

Original

**CHURCHILL COUNTY MOSQUITO, VECTOR & NOXIOUS WEED ABATEMENT DISTRICT
 BOARD OF TRUSTEES
 CHURCHILL COUNTY, NEVADA
 7400 Reno Highway
 Fallon, Nevada 89406
 (775) 423 – 2828
 Fax: (775) 428 – 2829
 E-mail: servicerequest@ccmosquito.org
 Website: ccmosquito.org**

*****NOTICE OF PUBLIC MEETING*****

Please Post

PLACE OF MEETING: Churchill County Administration Complex, Room 102
 155 North Taylor, Fallon, Nevada

DATE: Thursday the 15th day of February 2024

TIME: 5:30 P.M.

TYPE OF MEETING: January 2024 Operations Report

Notes:

1. This meeting is subject to all provisions of Nevada Open Meeting Law (NRS Chapter 241). Except as otherwise provided for by law, this meeting is open and public.
2. Action will be taken on all agenda items unless otherwise noted.
3. The agenda is a tentative schedule. The Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees may act upon the people's business in the most efficient manner possible.
4. In the interest of time, the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees reserves the right to impose uniform time limits upon matters devoted to public comment.
5. Any statement made by a member of the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustee during the public meeting is absolutely privileged.

Agenda:

- 1. Call to Order.**
- 2. Pledge of Allegiance.**
- 3. Public Comment.**
- 4. Review and Adoption of Agenda.**
- 5. Discussion and Approval of Minutes from January 18th, 2024.**
- 6. Certificate of Posting.**

7. Correspondence.

- 1 Invasive Pests of Concern to Nevada
- 2 Environmental Health Specialist job description
- 3 Delta County, California - Manager's job description
- 4 December Monthly Climate report
- 5 January Monthly Climate report
- 6 Mosquito Control Organization and Issues in Texas – Wing Beats
- 7 January 11, 2024 – Increase rates for District/ Employee Health Insurance
- 8 Department of Transportation reimbursement for \$13,803.08.

8. Appointments.

9. Old Business.

- 1 Discussion of and added language to the current District Manager job description.
- 2 Discussion of budgeted money available for this current budget year.
- 3 Discussion and possible action regarding new and used prices for an enclosed cab, single row seating, utility bed side by side. See Pioneer 2022 700-4 and 1000-5 models.
- 4 Discussion and possible action regarding authorizing earnest money (\$1,500.00) to be spent for a side by side with single row seating and an utility bed. The cap for this vehicle, if found before the next meeting, would be thirty thousand dollars.
- 5 Discussion and possible action regarding the purchase of an A1 Boss Mist Sprayer with a 40 gallon tank with a \$3,705.00 purchase price.
- 6 Discussion of and possible action regarding the 2024 Aerial Contract.
- 7 Discussion, review and possible action regarding the Annual report for 2023.
- 8 Discussion and possible action regarding the Churchill County Grade and Step Pay Plan and the Job Title and Range document with relevance to the District Manager's job description.

10. New Business.

- 1 Discussion and possible action regarding making Nevada Deferred Compensation option available to District employees.
- 2 Discussion and possible action regarding the 2024 school program and the topics that the Trustees would like to see taught regarding the District and mosquito / noxious weed abatement.

11. District Manager's Report and Operations Review.

12. Board Members' Report.

13. Any Requests for Future Agenda Items.

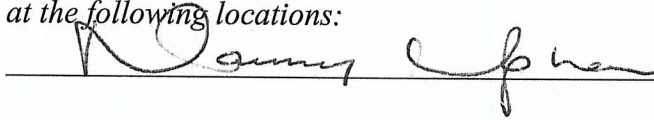
14. Expenditures.

- January 2024 Expenditures
- February 2024 Expenditures

15. Public Comment.

16. Adjournment.

I, Nancy Upham, on behalf of the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees, do hereby certify that I posted, or caused to be posted, a copy of this notice of public meeting, at approximately noon on the 9th day of February 2024, at the following locations:



1. District Office 7400 Reno Highway, Fallon, Nevada
2. Churchill County Law Enforcement Facility, 73 N. Maine St. Fallon, Nevada
3. Churchill County Administrative Office Complex, 155 N. Taylor St. Fallon, Nevada
4. Churchill County Website @ <https://churchillcounty.org>
5. The State of Nevada Website @ <https://notice.nv.gov/>

Disclosures:

- * Churchill County Mosquito, Vector, and Noxious Weed Abatement District is an equal opportunity provider and employer.
- * Any witness who is testifying before a public body is absolutely privileged to publish defamatory matters as a part of the public meeting, except that it is unlawful to misrepresent any fact when testifying.
- * The contact person for the information is District Manager, Nancy Upham at (775) 423-2828.

Accommodations:

Churchill County Mosquito, Vector, and Noxious Weed Abatement District will make all reasonable efforts to assist and accommodate physically handicapped persons desiring to attend. Persons who are disabled and require special assistance may contact the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees in writing at 7400 Reno Highway, Fallon, Nevada 89406, or by calling (775) 423-2828.

Procedures:

- * The public meeting may be conducted according to the rules of parliamentary procedure.
- * Matters set upon the "consent agenda" may be discussed and considered as part of new business as necessary.
- * Persons providing public comment will be asked to state their name for the record.
- * Persons providing testimony during a public hearing will be sworn as witnesses.
- * The Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees reserves the right to restrict participation by persons in the public meeting where the conduct of such persons is willfully disruptive to the people's business.
- * Appointments need to be made to the District Manager at least four (4) working days before the meeting date.
- * If desired, the public is allowed to speak for a three-minutes maximum after each action item.
- * Items on the agenda may be taken out of order.
- * The public body may combine two or more agenda items for consideration.
- * The public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Public Records:

- * An audio tape recording of this meeting will be made and preserved for a period of one (1) year.
- * Copies of supporting materials provided to the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees are available upon request.

Churchill County Mosquito, Vector, and Noxious Weed Abatement District
Board of Trustees
Churchill County, Nevada
7400 Reno Highway
Fallon, NV 89406
Meeting January 18th, 2024
OPEN MEETING SESSION

1. Call to Order

Chairwoman, Cynthia McGarrah called the meeting to order at 5:32 PM.

BOARD OF TRUSTEES

Chairwoman, Cynthia McGarrah
Vice Chairman, Marion Jonte
Trustee, Richard Grondin
Trustee, Barry Stewart
Trustee, Kim Turner

Legal Counsel, Joseph Sanford
District Manager, Nancy Upham
Assistant Manager, JD MacKay
Board Secretary, Melania Sagi

Public Present

None

2. Pledge of Allegiance:

All stood for the Pledge of Allegiance.

3. Public Comment:

None

4. Review and Adoption of the Agenda:

Ms. Upham requested that the Agenda be adopted as is. Mr. Grondin made a motion to adopt the Agenda as is. Mr. Jonte seconded the motion and it passed unanimously.

5. Discussion and Approval of Minutes from December 14th, 2023:

Mr. Jonte made a motion to approve the minutes from December 14th, 2024. Ms. Turner seconded the motion and it passed unanimously.

6. Certificate of Posting:

Ms. Upham stated that the Agenda was posted in accordance with NRS.

7. Correspondence:

None

8. Appointment:

None

9. Old Business:

1. Discussion of and added language to the current District Manager job description. Ms. Upham provided the Board members with the former District Manager's job description. She explained that she has been researching current District Manager job postings and they are usually 500 words or less so this one will need to be consolidated. Ms. McGarrah said that she noticed a few redundancies. Mr. Grondin asked if a corresponding college degree was a necessity. Ms. Upham said that it was not a requirement, and she believes the District would benefit from an experienced local more than someone from farther away with a degree. Mr. Stewart asked if there was specific wording that explained the position was mostly outdoors as a potential hire would need to be aware. Ms. Upham agreed that that could be specifically mentioned. Ms. McGarrah said there were good suggestions and Ms. Upham said she would present the Board with an updated description before the next meeting.

10. New Business:

1. Review and discussion of the District's vehicle status and upgrades intended to be purchased in the next budget cycle. Ms. Upham stated that the District would need another truck, potentially a three-quarter ton, as well as a side-by-side. Mr. Stewart asked if this had already been an agenda item and was approved. Ms. Sagi clarified that yes, it had been discussed and a deposit was approved for Ms. Upham and Mr. MacKay to place a vehicle on hold at a dealership until the Board Members made a final decision. Mr. Sanford stated that this would be the simplest course of action. He added that the other option would be for the Board Members to specifically approve a vehicle within certain parameters but that would limit Ms. Upham's search. Ms. Upham said she and Mr. MacKay would look into putting a deposit on a vehicle and update the Board when they had done so.

Mr. Jonte asked about the side-by-side. Mr. MacKay stated that currently, the District uses trucks, quad runners, Argo's, and the airboat for onsite treatment. The Argo's are ideal for unique environments, expensive to repair, and the repair facilities are out of state. The benefits of a side-by-side are that it is easier to repair, can carry more personnel and equipment, and is enclosed in a roll cage. The quad runners are nimbler but are not as safe for the technicians. Mr. MacKay added that the Argo's had intricate parts that often needed to be replaced. With technology continuing to progress, the side-by-side is efficient, simple, safer, and cheaper to run.

2. Discussion of equipment recently purchased and its effectiveness in District operations. Last year the District purchased the A1 mister, sprayer backpacks, and the airboat. The technicians have been utilizing all of the equipment. Ms. Upham explained that she would be able to provide the Board with a more comprehensive comparison after a lighter water year.

3. Discussion and possible action regarding the election of the:
 - a. Chairperson for 2024 and, Ms. McGarrah stated that she would be willing to serve as the District Chairwoman again. Ms. Turner made a motion to appoint Cynthia McGarrah as Chairwoman for the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board for 2024. Mr. Grondin seconded the motion and it passed unanimously.
 - b. Vice-Chairperson for 2024. Mr. Jonte stated that he did not feel he could adequately fill the requirements for the Vice-Chairman role going forward and he would like to step down from the responsibility. Mr. Grondin nominated Kim Turner. Mr. Stewart made a motion to appoint Kim Turner as Vice-Chairwoman for the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board for 2024. Mr. Jonte seconded the motion and it passed unanimously.

11. District Manager's Report and Operations Review:

Ms. Upham stated that the District was closed for most of December. The field technicians were on limited hours with a short leave from December 14 to January 9. She added that since this January meeting was held during the third week of the month, the February meeting would be approaching quickly. She will give the Board more of an update on what is happening in the office at that time.

12. Board Member's Reports:

None

13. Any Request for Future Agenda Items:

Ms. Upham stated that the Aerial contract with Frey Spray, LLC will need to be reviewed for 2024.

14. Expenditures:

December 2023 Expenditure

It was tabled until the February 2024 meeting.

15. Public Comment:

None

16. Adjournment:

Ms. McGarrah called the meeting to a close at 6:14 PM.

SIGNATURE:

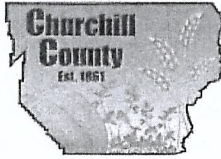
Chairwoman or Vice Chairman

DATE:

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT DISTRICT
Invasive Pests of Concern to Nevada

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 14, 2024

December 6, 2023, JD, Melania and Nancy attended a training at the Department of Agriculture regarding Invasive Pests (insects) of Concern to Nevada. I am having booklets made for you all at Jeff's Office Supply. I will be bringing these to the meeting. I will have a few extra booklets so if you have anyone who may be looking out for such insects, please let me know and I will reach out to them.



Churchill County Environmental Health Specialist

SALARY	\$28.52 - \$33.10 Hourly	LOCATION	Fallon, NV
JOB TYPE	Full-Time Regular	JOB NUMBER	2023-0086
DEPARTMENT	Central Nevada Health District	OPENING DATE	12/15/2023
CLOSING DATE	Continuous	FLSA	Non-Exempt

Position Summary

The Central Nevada Health District (CNHD) is driven to serve the residents of our communities to bring about better health outcomes and protect our communities' way of life in rural Nevada. One of the functions of the CNHD is protecting our communities against potential environmental illnesses and threats. We are looking for someone who shares our passion and who can carry out inspections, work cooperatively with institutions and businesses to bring about compliance, issue citations when necessary, and do whatever else is necessary to protect the public health of our communities. The right person will have a bachelor's degree from an accredited college or university with major course work (at least 30 semester hours or 45 quarter hours) in biology, physics, physical science, chemistry, chemical engineering, geology, earth science, environmental science, environmental health, sanitary engineering, environmental engineering, or allied health sciences. Ideally, the person will also have some experience in conducting health inspections and documenting the results. While the position is primarily located in Fallon, regular travel to clinics in other counties (currently Eureka, Pershing, and Mineral Counties) will be required.

If you think you can rise up to the challenge and you meet the qualifications, ***please apply online at www.churchillcounty.org/careers. Applications will be received on a rolling basis until the position is filled; apply soon to receive early consideration!***

Consider working for Churchill County! The county pays 100% of the retirement contribution to PERS on your behalf (33.5% over and above your wage, equivalent to \$9.41/hour or over \$19,500/year). The county pays 100% of the employee-only health insurance premiums (equivalent to \$5.31/hour or \$11,050/year). AND you will not have Social Security taken out of your paycheck, which results in an additional 6% take-home pay (equivalent to \$1.71/hour or \$3,500/year).

Position Summary: Under general supervision, conducts routine inspections of public facilities in order to ensure compliance with Central Nevada Health District (CNHD) and Nevada state laws and regulations governing Environmental Health and Safety; seeks to protect the public against disease, sickness, illness, and/or injury; investigates environmental health-related epidemiological complaints.

DISTINGUISHING CHARACTERISTICS:

This position is distinguished from the Environmental Health Manager by the latter's responsibility for supervision and completion of all the Environmental Health division's activities.

Essential Functions

This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.

- Demonstrates regular, reliable, and punctual attendance.
- Performs routine compliance inspections of facilities including but not limited to the following: retail, wholesale, mobile, and non-profit food establishments and vendors; public, private, and charter schools; private, public and institutional child-care facilities; hotels, motels, septic tank systems, vector/ animal disease surveillance, collection and abatement, recreational vehicle parks, and mobile home parks; correctional institutions; body art facilities; public swimming pools; and other environmental health issues.
- Documents all violations, issues notices of corrective action, and ensures future adherence through periodic follow-up visits.
- Issue Notices of Violation and/or Cease and Desist orders to illegal food vendors or facilities that require permits and/or illegal dumping suspects; issues Nuisance Abatement orders to persons causing or maintaining conditions that are a public health hazard or environment health nuisance.
- Provides general policy compliance information to architects, owners/operators, contractors, consultants, and other independent entities.
- Responds to walk-in and telephone complaints and requests for information on regulations, procedures, systems, and precedents relating to assigned program.
- Collects random samples of water, soil, waste, food, and animals suspected of contamination; delivers samples to the laboratory for processing and assessment.
- Reviews construction application documents and plans for food establishments, public swimming pools, Child Care facilities, schools, public accommodations, individual sewage disposal facilities, mobile home and RV parks, and solid waste facilities; approves or denies applications based on factual evidence; issues permits as appropriate.
- Investigates and compiles data for special projects; collects and assembles data and background materials for reports and/or presentations.
- Prepares reports and recommendations for all inspections; maintains records on all inspection sites; updates files and continuously monitors sites for health safety compliance and remediation.
- Conducts educational presentations on food-safety and other regulated topics.
- Testifies in judicial and semi-judicial proceedings and hearings.
- Contributes to the overall quality of the district's service provision by developing and coordinating work teams and by reviewing, recommending, and implementing improved policies and procedures.
- Demonstrates courteous and cooperative behavior when interacting with members of the public, patients, family members, visitors, and staff; acts in a manner that promotes a harmonious and effective workplace environment.

Qualifications

The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

A bachelor's degree from an accredited college or university with major course work (at least 30 semester hours or 45 quarter hours) in biology, physics, physical science, chemistry, chemical engineering, geology, earth science, environmental science, environmental health, sanitary engineering, environmental engineering, or allied health sciences; OR an equivalent combination of education, training, and experience approved by the Nevada Board of Registered Environmental Health Specialists and the District.

Required Knowledge and Skills

Knowledge of:

- District and division policies and procedures.
- Federal, State, and District laws, rules, and regulations as they pertain to environmental health.
- General principles of biological, physical, and chemical sciences used in environmental health and safety.
- General principles and application of microbiology as it relates to food-safety and disease transmission.
- Causes, means/transmission, and methods of control of food-borne diseases.
- General principles and application of chemistry as it relates to hazardous materials.

- Safe handling and storage techniques of pesticides, chemicals, and formulated or naturally occurring hazardous materials or items.
- Office procedures, methods, and computer equipment, including common office equipment.
- Computer applications related to the work.
- Techniques for dealing with a variety of individuals, at all levels of responsibility, in person and over the telephone, often where relations may be confrontational or strained.
- Communicate effectively both orally and in writing.

Skill in:

- Interpreting, applying, and explaining environmental health inspection, investigation, and enforcement principles and procedures.
- Interpreting, applying, and explaining applicable laws, codes, and regulations as they relate to the administration of public health.
- Analyzing situations accurately to take or recommend effective action.
- Obtaining public cooperation in the establishment and maintenance of reasonable public and environmental health standards.
- Responding to requests and inquiries from the general public.
- Communicating effectively both orally and in writing.
- Understanding and following oral and written instructions.
- Preparing clear and concise reports, correspondence, and other written materials.
- Collection and correct labeling of laboratory samples.
- Contributing effectively to the accomplishment of team or work unit goals, objectives, and activities.
- Demonstrating courteous and cooperative behavior when interacting with business owners, public, and staff.
- Applying computer applications related to the job.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- A valid driver's license.
- If not already registered with the Nevada Board of Registered Environmental Health Specialists (BoREHS), the employee must file with the BoREHS an application for a certificate of registration as an environmental health specialist no later than 30 days after the date on which the person initially becomes employed.
- If not already holding a current Certified Pool Operator (CPO) certificate, the employee must obtain within one (1) year of employment.
- Must obtain and maintain appropriate registration and certification from Board of Registered Environmental Health Specialists. Loss of required certification or registration by suspension, revocation, or failure to renew will result in immediate suspension and/or termination of employment.
- Incident Command System (ICS) 100

Physical Demands and Working Environment

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in a typical office setting and use standard office equipment; stamina to sit for extended periods of time; strength and agility to lift and carry up to 50 pounds; vision to read printed materials and a computer screen, and hearing and speech to communicate over the telephone and in person; ability to operate a motor vehicle; exposure to traffic conditions and external environment; and ability to safely travel to a variety of offsite locations.

Possibility of varying work schedules which may include evenings and weekends. Position will require occasional overnight travel as needed.

CONDITIONS OF EMPLOYMENT:

1. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*

2. New employees are required to submit to a background investigation and if hired for a safety-sensitive position, a drug/alcohol screen. Employment is contingent upon passing the background and the drug/alcohol screen (if applicable).
3. Any District employee may be required to stay at or return to work during emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.
4. Employees may be required to complete Incident Command System training as a condition of continuing employment.
5. Central Nevada Health District, via Churchill County, participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made. Central Nevada Health District is an Equal Opportunity Employer.

Agency

Churchill County

Address

155 N Taylor Street, Suite 177

Fallon, Nevada, 89406

Phone

(775) 428-1311

Website

<http://www.churchillcountynv.gov/hr>

Environmental Health Specialist Supplemental Questionnaire

*QUESTION 1

This position requires you to successfully pass a drug test. The county follows federal guidelines regarding drug testing, thus marijuana (cannabis, CBD products with THC, etc.) is considered a prohibited substance. Are you aware of this provision and can you pass a pre-employment (and random) drug test?

- Yes, I can pass pre-employment and random drug testing.
- No, I cannot meet the drug testing requirements.

*QUESTION 2

Employees in this position are required to have a driver's license and a good driving record to perform the duties of this position. Do you understand these requirements and are you currently able to meet them?

- Yes, I understand these requirements. I have a current valid driver's license, and I have and will maintain a good driving record.
- No, I cannot meet these requirements.

*QUESTION 3

Do you have a minimum of a Bachelor's degree from an accredited college or university which included the completion of 30 semester hours or 45 quarter hours biology, physics, physical science, chemistry, chemical engineering, geology, earth science, environmental science, environmental health, sanitary engineering, environmental engineering, or allied health sciences?

- Yes
- No

Job Description for General Manager of Delta Mosquito and Vector District

POSITION OVERVIEW

Under the authority of the Board of Trustees, the General Manager: plans, organizes, and directs a comprehensive mosquito and vector control program for the Delta Mosquito and Vector Control District; provides policy guidance and program evaluation to the Board and management staff; encourages and facilitates provision of vector surveillance and control services; fosters cooperative working relationships with partner agencies, such as state and local intergovernmental and regulatory agencies and various public and private organizations. The position is regarded as executive and technical in providing the leadership for planning and implementing short- and long-term programs. Work is performed in conformance with established policies and regulations and is subject to review by the Board of Trustees and in compliance with the regulations of a California Special District.

DISTINGUISHING CHARACTERISTICS

Must be a dynamic leader with excellent organizational, administrative, and communication skills required to manage a publicly funded special district involving pest management and public health.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

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.

Prescribe and implement general rules, regulations, and policies for the Delta Mosquito and Vector Control District.

Subject to Board approval, determine and develop operating policies; define the organizational structure, sections and assignment functions and lines of authority to carry out the District's purpose, including business, technical and scientific, and operating functions. Recommend salary structure and working conditions and maintains an employee relations program; responsible for developing a system to recruit, select, and assign subordinate employees; responsible for a system of planning, directing, and conducting training programs of District personnel; responsible for developing a system to review and evaluate work performance of subordinates.

Build positive and cooperative relationships with staff, encouraging them to continually advance in education, research, and community relations pursuits.

Develops, updates, and manages a comprehensive five-year strategic plan.

Possess excellent oral and written communication and presentation skills. Exceptional leadership skills to coach, inspire, encourage and solicit staff participation.

Evaluate program operations; confers with subordinate supervisors regarding progress and problems, provides consultation and assistance as required, and coordinates work of the various functional units.

Direct special studies as required in problem areas; direct the conduct of technical efforts to develop effective mosquito control in the District; and plan and modify programs as needed.

Prepare and administer annual budget, including analysis and justifications and present it for review and approval by the Board of Trustees; is responsible for the establishment and maintenance of an accounting system that maintains budgetary controls over expenditures; responsible for effective use of District property and documentation of all operations, maintenance of facilities/equipment, expenditures, and reviews record and takes appropriate actions when needed.

Confer with attorneys and secures legal assistance as needed; prepare documentation of evidence(s) on public nuisances for action by the Board of Trustees and/or the District's attorney.

Plan and develop a program of public community education and outreach; develop a system of providing appropriate information for release via social media and to the news media including television, newspaper, and magazine.

Keeps informed of latest technical and associated developments in mosquito/vector control and related fields; consults regularly with California Department of Public Health, California Environmental Protection Agency departments, and University of California; regularly reviews the professional literature and participates actively in the programs of professional societies and associates.

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:

- Associate degree from an accredited college or university.
- Bachelor's or advanced degree from an accredited college or university; and
- Ten years of experience in mosquito control or other related field; including three years of responsible supervisory work.

Licenses or Certifications:

- Must have a valid California driver's license with a good driving record and be insurable using the accepted guidelines of the insurance provider.

EMPLOYMENT STANDARDS

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 Examples of Important and Essential Duties.

Knowledge:

- Standard administrative practices, principles of organization and personnel management; promote programs to advance and benefit human and animal health, and contributing to the development of effective mosquito and vector control programs;

- Federal, State, and local governmental laws, codes, rules, and regulations relative to mosquito and vector control;
- Modern office and financial accounting practices and procedures;
- Computer software applications and programs including word processing, databases, spreadsheets, e-mail, and internet.

Ability to:

- Effectively communicate both orally and in writing with the Board of Trustees, public and coworkers in a tactful and courteous manner;
- Establish and maintain effective working relationships with appropriate governmental agencies, private organizations, and the general public;
- Read and understand District policies, personnel manual, and other standard operating guidelines.

Physical Demands:

The position of General Manager will require work which is varied in nature, including indoor office work and occasional outdoor physical work. Outdoor physical work includes, but is not limited to, set-up, clean-up, and participation at special events and educational presentations. The General Manager will 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 and twisting to reach equipment surrounding desk; occasional walking, standing, bending, stooping, and squatting; periodically pushing, pulling or lifting up to twenty (20) pounds; ability to read (with corrective vision if necessary); constant use of overall vision; regular computer use; occasional color and depth vision; regular repetitive motion; regular writing and typing; regular operation of office equipment, computers and clerical supplies; 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.

Fair Labor Standards Act Overtime: Exempt, receives no overtime compensation.

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

This Position will be open until February 9th, 2024, at 4:00PM PST

Delta Mosquito and Vector Control District
1737 W Houston Ave. Visalia, CA 93291
Telephone: 559-732-8606
E: Fax: 559-732-7441
Email: job@deltamvcd.gov

GENERAL MANAGER – SALARY AND BENEFITS
DELTA MOSQUITO AND VECTOR CONTROL DISTRICT

- Salary: Subject to negotiation, based on qualifications.
- Retirement: 2% @ 62 CalPERS plus Social Security.
- Medical: The District currently pays for medical coverage for the entire family. Currently the coverage is under the CalPERS Health Insurance Program.
- Dental: District currently pays for medical coverage for the entire family. Currently the coverage is under Delta Dental.
- Vision: District currently pays for medical coverage for the entire family. Currently the coverage is under Vision Service Plan (VSP).
- Life: \$10,000 life policy for member.

Short and Long term disability policy for member fully paid by district.

Long Term Care Program, CalPERS sponsored program available at member expense.

457 Deferred Compensation Program, available through the ICMA retirement corporation at member expense.

- Paid Vacation: 1.00 days per month, 12 days / yr during first 5 years;
1.25 days per month, 15 days/ yr during years 6 – 10;
1.50 days per month, 18 days/ yr during years 11 – 15;
1.75 days per month, 21 days/ yr for years 16 and beyond.
- Paid Sick Leave: 1 day per month, 12 days/ yr no limit.
Converts to time in service at retirement at rate of .004 for each day accrued (250 days = 1 year of service).
- Paid Holidays: New Years, Martin Luther King Jr., Presidents Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve afternoon, Christmas Day, Workweek between Christmas Day and New Years Day. Two floating Holidays added to vacation total on January 1st of each year.

Work Hours: 7:30 am – 4:00 pm, Monday through Friday. (Summer hours may entail 6:00 am start time between Memorial Day and Labor Day at Management's discretion).



Monthly Climate Report

NWS Reno

Issued: 01/08/2024

Includes previous Drought update (DGT) and Hydro Report (E5)



Synopsis:

December 2022 was generally a mild month with temperatures about 3-4 degrees above average (Figure 1). Precipitation was below average across the region, with only a few weaker weather systems scattered through the month (Figure 2). The bulk of December's precipitation and high elevation snowfall occurred with two storm systems on the 6th-7th and 18th-19th. While the majority of the lower elevations did not see a white Christmas, a weak upper disturbance brought between ½" and 2" of snow overnight into early Christmas morning to portions of Lassen County including Susanville, and west central NV including Fallon.

At month's end, the basin average Sierra snowpack was only 40-45% of average—a stark contrast to the same date a year ago, when Sierra snowpack basin averages were around 200% of average. No snow cover was reported at any Snotel measuring sites below 6500 feet in the Truckee, Tahoe, and Carson basins and below 8000 feet in the Walker basin as of December 31, while the Reno Airport has not observed any snow (not even a trace) so far in this winter season.

Weather Events:

The first weather system to start the month was relatively weak in terms of precipitation with only 1-4" snow for the Sierra and Tahoe basin, but it did produce peak wind gusts around 60 mph in the Surprise Valley, and 54 mph at the Reno Airport on the 2nd.

The December 6-7 storm was the biggest snow producer of the month, but even this system was not very strong by Sierra standards (Photos 1-3). Storm totals were generally between 9-18" above 7000 feet around the Tahoe basin, with 2-6" in the lower elevations and also southward into Mono County. Most areas also saw their peak winds of the month with this storm, with gusts of 50-65 mph across several locations in western NV and eastern CA, with 75-100 mph gusts in the Sierra ridges.

The December 18-19 storm arrived with higher snow levels, but the prevailing inversion lingered into the morning of the 18th, producing patchy light freezing rain in parts of northeast CA and far northwest NV. Warmer air arrived during the day, and two rounds of precipitation with this storm produced liquid amounts of 0.40-0.70" across the main urban areas of far western NV, with 1" or more for the Sierra and parts of northeast CA. Snowfall in the Sierra was generally between 4-8" above 7000 feet with a few sites receiving over 1 foot, while less than 2" fell below 7000 feet.

In between these storms, valley inversions were common with light winds and areas of fog/freezing fog. Some of the fog was dense even in western NV valleys in the days after the December 18-19 storm, halting flight operations at the Reno Airport for several hours on the morning of the 22nd (Photo 4).

A few weak disturbances closed out the month, including areas of light snow ($\frac{1}{2}$ " to 2") across parts of northeast CA-west central NV on Christmas Eve, and additional rounds of minimal precipitation on the 27th and 30th. This more progressive pattern weakened the valley inversions, allowing for temperatures to warm up into the lower 60s in some valley sites on the 27th and 29th.

Hydrology:

December was a relatively benign month for hydrology, with no flooding and limited precipitation. Streamflows in the area are still near to above normal thanks largely to the wet 2023 water year (Figure 3). Water year-to-date flows are still above average on most of the Carson, Walker, and Humboldt. Even the lower Humboldt near Imlay has continued to see above-average streamflow, a nice contrast to the zero flow experienced much of last fall and winter. The observed water year flow to date on the Humboldt near Imlay exceeded the combined 2021 and 2022 water year total volumes by late December! Soil moisture as measured by the NRCS SNOTEL remains slightly above normal in the Tahoe, Truckee, Carson, and Walker combined basins (Figure 4), and near the 70th percentile in the Humboldt Basin. The generally warm and dry conditions so far this water year have resulted in well below normal snowpack throughout the region, most notably in the watershed draining the Sierra into Nevada (Figure 5). As of early January the combined Tahoe, Truckee, Carson, and Walker basins reported below the 15th percentile by the NRCS SNOTEL network. (Figure 6). Only a couple of past years with similarly low early-season snowpacks met or exceeded the seasonal median SWE (Figure 7). Figure 7 paints a slightly more optimistic picture by projecting past year changes in snow water equivalent (SWE) from early January onto the current conditions resulting in a ~30% chance of meeting or exceeding the median water year peak for SWE. Fortunately, more active weather is anticipated through mid-January, which is likely to improve the snowpack and water supply conditions. End of December reservoir storage is still well above normal in major reservoirs throughout the area (Figure 8).

Drought Update:

The current 2023-24' water year is off to a dry, warm start across the region (Figure 9). As of the end of December, much of western NV has only received 25-50% of average precipitation while northern Washoe County and northeast CA currently stand at 50-70% of normal precipitation. These precipitation deficits are similarly pronounced across the HSA since September, owing to a dry 2023 Fall. Additionally, the current water year temperatures range from near normal to around 2-3 degrees above normal for western NV, while the eastern Sierra and northeast CA have experienced temperatures between 3-4 degrees above average. The combination of above average temperatures and below average precipitation has led to a "snow drought" in the Sierra explained in the hydrology section above. Despite the dry water year, other long-term drought indicators such as water storage, soil moisture, and stream flows are still in good shape. The drought monitor (Figure 10) still shows no drought currently across the region.



Monthly Climate Report

NWS Reno

Issued: 02/05/2024

Includes previous Drought update (DGT) and Hydro Report (E5)



Synopsis:

More active weather returned in January 2024 as a series of winter storms with varying intensities moved across the eastern Sierra and western NV. The initial storm moved through on the 2nd and 3rd, with additional storms about every 3-4 days through most of the month. The most impactful snow events occurred on the 6th and 10th, producing icy and hazardous travel conditions even into western NV. The most impactful wind event occurred on the 13th, with gusts up to 90 mph in wind prone foothill areas of far western NV. Temperatures were generally near to below average for the first half of the month, with the coldest days on the 7th, 8th and 11th. Milder conditions returned for the second half of January, with peak warming on the final 5 days of the month. Record highs were set at Reno on the 28th-29th, with the warmest day reaching 69 degrees. This warming overcame the cool start as overall temperatures ended up about 1-4 degrees above average, with the higher end of this range over west central NV (Figure 1). Precipitation was slightly below average across most of the region due to the combined effects of several weak to moderate storm systems, but no major winter storms occurred. (Figure 2).

The storms helped to prevent the Sierra snowpack deficit from getting dramatically worse, but did not keep up with normal January gains, and some shallow low elevation snow was lost due to melting during the late month warm spell. At month's end, the basin averages were only near 50% of average--a stark contrast to the same date a year ago, when Sierra snowpack basin averages were about 180-255% of average.

Weather Events:

The first weather system of the year on the 2nd-3rd brought 2-6" of snow to the lower elevations of the Tahoe basin, about 1" to lower elevations of northeast CA, and up to 12" near the Sierra crest west of Tahoe, with locally higher amounts near 18" for southern Mono County. While the snow bypassed the main far western NV cities, portions of west central NV received snow accumulations of 1-2".

A stronger storm moved through the region on the weekend of January 6-7. This storm produced 5-10" of snow in the Tahoe basin, with 10-18" near the Sierra crest. The first snow of the season finally reached the valley floors around Reno-Carson City on the afternoon of the 6th, with a band of heavy snow producing snowfall rates up to 2"/hour. This snowfall of about 1-4" was followed by a rapid clearing with temperatures plunging well below freezing, resulting in icy road conditions through the morning of the 7th across far western NV (Photo 1). During the afternoon into the early evening hours, US-395 was shut down in both directions due to multiple accidents and stranded vehicles. Strong winds preceded this snow event with peak gusts of 50-60 mph across western NV, and 65-80 mph in wind prone areas. Sierra ridge gusts were as high as 100-140 mph.

The biggest snow producer of the month for lower elevations was the storm that arrived during the late afternoon and evening of the 10th, with an intense snow band producing snowfall rates of 3-4"/hour at times. A

large portion of western NV received 6-12" (Photo 2), with portions of Lyon County from Fernley to Silver Springs receiving up to 18" (Photo 3), due to further snow enhancement and lake-effect from Pyramid Lake. In the Sierra, snowfall amounts were similar to western NV, with 5-10" around the Tahoe basin and 10-20" in most higher elevations. Peak wind gusts were generally 40-50 mph in lower elevations, with 55-65 mph gusts in wind prone areas and 90-110 mph gusts for Sierra ridges. This widespread snow led to a chilly day on the 11th, with highs remaining below freezing across nearly all of western NV and continued icy travel conditions.

The next storm on the 13th was most notable for producing strong winds. Gusts of 70-90 mph were reported in many wind prone sites across western NV and eastern CA, with gusts 50-65 mph in lower elevations. There were also several reports of wind damage (snapped power poles, trees) through the greater Reno-Carson City-Minden and difficult travel through Washoe Valley (Photos 4 and 5). Snowfall was lighter with higher snow levels compared to the previous two storms. Totals in the Tahoe basin and Mono County were generally less than 6", with up to 12" near the Sierra crest. An even weaker storm on the 17th brought modest snowfall totals of 4" or less in the Tahoe basin, with up to 8" near the crest.

A pair of milder storms with atmospheric river moisture pushed across the Sierra from the 20th-22nd. The first storm brought 4-8" of snow above 6500 feet, with less than 3" for lower elevations of the Tahoe basin. The second storm brought an additional 6-12" of snow near the Sierra crest with 3-6" down to near 6500 feet in the Tahoe basin on the 22nd. Light rain spread across the lower elevations of western NV, with amounts generally between 0.10-0.25".

A few weaker weather systems brought limited precipitation to parts of northeast CA and northwest NV on the 24th, 26th and 27th. The month then closed out with a warm and dry pattern, as temperatures rose well into the 60s for lower elevations and mid 50s to near 60 for Sierra communities.

Hydrology:

No flooding occurred in January, thanks to no major storms. Area rivers and streams are generally flowing near to above normal (figure 3). Mountain soil moisture is above normal, which will aid in spring runoff efficiency (Figure 4). Mountain snowpacks remain well below average for the Sierra, but much more favorable for northern and northeastern Nevada (Figure 5). While January was a better month than December for the mountain snowpack, it was still fairly lackluster in the Sierra, where it did not manage to keep up with normal monthly gains (Figure 6). While early February storms give hope for some recovery in the Sierra snowpack, the odds of achieving a normal spring peak snowpack are roughly 20% (Figure 7). Water supply forecasts for the April-July period are generally below average for the eastern Sierra, and above average for the Humboldt (Figure 8). While these forecasts have considerable skill by early February, there is a significant range of potential outcomes driven mostly by the uncertainty in late winter and early spring weather. Major reservoir systems in the region are above normal and still benefiting from carryover storage along with decent winter flows (Figure 9).

Drought Update:

The current 2023-24' water year remains drier and warmer than average across the region (Figure10). As of the end of January, much of western NV has only received 25-50% of average precipitation while northern Washoe and Pershing counties currently stand at roughly 70-90% of average precipitation. A majority of the region is also experiencing temperatures upwards of 2 to 5 degrees above average for the water year.

The combination of above average temperatures and below average precipitation has led to our continued "snow drought" in the Sierra explained in the hydrology section above. Despite the dry water year, other long-term drought indicators such as water storage, soil moisture, and stream flows are still in good shape. The drought monitor (Figure 11) still shows no drought currently across the region.

Additional Information on Drought and Climate:

[Report Drought conditions here](#)

[Nevada statewide Drought update](#)

[NV Living with Drought](#)

[Drought Monitor](#)

[New Drought.gov](#)

[California Nevada Drought Early Warning System](#)

[NOAA CPC Drought page](#)

[CNAP Drought tracker](#)

[California Nevada River Forecast Center](#)

[WRCC Drought Tracker](#)

[WRCC Enso page](#)

[WRCC Monthly Climate Summaries](#)

[Evaporative Demand Drought Index](#)

[US Seasonal Drought Outlook](#)

Contact NWS Reno Climate Team

rev.climate@noaa.gov 775-673-8100

<https://www.weather.gov/rev/>

Photos:



Photo 1: Reno experienced a quick 1-2" of snow during the evening of the 6th, leading to several accidents and stranded cars. Both I-80 and US-395 closed in Reno for around 6 hours. Photo courtesy of NDOT.

Mosquito Control Organization and Issues in Texas

by Rebecca Riley and Nina Dacko

Conducting mosquito control in Texas is complex, presenting challenges that need an innovative, collaborative, and comprehensive approach. While some challenges are regional, a brief overview of the state's topography, economy, politics, cultural diversity, and laws and regulations governing mosquito and vector control can provide some context. Surveys recently completed by Texas residents indicate overwhelming support for building more organized mosquito control, but a lack of knowledge, resources, and political will are presenting challenges (Dickinson et al. 2022).

Texas is experiencing one of the highest population growth rates in the US, with several cities among the top five fastest growing. As the second largest state (268,596 square miles), it ranks second behind California in population (28 vs. 30+ million) and Alaska (665,384 square miles) in land area. It also shares 1,254 miles with the US-Mexico border (US Census Bureau, 2022). The state is culturally diverse at 40% Hispanic, 40% Caucasian, 13% African American, 6% Asian, and the remainder indigenous and other peoples. Demographics are shifting as new residents move into the state and current residents relocate. In addition, an influx of people crossing the US-Mexico border and international travel, especially from Central and South America, places Texas at greater risk for imported vector-borne disease transmission. Countries in Central and South America are experiencing transmission of diseases such as Zika, chikungunya, dengue, yellow fever, and malaria that are not currently circulating in most of the continental US. The state's topography includes ten ecoregions that range from coastal

wetlands to swamps, piney woods, plains, and mountains (Griffith et al. 2007). The diversity of landscape and climate within these ecoregions poses varying challenges related to the 88 mosquito species currently recorded in Texas. Though only a few recorded species now contribute to disease transmission, the expansion of species range and new invasive species establishment continue to increase the risk of disease transmission. Climate change, urbanization, travel, and the transportation of goods from across the globe will continue to be factors in the shift of species distribution.

Texas law delegates the responsibility of mosquito control to local officials in the Texas Health & Safety Code, Chapters 341, 343, and 344. Chapter 341 defines the general provisions of minimum standards of sanitation and health protection measures that describe mosquitoes as a "nuisance" for abatement. Chapter 343 describes nuisance abatement and defines penalties for non-compliance. Chapter 344 describes the provisions for creating an independent special district for mosquito control. As stipulated in Chapter 344, even if voters approve a mosquito control district, funding must be allocated through a dedicated tax levy and an independent advisory commission appointed by each county commissioner/judge. The Advisory Commission is composed of five qualified taxpaying voters of the county. Concerning Border Health, Chapter 12 Subchapter F addresses vector-borne and zoonotic diseases and standardized practices in counties along the US-Mexico border. Chapter 12 enables the Department of State Health Services (DSHS) to "accept gifts, grants, and donations" for

assistance in administering a vector-control program. This leaves funding questionable if these resources are unavailable.

If applying adulticides on behalf of a government agency in Texas, one must acquire and maintain a non-commercial political pesticide applicator license (Category 12: Public Health Pest Control) through the Texas Department of Agriculture (TDA). For pesticide applications made for the limited purpose of vector mosquito control along the US-Mexico border, one must acquire and maintain a non-commercial political pesticide applicator license (Category 13: Border Mosquito Control) through TDA. Applicators monetarily compensated for control services must operate under a structural commercial license, often referenced as private pest control (unless in a border county). It is also important to note that most mosquito control chemistries do not require an applicator license unless applied via gas or electric-powered delivery systems (for example, truck-based or backpack ultra-low volume (ULV) systems). Some "nuisance control" is considered to be associated with a structural license that may complicate local jurisdiction and funding.

Members of the public who have contracted or know someone affected by vector-borne illness are concerned about the risk mosquitoes present and recognize the impact on their well-being when mosquito biting pressure is high. Many mosquito control programs are created or receive additional funding due to a vector-borne outbreak. This is true of Harris County during the post-St. Louis Encephalitis (SLE) outbreak in 1964 (CDC 1986), the Dallas County SLE

outbreak in 1966 (Hopkins et al. 1975), and the Tarrant County West Nile outbreak in 2012 (Murray et al. 2013). The importance of control highlighted with increased press coverage can be positive or negative. This framework places the onus on local officials to be well-informed about mosquito control issues impacting their communities. However, local officials often have limited knowledge of mosquito biology, habitats, and best practices for control, best described by the American Mosquito Control Association's Best Practices for Integrated Mosquito Management (AMCA 2021).

Several large programs operate within the metropolitan areas of Brownsville, Dallas/Fort Worth, El Paso, Houston, and San Antonio as part of the public health department. These programs focus primarily on mosquito-borne disease detection and prevention and may not include nuisance mitigation. Limiting nuisance mitigation leads to a disconnect between mosquito-biting pressure perceived by the public and disease mitigation efforts performed by these operations. Ward and Qualls (2020) highlight the complexities of not having plans to mitigate nuisance species in some areas of Texas, especially when a natural disaster may lead to increased nuisance mosquito populations.

Across the state, a limited number of operations within counties contract

with more robust mosquito control programs. For example, Dallas and Tarrant Counties include over 35 municipalities where cities within their boundaries may have control operations, a contracted vendor conducting control, or no control operations. Municipal workers from various departments with limited knowledge and training in mosquito control set out surveillance equipment to collect mosquitoes in the field. The collections are then delivered to these health departments for processing and virus testing at local regional labs. Dedicated personnel within those local health departments are limited and often expected to perform other duties such as restaurant and pool inspections, on-site sewage facilities inspections, stormwater mitigation and control, and code compliance. This practice may dilute the knowledge, skills, and dedicated/passionate interest needed to keep up with mosquito surveillance and control technologies.

Many smaller mosquito control programs rely on Texas DSHS to process and test their mosquito samples. The number of mosquito samples DSHS can handle is limited, as is the number of mosquitoes processed from those traps. Test results received by submitting municipalities inform them of where an increase in disease transmission may occur. If funding is

cut or reduced for this state program, local programs will be unable to complete surveillance, leaving the public risk of vector-borne diseases unknown.

Some programs across the state focus only on nuisance mosquito control in response to resident complaints. Often, there is no surveillance and merely scheduled ULV treatments. These operations are an additional responsibility of various municipal and county departments (public works, community development, environmental health services, road and bridge, street maintenance, emergency management, fire/police, animal control, and parks and recreation). Since mosquito control is not the primary mission of these departments, knowledge, skills, dedicated/passionate interest, time, and funding are often limited.

Many programs contract with private pest control services. Some contracts are based on treatment schedules, while others include surveillance. Municipal programs requiring a contractor should ensure that someone with program management knowledge is part of the contracting process. Otherwise, the contract is at the discretion of the contractor who receives compensation for the service and whose intentions may not be in the best interest of the contractee. It is the responsibility of the municipality to understand and keep up to date with changes in federal and state laws and regulations.

Many places in Texas do not have a mosquito control program. This may be due to a lack of mosquito habitat, funding, or low human population. Private pest control companies often fill the gaps when members of the public must take matters into their own hands. Private pest control operations normally conduct barrier control measures based on a schedule rather than surveillance data.

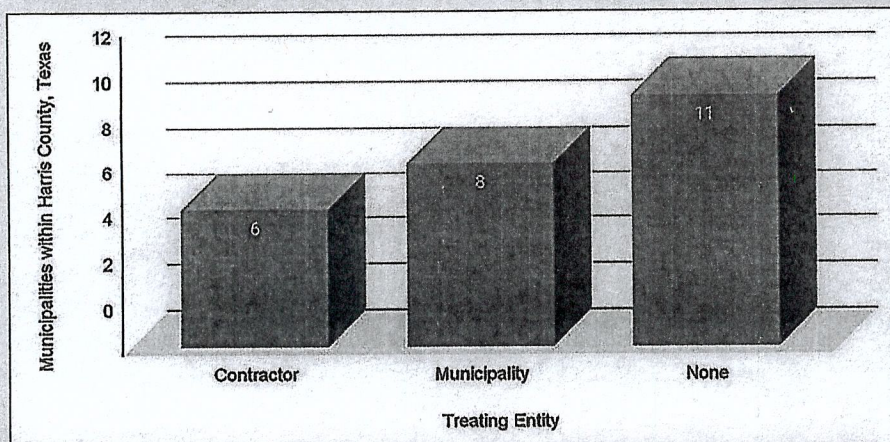


Fig. 1. Municipalities within Harris County, Texas (n=25) versus Treating Entity. None = no treatment by the municipality.

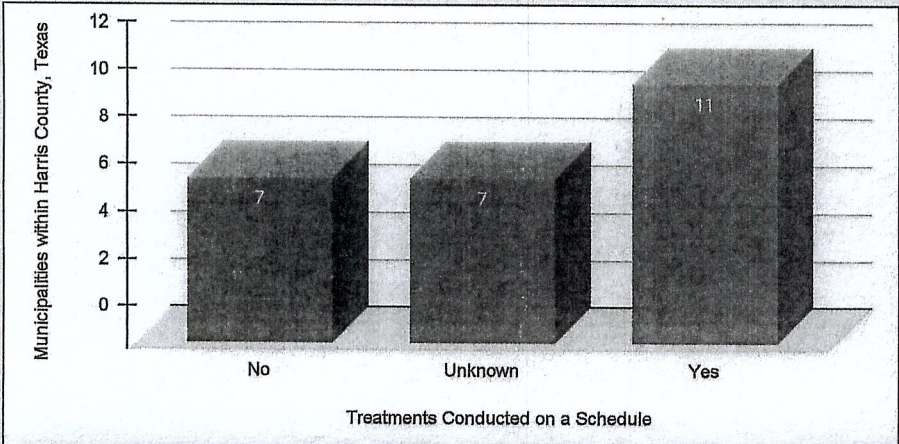


Fig. 2. Municipalities within Harris County, Texas (n=25) conducting treatments on a schedule. Unknown = data source not clear as to municipality's conduct of treatments.

For example, in Harris County, Figs. 1-3 illustrate the multiple jurisdictions in the county, each with differing programs and priorities operating within its boundaries. Municipalities partially within the county are not included (Baytown, Friendswood, League City, Missouri City, Houston, Katy, Pearland, Stafford, and Waller). Data for the tables was collected from municipal websites. Harris County is the largest metropolitan and most densely populated county in Texas. The most comprehensive program in the county is Harris County Public Health Mosquito & Vector Control. As with many public health-focused mosquito control programs, interventions target vector mosquito species when a mosquito-borne disease is detected. The remainder of mosquito control interventions focus on nuisance mosquito populations at the discretion of each municipality, precinct, or resident group.

Only a handful of Texas programs are classified as independent mosquito control districts. These districts are along the Gulf of Mexico and include Brazoria, Chambers, Galveston, Jefferson, and Orange Counties, where there are coastal brackish-water mosquito species that are aggressive biters. These counties receive dedicated funding and personnel to address mosquito-related issues based on a tax levy.

These scenarios are replayed across the state and demonstrate the layers of coordination needed to provide consistent, effective, and appropriate mosquito control services. Limited communication between both public and private providers makes it challenging to determine the full measure of surveillance and control conducted in an area. Adulticide treatments performed without coordination between all providers in a given area may create treatment gaps or lead to over-treatment and resistance within mosquito populations. The lack of standardization for mosquito control programs has resulted in a patchwork of operations across the state with varying degrees of capacity to control mosquito populations or preclude the spread of mosquito-

borne diseases and invasive mosquito species establishment.

The need for independent mosquito control districts with dedicated funding and personnel is becoming increasingly apparent. These districts are better suited to address mosquito and vector issues. It resolves the problem of diluting staff knowledge and availability within other departments assigned to conduct mosquito control as an extension of other job responsibilities. When knowledgeable mosquito control professionals and funding for quality mosquito control programs are limited, residents of the state may suffer the consequences. Support for establishing these districts is circulating across the state. Dickinson et al. (2022) found that most Texans are willing to pay more than \$50 per year for mosquito control services. The need and will of the people is present. We just need elected officials to act on it.

REFERENCES CITED

American Mosquito Control Association. 2021. Best practices for integrated mosquito management. Accessed September 10, 2023, https://www.mosquito.org/assets/pdf/hr_november_2021_amca_bmp_ma/.
Centers for Disease Control and Prevention. 1986. Epidemiologic notes and reports St. Louis Encephalitis-Baytown and Houston, Texas. *MMWR*

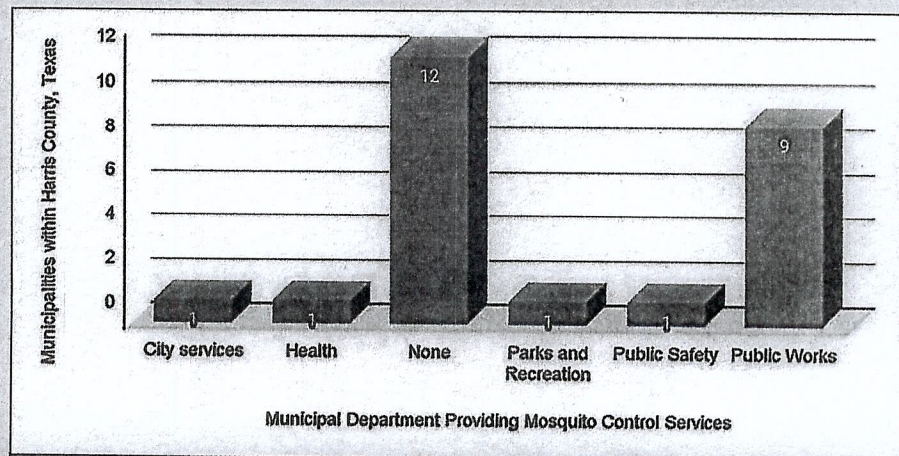


Fig. 3. Municipal departments (n=25) providing mosquito control services in Harris County, Texas. None = no mosquito control services are provided.

RE: Updated Mosquito Employee Premiums.xls

DeAnna Tomb <deanna.tomb@churchillcountynv.gov>

Thu 1/11/2024 1:51 PM

To: phyllys.dowd@gmail.com <phyllys.dowd@gmail.com>

Cc: Phyllys Dowd <bookkeeper@ccmosquito.org>; Nancy Upham <director@ccmosquito.org>

He did not change plans when he dropped his dependent coverage. The total price for employee only on the \$750 Open Access is \$904.04 per month. It was only reflected as \$875.26 prior because he had dependents. I overlooked his portion of \$28.78 for employee only which is why I had to retro bill for that piece.

Medical (Open Access 750)		<i>Open+Choice</i>		Bi- Weekly
Employee (EE)	\$ 904.04	\$ 875.26	\$ 28.78	\$ 14.39
EE + Spouse	\$ 1,573.06	\$ 875.26	\$ 697.80	\$ 348.90
EE + Child	\$ 1,347.06	\$ 875.26	\$ 471.80	\$ 235.90
EE + Family	\$ 2,016.02	\$ 875.26	\$ 1,140.76	\$ 570.38

From: phyllys.dowd@gmail.com <phyllys.dowd@gmail.com>

Sent: Thursday, January 11, 2024 6:43 AM

To: DeAnna Tomb <deanna.tomb@churchillcountynv.gov>

Cc: 'CC Mosquito Bookkeeper' <bookkeeper@ccmosquito.org>; 'Nancy Upham' <director@ccmosquito.org>

Subject: RE: Updated Mosquito Employee Premiums.xls

Caution: This email originated from outside of the Churchill County organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, contact your IT Department.

Hi DeAnna,

I am working on reconciling the liability account for insurance and I am off by a change in Cruz Quiroz's health insurance premiums. In October, the monthly health insurance for him was \$875.26. In November it changed to \$904.04. I know he dropped his kids, but I am wondering if he changed plans as well? Can you please confirm?

Thanks,

Phyllys

Phyllys Dowd, Owner

Dowd Bookkeeping Services LLC

phyllys.dowd@gmail.com

(559) 707-4625

From: DeAnna Tomb <deanna.tomb@churchillcountynv.gov>

Sent: Thursday, December 7, 2023 9:00 AM

To: 'Nancy Upham' <director@ccmosquito.org>; 'CC Mosquito Bookkeeper'

RE: \$13,803.08

Ravert, Nancy <nancy.ravert@dot.nv.gov>

Thu 2/8/2024 8:16 AM

To: Nancy Upham <director@ccmosquito.org>

You are very welcome!



**Nancy L.
Ravert**

**Expense Auditor A/P
Accounting**

Nevada Department of Transportation

Office 775.888.7450

Direct 775.888.3066

e-mail: nancy.ravert@dot.nv.gov



From: Nancy Upham <director@ccmosquito.org>

Sent: Thursday, February 8, 2024 7:37 AM

To: Ravert, Nancy <nancy.ravert@dot.nv.gov>

Subject: Re: \$13,803.08

Nancy,

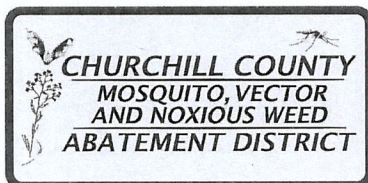
Thank you so much for finding this! I really appreciate the effort. I am working on this last year's invoice and will definitely scan a copy on this end. Have a great day! Nancy

Nancy Upham

District Manager

(775)423-2828

director@ccmosquito.org



www.ccmosquito.org

7400 Reno Hwy | Fallon, NV 89406

From: Ravert, Nancy <nancy.ravert@dot.nv.gov>

Sent: Wednesday, February 7, 2024 11:12 AM

2/13/24, 2:01 PM

Mail - Nancy Upham - Outlook

To: Nancy Upham <director@ccmosquito.org>

Subject: RE: \$13,803.08

First attempt had a typo

Nancy L. Ravert

Expense Auditor A/P
Accounting

Nevada Department of Transportation

Office 775.888.7450
Direct 775.888.3066

e-mail: nancy.ravert@dot.nv.gov

-----Original Message-----

From: Accounts Payable DL

Sent: Wednesday, February 7, 2024 9:57 AM

To: 'director@ccmosquitto.org' <director@ccmosquitto.org>

Subject: \$13,803.08

Good Morning,

I have located the backup you are requesting. This was a "STALE CLAIM" so it took a bit to find, but I was successful.

. Please confirm this is what you are needed..

Thank you

Nancy Ravert shared "2021 State Road Invoice.pdf" with you. Add your comments and collaborate with others in real time.

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:a311abfb-aae3-3dec-9d5e-d4dec0b687c0>

Sent with Adobe cloud storage. You don't need to download Acrobat or sign up to access the file.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 14, 2024
Re: Discussion of and added language to the current District Manager job description.

I spoke with Geof Stark last Friday regarding the process by which the County hired the Human Resource Director and Assistant County Manager position. In the process, we discussed Title 3 which is the County Policy and Procedure Manual.

The County has a deferred Compensation program available to County employees. The employees can put money aside in this program. I do not believe that there is any cost to the District other than the cost of our bookkeeper doing this task. However, that is covered in her monthly fee. I am waiting on getting information about this program and will bring it to the Board meeting, if possible.

I would like to see this offered to our staff if it is not a substantial cost to the District as I feel it is one more benefit to our staff.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees

From: Nancy Upham, District Manager
JD MacKay, Assistant Manager

Date: February 14, 2024

Re: Discussion of and added language to the current District Manager job description.

We will be compiling a better job description for the District Manager in the next few months. This will then be used to advertise the position as required. If you have any other thoughts about language especially with respect to the correspondence related to Delta County Mosquito Manager, please let me know. Thank you!

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager

Date: February 14, 2024

Re: Discussion of budgeted money available for this current budget year.

Management budgeted \$80,000.00 to be available for capital outlay purchases such as vehicles and equipment. We can budget for more in the next budget and the money would be available then after July 1, 2024. This is just information to keep in mind when we are addressing the idea of purchasing a side by side and a vehicle.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

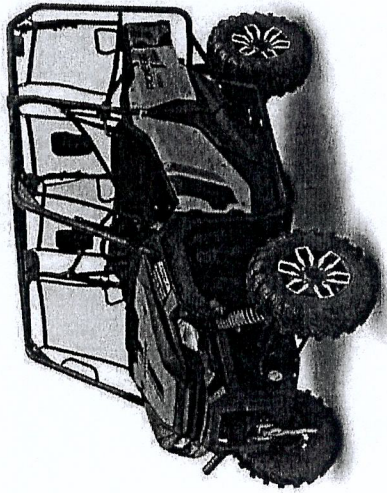
To: The Board of Trustees

From: Nancy Upham, District Manager
JD MacKay, Assistant Manager

Date: February 14, 2024

Re: Discussion and possible action regarding used and new prices for an enclosed cab, single
row seating, utility bed side by side. See Pioneer 2022 700-4 and 1000-5 models.

We will be discussing these prices and side by side models at the Board meeting.



* Canso
Tracks
Canso tracks

2022 Pioneer 1000-5

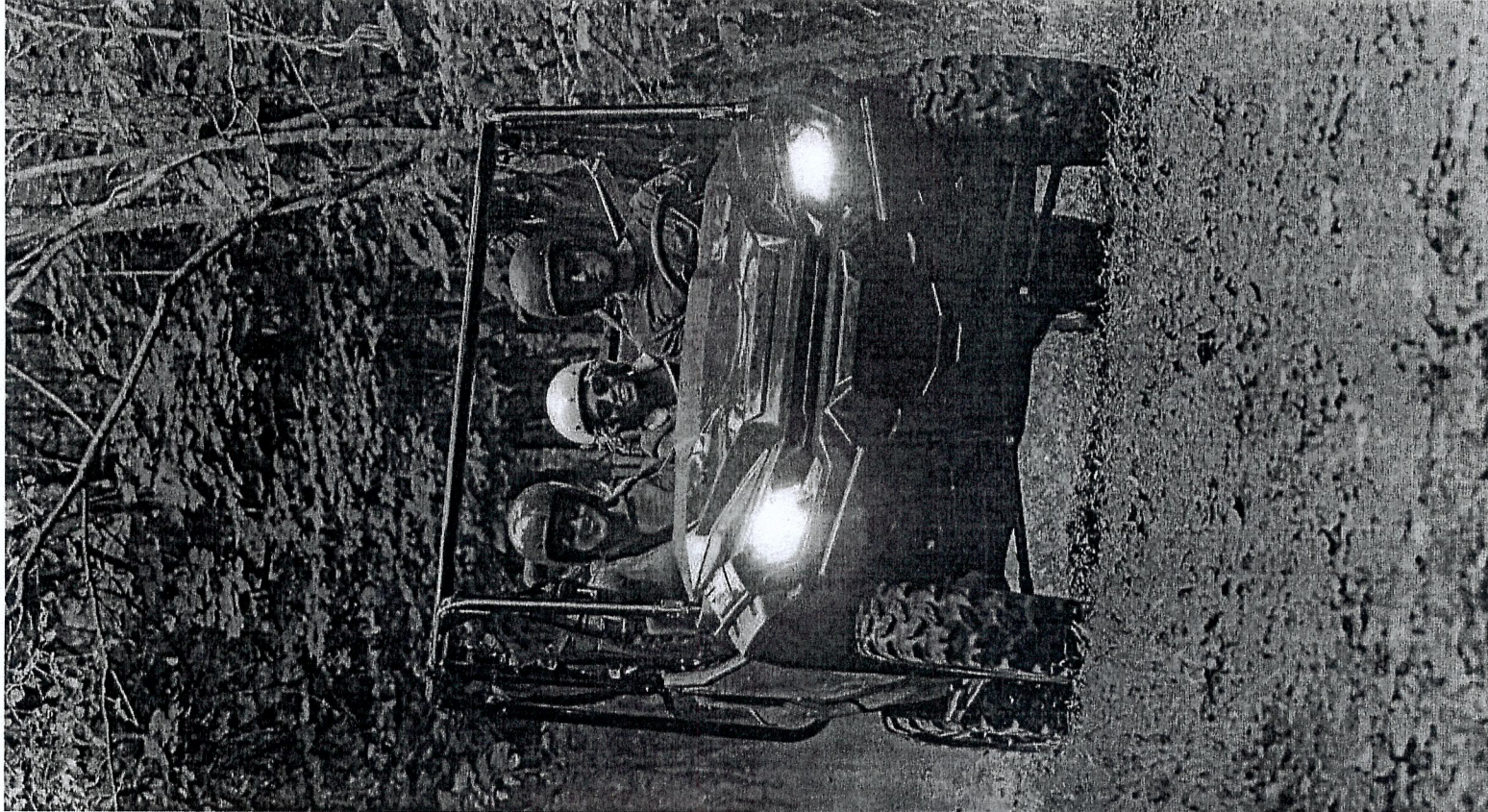
THE BEST GET BETTER

Who goes to a restaurant with only one item on the menu? We're all about choice, about finding something that fits right, looks right, and just feels right. Which is why our line of Pioneer® 1000-5 side by sides are such a hit – because they do so much, so well. And for 2022 you're getting a couple of new choices too: in addition to our Pioneer 1000-5 and Deluxe models, we're adding our new Pioneer 1000-5 Trail and 1000-5 Forest editions, loaded with special features straight from the factory.

Plus, all Pioneer 1000-5 models now offer more power from their Honda Unicam® engines, a new instrument panel, new, larger cupholders, upgraded tires and wheels, new Electric Power Steering, new graphics and front-grille design, and much, much more. And some even offer new under-dash and under-seat storage as well, and a new bed light.

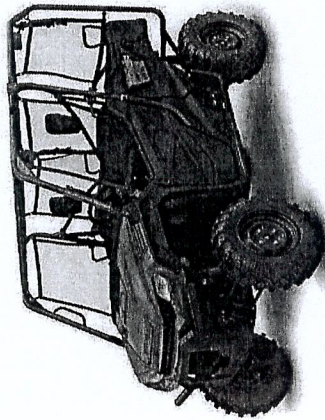
All our Pioneer 1000-5 models include Honda's QuickFlip® seating in the bed, letting you instantly switch from a fold-flat bed configuration to comfortable passenger seating. If you're looking for a Pioneer with a conventional bed, be sure to check out our line of Pioneer 1000 models here. Either way, you're making a great choice!

PIONEER 1000-5 IS ONLY FOR DRIVERS 16 YEARS AND OLDER. MULTIPURPOSE UTILITY VEHICLES (SIDE-BY-SIDES) CAN BE HAZARDOUS TO OPERATE. FOR YOUR SAFETY, DRIVE RESPONSIBLY. ALWAYS WEAR A HELMET, EYE PROTECTION AND APPROPRIATE CLOTHING. ALWAYS WEAR YOUR SEATBELT, AND KEEP THE SIDE NETS AND DOORS CLOSED. AVOID EXCESSIVE SPEEDS AND BE CAREFUL ON DIFFICULT TERRAIN. READ THE OWNER'S MANUAL BEFORE OPERATING THE VEHICLE. NEVER DRIVE AFTER CONSUMING DRUGS OR ALCOHOL. ON PUBLIC ROADS, DRIVER AND PASSENGERS MUST BE TALL ENOUGH FOR SEATBELT TO FIT PROPERLY, AND TO BRACE THEMSELVES WITH BOTH FEET FIRMLY ON THE FLOOR.

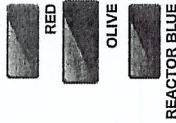
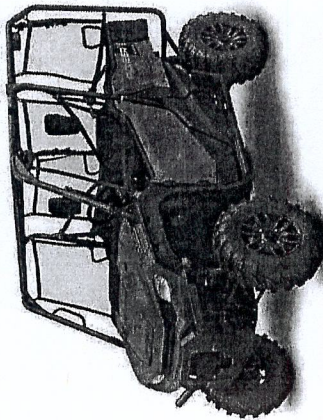




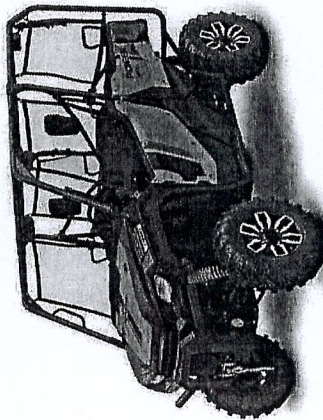
Pioneer 1000-5



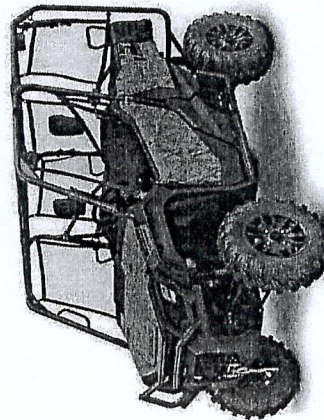
Pioneer 1000-5 Deluxe



Pioneer 1000-5 Trail



Pioneer 1000-5 Forest

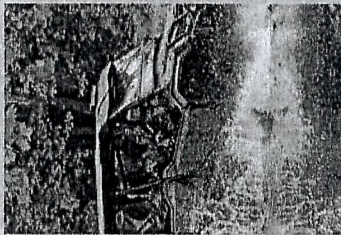


Honda PHANTOM CAMO®

PIIONEER 1000-5 FEATURES & BENEFITS

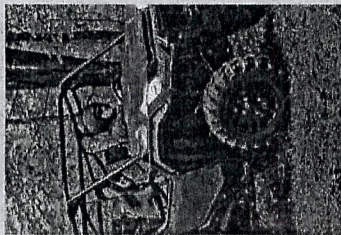
i-4WD

i-4WD is a brake-traction control system that simplifies operation, increases drivability and optimizes traction. You get the benefits of a locked front differential without the downsides. That means front-wheel traction even if one wheel wants to spin on ice or mud or if it's in a hole. At the same time, you get the lighter steering, better tracking at high speeds, tighter turning radius, and reduced kickback associated with unlocked front differentials.



MORE POWERFUL 999cc TWIN-CYLINDER ENGINE

We've boosted the engine power in our entire Pioneer 1000-5 lineup, especially in the midrange and top end. The improved acceleration and overall performance is noticeable, magnified by this year's new lower gear ratios. Using the same Unicam cylinder head design found in our motocross bikes, the class-leading 999cc liquid-cooled inline twin is more compact, and it still delivers the kind of horsepower and torque you'd expect from a flagship model.



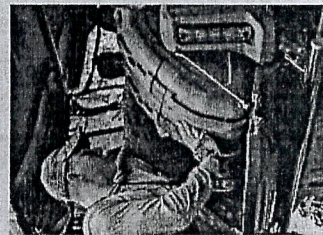
CHASSIS AND SUSPENSION

Prepare to go further than ever before. Our refined chassis enables you to tackle terrain others would shy away from, with larger tires, long-travel independent front and rear suspension and huge ground clearance. The rubber mounted engine and exhaust system insulates against excessive vibration and self-leveling rear suspension compensation for changing loads.



QUICKFLIP SEATING

Want to bring an extra one or two passengers along for the ride? Two QuickFlip seats pop up from the cargo bed on Pioneer 1000-5 models, giving you the extra seating you need, when you need it. Exclusive to Honda, it's a smarter system than fixed seat, multi-row models, giving you better maneuverability on the trails.

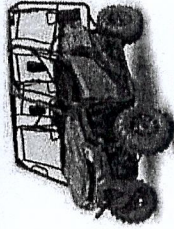




2022 PIONEER 1000-5



Pioneer 1000-5



Pioneer 1000-5 Deluxe

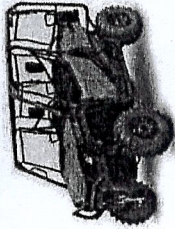
ENGINE TYPE	999cc liquid-cooled twin-cylinder Unicam four-stroke	999cc liquid-cooled twin-cylinder Unicam four-stroke
BORE AND STROKE	92.0mm x 75.15mm	92.0mm x 75.15mm
COMPRESSION RATIO	10:1	10:1
INDUCTION	Fuel Injection (PGM-FI), 44mm throttle body	Fuel Injection (PGM-FI), 44mm throttle body
IGNITION	Full-transistorized with electronic advance	Full-transistorized with electronic advance
CLUTCH	Automatic	Automatic
TRANSMISSION	Fully Automatic Dual Clutch Transmission (DCT) with six forward gears and Reverse. Four drive modes include 2WD, 4WD, Turf and Differential lock. Paddle Shifters with three shift modes (standard, sport, and manual).	Fully Automatic Dual Clutch Transmission (DCT) with six forward gears and Reverse. Four drive modes include 2WD, 4WD, Turf and Differential lock. Paddle Shifters with three shift modes (standard, sport, and manual).
DRIVELINE	Direct front and rear driveshafts	Direct front and rear driveshafts
FRONT SUSPENSION	Independent double-wishbone; 10.6 inches of travel	Independent double-wishbone; 10.6 inches of travel
REAR SUSPENSION	Independent double-wishbone; 10 inches of travel	Independent double-wishbone; 10 inches of travel
FRONT BRAKE	Dual 210mm hydraulic discs	Dual 210mm hydraulic discs
REAR BRAKE	Dual 210mm hydraulic disc	Dual 210mm hydraulic disc
FRONT TIRES	27 x 9-14	27 x 9-14
REAR TIRES	27 x 11-14	27 x 11-14
LENGTH	116.9 inches	116.9 inches
WIDTH	62.8 inches	63.0 inches
HEIGHT	77.3 inches	76.3 inches
WHEELBASE	80.2 inches	80.2 inches
BED CAPACITY	600 pounds for pounds for CA model	600 pounds for pounds for CA model
BED CAPACITY	1000 pounds for 49 states	1000 pounds for 49 states
TOWING CAPACITY	2500 pounds	2500 pounds
GROUND CLEARANCE	13.2 inches	12.28 inches
CURB WEIGHT	1720 pounds - (Includes all standard equipment, required fluids and full tank of fuel.)	1728 pounds - (Includes all standard equipment, required fluids and full tank of fuel.)
FUEL CAPACITY	7.9 gallons, including 1.7-gallon reserve	7.9 gallons, including 1.7-gallon reserve
TURNING RADIUS	13.8 feet	13.8 feet



2022 PIONEER 1000-5

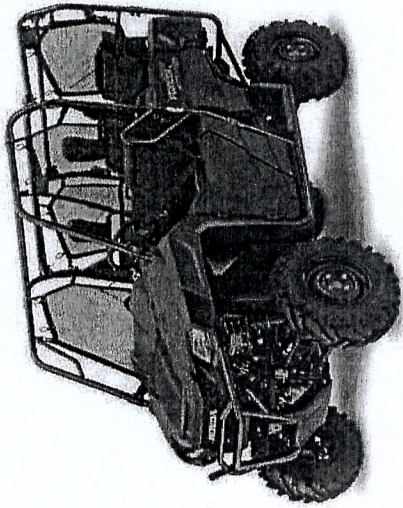


Pioneer 1000-5 Trail



Pioneer 1000-5 Forest

ENGINE TYPE	999cc liquid-cooled twin-cylinder Unicam four-stroke	999cc liquid-cooled twin-cylinder Unicam four-stroke
BORE AND STROKE	92.0mm x 75.15mm	92.0mm x 75.15mm
COMPRESSION RATIO	10:1	10:1
INDUCTION	Fuel Injection (PGM-FI), 44mm throttle body	Fuel Injection (PGM-FI), 44mm throttle body
IGNITION	Full-transistorized with electronic advance	Full-transistorized with electronic advance
CLUTCH	Automatic	Automatic
TRANSMISSION	Fully Automatic Dual Clutch Transmission (DCT) with six forward gears and Reverse. Four drive modes include 2WD, 4WD, Turf and Differential lock. Paddle Shifters with three shift modes (standard, sport, and manual).	Fully Automatic Dual Clutch Transmission (DCT) with six forward gears and Reverse. Four drive modes include 2WD, 4WD, Turf and Differential lock. Paddle Shifters with three shift modes (standard, sport, and manual).
DRIVELINE	Direct front and rear driveshafts	Direct front and rear driveshafts
FRONT SUSPENSION	Independent double-wishbone; 10.55 inches of travel	Independent double-wishbone; 10.55 inches of travel
REAR SUSPENSION	Independent double-wishbone; 10 inches of travel	Independent double-wishbone; 10 inches of travel
FRONT BRAKE	Dual 210mm hydraulic discs	Dual 210mm hydraulic discs
REAR BRAKE	Dual 210mm hydraulic discs	Dual 210mm hydraulic discs
FRONT TIRES	27 x 9-14	27 x 9-14
REAR TIRES	27 x 11-14	27 x 11-14
LENGTH	119.2 inches	119.2 inches
WIDTH	63.0 inches	63.0 inches
HEIGHT	76.5 inches	76.5 inches
WHEELBASE	80.2 inches	80.2 inches
BED CAPACITY	600 for pounds for CA model	600 for pounds for CA model
BED CAPACITY	1000 pounds for 49 states	1000 pounds for 49 states
TOWING CAPACITY	2500 pounds	2500 pounds
GROUND CLEARANCE	12.32 inches	12.32 inches
CURB WEIGHT	1777 pounds - (Includes all standard equipment, required fluids and full tank of fuel.)	1799 pounds - (Includes all standard equipment, required fluids and full tank of fuel.)
FUEL CAPACITY	7.9 gallons, including 1.7-gallon reserve	7.9 gallons, including 1.7-gallon reserve
TURNING RADIUS	13.8 feet	13.8 feet

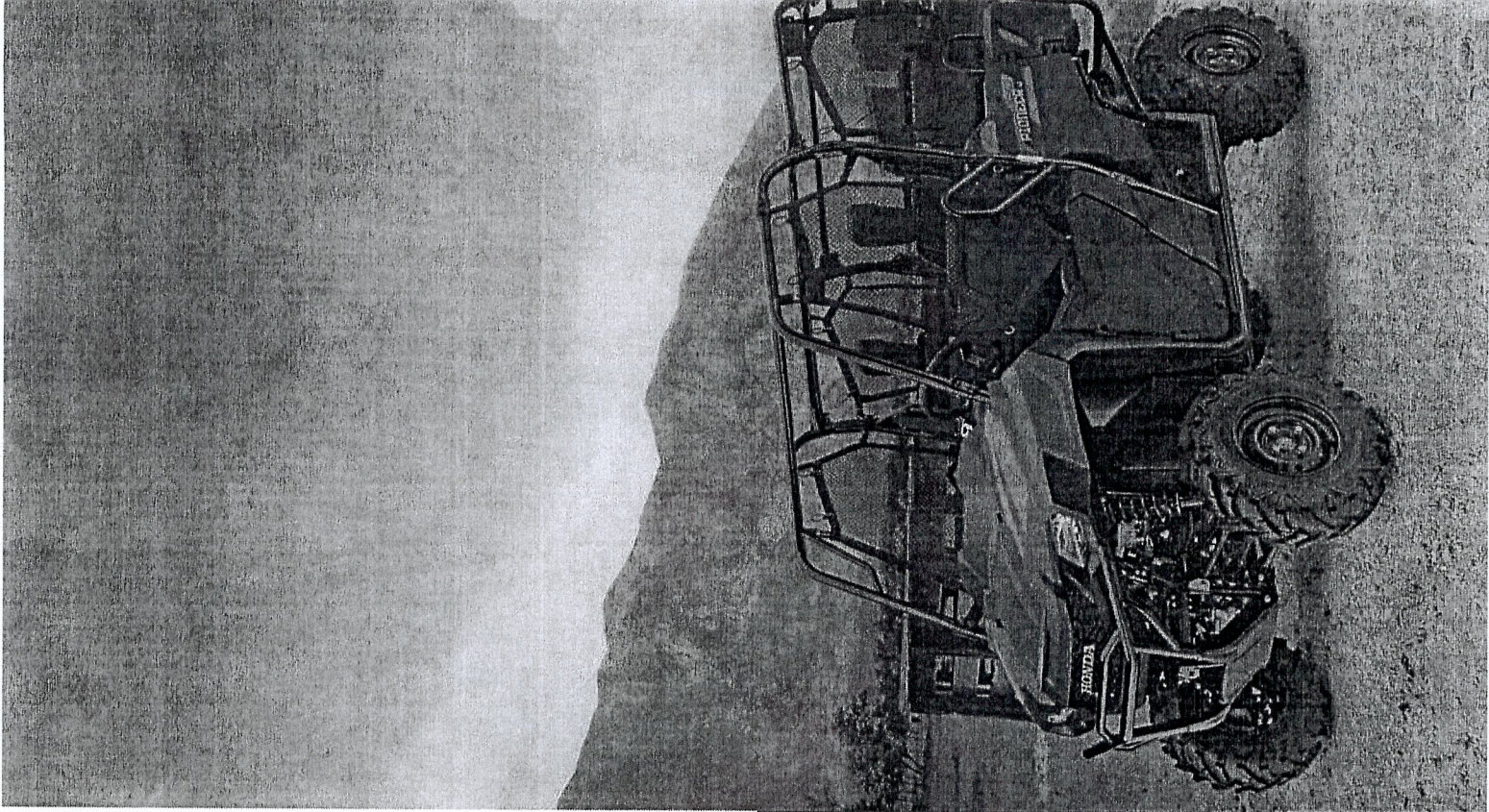


2022 Pioneer 700-4

TOUGH, CAPABLE AND SIZED RIGHT

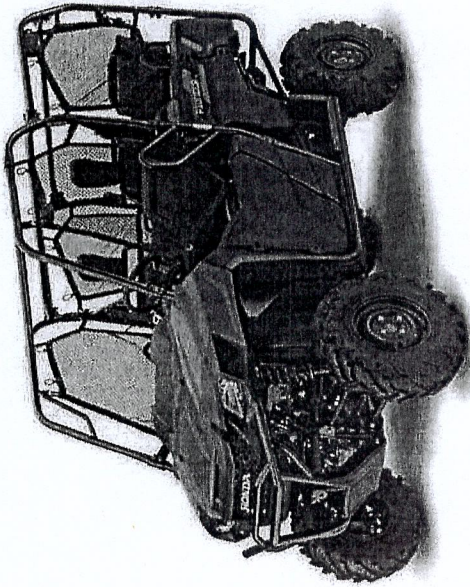
Choosing the right side-by-side is about balancing wants and needs. For example, you want the performance to enjoy your favorite trails, and you need to get more done in fewer trips. That's where the Pioneer® 700-4 comes in. It puts versatility on a pedestal, with just the right balance of size and capability. The 675cc liquid-cooled engine refuses to back down to big jobs, and big adventures. And when you need room for more passengers, Honda's exclusive QuickFlip® seats have you covered, accommodating one or two additional passengers thanks to foldable seats in the bed. For those looking for the same performance with fewer seats at a lower cost, be sure to check out the 2-seat Pioneer 700s.

PIONEER 700-4 IS ONLY FOR DRIVERS 16 YEARS AND OLDER. MULTI-PURPOSE UTILITY VEHICLES (SIDE-BY-SIDES) CAN BE HAZARDOUS TO OPERATE. FOR YOUR SAFETY, DRIVE RESPONSIBLY, ALWAYS WEAR A HELMET, EYE PROTECTION AND APPROPRIATE CLOTHING. ALWAYS WEAR YOUR SEAT BELT, AND KEEP THE SIDE NETS AND DOORS CLOSED. AVOID EXCESSIVE SPEEDS AND BE CAREFUL ON DIFFICULT TERRAIN. READ THE OWNER'S MANUAL BEFORE OPERATING THE VEHICLE. NEVER DRIVE AFTER CONSUMING DRUGS OR ALCOHOL, OR ON PUBLIC ROADS. DRIVER AND PASSENGERS MUST BE TALL ENOUGH FOR SEAT BELT TO FIT PROPERLY AND TO BRACE THEMSELVES WITH BOTH FEET FIRMLY ON THE





Pioneer 700-4



RED

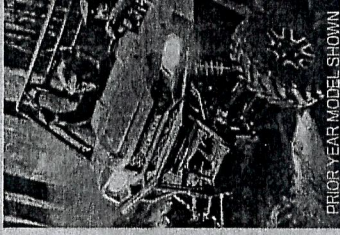


OLIVE

FEATURES & BENEFITS

ELECTRIC POWER STEERING (EPS)

When you're driving off road, power steering can be a big help, especially in rocky terrain, on sidehills, or over logs and dried ruts. Honda EPS is one of the best: there are no belts or pumps to slip, break or leak. It's a "smart" system too - you get more assistance when you need it, and less when you don't.



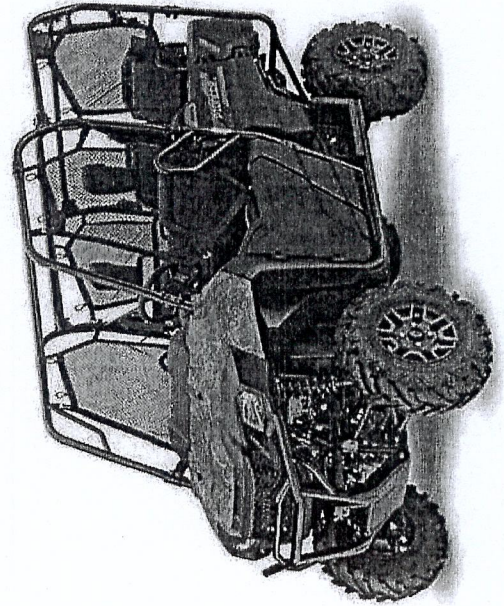
PRIOR YEAR MODEL SHOWN

AT/MT MODE AND PADDLE SHIFTERS

With the Honda Pioneer 700-4 Deluxe, you can let the automatic transmission shift for you, or you can take charge and choose which gear you want for yourself via the steering column mounted paddle shifters—you can even shift from auto to manual (AT to MT) on the fly!



Pioneer 700-4 Deluxe



MATTE MOLASSES BROWN

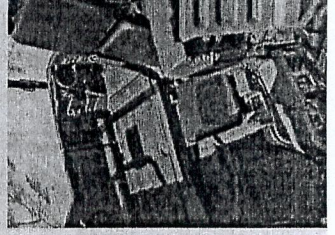


Honda PHANTOM CAMO®



RUGGED 675cc LIQUID-COOLED ENGINE

Power to go further, and to keep on going. That's what the 675cc four-stroke single delivers. Rubber-mounted for less cabin vibration. Fuel-injected for reliable starts and performance in inclement weather. And proven reliability for hunting down thrill after thrill.

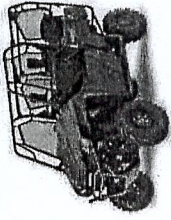


QUICKFLIP® SEATING VERSATILITY

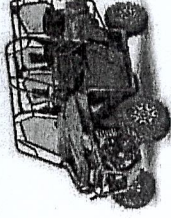
Versatility is the defining feature of the Pioneer 700-4 and Pioneer 700-4 Deluxe, and nothing illustrates that better than our industry-exclusive QuickFlip seating system. Switch between 2-person mode with full cargo and tilt bed functionality, to 3-person mode, to 4. Seats lay flat in the bed, and pop up in an instant whenever you need them.



2022 PIONEER 700-4



Pioneer 700-4



Pioneer 700-4 Deluxe

ENGINE TYPE	675cc liquid-cooled OHV single-cylinder four-stroke	675cc liquid-cooled OHV single-cylinder four-stroke
BORE AND STROKE	102.0mm x 82.6mm	102.0mm x 82.6mm
COMPRESSION RATIO	9.2:1	9.2:1
INDUCTION	Fuel Injection (PGM-FI), 40mm throttle body	Fuel Injection (PGM-FI), 40mm throttle body
IGNITION	Full-transistorized with electronic advance	Full-transistorized with electronic advance
CLUTCH	Automatic	Automatic
TRANSMISSION	Automotive-style automatic transmission with hydraulic torque converter, three forward gears and Reverse. Three drive modes include 2WD, 4WD and 4WD with Differential lock. AT/MT modes with paddle shifting on the deluxe models.	Automotive-style automatic transmission with hydraulic torque converter, three forward gears and Reverse. Three drive modes include 2WD, 4WD and 4WD with Differential lock. AT/MT modes with paddle shifting on the deluxe models.
DRIVELINE	Direct front and rear driveshafts	Direct front and rear driveshafts
FRONT SUSPENSION	Independent double-wishbone; 7.9 inches of travel	Independent double-wishbone; 7.9 inches of travel
REAR SUSPENSION	Independent double-wishbone; 9.1 inches of travel	Independent double-wishbone; 9.1 inches of travel
FRONT BRAKE	Dual 200mm hydraulic discs	Dual 200mm hydraulic discs
REAR BRAKE	170mm hydraulic discs	170mm hydraulic discs
FRONT TIRES	25 x 8-12	25 x 8-12
REAR TIRES	25 x 10-12	25 x 10-12
LENGTH	114.8 inches	114.8 inches
WIDTH	59.7 inches	59.7 inches
HEIGHT	78.5 inches	78.5 inches
WHEELBASE	76.8 inches	76.8 inches
BED CAPACITY	1000 pounds	1000 pounds
TOWING CAPACITY	1500 pounds	1500 pounds
GROUND CLEARANCE	10.7 inches	10.7 inches
CURB WEIGHT	1411 pounds - (Includes all standard equipment, required fluids and full tank of fuel.)	1426 pounds - (Includes all standard equipment, required fluids and full tank of fuel.)
FUEL CAPACITY	7.9 gallons, including 1.2-gallon reserve	7.9 gallons, including 1.2-gallon reserve
TURNING RADIUS	14.8 feet	14.8 feet

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 14, 2024
Re: Discussion and possible action regarding authorizing earnest money (\$1,500.00) to be spent for a side by side with single row seating and a utility bed. The cap for this vehicle, if found before the next Board meeting would be \$30,000.00.

We would like to have authorization to commit to a purchase of a side by side with single row seating and a utility bed, if we can find one before the next Board meeting. As with vehicles, it is typical for businesses to request earnest money in order for them to hold a vehicle for a month. For this reason, we are requesting authorization for this \$1,500.00 earnest money potential expenditure.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees

From: Nancy Upham, District Manager

JD MacKay, Assistant Manager

Date: February 14, 2024

Re: Discussion and possible action regarding the purchase of an A1 Boss Mist Sprayer with a forty gallon tank with a \$3,705.00 purchase price.

We purchased two of these sprayers in the last year and they have worked well for the District. I am hoping to purchase another for noxious weed control as the consistency of the droplet size would work well with spraying weeds as well as it had for mosquito control.

Recommendation: Board approval to purchase this A1 Boss Mist Sprayer from Adapco.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees

From: Nancy Upham, District Manager
JD MacKay, Assistant Manager

Date: February 14, 2024

Re: Discussion and possible action regarding the 2024 Aerial Contract.

I have not seen Jerry Frey from Frey Spray this week and believe that he is out of town. This will be table to the March 2024 meeting.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 14, 2024
Re: Discussion and review of the 2023 Annual Report.

I will be bringing the 2023 Annual Report to the meeting on Thursday evening. I plan to summarize and review it with the Board so that if the information brings up further questions, I can provide that at the March 2024 meeting. I am sorry for the delay in getting this to you but feel that I can provide it to you with the idea that if you have any questions, we can discuss them or agendize the topics at the next meeting.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 14, 2024
Re: Discussion and possible action regarding the Churchill County Grade and Step pay Plan
and the Job Title and Range document with relevance to the District Manager's job
description.

Attached is the County's Job Title and Range with Grade and Step payrate summary. I would like your input as to where you feel that the District Manager should fit with the other jobs in the County. This can be discussed more at the next meeting however, this is food for thought with where we are compared to the County employees.

Any thoughts or ideas are appreciated. Thank you!

Job Titles with Ranges (Effective 7/10/23)

CLASSIFIED TITLE	Job Code	FY22-23 Range (7/11/22)	FY23-24 Range (7/10/23)
Accountant I	1017	54	54
Accountant II	1016	58	58
Accounting Specialist	1013	48	48
Administrative Assistant	2002	47	47
Administrative Services Manager	1005	62	62
Alternate Public Defender	1286	83	83
Aquatics Coordinator	1240	37	37
Aquatics Facility Supervisor	1232	48	48
Assessor's Operations Specialist	1035	39	39
Asst. County Manager/ HR Director	1006		86
Associate Planner	1062	56	56
Auxiliary Deputy	1087	45	45
Bookkeeping Assistant - Soc. Services	1015	34	34
Building Inspector	1052	53	53
Building Official	1051	72	72
Bus Driver	1239	36	36
Camp Counselor	1237	16	18
Captain	1081	77A	77A
Cemetery Coordinator	1261	46	48
Cemetery Maintenance Worker	1262	37	37
CNHD Administrator	1321	77	77
CNHD Clinical Services Manager	1322	66	66
CNHD Environmental Health Manager	1323	68	68
CNHD Environmental Health Specialist	1327		55
CNHD Family Nurse Practitioner	1326	71	71
CNHD Medical Assistant	1313		44
CNHD Public Health Investigator	1328		53
CNHD Public Health Preparedness Mgr.	1324	66	66
CNHD Public Health Preparedness Plnrr.	1329		55
Chief Court Clerk	1111	63	63
Chief Deputy Assessor	1031	63	63
Chief Deputy Clerk/Treasurer	1021	63	63
Chief Deputy District Attorney	1121	83	83
Chief Deputy District Attorney - Civil	1122	83	83
Chief Juvenile Probation Officer	1141	78A	78A
Child Support Caseworker	1134	47	47
Child Support Supervisor	1132	53	53
Code Compliance Official	1063	50	50
Community Activities Director Facilities, Parks	1221	77	77
Community Activities Deputy Dir. Fairgrounds	1253	74	74

GIS Coordinator	1063	56	56
Grant and Fiscal Specialist	1291	48	48
Human Resources Director	1211	77	77
Human Resources Specialist	1212	39	39
Human Services Caseworker I	1073	45	45
Human Services Caseworker II	1072	50	50
Human Services Specialist	1074	45	45
Investigator/Corporal	1089	6300	6300
IT Professional	1006	60	60
Justice Court Clerk	1112	46	46
Justice Court Clerk Trainee	1113	42	42
Juvenile Detention Director	1152	67	67
Laboratory Scientist	1341	63	63
Laboratory Technician	1342	42	42
Law Clerk/Bailiff	1102	56	56
Lead Fleet Services Mechanic	1191		56
Lead Lifeguard	1242	1191L	1229L
Legal Caseworker	1133	50	50
Legal Office Services Supervisor	1131	59	59
Legal Secretary	1135	46	46
Legal Secretary - Juvenile Probation	1145	46	46
Legal Secretary Trainee	1136	42	42
Librarian	1162	52	52
Library Assistant	1163	38	38
Library Director	1161	72	72
Library Page	1164	18	18
Lifeguard/Swim Instructor	1243	1090L	1125L
Maintenance Aide	1252	33	33
Maintenance Coordinator	1251	50	50
Medical Assistant	4313		
Medical Courier	1343		30
Museum Assistant	1175	31	31
Museum Assistant - Merchandiser	1174	33	33
Museum Curator	1173	43	43
Museum Director	1171	72	72
Museum Intern	1177	1050	1050
Museum Registrar	1172	43	43
Office Aide	2005	18	18
Office Assistant	2004	34	34
Office Intern	2006	1050	1050
Office Specialist	2003	39	39
Office Supervisor	2001	53	53
Office Supervisor - Human Services	1076	53	53
Office Supervisor - Road	1189	53	53
Parks Maintenance Lead Worker	1261	46	46
Parks Maintenance Worker	1224	37	37
Permit Technician	1053	47	47

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 14, 2024
Re: Discussion and possible action regarding making the Nevada Deferred Compensation option available to District employees.

I spoke with Geof Stark (Human Resource Director) last Friday. There are a few newer items that we should add to our District "By-laws" (District Policy and Procedure Manual), if we intend to mirror County policy. We will be bringing those new policies to your attention in the next few months.

The one that I thought was relevant to start at the beginning of the year is a deferred compensation plan. The County has a deferred Compensation program available to County employees in addition to the (PERS) Public Employees Retirement System. The employees can put money aside in this program. I do not believe that there is any cost to the District other than the cost of our bookkeeper doing this task. However, that is covered in her monthly fee. I am waiting on getting information about this program and will bring it to the Board meeting, if possible.

I would like to see this offered to our staff, if it is not a substantial cost to the District, as I feel it is one more benefit to our staff and keeping long term employees.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees

From: Nancy Upham, District Manager
JD MacKay, Assistant Manager

Date: February 14, 2024

Re: Discussion and possible action regarding the 2024 school program and the topics that the Trustees would like to see taught regarding the District and mosquito and noxious weed abatement. .

We briefly discussed this at the December meeting. I normally have taught the biology of mosquitoes and the ways we control them. We are in the process of updating our pamphlet so if there are any subject that you think we should add to the program, please let me know.

Any thoughts or ideas are appreciated. Thank you!

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT DISTRICT
Management Report
January 2024

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 14, 2024

Our staff returned to work three days per week as of January 9, 2024. Most of the tasking was done in house and to our equipment and vehicles.

Our Administrative secretary was on a leave of absence during January.

Management applied for grant funding through the Carson Truckee Sub-conservancy District. The grant money applied for was \$20,000.00 and would be used for weed abatement efforts. The District offered to match that amount through labor and equipment costs. The catch with this grant is that the funding would start on July 1, 2024 but we believe that it would still be of value to the District. This is a one year grant that could be applied for as often as the money is available.

If you have any questions regarding the District operations, please contact Nancy at 775 423-2828.
Thank you!

Total Expenses for Board Reports

Dec-23

Total Payroll Cost Report

Gross Wages			\$ 37,849.69
Retirement (PERS)			\$ 10,644.80
Insurance			\$ 4,509.95
Medicare & Social Security			\$ 561.13
Sub-Total Payroll Expenses	Page 1	Item A	<u>\$ 53,565.57</u>

Monthly Expenses by Vendor Detail

Total	Page 2	Item B	\$ 31,671.84
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Total Expenses

\$ 85,237.41

Trace to Monthly Profit & Loss Report

Total Expenses	Page 1	Item C	\$ 85,237.41
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Variance

\$ -

Churchill County Mosquito, Vector & Noxious Weed A

Total payroll cost report

From Dec 01, 2023 to Dec 31, 2023 from all locations

Item	Amount
Total pay	
Paycheck wages	\$37,849.69
Non-paycheck wages	\$0.00
Reimbursements	\$503.72
Subtotal	\$38,353.41
Company contributions	
Employer Paid Dental Insurance	\$202.30
Employer Paid Health Insurance	\$4,215.16
Employer Paid Life Ins-PT only	\$71.61
Employer Paid Vision Insurance	\$20.88
Medicare (EE/ER)	\$522.88
PERS Employer Paid (EE/ER)	\$2,042.47
PERS Employer Paid (EE/ER) Old DON'T USE	\$0.00
PERS Employer Paid (ER Only)	\$8,602.33
Subtotal	\$15,677.63
Employer taxes	
Social Security Employer	\$31.00
Medicare Employer	\$7.25
Subtotal	\$38.25
Total payroll cost	\$54,069.29

Less Reimbursements (refunded dependent insurance deduction paid by employee)

-503.72

Net Total Payroll Costs

Item A →

\$53,565.57

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Expenses by Vendor Detail

December 2023

NAME	DATE	ACCOUNT	MEMO/DESCRIPTION	AMOUNT
Big R Inc				
Big R Inc	12/14/2023	01.5445 Services & Supplies:Propane	Propane 49.6 gallons at \$2.99 each	148.30
Total for Big R Inc				\$148.30
CC Communications				
CC Communications	12/28/2023	01.5390 Services & Supplies:Communications	Broadband Charges 11/29 to 12/28/24	49.99
CC Communications	12/28/2023	01.5390 Services & Supplies:Communications	Taxes & Surcharges 11/29 to 12/28/24	19.69
CC Communications	12/28/2023	01.5390 Services & Supplies:Communications	Security Alarm Charges 11/29 to 12/28/24	49.95
CC Communications	12/28/2023	01.5390 Services & Supplies:Communications	Landline Charges 11/29 to 12/28/24	201.20
Total for CC Communications				\$320.83
Dowd Bookkeeping Services LLC				
Dowd Bookkeeping Services LLC	12/01/2023	01.5366 Services & Supplies:Computer Software & Online Subs	QuickBooks Online Essentials & Core Payroll Fees (Nov 9 to Dec 9)	142.50
Dowd Bookkeeping Services LLC	12/01/2023	01.5361 Services & Supplies:Accounting & Audit Fees	Bookkeeping November 2023	1,250.00
Total for Dowd Bookkeeping Services LLC				\$1,392.50
GPS Trackit				
GPS Trackit	12/27/2023	01.5395 Services & Supplies:Equipment Services (GPS)	Fleet Bundle 12/27-01/26/2024	197.59
Total for GPS Trackit				\$197.59
John Deere Financial				
John Deere Financial	12/12/2023	01.5345 Services & Supplies:Bank & Other Fees	Refund finance charges	(1.60)
Total for John Deere Financial				\$(1.60)
JW Wedling Supplies & Tools				
JW Wedling Supplies & Tools	12/31/2023	01.5225 Services & Supplies:Encephalitis Testing	Oxegyn & Acetylene	33.75
Total for JW Wedling Supplies & Tools				\$33.75
Microsoft				
Microsoft	12/19/2023	01.5366 Services & Supplies:Computer Software & Online Subs	Office 12/18-01/17/2024	50.00
Total for Microsoft				\$50.00
NV Energy				
NV Energy	12/02/2023	01.5441 Services & Supplies:Utilities - Electric	Electricity 10/27 to 11/29/2023	325.31
NV Energy	12/29/2023	01.5345 Services & Supplies:Bank & Other Fees	Electronic Payment Fee	1.75
Total for NV Energy				\$327.06
O'Reilly Auto Parts				
O'Reilly Auto Parts	12/07/2023	01.5385 Services & Supplies:Repairs - Vehicle	Fuel Treatments	83.92
Total for O'Reilly Auto Parts				\$83.92
Optum Bank				
Optum Bank	12/01/2023	01.5141 Benefits:Health Insurance - HSA	December 2023	150.00
Total for Optum Bank				\$150.00
Public Employees' Retirement System				
Public Employees' Retirement System	12/31/2023	01.5110 Benefits:Retirement Contribution	Rounding	(0.04)
Total for Public Employees' Retirement System				\$(0.04)
Sciarani & Co				
Sciarani & Co	12/17/2023	01.5361 Services & Supplies:Accounting & Audit Fees	FY 2023 Audited Financial Statements & Related Required Workpapers	12,500.00
Total for Sciarani & Co				\$12,500.00
State of Nevada, DETR				
State of Nevada, DETR	12/06/2023	01.5130 Benefits:Unemployment	Refunded overpaid unemployment taxes from September 2022	(8,106.20)
Total for State of Nevada, DETR				\$(8,106.20)
UniFirst Corporation				
UniFirst Corporation	12/07/2023	01.5190 Services & Supplies:Uniforms	Uniforms 12/07/2023	60.38
UniFirst Corporation	12/14/2023	01.5190 Services & Supplies:Uniforms	Uniforms 12/14/2023	60.38
Total for UniFirst Corporation				\$120.76

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Expenses by Vendor Detail

December 2023

NAME	DATE	ACCOUNT	MEMO/DESCRIPTION	AMOUNT
US Bank				
US Bank	12/14/2023	01.5345 Services & Supplies:Bank & Other Fees	Analysis Service Charge	9.00
Total for US Bank				\$9.00
Verizon Wireless				
Verizon Wireless	12/03/2023	01.5390 Services & Supplies:Communications	Cell Phones 10/15 to 11/14/2023	233.17
Total for Verizon Wireless				\$233.17
WiarCom Inc				
WiarCom Inc	12/11/2023	01.5390 Services & Supplies:Communications	Wireless 12/10-01/09/2024	87.80
Total for WiarCom Inc				\$87.80
Wilbur-Ellis Company LLC				
Wilbur-Ellis Company LLC	12/29/2023	01.6220 Services & Supplies:WC - Chemicals	Fluridone, 4 - 1 gallon jugs, 5 at \$1,825.00 each	9,125.00
Wilbur-Ellis Company LLC	12/29/2023	01.6220 Services & Supplies:WC - Chemicals	Espanade 200 SC, 2 - 2.5 gallon jugs, 10 at \$1,500.00 each	15,000.00
Total for Wilbur-Ellis Company LLC				\$24,125.00
Grand Total				\$31,671.84

Item B → \$31,671.84

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Profit and Loss

December 2023

	TOTAL
Income	
01.4000 Property Taxes	
01.4040 Real Property Tax - Current	94,369.98
01.4050 Real Property Tax - Delinquent	273.98
01.4060 Net Proceeds of Mines	6,790.36
01.4080 Personal Property Tax - Current	261.24
01.4090 Personal Property Tax - Delinquent	13.42
Total 01.4000 Property Taxes	101,708.98
01.4101 Inter-Governmental Revenue	
01.4110 Consolidated Tax Revenue	69,541.08
01.4130 AB104 Fairshare Revenues	27,062.66
Total 01.4101 Inter-Governmental Revenue	96,603.74
01.4500 Interest Revenue	7,591.77
Total Income	\$205,904.49
GROSS PROFIT	\$205,904.49
Expenses	
01.5000 Wages	
01.5030 Salary - Management	21,875.49
01.5040 Salary - Full-time	13,955.22
01.5045 Salary - Part-time	1,443.98
01.5070 Board Compensation	500.00
01.5080 Board Secretary	75.00
Total 01.5000 Wages	37,849.69
01.5100 Benefits	
01.5110 Retirement Contribution	10,644.76
01.5130 Unemployment	-8,106.20
01.5140 Health Insurance	4,509.95
01.5141 Health Insurance - HSA	150.00
01.5150 Social Security & Medicare	561.13
Total 01.5100 Benefits	7,759.64
01.5200 Services & Supplies	
01.5190 Uniforms	120.76
01.5225 Encephalitis Testing	33.75
01.5345 Bank & Other Fees	9.15
01.5361 Accounting & Audit Fees	13,750.00
01.5366 Computer Software & Online Subs	192.50
01.5385 Repairs - Vehicle	83.92
01.5390 Communications	641.80
01.5395 Equipment Services (GPS)	197.59
01.5441 Utilities - Electric	325.31
01.5445 Propane	148.30

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Profit and Loss

December 2023

	TOTAL
01.6220 WC - Chemicals	24,125.00
Total 01.5200 Services & Supplies	39,628.08
Total Expenses	Item C → \$85,237.41
NET OPERATING INCOME	\$120,667.08
NET INCOME	\$120,667.08

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Balance Sheet Comparison

As of December 31, 2023

	TOTAL			
	AS OF DEC 31, 2023	AS OF SEP 30, 2023 (PP)	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts				
01.1100 US Bank	62,344.54	147,668.60	(85,324.06)	(57.78 %)
01.1150 Cash Invested - State LGIP	1,963,665.61	1,791,251.45	172,414.16	9.63 %
01.1190 Cash Allocated to Other Funds	(135,212.96)	(135,212.96)	0.00	0.00 %
30.1190 Cash - Self Insurance Fund	44,547.00	44,547.00	0.00	0.00 %
31.1190 Cash - Emergency Fund	50,000.00	50,000.00	0.00	0.00 %
50.1190 Cash - Capital Projects Fund	6,794.96	6,794.96	0.00	0.00 %
51.1190 Cash - Source Reduction Fund	33,871.00	33,871.00	0.00	0.00 %
Total Bank Accounts	\$2,026,010.15	\$1,938,920.05	\$87,090.10	4.49 %
Other Current Assets				
01.1300 Inventory	406,296.03	406,296.03	0.00	0.00 %
Total Other Current Assets	\$406,296.03	\$406,296.03	\$0.00	0.00 %
Total Current Assets	\$2,432,306.18	\$2,345,216.08	\$87,090.10	3.71 %
TOTAL ASSETS	\$2,432,306.18	\$2,345,216.08	\$87,090.10	3.71 %
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
01.2100 Accounts Payable	52,104.57	17,456.23	34,648.34	198.49 %
Total Accounts Payable	\$52,104.57	\$17,456.23	\$34,648.34	198.49 %
Credit Cards				
01.2700 Bank of America Credit Card	50.00	728.10	(678.10)	(93.13 %)
Total Credit Cards	\$50.00	\$728.10	\$ (678.10)	(93.13 %)
Other Current Liabilities				
01.2310 Federal Payroll Taxes (SS, MC & FIT) Payable	1,437.35	0.00	1,437.35	
01.2390 Health Insurance Payable	323.47	0.00	323.47	
01.2400 PERS Payable	0.00	(234.31)	234.31	100.00 %
01.2510 Payroll Deductions (Garnish)	12.00	0.00	12.00	
Total Other Current Liabilities	\$1,772.82	\$ (234.31)	\$2,007.13	856.61 %
Total Current Liabilities	\$53,927.39	\$17,950.02	\$35,977.37	200.43 %
Total Liabilities	\$53,927.39	\$17,950.02	\$35,977.37	200.43 %
Equity				
01.3150 Beginning Fund Balance - General Fund	2,292,439.84	2,292,439.84	0.00	0.00 %
01.3990 Excess of Revenue & Expenditures	0.00	0.00	0.00	
30.3350 Beginning Fund Balance - Self Insurance Fund	44,547.00	44,547.00	0.00	0.00 %
31.3350 Beginning Fund Balance - Emergency Fund	50,000.00	50,000.00	0.00	0.00 %
50.3350 Beginning Fund Balance- Capital Projects Fund	6,794.96	6,794.96	0.00	0.00 %

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Balance Sheet Comparison

As of December 31, 2023

	TOTAL			
	AS OF DEC 31, 2023	AS OF SEP 30, 2023 (PP)	CHANGE	% CHANGE
51.3350 Beginning Fund Balance - Source Reduction Fund	33,871.00	33,871.00	0.00	0.00 %
Net Income	(49,274.01)	(100,386.74)	51,112.73	50.92 %
Total Equity	\$2,378,378.79	\$2,327,266.06	\$51,112.73	2.20 %
TOTAL LIABILITIES AND EQUITY	\$2,432,306.18	\$2,345,216.08	\$87,090.10	3.71 %

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Profit and Loss Comparison

October - December, 2023

	TOTAL		
	OCT - DEC, 2023	JUL - SEP, 2023 (PP)	JUL - DEC, 2023 (YTD)
Income			
01.4000 Property Taxes			
01.4040 Real Property Tax - Current	120,375.56	190,877.23	311,252.79
01.4050 Real Property Tax - Delinquent	1,039.01	918.46	1,957.47
01.4060 Net Proceeds of Mines	7,351.55	0.00	7,351.55
01.4080 Personal Property Tax - Current	569.00	1,476.95	2,045.95
01.4090 Personal Property Tax - Delinquent	25.90	214.36	240.26
01.4100 In-Lieu-of Taxes (NDOW)		381.26	381.26
Total 01.4000 Property Taxes	129,361.02	193,868.26	323,229.28
01.4101 Inter-Governmental Revenue			
01.4110 Consolidated Tax Revenue	105,407.42	0.00	105,407.42
01.4130 AB104 Fairshare Revenues	27,062.66	0.00	27,062.66
01.4160 Nevada Road Weed Control	13,803.08	(13,778.88)	24.20
Total 01.4101 Inter-Governmental Revenue	146,273.16	(13,778.88)	132,494.28
01.4150 Other Revenues			
01.4170 Billboard Rental		3,667.00	3,667.00
Total 01.4150 Other Revenues		3,667.00	3,667.00
01.4500 Interest Revenue	22,414.16	13,478.99	35,893.15
Total Income	\$298,048.34	\$197,235.37	\$495,283.71
GROSS PROFIT	\$298,048.34	\$197,235.37	\$495,283.71
Expenses			
01.5000 Wages			
01.5030 Salary - Management	50,890.98	38,760.00	89,650.98
01.5040 Salary - Full-time	49,246.39	50,362.83	99,609.22
01.5045 Salary - Part-time	7,207.21	9,989.42	17,196.63
01.5050 Salary - Seasonal	3,206.00	4,480.49	7,686.49
01.5070 Board Compensation	1,400.00	1,100.00	2,500.00
01.5080 Board Secretary	225.00	225.00	450.00
Total 01.5000 Wages	112,175.58	104,917.74	217,093.32
01.5100 Benefits			
01.5110 Retirement Contribution	28,742.72	23,763.81	52,506.53
01.5120 Workers Compensation	3,927.50	158.00	4,085.50
01.5130 Unemployment	(8,106.20)	8,106.20	0.00
01.5140 Health Insurance	17,252.21	7,932.60	25,184.81
01.5141 Health Insurance - HSA	450.00	450.00	900.00
01.5150 Social Security & Medicare	2,011.68	2,162.29	4,173.97
Total 01.5100 Benefits	44,277.91	42,572.90	86,850.81
01.5200 Services & Supplies			
01.5190 Uniforms	697.78	829.33	1,527.11
01.5220 Chemicals		106,822.11	106,822.11
01.5225 Encephalitis Testing	726.21	1,989.32	2,715.53
01.5250 Contract Services - Aerial	34,510.00	2,400.00	36,910.00

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Profit and Loss Comparison

October - December, 2023

	TOTAL		
	OCT - DEC, 2023	JUL - SEP, 2023 (PP)	JUL - DEC, 2023 (YTD)
01.5260 Gasoline & Oil	3,620.10	9,591.52	13,211.62
01.5280 Insurance - General Liability		12,603.70	12,603.70
01.5300 Memberships	179.00	455.00	634.00
01.5320 Office Supplies	278.13	629.34	907.47
01.5330 Operating Supplies	817.76	526.78	1,344.54
01.5345 Bank & Other Fees	78.94	149.05	227.99
01.5360 Legal Fees		345.00	345.00
01.5361 Accounting & Audit Fees	16,250.00	2,500.00	18,750.00
01.5365 Computer Maintenance	3,000.00		3,000.00
01.5366 Computer Software & Online Subs	775.46	534.68	1,310.14
01.5380 Repairs - Equipment		5,024.45	5,024.45
01.5385 Repairs - Vehicle	957.70	2,654.75	3,612.45
01.5390 Communications	1,756.55	1,479.20	3,235.75
01.5395 Equipment Services (GPS)	592.77	592.77	1,185.54
01.5400 Travel & Sustenance	174.76		174.76
01.5420 Training	100.00		100.00
01.5440 Utilities - Gas	534.37	143.04	677.41
01.5441 Utilities - Electric	891.75	861.43	1,753.18
01.5445 Propane	415.84		415.84
01.6220 WC - Chemicals	24,125.00		24,125.00
Total 01.5200 Services & Supplies	90,482.12	150,131.47	240,613.59
Total Expenses	\$246,935.61	\$297,622.11	\$544,557.72
NET OPERATING INCOME	\$51,112.73	\$ (100,386.74)	\$ (49,274.01)
NET INCOME	\$51,112.73	\$ (100,386.74)	\$ (49,274.01)

Total Expenses for Board Reports

Jan-24

Total Payroll Cost Report

Gross Wages			\$	21,845.58
Retirement (PERS)			\$	6,336.11
Insurance			\$	4,572.42
Medicare & Social Security			\$	332.71
Sub-Total Payroll Expenses	Page 1	Item A	\$	<u>33,086.82</u>
				0.00

Monthly Expenses by Vendor Detail

Total	Page 2	Item B	\$	8,861.50
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Total Expenses

\$ 41,948.32

Trace to Monthly Profit & Loss Report

Total Expenses	Page 2	Item C	\$	<u>41,948.32</u>
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Variance

\$ -

Churchill County Mosquito, Vector & Noxious Weed A

Total payroll cost report

From Jan 01, 2024 to Jan 31, 2024 from all locations

Item	Amount
Total pay	
Paycheck wages	\$21,845.58
Non-paycheck wages	\$0.00
Reimbursements	\$280.64
Subtotal	\$22,126.22
Company contributions	
Employer Paid Dental Insurance	\$182.07
Employer Paid Health Insurance	\$3,849.48
Employer Paid Life Ins-PT only	\$47.74
Employer Paid Vision Insurance	\$20.88
Medicare (EE/ER)	\$294.46
PERS Employer Paid (EE/ER)	\$891.03
PERS Employer Paid (ER Only)	\$5,445.08
Subtotal	\$10,730.74
Employer taxes	
Social Security Employer	\$31.00
Medicare Employer	\$7.25
Subtotal	\$38.25
Total payroll cost	\$32,895.21

Less Reimbursements (refunded dependent insurance deduction paid by employee)	472.25
Plus Employee Insurance paid on behalf of an employee not working the second pay period of the month	-280.64
Net Total Payroll Costs	\$33,086.82

Item A →

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Expenses by Vendor Detail

January 2024

NAME	DATE	ACCOUNT	MEMO/DESCRIPTION	AMOUNT
Bank of America Business Card				
Bank of America Business Card	01/08/2024	01.5345 Services & Supplies:Bank & Other Fees	Late Payment Fee	29.00
Bank of America Business Card	01/12/2024	01.5345 Services & Supplies:Bank & Other Fees	Finance Charges	8.84
Total for Bank of America Business Card				\$37.84
Big R Inc				
Big R Inc	01/23/2024	01.5330 Services & Supplies:Operating Supplies	Tension Ratchet Straps	59.96
Total for Big R Inc				\$59.96
Branch Automotive, LLC				
Branch Automotive, LLC	01/24/2024	01.5385 Services & Supplies:Repairs - Vehicle	1998 Chevy 3500 Repair Fuel Injectors & Exhaust	737.76
Total for Branch Automotive, LLC				\$737.76
Deluxe Business Forms				
Deluxe Business Forms	01/31/2024	01.5320 Services & Supplies:Office Supplies	Deposit Books for US Bank Checking Account	80.50
Total for Deluxe Business Forms				\$80.50
Dowd Bookkeeping Services LLC				
Dowd Bookkeeping Services LLC	01/04/2024	01.5366 Services & Supplies:Computer Software & Online Subs	QuickBooks Online Essentials & Core Payroll Fees (Dec 9 to Jan 9)	132.30
Dowd Bookkeeping Services LLC	01/04/2024	01.5361 Services & Supplies:Accounting & Audit Fees	Bookkeeping December 2023	1,250.00
Total for Dowd Bookkeeping Services LLC				\$1,382.30
Joseph Sanford				
Joseph Sanford	01/18/2024	01.5360 Services & Supplies:Legal Fees	July to December 2023 Legal Services for Board	600.00
Total for Joseph Sanford				\$600.00
Louie's Ace Home Center				
Louie's Ace Home Center	01/09/2024	01.5330 Services & Supplies:Operating Supplies	Contractor Bag 55 gal 15 pack	16.99
Louie's Ace Home Center	01/10/2024	01.5330 Services & Supplies:Operating Supplies	Contractor Bag 55 gal 15 pack	16.99
Total for Louie's Ace Home Center				\$33.98
Maverick				
Maverick	01/10/2024	01.5260 Services & Supplies:Gasoline & Oil	20.969 gallons at \$3.219	67.50
Total for Maverick				\$67.50
Napa Auto & Truck Parts				
Napa Auto & Truck Parts	01/09/2024	01.5385 Services & Supplies:Repairs - Vehicle	Batteries	151.82
Napa Auto & Truck Parts	01/16/2024	01.5385 Services & Supplies:Repairs - Vehicle	Oil & Oil Filters	37.30
Napa Auto & Truck Parts	01/23/2024	01.5385 Services & Supplies:Repairs - Vehicle	Oil & Belt	48.58
Napa Auto & Truck Parts	01/23/2024	01.5380 Services & Supplies:Repairs - Equipment	Oil	24.59
Napa Auto & Truck Parts	01/25/2024	01.5380 Services & Supplies:Repairs - Equipment	Fuse Kit	27.99
Total for Napa Auto & Truck Parts				\$290.28
Nevada Public Agency Insurance Pool				
Nevada Public Agency Insurance Pool	01/22/2024	01.5120 Benefits:Workers Compensation	Quarter 2 2023-24 Workers Comp Ins Premium	3,927.50
Total for Nevada Public Agency Insurance Pool				\$3,927.50
NV Energy				
NV Energy	01/04/2024	01.5441 Services & Supplies:Utilities - Electric	Electricity 11/29 to 12/29/2024	313.75
Total for NV Energy				\$313.75
Office Products Inc				
Office Products Inc	01/05/2024	01.5320 Services & Supplies:Office Supplies	Base rate	49.99
Office Products Inc	01/05/2024	01.5320 Services & Supplies:Office Supplies	Color & B/W Copies over Contract	73.34
Total for Office Products Inc				\$123.33
Optum Bank				
Optum Bank	01/01/2024	01.5141 Benefits:Health Insurance - HSA	January 2023	150.00
Total for Optum Bank				\$150.00
Skip's Market				
Skip's Market	01/25/2024	01.5260 Services & Supplies:Gasoline & Oil	16.212 gallons at \$2.899 per gallon	47.00
Total for Skip's Market				\$47.00
State of Nevada, DETR				
State of Nevada, DETR	01/18/2024	01.5130 Benefits:Unemployment	Cruz Quiroz weeks ending 12/16/2023 to 12/23/2023	922.00

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Expenses by Vendor Detail

January 2024

NAME	DATE	ACCOUNT	MEMO/DESCRIPTION	AMOUNT
Total for State of Nevada, DETR				\$922.00
WiarCom Inc				
WiarCom Inc	01/10/2024	01.5390 Services & Supplies:Communications	Wireless 01/10-02/09/2024	87.80
Total for WiarCom Inc				\$87.80
Grand Total				\$8,861.50

Item B →

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Profit and Loss

January 2024

	TOTAL
Income	
01.4000 Property Taxes	
01.4040 Real Property Tax - Current	101,897.90
01.4050 Real Property Tax - Delinquent	240.76
01.4080 Personal Property Tax - Current	67,617.44
01.4090 Personal Property Tax - Delinquent	627.06
Total 01.4000 Property Taxes	170,383.16
01.4101 Inter-Governmental Revenue	
01.4110 Consolidated Tax Revenue	35,957.20
01.4130 AB104 Fairshare Revenues	8,869.57
Total 01.4101 Inter-Governmental Revenue	44,826.77
Total Income	\$215,209.93
GROSS PROFIT	\$215,209.93
Expenses	
01.5000 Wages	
01.5030 Salary - Management	14,583.66
01.5040 Salary - Full-time	6,065.06
01.5045 Salary - Part-time	621.86
01.5070 Board Compensation	500.00
01.5080 Board Secretary	75.00
Total 01.5000 Wages	21,845.58
01.5100 Benefits	
01.5110 Retirement Contribution	6,336.11
01.5120 Workers Compensation	3,927.50
01.5130 Unemployment	922.00
01.5140 Health Insurance	4,572.42
01.5141 Health Insurance - HSA	150.00
01.5150 Social Security & Medicare	332.71
Total 01.5100 Benefits	16,240.74
01.5200 Services & Supplies	
01.5260 Gasoline & Oil	114.50
01.5320 Office Supplies	203.83
01.5330 Operating Supplies	93.94
01.5345 Bank & Other Fees	37.84
01.5360 Legal Fees	600.00
01.5361 Accounting & Audit Fees	1,250.00
01.5366 Computer Software & Online Subs	132.30
01.5380 Repairs - Equipment	52.58
01.5385 Repairs - Vehicle	975.46
01.5390 Communications	87.80

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Profit and Loss

January 2024

	TOTAL
01.5441 Utilities - Electric	313.75
Total 01.5200 Services & Supplies	3,862.00
Total Expenses	Item C → \$41,948.32
NET OPERATING INCOME	\$173,261.61
NET INCOME	\$173,261.61