

**Board of Trustees:**

*David Schmidt, President, John Sanbrook, Secretary, Justin Guzman, Lakhvir Ghag, John Link and Wade Kirchner*

Documents & 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. Please contact the District Office at 530 674-5456 or [kvalencia@sutter-yubamvcd.org](mailto:kvalencia@sutter-yubamvcd.org)

**SUTTER-YUBA MOSQUITO & VECTOR CONTROL DISTRICT AGENDA**

701 Bogue Road, Yuba City, CA. (530) 674-5456

Thursday, January 11, 2024, 4:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Emergency Agenda Items
4. Consent Agenda:  
The Consent Calendar groups together those items which are considered noncontroversial or for which prior policy direction has been given to staff and that requires only routine action by the Board. The Chair will advise the audience that the matters may be adopted in total by one motion; however, the Board may, at its option or upon request of a member of the public, consider any matter separately.
  - A. Minutes of December 14, 2023
  - B. Bills for December 2023
  - C. Merit increase for Bill Terbush, Field Foreman. Mr. Terbush is being recommended for a salary increase to be effective January 1, 2024. The salary increase will be from step 4 to step 5 of the salary range schedule for Field Foreman.
  - D. Merit increase for Brenden Oates, Mosquito Control Technician I. Mr Oates has completed his probationary period and is being recommended for a salary increase to be effective January 1, 2024. The salary increase will be from step 1 to step 2 of the salary range schedule for Mosquito Control Technician I.
5. Election of Officers for 2024.
6. Quarterly Review of the District's Defined Benefit Plan Investments as of December 31, 2023: Ken Meyers, of Meyer's Investment Group, will provide a review and possible recommendations of the District's investments for the Board.
7. RESOLUTION NO. 01-11-24: First installment of Yuba County taxes.
8. Property Flood Insurance for 2024: Board consideration to purchase property flood insurance for 2024. The District is currently covered through February 26, 2024.
9. Public Comments
10. Manager Comments: The manager will report on the following:
  - a) Total receipt for public auction of District surplus as of December 19, 2023
  - b) District activities
11. Trustee Comments
12. Adjournment

*Any person, who needs a disability-related modification or accommodation to participate in this meeting, should contact the District at (530) 674-5456 or by fax at (530) 674-5534. Requests must be made as early as possible and at least 72 hours prior to the meeting for the District to make reasonable arrangements and ensure accessibility.*

## DECEMBER 14, 2023 MINUTES

The regular meeting of the Sutter-Yuba Mosquito & Vector Control District Board of Trustees was called to order by Board President David Schmidl at 4:30 P.M., Thursday, December 14, 2023.

**PRESENT:** Board President Schmidl, Board Secretary Sanbrook, Trustees Ghag, Guzman and Kirchner

**ABSENT:** Trustee Link

**ALSO PRESENT:** Manager Abshier, General Foreman Hunt

**EMERGENCY AGENDA ITEMS:** None

### CONSENT AGENDA:

- A. MINUTES NOVEMBER 9, 2023
- B. BILLS FOR NOVEMBER 2023

A motion was made by Guzman and seconded by Ghag approving the consent agenda. The motion was approved by a unanimous vote.

**APPROVAL OF ANNUAL AUDIT FOR FISCAL YEAR 2022-2023, ENDING JUNE 30, 2023.** Carrie Schroeder of Smith and Newell was unable to attend the meeting. Abshier presented an overview of the 2022-2023 audit. Trustees received a copy of the report for review. Abshier highlighted a few items in the audit, noting that revenue exceeded projections, expenses ended lower than projected, and no modification opinions are being recommended. Abshier noted that we have a net pension asset and robust reserves. A motion was made by Guzman and seconded by Ghag approving the FY 2022-2023 audit. The motion was approved by a unanimous vote.

**APPROVAL TO RENEW CONTRACT WITH YUBA COUNTY TO PROVIDE MOSQUITO SURVEILLANCE AND CONTROL SERVICES TO SYCAMORE RANCH AND HAMMON GROVE:** A motion was made by Schmidl and seconded by Guzman to renew the three year contract with Yuba County for surveillance and control services to Sycamore Ranch and Hammon Grove for 2024. The motion was approved by a unanimous vote.

**VECTOR CONTROL JPA RETROSPECTIVE ADJUSTMENT FOR THE POOLED WORKERS COMPENSATION AND LIABILITY PROGRAMS:** Abshier explained that the VCJPA handles the District's worker's compensation, liability insurance, and automotive insurance. Annually, they make a retrospective adjustment when claims are settled and program years can be closed. Abshier reported that the refund from the worker's comp retrospective adjustment is \$10,490 with the liability program fund refund at \$2,881. The total refund is \$13,371. Abshier recommended that the refund be deposited into the VCJPA Member Contingency Fund. A motion was made by Ghag and seconded by Sanbrook approving the deposit of the VCJPA refund of \$13,371 into the VCJPA Member Contingency Fund. The motion was approved by a unanimous vote.

**APPROVAL TO PURCHASE A COMPACT UTILITY TRACTOR:** Abshier noted our current tractor that was purchased in 2002 is beginning to show its age. We have replaced rear wheel bearings; plastic components are deteriorating, and the transmission is difficult to shift. The tractor is a bit underpowered, operating at peak horsepower to power our flail mower. A handout was presented showing pricing for three tractors, John Deere 2038R at \$32,157.98, Mahindra 2638 at \$29,500.75 and a New Holland Workmaster 35 at \$28,101.14, which is a rental return with full warranty coverage. The amount budgeted to replace the tractor is \$36,750. Abshier noted he had investigated Air Resources programs FARMER and Carl Moyer, which didn't reduce pricing below the vendor's best quotes and would require our current unit to be scrapped. Board consensus was that the John Deere tractor is a superior product and well worth the higher cost. A motion was made by Kirchner and seconded by Ghag

approving the purchase of a brand new John Deere 2038R for \$32,157.98. The motion was approved by a unanimous vote.

**PUBLIC COMMENTS:** None

**MANAGER COMMENTS:**

**a)** The results for surplus items sold at Bidcal Auction were, Philift forklift \$5,600, two 2010 F-150s \$6,300 and \$7,709, 2002 F-350 \$24,751, small utility trailer \$600 and the recovered fogger \$500. The total net amount, after auction commission, will be noted at the next Board meeting.

**b)** District activities

- Abshier noted he had an interested person concerning the SYMVCD Board vacancy for Trustee representing the City of Marysville. He disclosed that recently he had been informed the person would not be able to serve on the Board, as it would create a conflict with her work schedule.
- A WNV human case was reported on November 17<sup>th</sup>, the date of testing was October 31<sup>st</sup>, which is late for human transmission. President Schmidl suggested we do more to educate the public as to the threat of WNV and its potential long-term effects on people who contract the virus.
- David Schmidl was reappointed to the Board at the Sutter County Board of Supervisors meeting November 28<sup>th</sup>, and has been sworn in.
- The Health Reimbursement Arrangement (HRA) accounts have been funded for 2024, at a total of \$52,480. Including the cost to fund the HRA accounts, the District is saving \$98,000 annually on health insurance costs, as compared to continuing to purchase the health plan we had with SDRMA.
- One seasonal employee that tested with CDPH on November 16, 2023, passed one exam but failed the other by one point, he will be able to retest in the spring.
- The office will be closed during Christmas week, December 25-29, 2023.

**TRUSTEE COMMENTS:** None

**ADJOURNMENT:** There being no further business, a motion was made by Guzman and seconded by Ghag to adjourn the meeting. The motion was approved by a unanimous vote. Trustee Schmidl adjourned the meeting.

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John Sanbrook, Board Secretary

**2023-2024  
SUTTER-YUBA MOSQUITO & VECTOR CONTROL DISTRICT  
BUDGET**

	Expended			Balance
	DECEMBER 2023	Budget	Spent YTD	
<b>SALARIES &amp; BENEFITS</b>				
51010 PERMANENT SALARIES	108,380.72	1,395,000.00	646,022.47	748,977.53
51020 EXTRA HELP	176.25	245,500.00	117,276.35	128,223.65
51102 PAYROLL TAXES SPECIAL DIST	1,580.92	40,000.00	18,330.51	21,669.49
51110 RETIREMENT	0.00	30,000.00	15,916.00	14,084.00
51120 HEALTH,DENTAL,VISION INS	81,032.43	497,000.00	272,769.74	224,240.26
51121 DEF COMP	10,922.16	143,000.00	65,189.82	77,810.18
51130 UNEMPLOYMENT INSURANCE	0.00	40,000.00	876.00	39,124.00
51150 WORKERS COMPENSATION	0.00	75,203.00	74,675.00	528.00
<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>202,092.48</b>	<b>2,465,703.00</b>	<b>1,211,045.89</b>	<b>1,254,657.11</b>

<b>SERVICES &amp; SUPPLIES</b>				
52040 CHEMICALS	0.00	1,080,000.00	665,836.06	414,163.94
52050 CLOTHING & PERSONAL	591.00	18,000.00	5,740.98	12,259.02
52060 COMMUNICATIONS	1,388.55	18,000.00	9,911.00	8,089.00
52090 HOUSEHOLD EXPENSES	122.32	2,000.00	1,169.87	830.13
52100 INSURANCE LIABILITY	0.00	102,022.00	81,547.00	20,475.00
52120 MAINTENANCE EQUIPMENT	1,616.43	37,500.00	17,236.90	20,263.10
52130 MAINT. STRU. & GRNDS	1,448.95	24,000.00	12,652.25	11,347.75
52150 MEMBERSHIPS	0.00	14,500.00	14,377.15	122.85
52170 OFFICE EXPENSES	386.99	32,000.00	11,906.25	20,093.75
52180 PROF. & SPEC. SERVICES	1,004.00	450,000.00	350,998.54	99,001.46
52190 PUBL. & LEGAL NOTICES	1,200.00	21,000.00	5,792.24	15,207.76
52200 RENTS & LEASES EQUIP	0.00	2,000.00	2,101.34	-101.34
52210 RENTS-LEASES STRU & GRN.	0.00	17,000.00	16,954.24	45.76
52220 SMALL TOOLS & INSTRUMENTS	33.53	3,500.00	321.57	3,178.43
52230 SPECIAL DEPT EXPENSES	983.00	10,000.00	4,398.00	5,602.00
52239 BIOLOGICAL CONTROL	0.00	10,500.00	3,274.70	7,225.30
52241 ENTOMOLOGYLAB	453.68	26,500.00	19,504.63	6,995.37
52250 TRANSPORTATION-TRAVEL	3,704.61	75,000.00	32,275.47	42,724.53
52260 UTILITIES	0.00	15,500.00	4,100.96	11,399.04
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>12,933.06</b>	<b>1,959,022.00</b>	<b>1,260,099.15</b>	<b>698,922.85</b>

<b>OTHER CHARGES</b>				
53401 Treasury Fee	0.00	10,000.00	1,559.91	8,440.09
53550 Taxes and Assessments	0.00	400.00	0.00	400.00
<b>TOTAL OTHER CHARGES</b>	<b>0.00</b>	<b>10,400.00</b>	<b>1,559.91</b>	<b>8,840.09</b>

<b>FIXED ASSETS</b>				
54501 EQUIPMENT	32,157.98	265,750.00	177,844.50	87,905.50
54502 STRUCTURES & GROUNDS	0.00	28,000.00	0.00	28,000.00
<b>TOTAL FIXED ASSETS</b>	<b>32,157.98</b>	<b>293,750.00</b>	<b>177,844.50</b>	<b>115,905.50</b>
<b>TOTAL EXPENDITURES</b>	<b>247,183.52</b>	<b>4,728,875.00</b>	<b>2,650,549.45</b>	<b>2,078,325.55</b>

EXPECTED REVENUE TOTAL: TBD  
 REVENUE RECEIVED DECEMBER: \$963,801.70  
 REVENUE FY TO DATE: \$1,368,790.64

Sutter-Yuba Mosquito and Vector control District

DECEMBER 2023 BILLS

Name	Date	Amount	Other	Total
Airgas	1/4/2024	248.46		248.46
ATT	"	119.55		119.55
City of Yuba City	"	208.98		208.98
Ghag, Lakhvir	"	100.00		100.00
Golden Bear Alarms	"	125.00		125.00
Guzman, Justin	"	100.00		100.00
Home Depot	"	1,078.79		1,078.79
John Deere	"		32,157.98	
Larry Geweke	"	186.34		186.34
Kirchner, Wade	"	100.00		100.00
Napa Auto Parts	"	395.84		395.84
PBM Sprayer	"	91.47		91.47
Redding Webb	"	350.00		350.00
Rich, Fuidge, Bordsen, & Galyean, INC.	"	5.00		5.00
Sanbrook, John	"	100.00		100.00
Santa Ana, Alfonso	"	649.00		649.00
Schmidl, David	"	100.00		100.00
Shadd Janitorial Supply	"	26.76		26.76
Sutter-Yuba MVCD/ Petty Cash	"	23.00		23.00
Tractor Supply	"	199.69		199.69
UniFirst Corporation	"	591.00		591.00
US Bank	"	5,528.28		5,528.28
Walmart/ Capital One	"	144.98		144.98
WEX Bank	"	800.92		800.92
Yuba-Sutter Fair	"	460.00		460.00
<b>TOTAL</b>		<b>11,733.06</b>	<b>32,157.98</b>	<b>43,891.04</b>

The above referred to list is herein certified as a true and correct list of allowed claims which have been allowed by the Board of Trustees as dated:01/04/2024

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Signature

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Signature

RESOLUTION 01-11-24

ORDER OF SUTTER-YUBA MOSQUITO & VECTOR  
CONTROL DISTRICT BOARD DIRECTING COUNTY  
TREASURER OF YUBA COUNTY TO PAY MONIES OF  
THE SUTTER-YUBA MOSQUITO & VECTOR CONTROL  
DISTRICT OVER TO THE TREASURER OF SUTTER  
COUNTY PURSUANT TO SECTION 2073 OF THE  
HEALTH AND SAFETY CODE.

The Board of Trustees of the Sutter-Yuba Mosquito & Vector Control District having met and passed a resolution authorizing David Schmidl as President of the Board of Trustees of said mosquito & vector control district to draw an order on the County Treasurer of Yuba County requesting that he settle with the District board and pay over to the Treasurer of Sutter County all money in his possession belonging to the district.

**NOW, THEREFORE, IT IS HEREBY ORDERED**, pursuant to said resolution that the Yuba County treasurer be and he hereby is requested to settle with said District Board and to pay to the Treasurer of Sutter County all money belonging to the District which is in his possession under the provisions of Section 2073 of the Health and Safety Code of the State of California.

Dated: January 11, 2024

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David Schmidl, President  
Board of Trustees  
Sutter-Yuba Mosquito  
& Vector Control District

### 2024 Annual Flood Insurance Premium

Location		2019	2020	2021	2022	2023	2024
<b>Main Office</b> Policy #6500186138	Coverage Limits: \$250,000/\$75,000 \$1,250 Deductible	\$1,587	\$1,656	\$1,861	\$1,314	\$1,417	\$1,417
<b>Bio Control Building</b> Policy #6500186139	Coverage Limits: \$300,000/\$50,000 \$1,250 Deductible	\$1,732	\$1,808	\$2,036	\$1,386	\$1,498	\$1,498
<b>Auto Maintenance Building</b> Policy #6500189946	Coverage Limits: \$350,000/\$150,000 \$1,250 Deductible	\$2,388	\$2,497	\$2,827	\$1,609	\$1,750	\$1,750
<b>Paint, Welding, Carpenter Shop</b> Policy #6500186131	Coverage Limits: \$200,000/\$50,000 \$1,250 Deductible	\$1,408	\$1,468	\$1,644	\$1,155	\$1,237	\$1,237
<b>Chemical Storage</b> Policy #6500186134	Coverage Limits: \$50,000/\$50,000 \$1,000 Deductible	\$689	\$710	\$774	\$875	\$919	\$919
<b>Box Car Equipment Storage Building</b> Policy #6500186133	Coverage Limits: \$50,000/\$50,000 \$1,000 Deductible	\$978	\$1,016	\$1,125	\$865	\$908	\$908
<b>905 Market Street Office</b> Policy #6500189957	Coverage Limits: \$350,000/\$10,000 \$1,250 Deductible	\$1,870	\$1,953	\$2,202	\$1,476	\$1,396	\$1,396
<b>925 Market Street Warehouse</b> Policy #6500189961	Coverage Limits: \$350,000/\$0 \$1,250 Deductible	\$1,870	\$1,953	\$2,202	\$855	\$958	\$1,077*
							(+1.2%)
<b>Totals:</b>		<b>\$12,522</b>	<b>\$13,061</b>	<b>\$14,671</b>	<b>\$9,535</b>	<b>\$10,083</b>	<b>\$10,202</b>

Current coverage expires February 26, 2024

\*\$141 Increase cap will be lost if policy lapses

**SUTTER-YUBA MOSQUITO & VECTOR CONTROL DISTRICT**  
**Required Supplementary Information**  
**Budgetary Comparison Schedule**  
**General Fund**  
**For the Year Ended June 30, 2023**

	Original Budget	Final Budget	Actual Amounts (Budgetary Basis)	Variance with Final Budget Positive (Negative)
<b>REVENUES</b>				
Taxes and assessments	\$ 4,368,657	\$ 4,368,657	\$ 4,625,124	\$ 256,467
Intergovernmental revenue	26,477	26,477	40,361	13,884
Use of money and property	81,330	81,330	93,735	12,405
Charges for services	35,029	35,029	27,110	(7,919)
Other revenue	68,667	68,667	96,158	27,491
<b>Total Revenues</b>	<u>4,580,160</u>	<u>4,580,160</u>	<u>4,882,488</u>	<u>302,328</u>

**EXPENDITURES**

Current general government:				
Salaries and benefits	2,301,193	2,301,193	2,107,640	193,553
Chemicals	1,050,000	1,050,000	1,024,347	25,653
Clothing and personal supplies	19,000	19,000	13,061	5,939
Communications	18,000	18,000	15,085	2,915
Household expenses	2,000	2,000	621	1,379
Insurance	85,500	85,500	143,521	(58,021)
Repairs and maintenance	53,000	53,000	48,564	4,436
Memberships	14,000	14,000	13,932	68
Office expenses	15,500	15,500	14,478	1,022
Professional services	430,000	430,000	418,211	11,789
Publications and legal notices	15,000	15,000	13,585	1,415
Rents and leases	18,250	18,250	4,644	13,606
Small tools and supplies	4,000	4,000	1,460	2,540
Special department expense	10,000	10,000	7,255	2,745
Biological control	10,000	10,000	10,296	(296)
Entomology lab	24,000	24,000	26,068	(2,068)
Transportation and travel	77,500	77,500	58,818	18,682
Utilities	15,000	15,000	12,911	2,089
Miscellaneous	6,400	6,400	8,778	(2,378)
Debt service:				
Principal	-	-	11,915	(11,915)
Interest	-	-	1,085	(1,085)
Capital Outlay	175,500	175,500	224,985	(49,485)
<b>Total Expenditures</b>	<u>4,343,843</u>	<u>4,343,843</u>	<u>4,181,260</u>	<u>162,583</u>

**Excess of Revenues Over (Under) Expenditures**

	236,317	236,317	701,228	464,911
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**OTHER FINANCING SOURCES (USES)**

Proceeds from debt	-	-	52,272	52,272
<b>Total Other Financing Sources (Uses)</b>	<u>-</u>	<u>-</u>	<u>52,272</u>	<u>52,272</u>

**Net Change in Fund Balance**

	236,317	236,317	753,500	517,183
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**Fund Balances - Beginning**

	6,710,304	6,710,304	6,710,304	-
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**Fund Balances - Ending**

	<u>\$ 236,317</u>	<u>\$ 6,946,621</u>	<u>\$ 7,463,804</u>	<u>\$ 517,183</u>
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