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SUTTER-YUBA MOSQUITO & VECTOR CONTROL DISTRICT SPECIAL MEETING AGENDA

701 Bogue Road, Yuba City, CA. (530) 674-5456
Thursday, May 21, 2026, 4:30 P.M.

1. Call to Order
2. Pledge of Allegiance
- motion 3. Election of Board President: With the resignation of Board President David Schmidl, a new officer needs to be elected.
- motion 4. Approval of April 9, 2026 minutes
- motion 5. Approval of Bills for April 2026
- motion 6. Merit increase for Kayla Valencia, Administrative Manager. Valencia is being recommended for a salary increase effective May 1, 2026. The salary increase will be from step 7 to step 8, Administrative Manager on the salary range schedule.
- motion 7. Merit increase for Kasey Combo, Bio Control Technician. Combo has completed his probationary period and is being recommended for a salary increase effective May 1, 2026. The salary increase will be from step 1 to step 2, Bio Control Technician on the salary range schedule.
- motion 8. Approval to discontinue Board approval of individual employee merit increases and align practice with existing personnel policy section 3.01c
- motion 9. Resolution 05-21-26: Request for the 2nd Installment of Yuba County Taxes.
- motion 10. Approval to classify the General Foreman Position as Exempt.
- motion 11. Approval of an Ad Hoc Personnel Committee: The committee will meet with employee representatives regarding wage, COLA and benefits requests prior to the Regular Meeting in June.
- motion 12. Approval of the Manager's District Activity Report
13. Public Comments
- motion 14. Adjournment

If you are a disabled person and need a disability-related modification or accommodation to participate in this meeting, please 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 to enable the District to make reasonable arrangements and ensure accessibility.

APRIL 9, 2026 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, April 9, 2026.

PRESENT: President Schmidl, Ghag, Kirchner, Link, Samayoa

ABSENT: Sanbrook, Luce

ALSO PRESENT: Manager Abshier, General Foreman Songer and Ken Meyers of Meyers Investment Group.

EMERGENCY AGENDA ITEMS: None

CONSENT AGENDA:

- A. Minutes of March 12, 2026
- B. Bills for March 2026
- C. Merit increase for Devin Lake, Mosquito Control Technician II: Mr. Lake has completed 5 years with the District and has obtained Vector Control Technician certification in categories C & D with the Ca Dept of Public Health and is being recommended for a salary increase, to be effective April 1, 2026. The salary increase will be from step 4 Mosquito Control Technician II to step 4 Mosquito Control Technician III of the salary range schedule for Mosquito Control Technician III.

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

QUARTERLY REVIEW OF THE DISTRICT'S DEFINED BENEFIT PLAN INVESTMENTS AS OF APRIL 8, 2026: Ken Meyers of Meyers Investment Group provided a quarterly investment review as of April 8, 2026. The portfolio returned approximately 10% for the 2025 calendar year. Year-to-date performance is down approximately 1.71%, with some March data still pending from the Millennium/Partners account. Meyers reported strong performance from the Dorsey Wright portfolio and noted Suncoast as a current underperformer at approximately 12% down year-to-date, though composed of fundamentally strong companies. Meyers discussed broader market conditions, including volatility in technology stocks, impacts from artificial intelligence trends, and uncertainty related to interest rates and global events. Meyers explained that recent media attention has focused broadly on private credit investment firms, such as Cliffwater, due to the rapid growth of the industry and redemption limitations associated with some funds. Meyers stated that Cliffwater continues to perform well and that he does not have concerns with the fund. Meyers made no recommendations for changes to the current investment allocations. No action was taken by the Board.

APPROVAL OF A MEAL & TRAVEL REIMBURSEMENT POLICY: Abshier presented a comprehensive meal and travel reimbursement policy modeled after the County of Sutter. The policy outlines eligible travel and meal expenses, receipt requirements, reimbursement limitations, and circumstances qualifying for reimbursement. Abshier noted that the policy includes per diem reimbursement rates for meals and incidental expenses based on the U.S. General Services Administration guidelines, providing clear standards and greater consistency for employee reimbursements during District-related travel. Abshier stated that the policy had also been reviewed by District legal counsel, who found the policy to be satisfactory. A motion was made by Link and seconded by Samayoa to approve the policy. The motion was approved by a unanimous vote.

APPROVAL TO AMEND THE DISTRICT FIXED-ASSET CAPITALIZATION POLICY AND FIXED-ASSET ACCOUNTING CONTROL POLICY. THE AMENDMENTS WILL RAISE THE QUALIFYING VALUE OF PURCHASES SUBJECT TO THE POLICIES FROM \$2,500 TO \$5,000, TO BE EFFECTIVE JULY 1, 2026: Abshier outlined amendments to the District's Fixed-Asset Capitalization Policy and Fixed-Asset Accounting Control Policy to increase the capitalization threshold from \$2,500 to \$5,000, effective July 1, 2026. Abshier explained that the policies themselves would remain substantively unchanged, with the amendment only adjusting the qualifying dollar amount due to increased costs of goods and services over time. The Fixed-Asset Capitalization Policy establishes how the District determines and depreciates the useful life of fixed assets, while the Fixed-Asset Accounting Policy outlines the records and tracking requirements maintained for fixed assets. Because both policies reference the capitalization threshold, amendments to both policies required Board approval. Abshier noted that Sutter County has also recently increased its capitalization threshold. The proposed amendments were reviewed by the District's auditor, Smith and Newell, and by District legal counsel, both of whom provided favorable feedback regarding the changes. A motion was made by Samayoa and seconded by Link to approve the Fixed-Asset Capitalization Policy amendment. The motion was approved by a unanimous vote. A motion was made by Samayoa and seconded by Link to approve the Fixed-Asset Accounting Control Policy amendment. The motion was approved by a unanimous vote.

APPROVAL OF PROFESSIONAL WEBSITE HOSTING & MANAGEMENT SERVICES. SERVICE PROVIDERS MUST BE APPRISED OF ADA COMPLIANCE / WCAG 2.1 AA REGULATIONS. INFORMAL BIDS WILL BE PRESENTED TO THE BOARD: Abshier reviewed proposals from Streamline and Revize for professional website hosting and management services to address updated ADA and Website Content Accessibility Guidelines (WCAG) compliance requirements for public agency websites. Abshier explained concerns with the District's current website provider, including reliance on a single remote contractor and the increasing importance of maintaining accessibility compliance as enforcement standards become more stringent for public agencies. Abshier noted that non-compliant public agency websites may be subject to both legal liability and enforcement actions related to accessibility regulations. He stated that both companies provide website hosting, training, social media integration, and ADA compliance support services. Abshier noted that Streamline is widely used by mosquito and vector control districts and appeared to be more proactive regarding accessibility compliance requirements. He also noted that Streamline's proposal was slightly lower in overall cost and included website content migration services and access to a royalty-free photo library. Based on functionality, compliance support, and cost, Abshier recommended selecting Streamline. Link asked whether there were any termination concerns with the District's current website provider. Abshier responded that the current agreement is month-to-month. A motion was made by Kirchner and seconded by Samayoa to approve a contract with Streamline. The motion was approved by a unanimous vote.

APPROVAL OF A CONTRACT FOR TEXT MESSAGING SERVICES. THIS SERVICE WILL PROVIDE A PLATFORM FOR SENDING PUBLIC HEALTH RELATED TEXT MESSAGING TO DISTRICT RESIDENTS: Abshier presented a one-year agreement for a public health text messaging service at an annual cost of \$4,000. He explained that the District had previously budgeted for the service, but contract language and liability provisions required additional review by legal counsel before moving forward. The service would allow the District to send public health related notifications to approximately 65,000 residents within the District using voter registration data. Abshier stated that messages must comply with the Telephone Consumer Protection Act and therefore will be limited to public health information, such as West Nile Virus activity or mosquito-related health risks. He also noted that each message would include an option for recipients to opt out of future notifications. Samayoa discussed the potential value of coordinating with local Office of Emergency Services agencies for public outreach efforts. A motion was made by Samayoa and seconded by Link to approve the contract. The motion was approved by a unanimous vote.

APPROVAL OF PROFESSIONAL SERVICES TO ADMINISTER DIRECT ASSESSMENTS THROUGH THE COUNTY OF SUTTER FOR PARCELS WITHIN THE BOUNDARIES OF THE MERIDIAN ANNEXATION AREA. INFORMAL BIDS PRESENTED TO THE BOARD: Abshier explained that the District annually administers direct assessments for parcels within the Meridian annexation area through the County of Sutter. He stated that in prior years the District worked directly with the County Assessor's Office and the County Information Technology staff to identify and filter parcels within the annexation boundaries for assessment purposes. However, the County recently informed the District that it would no longer provide that service to special districts, requiring the District to seek third-party assistance moving forward. Abshier explained that the Meridian annexation area was established prior to Proposition 218, allowing the District to utilize a direct assessment structure where parcels are charged the same assessment amount, rather than conducting a more complex benefit assessment process requiring engineering analysis. He noted that proposals were received from SCI and Laughlin & Spence to administer the assessment services. Both firms proposed similar scopes of work, including identifying qualifying parcels, maintaining assessment records, and processing annual updates for parcel splits or mergers. Abshier stated that Laughlin & Spence submitted the lower proposal, is fully capable of providing the required services, and provides similar services to some local special districts. A motion was made by Kirchner and seconded by Link to approve a three-year agreement with Laughlin & Spence. The motion was approved with the following roll-call vote:

Aye: Ghag, Kirchner, Link, Samayoa

Nay: None

Abstain: Schmidl

PUBLIC COMMENTS: None

MANAGER COMMENTS:

- Surplus auction items netted approximately \$13,189.71 after the seller's commission.
- One West Nile Virus positive dead bird was reported in San Diego County with no other activity statewide.
- The annual coordination meeting with the U.S. Fish and Wildlife Service (USFWS) is pending scheduling coordination between regional mosquito control districts and USFWS staff.
- A presentation was given by Abshier at the Yuba City Council meeting on March 17 going over a variety of District activities.

- District staff attended a farmer's market in the town of Sutter on April 2 and engaged with attendees about mosquito bite prevention and District operations.
- The entomology staff have expanded public outreach efforts through coordination with local schools, providing educational presentations to students and has scheduled additional presentations in the coming weeks.
- Abshier and District Entomologist Garrison participated in discussions with researchers at East Carolina University regarding development of a mosquito testing wind tunnel designed to simulate field testing of pesticide efficacy on mosquitoes in a controlled laboratory setting.
- Field inspections and treatments have been ongoing in river bottom areas that produce mosquitoes as river levels rise from reservoir water releases.
- Mosquitofish are now available to public at the District yard as of April 1.
- NJLT traps were deployed April 8th and data will be recorded weekly and then be presented at the next board meeting.
- Sentinel chickens will be deployed to their coops on April 23. The chickens' blood is tested bi-weekly for detection of mosquito borne diseases.
- The California West Nile Virus Dead Bird hotline and online reporting service is now active. Members of the public can report a dead bird by calling 1-877-WNV-BIRD or by visiting "westnile.ca.gov".
- Seasonal staff will begin working on Monday, May 4th for the mosquito season.
- Multi-lingual outreach efforts underway through Spanish-speaking radio and Spanish, Punjabi, and Hmong print materials.
- Manager Abshier will be on vacation during the May 14 Board meeting and Songer will assist in presenting agenda items.

TRUSTEE COMMENTS: Board President Schmidl announced his retirement following 47 years of service on the District Board. Trustees expressed their appreciation for his longstanding leadership, dedication, and service to the District and community, and stated that he would be greatly missed.

ADJOURNMENT: There being no further business, a motion was made by Samayoa and seconded by Kirchner to adjourn the meeting. The motion was approved by a unanimous vote.

President Schmidl adjourned the meeting.

John Sanbrook, Board Secretary

Sutter-Yuba
Mosquito & Vector Control District

MANAGER

Stephen E. Abskier

GENERAL FOREMAN

Joseph E. Songer

RESOLUTION 05-21-26

ADMIN. MGR.

Kayla G. Valencia

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 the 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 they settle with the District board and pay over to the Treasurer of Sutter County all money in their possession belonging to the district.

NOW, THEREFORE, IT IS HEREBY ORDERED, pursuant to said resolution that the Yuba County treasurer be and they hereby are 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 their possession under the provisions of Section 2073 of the Health and Safety Code of the State of California.

Dated: May 21, 2026

[INSERT NAME], President
Board of Trustees
Sutter-Yuba Mosquito
& Vector Control District

*Post Office Box 726, 701 Bogue Road
Yuba City, California 95992
530/674-5456
Fax 530/674-5534*

Regulations re: Exempt positions in California:

- the federal Fair Labor Standards Act (FLSA),
- California Labor Code § 515,
- California IWC Wage Orders (where applicable)

Minimum requirements for a California special district employee to be exempt

1. Salary requirement

The employee usually must:

- be paid on a salary basis,
 - and earn at least twice the state minimum wage for full-time work (\$70,304 annually in 2026)
-

2. Primarily engaged in exempt duties

The employee must spend more than 50% of actual work time performing exempt duties.

Exempt duties generally include:

- managing departments or programs,
 - high-level administrative work,
 - policy development,
 - professional analytical work,
 - independent decision-making,
 - supervision of staff.
-

3. Independent judgment and discretion

The employee must regularly exercise:

- independent judgment, discretion, and authority on important matters.
 - evaluates options, makes meaningful decisions, interprets policy, or manages operations without constant supervision.
-

4. Duties must fit a recognized exemption category

Executive exemption

Typically requires:

- managing a department/division/program,
- supervising at least two employees,
- meaningful supervisory authority.

District Activities May 21, 2026

- **Seasonal staff started May 4**
 - new employees sexual harassment training (SB1343) & Violence Prevention Plan
 - respirator fit tests, pesticide safety & label trainings
 - catch basins, inspecting & treating tires, pastures, river bottoms, service requests, pools
 - some rice emerging, checking for larval production
- **Vector Control Tech exam May 14**
 - 4 employees took exams, 3 categories C&D, 1 categories A&B
- **District Use of County OES messaging**
 - reached out to determine kinds of messaging we can coordinate
- **CBS 13 TV news** at the District May 28th for a story on sentinel chickens & virus surveillance
- **Y-S Public Health Officer Dr. Luu going to Sac County** June 1, making contact with interim PHOs
- **Aerial Pool Flight** scheduled for early June, however delay caused by camera equipment failure.
- **MVCAC Spring Meeting May 7th**
 - primarily focused on budget
 - operating budget - projecting \$566,962 income & \$553,566 in expenses (+\$13,396)
 - annual dues increase of 2% keeping us in the black
 - looking at additional cuts to expenses
 - save \$10k: Dead bird Hotline
 - save \$6k: Digital Proceedings
 - save \$4k: RFP for audit
 - largest expenses management & lobbying contractors (about \$400,000)
 - Annual conference Hilton Los Angeles / Universal City from January 24-27, 2027
- **Media campaign**
 - ads in A-D & Dispatch May 22 & 23 green pools, backyard sources, mosquitofish
 - radio ads start early June, added 99.9 FM Spanish station
 - Hmong language brochures -County Health Depts, Ampla Health
 - videographer to shoot 2nd 30 sec video re WNV for our streaming campaign, ad starts in July
 - transit ads in June Shelter/Bench McGowan, N Beale Rd, B st MSVL, F street MSVL, Franklin, Butte House Rd.
 - 3 buses -routes rotate to include all areas
- **Next month's meeting- preliminary budget**
- **New Trustees required trainings:**
 - 60 days to complete SB827 financial training; current trustees til Dec 31, 2027
 - CSDA Webinar Jun 17, 2026 from 01:00 PM to 03:00 PM, \$125
 - 30 days to complete Sexual Harassment and Ethics training