



CLARK COUNTY MOSQUITO CONTROL DISTRICT

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Board of Trustees Meeting Minutes

Tuesday, April 14th, 2026 7:00 pm

Mosquito Control Building – Conference Room

8115 NE St. Johns Road, Building "P", Vancouver, WA 98665

Public comments may be emailed prior and during the meeting to mosquito@ccmcd.org

1. Opening of Meeting

1.1 Call to Order

Meeting called to order at 7:11pm by Board President, Kayla D'Ambrosi; it was noted that a quorum was present via in person and video/audio conferencing.

1.2 Roll Call

Board members present in person: Justin Lottig, Earl Fleck, and Kayla D'Ambrosi

Board members present via Teams Meeting: Megan Vandell, Larry Lewton, Victoria Ferrer, and Rennie Kubik

Board members absent: John Billington, Mariana Avalos, and Marina Viray

Let the record reflect that Rennie Kubik was admitted to the call at 7:25pm, after roll call was taken, but quorum was reached before his arrival.

Others present: Mario Boisvert and Emma Jarvis

1.3 Review of February 10th, 2026, Minutes

The following revisions were made to the February 10th, 2026, Meeting Minutes:

- Earl Fleck requested that the sentence on page 4 of the February 10th, 2026, Meeting Minutes be changed from "This would show that the board supports keeping the payroll disbursement **rate** 24 times a year." To "This would show that the board supports keeping the payroll disbursement **at** 24 times a year."

Motion to approve the February 10th, 2026, Meeting Minutes, as modified, was made by Justin Lottig, and seconded by Earl Fleck, all approved, motion passed.

1.4 Review of Agenda

Motion to approve the agenda, was made by Earl Fleck, and seconded by Justin Lottig, all approved, motion passed.

2. Recognition of Visitors/Others

2.1 Introduction of Visitors; None

2.2 Citizen Comments; None to report.

3. Board Update

None to report

4. Financial Report

4.1 January-February 2026 Revenue and Expenditure Report

Mario Boisvert reviewed the January-February 2026 Revenue and Expenditure report. Details are in the board packet.

A few key points:

- Nine percent of the budget was used from January- February of 2026. We are 17% of the way through the year; this puts us in a good place for the projected annual budget.

4.2 January-February 2026 US Bank Statements

Mario Boisvert reviewed the January-February 2026 US Bank Statements. Details are in the board packet.

4.3 Review and Approval of January-February 2026 Warrant Register

Mario Boisvert reviewed the January-February 2026 Warrant Register. Details are in the board packet.

Motion to approve the January-February 2026 Warrant Register, as presented, was made by Earl Fleck, seconded by Kayla D'Ambrosi, all approved, motion passed.

5. Operations Manager's Report

5.1 District Manager's Report

Mario Boisvert reviewed the District Manager's Report. Details are in the board packet.

A few key points are:

- Mario explained that the FAA will be requiring more public notification for aerial larvicide treatments going forward, under the Congested Areas Plan (CAP). This will require a TV broadcast local news piece **and** radio announcement, as well as social media and a mailing list & notification letter for any applications which abut private property.
- On March 30th, we sent a letter to all our constituents that own property within the zones of planned helicopter-based larvicide treatment. In this letter, we explained that this treatment **may or**

may not happen this season. Justin Lottig clarified that the FAA requirement was just to inform property owners, not to ask for permission; Mario said that is correct.

- We will have a team of 17 for the 2026 mosquito season. Seasonal employees will work from the last week of April until possibly late October, depending on our needs this fall.
- The 2026 Special Use Permit (SUP) issued annually by the Refuge Administration is allowing us to use the drone for treatment in small sections north and south of the Ridgefield refuge. But we have not received any new information about the Refuges' Integrated Mosquito Management (IMM) plan. Therefore, it is unlikely that we will be able to carry out any ground or aerial larvicide treatments in areas of concern not approved by the refuge Administration this season.
- We received our PCR machine. A representative came here for a full week in early March to train our employees on how to use the PCR.

Safety Report; nothing to report.

5.2 Annual Asset & Inventory Review

Mario Boisvert reviewed the District Manager's Report. Details are in the board packet.

A few key points are:

- Mario Boisvert presented all the capital asset inventory items, which are items that cost \$1,000 or more, purchased since April 2025 per Bylaws Article VIII. Finances, Section 3.
- Mario shared that there are currently no capital asset inventory items that need to be disposed of.
- Mario said that going forward, we may have the Vehicle Asset Management committee to do some future planning around how we decide what and when vehicles are replaced. This will depend on committee member availability and action prior to the August 11th, Board Meeting wherein Mario will present the 2027 Budget draft.
- Megan Vandall said she would see if she could find any data about fleet management and different financial impacts before the next board meeting.

6. Continuing Business and New Business

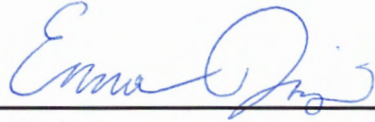
6.1 Meeting coordination for the Budget Committee and Vehicle Asset Management Committee

A few key points are:

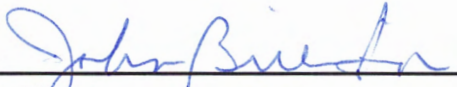
- The current members of the Budget Committee are John Billington, Kayla D'Ambrosi, Earl Fleck, and Rennie Kubik. Emma Jarvis shared that the current members of the Vehicle Asset Management Committee are Mariana Avalos, Justin Lottig, and as of that evening Megan Vandall.
- The Budget Committee will meet around mid-July 2026 to discuss what percentage of the annual budget should be kept in the operating fund, review Mario's initial plan for the 2027 Budget, and establish policy related to financial planning.
- Earl Fleck mentioned that the Budget Committee and the board at large should start discussing whether there is a need to either plan for moving to a new building or purchasing land and building a space tailored to CCMCD's needs, once the current lease is up.

Meeting adjourned at 8:49pm

Next meeting: June 9th, 2026, at 7:00 pm at the Clark County Mosquito Control District conference room virtually via Microsoft Teams.

X 

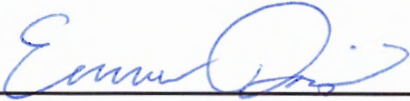
Emma Jarvis
Administrative Assistant

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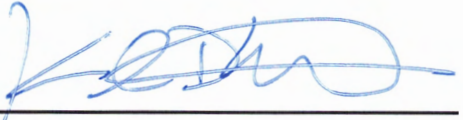
John Billington
Secretary/ Treasurer

Meeting adjourned at 8:49pm

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X 

Emma Jarvis
Administrative Assistant

X 

Kayla D'Ambrosi
Board President