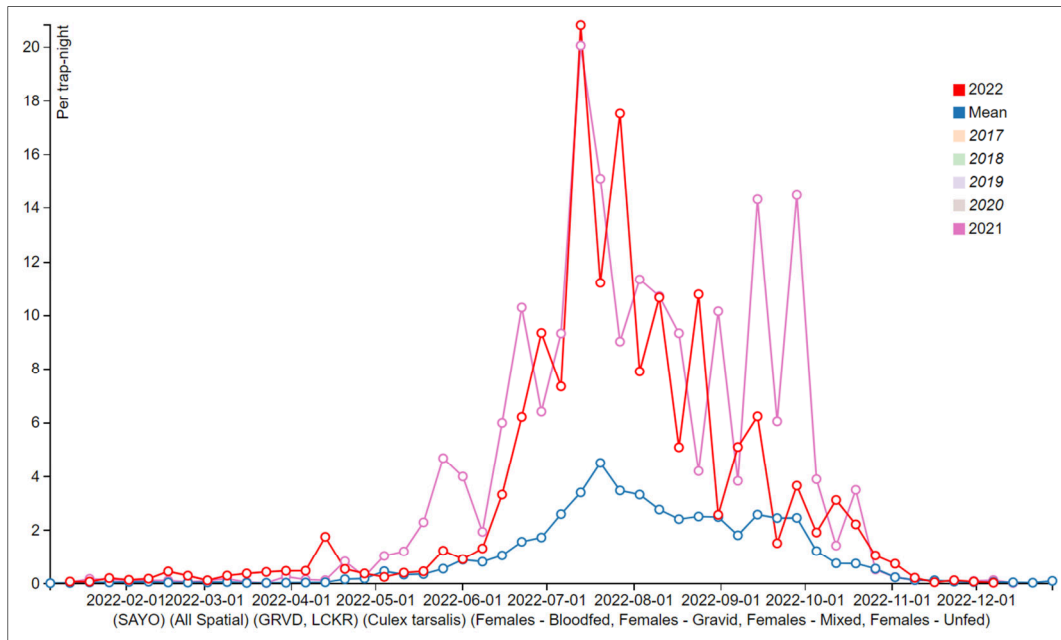
## LABORATORY Monthly Report December 2022 Board Meeting

### Insectary:

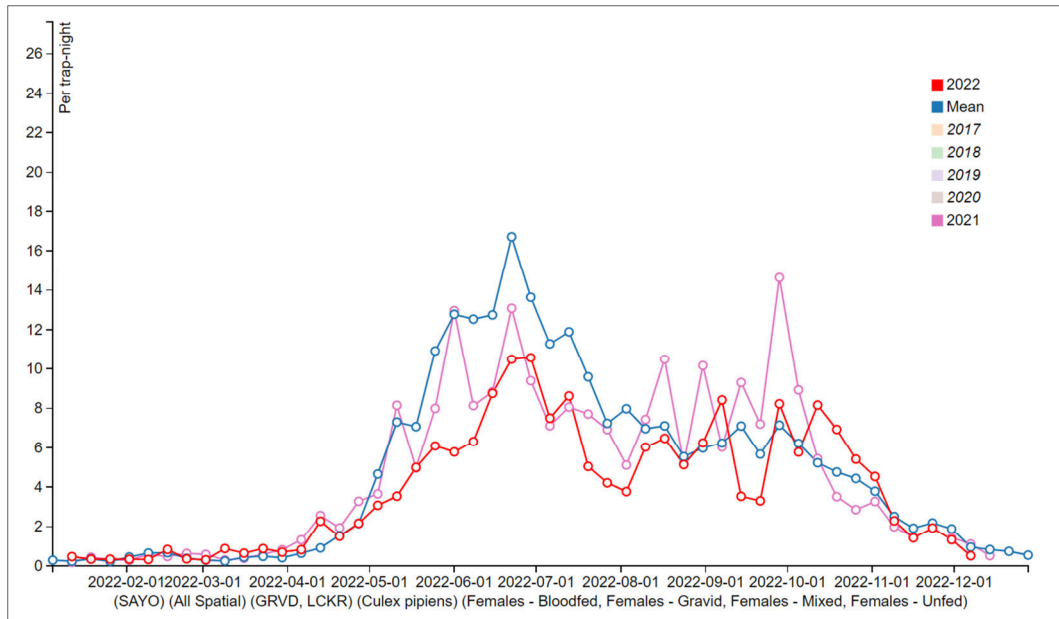
Species	Name	Origin	Resistance Status
<i>Culex tarsalis</i>	KNWR	Kern National Wildlife Refuge (2009)	susceptible
<i>Culex quinquefasciatus</i>	CQ1	Merced, CA (1950s)	susceptible
<i>Culex pipiens</i>	WCP	Woodland, CA (2017)	resistant: pyrethrins/pyrethroids, methoprene, and spinosad
<i>Culex tarsalis</i>	VFCT	Vic Fazio Yolo Wildlife Area (2020)	resistant: pyrethrins/pyrethroids
<i>Culex pipiens</i>		Elk Grove (2022)	status under investigation
<i>Aedes sierrensis</i>		Sonoma County (2016)	susceptible

### 2022 Surveillance update through 12/7/2022

**Weekly mosquito collections** – The following graphs show overall *Culex tarsalis* and *Culex pipiens* abundance from gravid traps and locker traps placed in permanent locations throughout Sacramento and Yolo Counties.



Weekly *Culex tarsalis* abundance traps in locker and gravid traps



Weekly *Culex pipiens* abundance traps in locker and gravid traps

**Encephalitis virus surveillance (EVS)** – This program has concluded for the season and will resume in May 2023

**West Nile virus (WNV) testing** – Testing will resume in May 2023

**Dead birds** – The dead bird program will resume in April 2023

**Sentinel chickens** – The sentinel chicken program is completed for the year and will resume in April 2023.

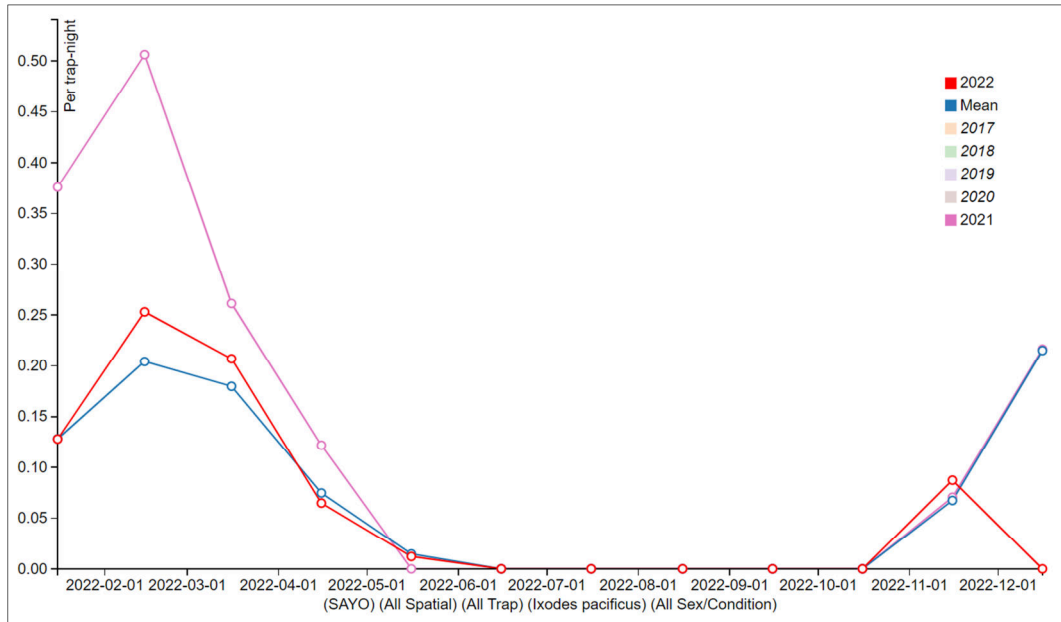
**Rice Surveillance** – Counter traps have been collected from the rice fields. Surveillance will resume in May 2023.

**Human disease response surveillance** – A presumptive case of WNV from September 2022 has confirmed as Saint Louis encephalitis virus (SLEV). The confirmation was made based on higher titers of SLEV antibodies compared to WNV. Extensive mosquito collection and testing in the area did not detect SLEV in mosquito pools. It is unclear whether this may be a case of a WNV infection boosting antibodies from a previous SLEV infection or whether it was actually a case of SLEV. All mosquito pools and sentinel chickens are tested for SLEV and we will continue to monitor for this virus in the future.

In November, we investigated a human case of Malaria, no *Anopheles freeborni* were collected and this investigation is complete. Additionally, a human case of WNV was reported; symptom onset was mid-October. A WNV positive dead bird was collected in the area a week before symptom onset. When traps were set in response to the dead bird, mosquito collections were low

and did not test positive for WNV. We also set traps after receiving the report in late November and did not collect *Culex tarsalis* or *Culex pipiens* for testing.

**Tick surveillance** – Tick flagging started in November 18 out of the 20 permanent sites were flagged. Sites were selected based on land use and habitat. *Ixodes pacificus* were collected from 14 of the sites sampled. All *Ixodes pacificus* ticks are separated by sex, collected in pools up to five ticks, and tested for *Borrelia burgdorferi*, the causative agent of Lyme disease. Below is a graph showing *Ixodes pacificus* abundance across all sites over time and a table describing detections of *Borrelia burgdorferi*.



Total number of *Ixodes pacificus* collected across all sampling locations; December collections are not complete, and flagging was not performed June – October.

2022-2023 Season - *Ixodes pacificus* pools positive for *Borrelia burgdorferi*

Year	Month	Location	<i>Ixodes pacificus</i> tested for <i>Borrelia burgdorferi</i>		
			Total Collected	Total pools	Positive pools
2022	November	Snipes Pershing	6	2	1
		Willow Creek	10	2	1
		Sacramento Bar	15	3	1

***Aedes aegypti* trapping effort in Sacramento and Yolo Counties** – The last detections of *Aedes aegypti* and *Aedes albopictus* were made on November 17th and November 4th, respectively. Invasive *Aedes* surveillance will resume in April 2023. David Smith, the Invasive *Aedes* Crew Supervisor, will give his annual update to the board at the January board meeting.

**The California Arbovirus Surveillance Bulletin #34** Week 48 Friday, December 2, 2022

<b>2021 &amp; 2022 YTD West Nile Virus Comparisons</b>		
	<b>2021</b>	<b>2022</b>
Total No. Dead Bird Reports	5,086	4,802
No. Positive Counties	39	33
No. Human Cases	112	148
No. Positive Dead Birds / No. Tested	209 / 1,694	186 / 1,266
No. Positive Mosquito Pools / No. Tested	2,261 / 38,024	3,165 / 40,446
No. Seroconversions / No. Tested	88 / 5,823	145 / 5,229



**YTD WNV Activity by Element and County, 2022**

<b>County</b>	<b>Humans</b>	<b>Horses</b>	<b>Dead Birds</b>	<b>Mosquito Pools</b>	<b>Sentinel Chickens</b>
Butte	3		2	39	27
Colusa	1				3
Contra Costa			1	2	5
Fresno	22		2	296	
Glenn	1				
Imperial				1	
Kern	20	3		99	
Kings	7	1		105	
Lake			2	7	3
Los Angeles	25	1	47	578	33
Madera	3		2	132	
Merced	7		1	20	16
Napa				1	
Nevada		1	1		
Orange	9		1	39	
Placer	2		5	89	
Riverside			5	125	
Sacramento	4	2	40	42	6
San Bernardino			7	100	
San Joaquin	4	1	1	208	
San Luis Obispo		1			
San Mateo	1				
Santa Clara	1		26	23	
Shasta	1		1	39	3
Solano	3		9	12	
Sonoma	1		1		
Stanislaus	15	1		70	
Sutter	1		4	31	16
Tehama	3	2			6
Tulare	10	3	2	1,030	10
Ventura			1		
Yolo	3		24	65	4
Yuba	1		1	12	13
<b>Totals</b>	<b>148</b>	<b>16</b>	<b>186</b>	<b>3,165</b>	<b>145</b>

**ECOLOGICAL MANAGEMENT DEPARTMENT  
Monthly Report for the December 2022 Board Meeting**

**Wetland Program**

Fall Flooding invoices have been sent out to duck club property owners who participated in the District's Fall Flooding Cost share program.

Staff mowed vegetation and cleared downed trees in a drainage and pond area on a seasonal drain located near the Northern end of Dillard Rd in Eastern Sacramento County. Hand crews finished the clearing, creating open areas to help facilitate seasonal treatments.



Low area adjacent to ditch

**Agricultural Program**

Staff finished opening access to an agricultural drain ditch on privately owned property located to the West of Hwy 5 adjacent to Bean Ranch Rd in Sacramento County. While no major blockages were found in the ditch and pond, tidal and seasonal flow elevations in the Mokelumne River will prevent full corn field drainage. Staff worked with the property lessee to develop a series of BMPs to help maximize drainage as well as limit impacts from natural flooding and routine seasonal irrigations.



**BIOLOGICAL CONTROL**  
**Monthly Report for the December 2022 Board Meeting**

In the month of November the Fisheries department finished all mosquitofish stocking activities for the year but mosquitofish are generally made available to technicians year-round for them to use as needed for service requests. Our District continues to receive 1-3 phone call requests per week even through the winter months. All requests will first be vetted out by staff and evaluated by need. Guppies were put on hold in the month of November as they can die when water temperature drops below 55 degrees fahrenheit. We will continue to seine our open ponds and move remaining fish to our predatory exclusion ponds for overwintering. Priorities have shifted to maintenance as well as repair and replacement of all necessary equipment. Even with the lack of water available to farmers and rice fields the overall fish usage was up in 2022 with just over 3,808 lbs compared to 2021 with 3,221lbs. All unused fish were restocked into predatory exclusion ponds and should be available for use next year.

Daily activities such as tank cleaning, water quality monitoring, setting out aerators and pumps were also performed to maintain the high quality of our fish population. The Fisheries department continues with many projects including monitoring dissolved oxygen levels, determining maximum pond holding capacity, crayfish trapping and trying to determine ideal stocking rates in rice fields and wetlands.

Log of Treatment Applied for November

<u>Material</u>	<u>AMT</u>	<u>Area Treated</u>	<u>Treatments</u>
Mosquitofish ( <i>Gambusia affinis</i> )	.550 lbs.	1.119 Acres	5

Log of Treatment Applied for the Year 2022

<u>Material</u>	<u>AMT</u>	<u>Area Treated</u>	<u>Treatments</u>
Mosquitofish ( <i>Gambusia affinis</i> )	3,808 lbs	14.288 Acres	2,949
Guppies ( <i>Poecilia reticulata</i> )	.2 lbs	100 sqft	3

Fisheries Budget

<u>Total</u>	<u>Spent</u>	<u>Remaining</u>	<u>% Spent</u>
36,000.00	11,679.98	24,320.02	32%



An overhead of our District ponds showing a wide range of ponds water quality. Each pond acts as its own small ecosystem. All ponds are monitored for ideal water quality parameters ranging from dissolved oxygen, turbidity, salinity and density of beneficials.

## **CONTROL OPERATIONS**

### **Monthly Report for December 2022 Board Meeting**

#### **Culex and West Nile Virus (WNV) Control**

Low night temperatures have helped slow the larval production of mosquitos. November did have crews performing treatments in sources like ponds, drains and containers still where some breeding was continuing. EVS trapping will continue in 2023, until then field crews will continue to respond to service requests as they come in. The Catch Basin crew has transitioned to updating the crews App Sheet program for next year's basin inspections and treatments. Field techs have started onsite projects on building maintenance and yard upkeep as well as offsite brush clearing projects.

#### **Invasive Aedes Control**

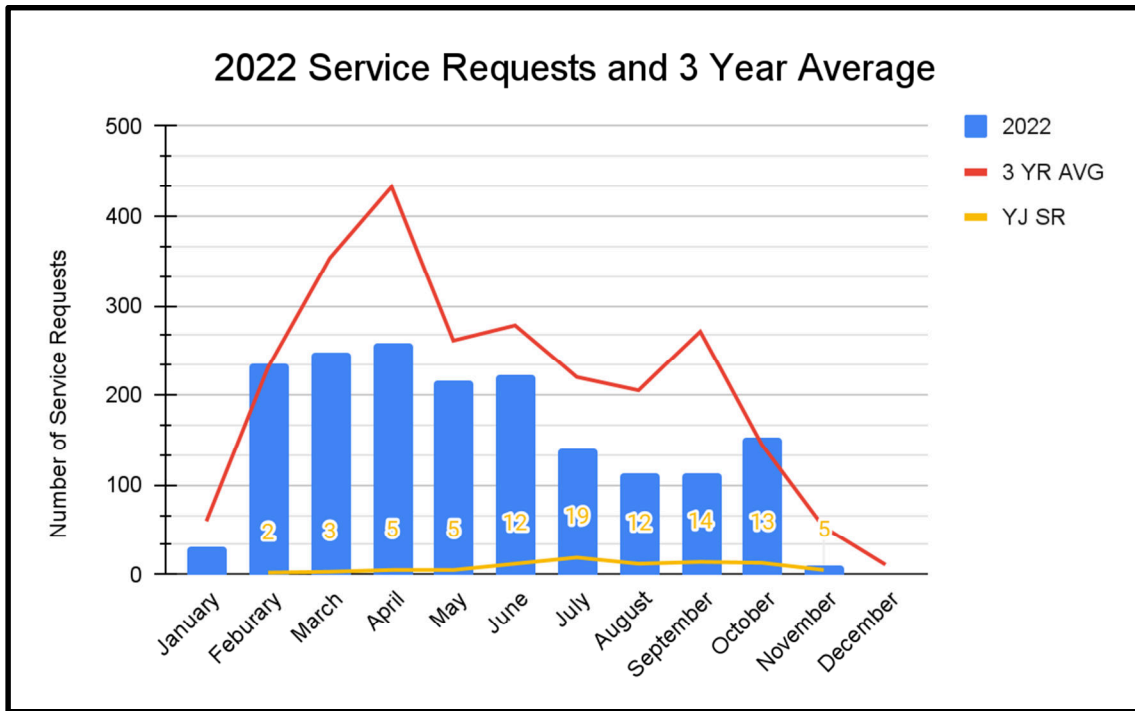
Aedes crews have continued to perform limited trapping in known *Aedes aegypti* and *albopictus* areas. One adult *albopictus* was trapped in the South Natomas area in November and adult *aegypti* were trapped in Winters, South Natomas, Elk Grove, Elder Creek and the Rosemont area. Numbers of adults found in the traps were very low, crews are still responding to positive traps with backyard inspections and treatments and resident education as well. Invasive trapping is not expected to continue after December 1st. Aedes crew members will continue to rotate between field work and Aedes app sheet program updates through December.

#### **Yellow Jacket Control**

Yellow Jacket trapping was completed in November. Crews will be responding to Yellow Jacket service requests as they come in. Typically Yellow Jacket activity will remain low until spring.

#### **Trainings and Continued Education**

Training modules for continued education of the Certified Vector Control Technicians licensing are being prepared for staff to begin in December. Annual District safety training is being prepared for District staff to start this winter.



Larvicide Applications thru November 30 <sup>th</sup>				
Locations/Roles	2022		2021	
	Treatments	Acres	Treatments	Acres
Sacramento County	7,302	15,893	7,250	14,989
Sac County Aerial	25 Orders	19,766	33 Orders	18,077
Sac County Drone Treatments	43 orders	2,104	40 orders	2,296
Yolo County	1,387	5,709	1,551	8,609
Yolo County Aerial	50 Orders	78,173	75 Orders	129,743
Yolo County Drone Treatments	20 Orders	2,415	39 Orders	2,849
CB Treated	97,326	--	204,381	--
CB Inspected -not treated	160,571	--	171,640	--

**Aerial Adulticide Summary thru November 30<sup>th</sup>**

<u>County</u>	<u>2022</u>		<u>2021</u>	
	<u># Applications</u>	<u>Acres</u>	<u># Applications</u>	<u>Acres</u>
Sacramento Ag	24	167,464	20	139,765
Sacramento Urban	0	0	0	0
Yolo Ag	58	351,786	50	424,118
Yolo Urban	0	0	0	0

**Adulticide Summary through November 30<sup>th</sup>, 2022**

**compared to: 2021**

Contract Acres (our portion) =	530,000	530,000
Acres used =	519,250	563,883
Acres remaining =	(10,750)	(-33,883)
% Acres used =	98%	106%
% Acres remaining =	2%	0%

San Joaquin County MVCD has used 190,582 acres of their 190,000 acre contract commitment.

Placer MVCD has used 127,947 acres of their 100,000 acre commitment.

Turlock MAD has used 89,911 acres of their 180,000 acre commitment.

Merced MAD had used 33,407 acres

**PUBLIC INFORMATION AND EDUCATION**  
**Monthly Report for the December 2022 Board Meeting**

**School Program:**

In an effort to grow our school program, we are continuing our partnership with Red Shoe Productions and our Fight the Bite “What Bugs You?” school assemblies that serve to educate and inform the kids on our Be a Mosquito Buster program. To date three assemblies have been held reaching approximately 700 students. Other assemblies currently scheduled include:

December 12: Theodore Judah Elementary in Sacramento

December 13: Sutterville Elementary in Sacramento

December 15: Bates Elementary in Courtland

Planning for the annual Fight the Bite Drawing Contest is also underway and we will soon begin to update the contest flier and seek approval from the various school districts so it can be disseminated at the beginning of next year.

**Presentations:**

In addition to the assemblies we continue to offer individual classroom presentations and during the month of December two presentations were given at Herman Leimbach elementary and another presentation at Tahoe Park elementary. Children love learning about mosquitoes, especially the live lifecycle display and looking at the bug box with mosquitoes and predators.

**Events:**

We have started getting information for upcoming community events in 2023. We are starting to review these as well as put together a list of tentative events we will attend. The first two events being considered are the Galt Bird Festival in February and a Gardener’s Market event sponsored by the Sacramento Perennial Plant in March. This last one will be a will be a great to disseminate information specifically about invasive mosquitoes to a receptive audience.

**Advertising:**

While it is still very early in the planning stages for the 2023 advertising season, I am currently talking to account executives and media representatives to begin looking at various options for the advertising campaign next year and changes that will be implemented to the campaign especially as a result of the ongoing detections of invasive mosquitoes later in the season.

**Materials and Annual Report**

In preparation for the upcoming season we are currently taking note of all items to be re-stocked and placing these orders. In addition, individual department supervisors will soon begin working on their annual report summaries and selecting photos for their sections as part of the 2022 annual report.

**MVCAC Public Relations Committee**

As part of the PR Committee standing charges, we have continued to work on photography project gathering images of mosquitoes, mosquito control related work, breeding sources and other images requested by Districts throughout the state. In addition I am currently gathering data and information for my presentation at the upcoming MVCAC annual conference that will be given as part of our Community Outreach symposium.

**Rebecca Lane, Administration Manager:**

The Administration Department consists of three (3) full-time employees: (1) Administrative Manager, (2) Sr. Administrative Assistant, and (3) Administrative Assistant. Our full-time team is supplemented with a Seasonal Helper during mosquito season. The Administration Department handles the District's Financial Operations (i.e., accounts payable, accounts receivable, etc., including a contract bookkeeper) as well as Human Resources, including payroll and benefits. The Administration Department staff continues to operate under a flexible, remote work schedule. Some notable tasks completed during 2022 include FSA renewal, Open Enrollment for 2023, and supporting the recruitment and onboarding of ten (10) permanent full time employees. Two major goals identified for 2023 include an update of the Personnel Manual and identifying and transitioning administrative tasks, currently being handled by operational supervisory staff, with the intention of creating additional operational capacity and administrative clarity and efficiencies.

**Mario Novelo Canto, Lab Biologist:**

As the Districts Lab Biologist I am involved in various product and application method testing. In coordination with control operations the goal is to answer efficacy and operational issues associated with product usage. One District trial assessed the levels of mosquito control deriving from the application of the Natular DT in an artificial yard drain system. An aerial application trail was also performed in the 2022 season, testing the application efficacy between drone and plane, using VectorBac GS in a 100 acre rice block that constantly meets treatment criteria. Finally, for the last project, Sac-Yolo MVCD is currently testing the Senecio automated identification and pooling machine. It uses artificial intelligence and image processing to automatically classify and sort mosquitoes. We are currently collecting training data to strengthen mosquito identification algorithms so that all of the most common mosquito species present in the Sacramento and Yolo counties can be identified.

**Kara Kelley, Lab Microbiologist: Kara Kelley, Microbiologist:**

The Lab performs tick surveillance for *Borrelia burgdorferi*, the causative agent of Lyme disease, each year from November through May when the local vector *Ixodes pacificus* is most active. There are twenty established tick collection sites in Sacramento and Yolo Counties which are surveyed once per month. In 2022, excluding the month of December, 238 pooled collections of *Ixodes pacificus* were tested for *Borrelia burgdorferi*, of which 17 were positive. Beginning in mid-April, surveillance efforts shifted to West Nile virus (WNV). As part of our surveillance program, the laboratory maintains five flocks of sentinel chickens. Samples are collected and tested every two weeks for WNV, St Louis Encephalitis virus, and Western Equine Encephalitis virus. In 2022, we detected a total of nine WNV positive chickens: three from Knights Landing, five from Isleton, and one from Gibson Ranch. Collection and testing of dead birds is another part of our WNV surveillance program. This year the District tested 345 dead birds and 64 tested positive for WNV. This was a positivity rate of 18.5% which was a reduction from 23.0% in 2021. The last component of our WNV surveillance program is collection and testing of mosquitoes. In 2022, we tested a total of 5,385 samples with 106 samples testing positive for WNV, this is a positivity rate of 2.0% which is lower than the rate of 2.76% observed



in 2021. The Microbiologist will continue to serve on the MVCAC Laboratory Technologies Committee for 2023.

**Debbie Dritz, Lab Vector Ecologist:**

In 2022, the Laboratory conducted 3,137 trap nights for West Nile virus surveillance. This program continues to take the majority of the Labs' surveillance efforts during the summer season. However, we also continued to carry out trapping for *Aedes aegypti* to provide support to our *Aedes* department and to monitor the spread of invasive mosquito species in Sacramento and Yolo. We conducted 2,442 trap nights using overnight BG Sentinel (BG-S) traps throughout Sacramento and Yolo counties and 3,914 trap nights at 20 permanent BG-S set in proximity to known infestations. Of particular note, *Aedes albopictus* was found for the first time in our District during the 2022 season. The first detection was 1 female on 9/30/22 in the Natomas area. A total of 3 adults were collected in BG-S traps at this location through 11/4/22. A much larger infestation was detected in Carmichael on 10/14/22. A total of 67 females and 5 males were collected in BG-S traps through 10/20/22.

The Lab continued to implement approaches to increase the efficiency of our surveillance efforts. This season we added 10 out of a total of 24 weekly abundance traps to our EVS surveillance trap runs. This reduced the time it took to do our mosquito abundance trapping from three to two days, making abundance results available earlier in the week. Mosquito resistance testing for 2022 focused on collecting as many *Culex pipiens* as possible from urban sites and *Culex tarsalis* from rice growing areas. Our goal was to perform paired benchtop cup bioassays on larvae and bottle bioassays on adults from each population. Because of the drought and subsequent reductions in water allotments to farming, rice acreage was limited. We performed bioassays on four *Cx. tarsalis* populations and eight *Cx. pipiens* populations. Larvae of each wild population were tested against methoprene and spinosad. Adult mosquitoes were tested against naled, malathion, deltamethrin and permethrin. Results will be presented at the 2023 annual meeting of the American Mosquito Control Association. Debbie will continue to serve on the MVCAC Integrated Vector Management Committee in 2023.

**Kevin Combo, North Sacramento Field Supervisor:**

Kevin shared a video of his team of seven (7) full time technicians and one (1) seasonal in action. Technicians saw an increase in total # of unmaintained swimming pools in 2022 compared to 2021. Staff completed 1808 inspections in 2022 in comparison to 1546 inspections in 2021. This is approximately a 17% increase. In north Sacramento, field technicians responded to 1149 Service requests in 2022. 743 for mosquito populations, 342 for mosquitofish plants and 64 service requests for yellowjacket and wasp control. The area showed to be busy with a total of 63 West Nile Virus positive occurrences, 25 responses to positive pools, 36 responses to WNV positive birds and 2 radiuses in response to WNV positive humans. Staff conducted 43 Ultra Low Volume (ULV) treatments in an effort to break transmission cycles. Staff also conducted 7 radiuses for Malaria and 1 radius for Dengue fever. All of these detections are presumed travel related. Technicians maintained 80 yellowjacket traps in 8 Northern Sacramento zones, 10 traps were assigned per zone to reduce yellowjacket colonies in Sacramento County. We were successful in trapping 1407 queens in the spring

months and approximately 10120 workers in the summer and fall. Staff also located and treated over 120 nests along the American River corridor at the height of the nesting season.

**Brett Day, North Yolo Field Supervisor:**

In the 2022 season, the five (5) North Yolo technicians inspected and monitored 3,000 acres of conventional rice and 1,500 acres of organic rice on a bi-weekly rotation with South Yolo County. Irrigated rice fields began producing mosquito larvae in mid May and the first aerial larvicide treatment for rice was turned into Farm Air Flying service on May 24<sup>th</sup> of this year and treatments continued until mid October. North Yolo technicians responded to 54 service requests for the 2022 season and catch basins were monitored and treated throughout the summer, as needed. Drought conditions impacted the amount of fall flooding in North Yolo county reducing the overall acreage of Wetland and Duck Club habitat technicians were still on a rotation of inspections in these areas and kepted an open line of communication with landowners and property managers.

**Will Hayes, South Yolo Field Supervisor:**

The South Yolo team consists of six (6) full time technicians. The lack of rain contributed to a slow start to the 2022 season. Springtime flooding was minimal due to available water resulting in only two (2) ponds treated by drone and only 484 acres of treatment made by Farm Air. South Yolo techs completed over 16,000 inspections with 1,000 of those needing treatment throughout the mosquito season as well as overseeing 81 total fields of rice (68 conventional fields: 6,607 acres, 13 organic fields: 1,938 acres). In addition to rice and mosquito sites ultra low volume treatments, invasive Aedes and fall flood ups will be discussed.

**Ruben Rosas, GIS Coordinator:**

The GIS Department mapped 17,225 acres of planted rice, a 39% decrease from last year. Due to continuous drought, rice cultivation has been reduced for both Sacramento and Yolo counties with the biggest reductions being seen in North Yolo County. In May of 2022, the GIS Department coordinated an aerial flight for neglected swimming pools in Sacramento County. The survey area included the City of Elk Grove and portions of north Sacramento County. The aerial survey encompassed 114 square miles. As a result, 439 swimming pools were identified as a potential breeding source.

# **Sacramento-Yolo Mosquito and Vector Control District**

## **December 20, 2022 Board Meeting**

### **5. Board Review and Consideration for Approval of Assistant Manager Employment Agreements**

#### **Staff Report:**

The President created an Ad Hoc Committee consisting of the Manager, Craig Burnett, and Sean Denny at the November 15<sup>th</sup>, 2022 Board meeting to explore the components of a contract for two Assistant Manager positions. The Ad Hoc Committee discussed the terms of a contract and decided on the attached version for the full Board to review.

#### **Recommendation:**

**Approve the Assistant Manager Contracts with Tony Hedley and Steve Ramos**

**SACRAMENTO-YOLO MOSQUITO AND VECTOR CONTROL DISTRICT  
ASSISTANT MANAGER EMPLOYMENT AGREEMENT**

THIS AGREEMENT is made and entered into effective January 1, 2023, by and between the Sacramento-Yolo Mosquito and Vector Control District, a public agency ("District"), and **XXXX**, an individual ("Employee"), who agree as follows:

- 1. Employment.** District hereby appoints and employs Employee as Assistant Manager of the District, and Employee hereby accepts such employment, on and subject to the terms and conditions of this Agreement. Employee acknowledges that they are an at-will, exempt, management employee appointed by, and working at the pleasure of, the District Board of Trustees ("Board"). Employee acknowledges that: (a) their position is considered an exempt management position, as defined by the Fair Labor Standards Act and California law, and (b) among other things, the position is exempt from federal and California minimum wage and overtime requirements.
- 2. Term.**

  - a. This Agreement becomes effective on the date set forth above and terminates on December 31, 2024, unless sooner terminated as provided by the termination provisions in section 7.
  - b. If Employee's evaluation in the year immediately preceding the last year of this Agreement is deemed as "progressing acceptably" or better in all areas by a majority of the Board, this Agreement may be extended by the Board for whatever duration is deemed appropriate by the Board. If extended, this extension will be confirmed publicly by the Board at an open and public Board meeting. In the event this Agreement is extended by operation of this provision, this provision will continue to apply to the extended Agreement. Employee shall provide notice to the Board or its designated representative about this provision and the Agreement termination date at least two months before the termination date. Extension of the term of the Agreement pursuant to this subsection will not affect the ongoing applicability of the termination provisions in section 7.
- 3. Duties.** Employee's duties under this Agreement shall be those assigned based on the job description for the Assistant Manager position as adopted and amended from time to time by the Board, and such other duties and responsibilities as assigned by the General Manager or Board. The job description in effect as of the Effective Date of this Agreement is attached as Exhibit A. Employee will serve as a management-level officer of the District and work under the direction and control of the General Manager and in accordance with applicable District policies and procedures.
- 4. Hours.** Employee shall devote their full-time attention and energies to the job duties and be available to work at such times as necessary to fully and competently perform the

duties of the position, regardless of the number of hours or time of day involved. Employee acknowledges that the duties of their position may require an average of more than 40 hours per week, and that some day-to-day hours may vary from well above eight hours to below eight hours. Employee shall not be compensated for overtime hours worked or otherwise earn or be entitled to compensatory time off for hours worked in excess of eight per day or 40 per week. Employee shall not engage in any conduct or other employment or business that would unreasonably interfere with their responsibilities and duties to the District or that would reflect unfavorably upon the interests of the District.

**5. Compensation.** For all services to be rendered by Employee under this Agreement, District shall provide to Employee the following salary and benefits:

- a. **Salary.** Salary in the amount of \$120,000 per year. The Board, at any time during the term of this Agreement, may adjust Assistant Manager's salary.
- b. **Other Benefits.** All other employee benefits (including vacation and sick leave; retirement system membership and employer contributions; employee and dependent coverage on health, dental and other group insurance programs) will be as provided in the District Personnel Manual and as otherwise provided to other regular full-time District employees, except that Employee shall not be entitled to accrue any benefits related to longevity pay, overtime or compensatory time off.

**6. Other Terms and Conditions of Employment.** Except as expressly set forth in this Agreement, all terms and conditions of Employee's employment will be governed by the District Personnel Manual (as the same may be amended by the District from time to time), and the Parties will comply with all applicable provisions of the Personnel Manual. If any term or condition of this Agreement is inconsistent or in conflict with a term or condition of the Personnel Manual, the Agreement will govern. If any term or condition of this Agreement is inconsistent or in conflict with a federal or state law, the law will govern.

**7. Termination.** This Agreement may be terminated in any one of the following ways:

- a. By mutual agreement of the parties, expressed in writing.
- b. By Employee, upon giving to the District not less than 30 days' prior written notice of their election to terminate.
- c. By District, for cause, upon giving to Employee written notice of immediate termination. The written notice of termination shall specify (1) the particular cause or causes and the facts and circumstances justifying the termination of the Agreement for cause, and (2) the opportunity for the Employee to meet with the Board on the reasons for their termination. If Employee requests a meeting, the meeting shall be held at the Board's earliest convenience in a closed session,

unless the Employee requests an open session. After the meeting, the Board may affirm, modify, or reverse its decision to terminate for cause. For purposes of this Agreement, the following will justify termination for cause: willful breach of duty; habitual neglect of duty; gross insubordination; conviction of a crime involving moral turpitude; conduct that makes it impossible or impracticable to perform the duties under this Agreement, or that seriously impedes District operations; conduct that tends to bring discredit to District, or conduct unbecoming an employee in public service; mishandling of District funds; any intentional misrepresentation or fraud in connection with the performance of their duties; theft of District property; violation of law; or violation of the District Personnel Manual.

- d. By District, without cause, upon giving to Employee written notice of immediate termination and payment of severance pay in an amount equal to the lesser of (1) Employee's then-monthly salary multiplied by the number of months left on the unexpired term of the Agreement, or 6 months if the number of months left is 6 months or less, or (2) Employee's then-monthly salary multiplied by 12 months.

## **8. Performance Evaluation and Goals.**

- a. The General Manager will evaluate the performance of Employee in writing on an annual basis. The evaluation will be related to the duties and responsibilities of Employee as determined by the General Manager. The evaluation format and procedures and Employee goals will be determined by the General Manager and may include Employee's self-evaluation.
- b. The evaluation format will be reasonably objective and contain at least the following:
  - i. Relationship with the General Manager;
  - ii. Staff and personnel relationships;
  - iii. Personal qualities and development; and
  - iv. Overall leadership
- c. The General Manager will strive to evaluate Employee in writing every six (6) months of each year during the term of this Agreement and a meeting will be held between Employee and General Manager to discuss Employee's evaluation. A copy of the written evaluation will be delivered to Employee and Employee may make a written response to the evaluation. If the General Manager determines that Employee's performance is unsatisfactory in any respect, the written report will describe such unsatisfactory performance in reasonable detail. The evaluation may include recommendations for improvement. The evaluation format will provide for the following rating system such that the General Manager may indicate the Employee's performance is: Very Good, Good, Improvement Needed, or Unsatisfactory.

- d. Not later than March 30th of each year of this Agreement, the Employee and General Manager will establish District goals and objectives for the subsequent year. The goals and objectives will be among the criteria by which the General Manager evaluates the Employee.
  - e. The deadlines in this section are directory only, and not mandatory. If a Party fails to meet a deadline, such failure will not be deemed a breach of this Agreement.
9. **Entire Agreement.** This writing constitutes the sole, entire, integrated and exclusive contract between the Parties respecting Employee's employment by District, and any other contracts, contract terms, understandings, promises or representations not expressly set forth or referenced in this writing are null and void and of no force and effect.
10. **Notices.** Any notice to be given to Employee shall be sufficiently served if: (a) given to them personally, (b) deposited in the United States Mail, with sufficient postage, or with a recognized overnight delivery courier service, such as Federal Express or UPS, addressed to them at their most recent residence address as shown on the District payroll records. Any notice to be given to District shall be addressed to the Board and hand-delivered, mailed, or delivered via a recognized overnight delivery courier service to the District Secretary at the District offices.
11. **Successors and Assigns.** This Agreement is personal to Employee. They may not transfer or assign the Agreement or any part of it. Subject to this restriction on transfer and assignment, this Agreement shall bind, and inure to the benefit of, the successors, assigns, heirs and legal representatives of the parties.
12. **Amendments.** This Agreement may be amended only by a subsequent writing approved and signed by both Parties. Any amendment by District must be approved by the Board at a public meeting. Individual Board members do not have the authority, express or implied, to amend, modify, waive or in any way alter this Agreement or the terms and conditions of Employee's employment.
13. **Waiver.** The waiver at any time by either Party of its rights with respect to a default or other matter arising in connection with this Agreement shall not be deemed a waiver with respect to any subsequent default or matter.
14. **Severability.** If any part of this Agreement is held to be void, invalid, illegal or unenforceable, then the remaining parts will continue in full force and effect and be fully binding, so long as the rights and obligations of the parties are not materially and adversely affected.

**15. Construction and Interpretation.** The Parties agree and acknowledge that this Agreement has been arrived at through negotiation, and that each Party has had a full and fair opportunity to revise the terms of this Agreement. Consequently, the normal rule of construction that any ambiguities are to be resolved against the drafting party shall not apply in construing or interpreting this Agreement.

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Marcia Mooney, Board President

Date

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Sean Denny, Board Secretary

Date

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Employee

Date



# **Sacramento-Yolo Mosquito & Vector Control District**

## **Assistant Manager**

### **Nature of Work:**

Under direction of the General Manager, this position has both management and supervisory responsibilities and may be called upon to interpret directives to staff and to give authoritative advice and direction on specific issues. Successful performance requires an in depth understanding of the philosophy of the Board of Trustees and the General Manager on a broad range of matters. Performs higher level essential tasks as necessary to maintain operations in the absence of General Manager. Incumbent is expected to use good judgment to defer appropriate matters to the General Manager for personal attention.

### **Illustrative Tasks:**

*The following tasks are typical and may vary depending upon the assignment. These are not to be construed as exclusive or all inclusive. Other tasks within the scope of experience and capability may be required and assigned.*

Plans, directs and evaluates District and department programs including, but not limited to, the development, maintenance and evaluation of goals, priorities and objectives, policies, guidelines, manuals and operating procedures; assists in the preparation and monitoring of district-wide budget; oversees preparation and monitoring of department operating budgets.

Develops procedures and methods for District Integrated Pest Management and Best Management Practices including, but not limited to, abating and/or mitigating major vector pests; establishes a system of records for operations reporting and analysis.

Coordinates and evaluates vector population studies and surveys with Laboratory personnel; collaborates with District Biologist in the evaluation of the impact and efficacy of, and resistance to control products in laboratory and field settings to improve District operations.

Ensures all personnel are informed of District policies; confers with, advises, and directs District staff regarding policy; monitors and evaluates effectiveness of operations; works with governmental agencies and private organizations to coordinate and facilitate the goals of the District.

Supervises operational and administrative staff including, but not limited to, recruiting, selecting, allocating, training, assigning work, maintaining standards, recommending salary, transfers, and promotions; conducts and reviews performance evaluations at periodic intervals as required; provides feedback and guidance to supervisors and/or managers in addressing personnel issues; acts on employee problems using coaching and

counseling techniques; recommends and implements discipline and termination in accordance with established policy when appropriate.

Provides courteous and professional service to the public; ensures staff provides a high degree of service to both internal and external customers; Assists with the more difficult or complex public relations issues encountered through control operations by listening and responding to complaints or problems; investigates and provides accurate, logical assessments and information to the public or management to resolve issues as requested or required.

Reviews and advises on staff reports prepared for presentation to Board of Trustees; presents reports to the Board, mosquito districts, associations, government agencies or officials and community groups with professionalism and poise.

Attends training courses, professional organization meetings, conferences and seminars to maintain skill levels of an ever-changing electronic, data, and information field.

Performs other administrative and/or field work related to mosquito control and surveillance as required; may perform other related, supervisory or higher level essential tasks as necessary to maintain operations in the absence of the General Manager.

May be required to work overtime hours, weekends and holidays.

May be exposed to infectious diseases associated with mosquitoes and other vectors.

### **Minimum Qualifications**

*Listed below are some typical ways a person can obtain the required education, experience, knowledge and abilities to perform the responsibilities and tasks of the position. Equivalent combinations of training and experience may be considered qualifying at the sole discretion of the District.*

#### Education and Experience:

- A Bachelor's degree from an accredited four-year college or university in biological science or closely related field; a major in public or business administration may be substituted with a minor in biological sciences or closely related field; and
- Five (5) years of increasingly responsible supervisory or comparable professional level experience, to include responsibility for coordinating vector ecology, surveillance, and control programs; with experience performing administrative and personnel assignments.

#### Licenses or Certifications:

- Possession of a valid California Department of Public Health Certification in Mosquito Control categories A, B, C, and D; or, must be obtained within two (2) years of employment and maintained throughout employment;

- Possession of a valid California drivers' license; must be insurable with the District self-insurance program; must maintain valid license and insurability throughout employment.

**Knowledge and Abilities:**

*The following are examples of attributes and competencies which can be gained and demonstrated through experience, education and training, and are necessary to successfully perform the tasks and duties listed within the Illustrative Tasks section of this description.*

Knowledge of:

- Biology and entomology including natural history; best practices of integrated pest management, biological control, vector-borne disease control, and vector prevention for water and land use development;
- Principles and practices of management and administration including budget preparation and control, supervision and training;
- Federal, State and local laws and regulations including labor laws and environmental regulations affecting source reduction and mosquito control such as, but not limited to, the California Environmental Quality Act (CEQA), the Endangered Species Act (ESA), the Clean Water Act (CWA), and the National Environmental Policy Act (NEPA);
- Duties, responsibilities, and Mosquito Reducing Best Management Practices of the Sacramento-Yolo Mosquito and Vector Control District.

Ability to:

- Collect, organize, troubleshoot, and analyze data to develop logical solutions to problems and identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals;
- Prepare and implement training programs;
- Effectively communicate both orally and in writing with the public, government agencies, and coworkers in a tactful and courteous manner;
- Establish and maintain effective working relationships with other employees and the public; must maintain composure and professionalism in adverse situations;
- Learn and understand pesticides used in mosquito and vector control, including understanding of application rates, safety policies, and procedures regarding the handling of pesticides;
- Learn and understand pertinent federal, state, and local laws and regulations related to mosquito and vector control operations; learn how to apply relevant environmental regulations affecting District operations with the ability to develop workable solutions;
- Read and understand District policies, personnel manual, and other standard operating guidelines; read, interpret, and apply relevant laws, rules, and regulations.

Physical Demands and Working Conditions:

The position of Assistant Manager will require work which is varied in nature, including indoor office work and occasional outdoor physical work. Incumbent may be exposed to pesticides, chemicals, communicable diseases, and other health hazards; inclement weather conditions, and/or verbal confrontations from members of the public. The incumbent may be required to work non-standard work schedule including evenings, weekends, and holidays. Incumbent will be expected to perform overtime or maintain a flexible work schedule during times when mosquitoes are most active.

The Assistant Manager will need to be able to perform the following essential duties and functions of the position: regularly sitting at desk and in meetings for long periods of time; occasionally reaching overhead and twisting to reach equipment surrounding desk; occasional walking, standing, bending, including regular bending at the knees and waist, stooping, and squatting; regularly lift and move up to ten (10) pounds, frequent pushing, pulling or lifting up to twenty-five (25) pounds; and occasionally assist in lifting objects up to one hundred (100) pounds; periodically traverse uneven ground such as fields, dirt banks, stream beds, and shallow ponds; periodically climb ladders or other objects; ability to read (with corrective vision if necessary); must be sighted with the ability to demonstrate measurable depth perception; constant use of overall vision; regular computer use; regular repetitive motion; regular writing and typing; regular operation of office equipment, computers and clerical supplies; regularly manipulate small tools and parts; minimum of single ear aided hearing; regular hearing and talking in person and on the phone; regular public and/or coworker contact; ability to use fine and gross motor coordination for driving.

Periodically = Activity or condition exists less than 25% of the time  
Occasionally = Activity or condition exists 25-50% of the time  
Regularly = Activity or condition exists 50-75% of the time  
Frequently = Activity or condition exists more than 75% of the time

Information Block	
FLSA Status:	Exempt
Established:	
Revised:	12/13/2022
Retitled:	

*The District reserves the right to modify, delete, or supplement the duties, qualification, and requirements stated at its sole and absolute discretion.*