

**Metropolitan
Mosquito Control District**

**Executive Committee
November 20, 2025
9:15 AM**

Information Packet

**METROPOLITAN MOSQUITO CONTROL DISTRICT
M E E T I N G A N N O U N C E M E N T**

COMMITTEE: **Executive Committee Meeting**

IN PERSON: **Metropolitan Mosquito Control District**
2099 University Avenue West
St. Paul, MN 55104

DATE: **Thursday, November 20, 2025**
TIME: **9:15AM**

A G E N D A

1. Call Meeting to Order
2. Roll Call
3. Approval of Agenda*
4. Consent Agenda
 - a. Approval of Minutes for September 24th, 2025 Meeting*
 - b. Approval of US Bank Corporate Credit Account*
5. Legislative Update (Peg Larsen, Kim Scott)
6. 2026 Budget and Levy*
7. Discussion of Executive Director’s Performance Appraisal
8. Executive Director’s Report
9. Other Issues and Announcements
10. Adjournment

* Action Requested

Commissioner Rena Moran	Ramsey County
Commissioner John Fahey	Carver County
Commissioner Jeff Reinert	Anoka County
Commissioner Liz Workman	Dakota County
Commissioner Kevin Anderson	Hennepin County
Commissioner Dave Beer	Scott County
Commissioner Fran Miron	Washington County

Next Commission Meeting: Wednesday, December 17, 2025, 6:00 p.m.

2026 Tentative Meeting Dates

Organizational Meeting: Thursday, January 8, 2026, 9:15 a.m.
Next Executive Meeting: Wednesday, January 22, 2026, 9:15 a.m.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Requested by:

Daniel Huff

Action Requested:

Approve Executive Meeting Minutes –

September 24, 2025

September 24th, 2025 Executive Committee Meeting Minutes

Roll Call:

Commissioner Jeff Reinert	Anoka County
Commissioner Liz Workman	Dakota County
Commissioner Rena Moran	Ramsey County
Commissioner Kevin Anderson	Hennepin County
Commissioner Dave Beer	Scott County
Commissioner John Fahey	Carver County
Commissioner Fran Miron	Washington County

Staff:

Daniel Huff, Executive Director
 Maria Mancilla-Diaz, Business Administrator
 Tim Stich, District Facilities Manager
 Monte Ebbesen, Public Affairs Assistant

Visitors:

Sam Ketchum, MMCD Legal Counsel
 Peg Larsen, MMCD Lobbyist

Chair Rena Moran called the meeting to order at 9:15am and noted Commissioner John Fahey was joining the meeting virtually. All other Executive board members were present; thus, a quorum was present.

Commissioner Anderson made a motion to approve the agenda. Commissioner Workman seconded. Commissioner Reinert suggested adding discussion of the Compensation Study conducted by MMCD staff to the agenda, following the Executive Director’s report. Commissioner Anderson moved to approve the addition; Commissioner Workman seconded. The motion to add discussion of the Compensation Study was approved unanimously, followed by approval of the amended agenda. Commissioner Anderson then moved to approve the June Executive Committee meeting minutes; Commissioner Miron seconded the motion. The minutes were approved without dissent.

Chair Moran invited MMCD Lobbyist Peg Larsen to present her update on legislative matters. Ms. Larsen echoed recent reports that Governor Tim Walz intended to run for a third term as Minnesota Governor, a historically uncommon and unsuccessful endeavor. She also noted that Hmong politician Xp Lee had won the special election in District 34B for a seat in the House of Representatives, and Representative Zack Stephenson became Speaker of the MN House, filling the late Representative Melissa Hortman’s leadership position. Governor Walz was considering calling a special session to address gun legislature in light of the mass shootings in the Twin Cities. Ms. Larsen also mentioned the retirement announcement of longtime Senator Ann Rest.

Commissioner Beer asked Ms. Larsen if there were any other Democratic contenders for Governor. Ms. Larsen responded that, as far as she knew, no one was challenging Governor Walz. Commissioner Reinert asked if there was any national data on 3rd term governors. Ms. Larsen was unsure. Commissioner Workman mentioned Governor Rudy Perpich, who served in the 1970s and 1980s. Some further discussion occurred regarding 3rd term governorships.

Chair Moran invited Business Administrator Maria Mancilla-Diaz to present on the fund balance policy changes. Ms. Mancilla-Diaz explained that the balance was considered a governmental fund. Ms. Mancilla and her team had reached out to organizations similar to MMCD (large cities, Metropolitan counties) to acquire information on their fund balance policies. She noted for the Commissioners that large portions of the fund balance were (1) assigned to the purposes of emergency vector response and (2) reflective of the non-spendable capital MMCD owned in the form of control materials. Ms. Mancilla-Diaz further explained that the assigned balance portion of the fund balance would be maintained to equal three times the difference between MMCD's most expensive year on record and the 10-year average, thus allowing MMCD to have the resources to fund 3 "wet years", if needed. She also noted that the policy emulated Ramsey County's, in that any surplus within the Working Capital portion would be allocated to the Capital Plan portion.

Commissioner Reinert observed that MMCD spends around \$20 million dollars a year, but the fund balance contained \$35 million. He suggested that \$35 million exceeded sensibility. Ms. Mancilla-Diaz agreed but noted that the Assigned Capital component stood at \$12 million, which would not go very far. Commissioner Reinert accepted Ms. Mancilla-Diaz's response and opined that \$15-20 million dollars seems like a suitable value for the fund balance, which would be achieved after approved and planned capital spending. Several Commissioners agreed with Commissioner Reinert's sentiments and supported the policy amendments.

Chair Moran moved to approve the fund balance policy revisions; Commissioner Workman seconded. The Executive board unanimously agreed to approve the revisions, thus allowing the policy revisions to be presented and voted on at the Full Commission meeting in October.

Ms. Mancilla-Diaz then moved on to discuss the next agenda item: the contract between MMCD and BWBR for architectural design services. Ms. Mancilla-Diaz described the process of selecting the most qualified firm after receiving several proposals and gave her fullest endorsement for BWBR. Some discussion about the upstairs and downstairs spaces of the MMCD St. Paul facility occurred. Commissioner Moran inquired about the term of MESB's rental of MMCD's St. Paul office. Ms. Mancilla-Diaz responded that the lease had a duration of 1 year, to which Commissioner Miron suggested future agreements be longer in duration. Further discussion occurred regarding the laboratory space of the St. Paul facility. Chair Moran noted that the agenda item was purely informational, and the contract would be voted on at the Full Commission meeting in October.

Chair Moran then invited MMCD legal counsel Sam Ketchum to present the suggested revisions to MMCD's OPEB policy. Mr. Ketchum explained the purpose of the OPEB fund and noted that no further employees would be eligible for benefits from the OPEB fund. Established in 2008 by vote of the Commission, the OPEB fund had grown from \$1 million to \$7 million since its inception up to 2024. Mr. Ketchum also noted that less than \$600,000 of the funds were needed to fulfill the required payouts to current and previous MMCD employees. Mr. Ketchum thanked and credited Executive Director Daniel Huff, Maria Mancilla-Diaz, Business Office Manager Jennifer Macchia, and previous Business Administrator Arleen Schacht for their work in communicating with state agencies and other consultants. Mr. Ketchum then briefly explained how MMCD could use the surplus funds to lower the contribution of current MMCD employees to organization health insurance. He also highlighted that the policy, if approved, could be revised or suspended at any point in the future.

Commissioner Miron moved to recommend Full Commission approval of the OPEB policy as presented; Commission Anderson seconded.

Commissioner Miron inquired about the expected end date of the obligation by the District to pay out OPEB beneficiaries. He also wanted to ensure that the surplus OPEB funds would be available to the District, once the obligation was met. Mr. Ketchum stated that he did not know the exact date, but his assumption was that the funds were available for use by the District. Mr. Daniel Huff added that the youngest OPEB-related employee was in their 30s. Discussion occurred between Mr. Ketchum, Ms. Mancilla-Diaz, and Commissioner Reinert regarding the growth of the fund as well as the longevity of the fund in lowering employee health insurance contributions. Ms. Mancilla-Diaz mentioned that Commissioner Miron requested a 5-year history of growth in the OPEB balance. Commissioner Anderson asked Mr. Huff what the expected increase of health insurance was for the District. Mr. Huff responded that the District was anticipating a 9% increase. Commissioner Anderson suggested that the withdrawal amount from the OPEB could be raised to 5-6%, instead of the 4% as proposed. Commissioner Workman expressed some concern about discussing revisions to the OPEB policy without alerting OPEB employees. Mr. Ketchum clarified that state law does not prevent revisions to the policy without employee notice. Commissioner Workman encouraged MMCD staff to notify OPEB employees. Commissioner Miron agreed with Commissioner Anderson's earlier sentiments that the withdrawal rate could be higher. Commissioner Moran concurred. Commissioner Reinert inquired about the flexibility of the withdrawal rate. Mr. Ketchum responded that it can be revisited and revised at any time, and the District was required to update the state of Minnesota every year regarding withdrawal. Commissioners Beer and Anderson suggested that flexibility for the withdrawal rate be included in the policy of the policy. Commissioner Miron suggested that verbiage of the proposed policy, section 2, point 4, be amended from "4%" to "at least 4%".

Commissioner Reinert moved to amend the proposed policy as suggested. Commissioner Anderson seconded. The amendment was approved without dissent. Commissioners then voted on the previous motion to recommend approval by the Full Commission, which was approved without dissent.

Executive Director Daniel Huff proceeded to present his report. Mr. Huff noted that MMCD administration had not yet met with union staff regarding the 2026 Union contract. He also explained that MMCD staff were still working with the Minnesota Department of Agriculture to determine licensure requirements. Mr. Huff also thanked several MMCD staff, including Vector Ecologist Dr. Jordan Mandli, QA/QC Coordinator Dr. Caleb Corona, and Field Operations Supervisor Gabi Grogan for their work on managing the presence of invasive mosquito species at the St. Paul Como Conservatory and collaboration with the MDH and CDC. Some Commissioners asked Mr. Huff to clarify details regarding vector surveillance and control efforts of the 2025 season.

Chair Moran then invited Commissioner Reinert to address his addition of the discussion of the compensation study to the agenda. Commissioner Reinert expressed his concerns regarding the compensation study lacking inclusion of private sector jobs. The Commissioner clarified that he was fine with increasing salaries but the inconclusiveness of the data could not justify an increase. Ms. Mancilla-Diaz clarified that the study did include private sector jobs. Commissioner Reinert responded that he would request that Commissioners be able to review numbers of the study and of MMCD employees. Mr. Huff agreed to providing such information at some point. Commissioner Reinert thanked Mr. Huff for his attention to the matter and explained that data would give him more confidence to support the endeavor.

Some discussion of meeting time length occurred. Chair Moran adjourned at meeting at 11:25am.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Presented by:

Maria Mancilla-Diaz

Action Requested:

Approve US Bank Corporate Credit Card Agreement

The corporate credit card provider for the Metropolitan Mosquito Control District is changing banks, which requires a new contract. The Executive Committee has authority to review and approve fiscal procedures.

[U.S. Bank Commercial Card Terms and Conditions](#)

METROPOLITAN MOSQUITO CONTROL DISTRICT

RESOLUTION NO.1

RESOLUTION APPROVING CORPORATE CREDIT ACCOUNT AND AGREEMENT

WHEREAS, the Metropolitan Mosquito Control District (the “District”) has the authority to borrow money and otherwise obtain credit and to grant security on its assets; and

WHEREAS, per District bylaws, the Executive Committee of the Metropolitan Mosquito Control Commission has the authority to review and approve fiscal procedures; and

WHEREAS, the District currently uses a corporate credit account through a Payment Solutions P-Card program, under which certain District employees are issued corporate credit cards; and

WHEREAS, the P-Card program is transitioning bank providers from Bank of Montreal (“BMO”) to U.S. Bank National Association (“U.S. Bank”) and it is in the best interests of the District to approve of the arrangement with U.S. Bank; and

WHEREAS, the arrangement requires execution of the “Terms and Conditions for the U.S. Bank Commercial Card” (the “Commercial Account Agreement”) presented with this Resolution; and

NOW, THEREFORE, BE IT RESOLVED, by the Executive Committee of the Metropolitan Mosquito Control Commission, as follows:

1. The District is authorized to enter into the arrangement with U.S. Bank to provide the District with credit through a U.S. Bank Commercial Card account.
2. The Executive Director, the Business Administrator, or their delegates, shall execute the Commercial Account Agreement.
3. The District shall otherwise comply with all other District policies and procedures and law with respect to the use of the U.S. Bank Commercial Card account.

Adopted by the Executive Committee of the Metropolitan Mosquito Control District, Minnesota on this 20th day of November, 2025.

Rena Moran, Chair

ATTEST:

Maria Mancilla-Diaz, Business Administrator

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Presented by:

Kim Scott and Peg Larsen

Informational:

Legislative Update

The elections are finally over in Minneapolis and Saint Paul. Mayor Frey won reelection while Mayor Carter was ousted by State Representative Kaohly Her. Rep. Her said that the assassination of Speaker Hortman gave her insight to run for mayor. Now she will be the first female and Asian American mayor of Saint Paul.

The special elections for the two open Senate seats were predictably won by a Republican in district 29, by small business owner from Buffalo Michael Holstrom, and a Democrat in district 47, by House member and scientist Amanda Hemmingsen-Jaeger. The Senate majority will continue to be held by the Democrats by one vote. So far, the House continues to remain equally divided between Republicans and Democrats. The even split will probably remain after two additional special elections to fill Kaohly Her and Amanda Hemmingsen-Jaeger's House seats. There is enough time for Gov. Walz to issue the writs calling for the special elections and for the elections to occur prior to the start of the 2026 legislative session. The special elections will likely occur in January, and we should have a complete Legislature in time for the regular session.

The list of Republican candidates for governor continues to grow. Speaker Demuth has decided to put her hat in the ring and run for governor with Ryan Wilson as her running mate. In the meantime, Demuth has said that she will retain the House Speakership. So far on the DFL side, Governor Walz is the only Democrat candidate. Many people wonder if Walz will remain the only candidate, but that remains to be seen.

In other news, Senator Pappas has said that she will not run for reelection. She has been in the Legislature, first serving in the House, since 1984. She is Chair of the important Capital Investment committee and will be integral to putting together a bonding bill for public infrastructure projects this session. Rep. Erin Koegel has also announced that she will not seek reelection, saying that she is not sure what she can accomplish in a divided legislature. Pappas and Koegel's announcements bring the total to 17 legislators who are running for a different office or retiring.

We have a request in to meet with Senator Limmer regarding a potential bonding request from MMCD. We are also having conversations with local units of government and associations to investigate the feasibility of legislation that could lessen the burden on MMCD for its tire collection program.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Presented by:

Maria Mancilla-Diaz

Action Requested:

Forward 2026 Budget and Final Levy with recommendation to Full Commission

I. Executive Summary- Final tax levy

We added targeted personnel and benefit funding to strengthen our employee health and HR capacity, included an OPEB withdrawal assumption, and added capital outlay for the Maple Grove warehouse and laboratory upgrades. Those changes reduced the General Fund balance by 22% compared with the prior projection and lowered the year over year levy increase from 5.31% (at max levy) to 4.91% in the final budget.

II. What changed (line-item highlights and rationale)

1. Health Savings Account (HSA) restoration — \$88,500 added

As an incentive for employees to enroll in the lower cost, high-deductible plan, we are offering a \$1,500 contribution to employees' Health Savings Account.

2. Paid Family & Medical Leave Act (PFMLA) — 100% employer contribution

Budget now includes employer-side PFMLA contributions at 100% of the projected cost (amount included in Total Compensation/life disability lines). This will be partially offset by eliminating short-term disability for most employees.

3. Human Resources salary increase — added budget dollars for higher-level HR position

Increased the budgeted Human Resources FTE to recruit a higher-level position to coordinate HR duties across MELSA and the MESB agencies. This is a strategic investment to centralize and improve HR coordination, compliance, recruitment, and cross-organization collaboration. A higher-level hire is expected to reduce downstream inefficiencies and risk.

4. OPEB withdrawal assumption — 4% included

Inserted a 4% OPEB withdrawal in the final budget (shown as Other Uses/transfer in OPEB).

Aligns with OPEB funding/withdrawal policy. It reduces available general fund resources; reflected as an Other Use and in Total Revenues/Expenditures reconciliation.

5. Elimination of Senior Manager position

With the retirement of Mark Smith, we are eliminating the Integrated Services Manager position.

III. Capital Outlay

1. Entomology Laboratory — \$5,000,000 added

This project will renovate the existing lab infrastructure, improve mechanical systems, modernize the elevator, and reconfigure office space to accommodate personnel.

2. Maple Grove Storage Structure — \$2,625,000 added

This project involves the design and construction of an unconditioned commercial storage space on the current property. The design will facilitate safe and efficient movement for commercial tractor-trailers and blend with the existing building's aesthetics.

Action Requested:

Forward final 2026 budget and the adjusted levy with recommendation for approval to the full Commission at its December 17, 2025, meeting.

METROPOLITAN MOSQUITO CONTROL DISTRICT
RESOLUTION NO.2

**RESOLUTION TO FORWARD WITH RECCOMENDATION TO THE FULL
COMMISSION SETTING THE FINAL LEVY FOR TAX YEAR 2026**

WHEREAS, the Metropolitan Mosquito Control District (MMCD) remains in a sound financial position, continuing to leverage efficiency, innovation, and prudent fiscal management to maintain high-quality mosquito control services while keeping the levy impact on the median property among the lowest of all surveyed mosquito control districts nationwide; and

WHEREAS, the Commission, at its meeting on July 23, 2025, adopted a maximum levy for tax year 2026 in the amount of **\$21,590,768**, representing a potential **5.31%** increase over the 2025 levy; and

WHEREAS, the District's five-year financial plan supports moderate, phased levy increases to sustain essential capital investments, address workforce and facility needs, and manage inflationary pressures on operations, while ensuring long-term fiscal stability; and

WHEREAS, following review of updated financial projections and expenditure requirements, the Commission finds that a levy slightly below the maximum is sufficient to maintain current operations, fund planned investments, and preserve appropriate reserves; and

WHEREAS, the proposed **final levy for tax year 2026** is **\$21,497,131.39**, representing an increase of **\$995,025.39**, or **4.85%**, over the 2025 levy; and

WHEREAS, this level of funding will allow the District to continue its core mosquito control programs, advance its fleet and facility replacement plans, and support employee compensation and benefits aligned with market conditions and organizational needs.

NOW, THEREFORE, BE IT RESOLVED, that the Executive Committee of the Metropolitan Mosquito Control District hereby forwards to the MMCD Commission with a recommendation for approval of the **final levy for tax year 2026** in the amount of **\$21,497,131.39**.

METROPOLITAN MOSQUITO CONTROL DISTRICT
RESOLUTION NO. 3

**RESOLUTION TO FORWARD WITH RECCOMENDATION TO THE FULL
COMMISSION APPROVING THE FINAL BUDGET FOR FISCAL YEAR 2026**

WHEREAS, the Metropolitan Mosquito Control District (MMCD) continues to fulfill its mission to protect public health and improve outdoor quality of life through effective and environmentally responsible mosquito and black fly control and tick surveillance programs; and

WHEREAS, the District’s 2026 Budget has been developed to align with the newly adopted Strategic Plan, ensuring that financial resources are allocated to sustain operational excellence while investing strategically in the District’s physical, fleet, and human assets; and

WHEREAS, the Executive Director has presented a proposed Fiscal Year 2026 Budget totaling **\$23,282,100.67**, reflecting a balanced approach that maintains fiscal prudence while advancing key strategic initiatives; and

WHEREAS, the 2026 Budget incorporates planned expenditures from fund balance in accordance with the District’s new Fund Balance Policy to support capital investments and treatment levels above the ten-year average; and

WHEREAS, the Budget provides for:

- Continued funding of current and retired employee health benefits through OPEB withdrawals;
- Implementation of the 10-year Capital Improvement Plan, including facility upgrades in St. Paul and Maple Grove;
- Full execution of the fleet replacement schedule to improve reliability and fuel efficiency;
- Competitive market adjustments to salaries and benefits, including compliance with new Paid Family and Medical Leave requirements; and
- Cost savings achieved through targeted restructuring of senior leadership; and

WHEREAS, the Commission recognizes the District’s continued success in exceeding operational performance metrics, advancing environmental sustainability, and responding effectively to emerging vector-borne disease threats; and

WHEREAS, the Commission further acknowledges that the **final 2026 levy of \$21,497,131.39**—a reduction from the maximum levy set in July—demonstrates the District’s ongoing commitment to fiscal discipline and stewardship of public resources.

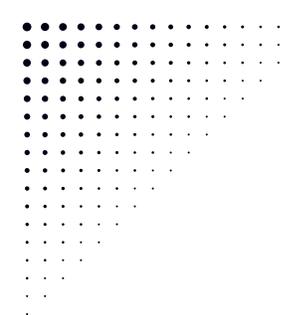
NOW, THEREFORE, BE IT RESOLVED, that the Executive Committee of the Metropolitan Mosquito Control District hereby forwards to the MMCD Commission with a recommendation for approval, the **Final Budget for Fiscal Year 2026** in the total amount of **\$23,282,100.67**.

2026 BUDGET



Prepared By:
MMCD





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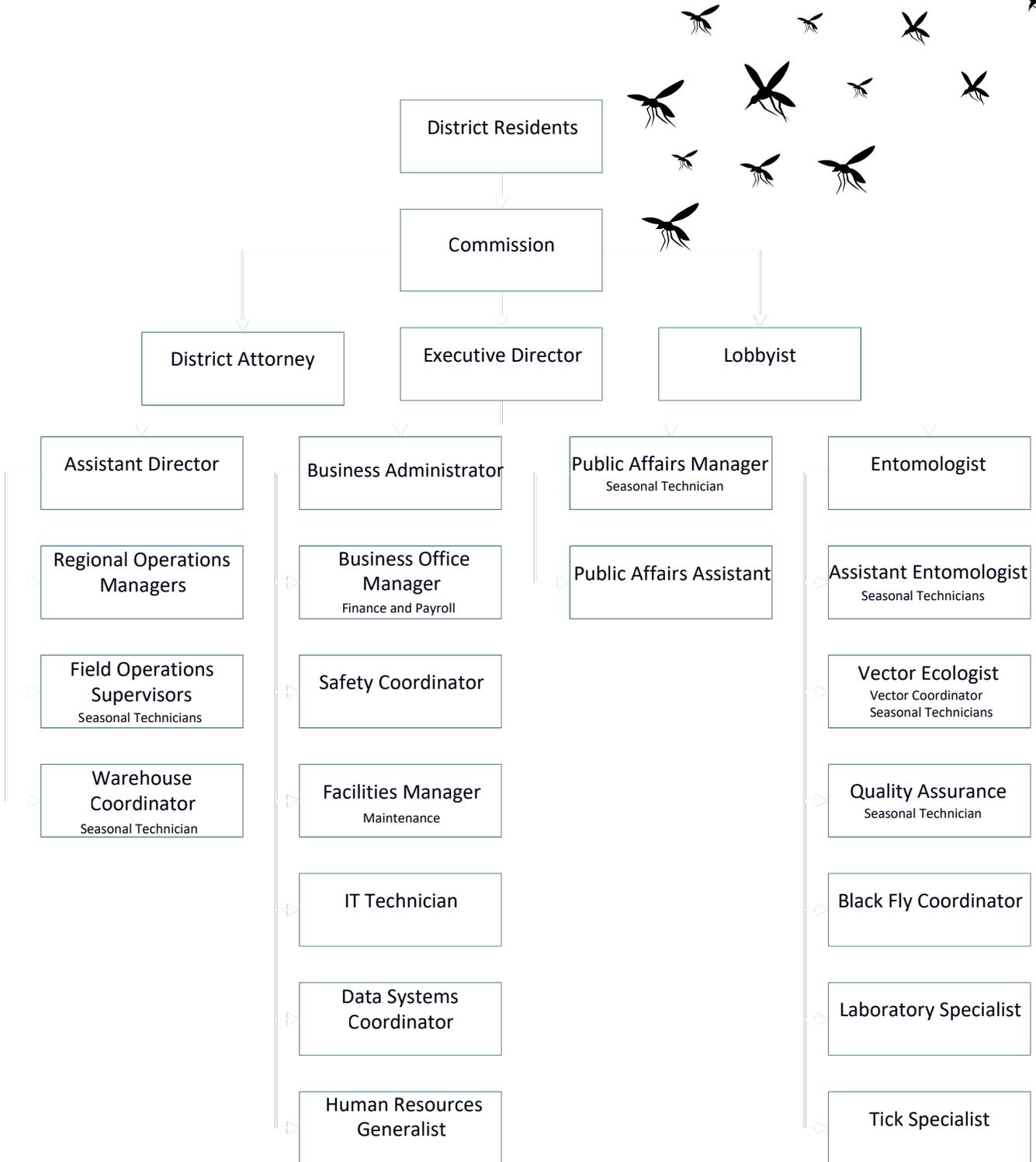
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2026 Organizational Chart





The Honorable MMCD Commission:

I am excited to present this proposed Metropolitan Mosquito Control District Budget for Fiscal Year 2026. Balancing fiscal prudence with essential investment in our physical and human assets, this document reflects our commitment to our newly adopted Strategic Plan. I am particularly pleased in a reduction of the final levy from the maximum set in July.

Building on 2025 Success: Operational Metrics and Strategic Goals

In Fiscal Year 2025, MMCD staff executed the District's mission through world-class operations, exceeding work levels of the past nine years. MMCD successfully completed 269,006 acres of larval mosquito treatments and 319,067 catch basin treatments, while responding to 1,226 resident calls. We advanced Environmental Sustainability by responsibly recycling 22,225 tires. District staff aggressively responded to record levels of West Nile Virus, a child with La Crosse Encephalitis, and the introduction of a breeding population of the invasive mosquito, *Aedes aegypti*.

2026 Budget Framework: Focused Investment

The 2026 budget represents a comprehensive, strategic use of **all** District assets.

1. **Fund Balance:** Implementation of the newly adopted fund balance policy with expenditure of funds for new capital investments and treatment expenses above the 10-year average.
2. **OPEB:** Withdraw of funds to support current health insurance benefits for all employees and retired OPEB members.
3. **Building Assets:** Renewed investment in operations, maintenance and capital improvements of all District-owned facilities based upon the new 10-year capital plan including new warehouse space in Maple Grove and laboratory updates in St. Paul.
4. **Fleet Assets:** Full implementation of the District's fleet replacement schedule with significant improvements to fuel efficiency.
5. **Human Assets:** Competitive Market Adjustment for salaries and health benefits. Incorporation of mandated changes, notably the new Paid Family and Medical Leave (PFML).
6. **Cost Reductions:** Elimination of one FTE through targeted restructuring in Senior Leadership.

The 2026 Proposed Budget is a transparent, fiscally balanced plan that strategically invests in the people, science, and infrastructure necessary to deliver world-class mosquito and black fly control and tick surveillance. We are well-positioned to honor our Strategic Vision: *Protect all people in the District from vectors and improve their time outdoors.*

Thank you for your review, support and continued partnership.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Daniel Huff".

Daniel Huff MPA REHS
Executive Director
Metropolitan Mosquito Control District



MMCD STRATEGIC PLAN 2025-2027

Making the Outdoors Better Since 1958



VISION

We protect all people in the District from vectors and improve their time outdoors.



MISSION

To promote health and wellbeing by protecting the public from disease and annoyance caused by mosquitoes, black flies, and ticks, in an environmentally sensitive manner.



VALUES

We value integrity, trust, cooperation, respect, and competence in our interactions with colleagues and customers.



RESOURCES + CAPACITY

Ensure financial and organizational capacity that supports the implementation of strategic priorities.

- Define resources and timing needs for staff, equipment, and material.
- Design a clear system of accountability and transparency.
- Create financial plan based upon prudent use of efficiencies, innovation, additional funding sources, and taxpayer dollars.



OUTREACH + COLLABORATION

Build supportive relationships with identified partners.

Engage residents on Integrated Pest Management (IPM).

- Identify all partners and determine targets / asks for each.
- Collaborate with researchers, other districts, and public health agencies to strengthen IPM plan.
- Engage and inform residents and expand education outreach (internally and externally).



ENVIRONMENTAL SUSTAINABILITY + STEWARDSHIP

Minimize environmental impact of operations and treatments.

- Positive environmental use of properties.
- Reduce energy usage of buildings, vehicles, and equipment.
- Reduce waste stream.
- Reduce non-target impact of material.
- Minimize environmental impact of field work.



BORDER-TO-BORDER IPM

Provide Services to all people in the district.

- Identify what services are delivered and create criteria to use.
- Determine resources and timeline based on criteria.
- Develop useful metrics and expectations.
- Implement Border-to-Border plan.

Strategic Plan and 2026 Budget Alignment

1 Resources + Capacity

The budget prioritizes the largest expense—Total Compensation (\$10.8M), coupled with investments in team development and increased healthcare benefits, directly supporting the Resources + Capacity pillar by ensuring a competent, well-resourced staff and managing accountability.

2 Outreach + Collaboration

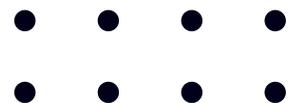
Operational expenses like Travel and Mileage and General Expense provide the necessary resources for staff to attend conferences for networking with researchers, other districts, and public health agencies to strengthen the IPM plan. This travel ensures the team is able to identify all partners and determine targets / asks for each.

3 Environmental Sustainability + Stewardship

The Capital Outlay (\$7.6M) and operational Repair and Maintenance (\$665K) and operating Capital (\$1.8M) are dedicated to asset modernization, facility planning (lab/warehouse renovation, Plymouth planning), and a vehicle replacement plan. These investments are crucial for minimizing environmental impact and reducing energy/waste, directly supporting the Environmental Sustainability + Stewardship pillar.

4 Border-to-Border IPM

Control Operations (\$7.3M), ensures core services are maintained while staff time is dedicated to the essential planning phase for the Border-to-Border IPM pillar. In 2026, the focus is on identifying criteria, resources, and timelines to build the plan for full implementation in 2027 and subsequent years.



Revenues/Expenses

	2024 Actual	2025 Budget	2025 Projected	2026 Budget Proposed
Sources of Revenue				
Levy (Property Taxes)	\$19,650,128.00	\$20,502,106.00	\$20,502,106.00	\$21,497,131.39
Other Income	\$1,878,200.00	\$850,000.00	\$1,200,000.00	\$1,500,000.00
Other Uses (transfer in OPEB)				\$284,969.28
Total Revenues	\$21,528,328.00	\$21,352,106.00	\$21,702,106.00	\$23,282,100.67
Expenditures				
Total Compensation	\$8,821,357.00	\$9,823,871.14	\$10,226,273.00	\$10,843,134.61
Rent and Building Costs	\$683,247.00	\$803,773.20	\$714,121.00	\$825,126.40
Supplies and Expense	\$439,111.00	\$479,825.80	\$475,856.00	\$493,470.58
General Expense	\$564,604.00	\$755,700.00	\$643,639.00	\$653,557.00
Travel and Mileage	\$210,865.00	\$311,970.00	\$244,125.00	\$321,329.10
Insurance	\$272,335.00	\$310,000.00	\$310,000.00	\$322,100.00
Repair and Maintenance	\$207,566.00	\$461,466.00	\$285,088.00	\$665,833.98
Control Operations	\$7,880,735.00	\$7,063,100.00	\$8,535,451.00	\$7,301,651.00
Total Operating Capital	\$1,006,033.00	\$1,342,400.00	\$952,856.00	\$1,855,898.00
Total Expenses	\$20,085,853.00	\$21,352,106.15	\$22,387,409.00	\$23,282,100.67
NET TOTAL (Revenues - Expenses)	\$1,442,475	\$ (0)	-\$685,303	\$ (0)
Max Levy YOY				5.31%
Projected Levy YOY				4.85%
Variance				-.46%

5 Year Projected Expenses

EXPENSES	2025	2026	2027	2028	2029	2030
RFT Salaries	5,370,667	5,783,568	6,273,825	6,754,030	7,172,490	7,537,038
FICA Tax RFT	410,856	442,443	479,948	516,683	548,696	576,583
PERA RFT	402,800	433,768	470,537	506,552	537,937	565,278
Seasonal	2,750,000	2,818,750	2,889,219	2,961,449	3,035,485	3,111,373
FICA Tax Seasonal	210,375	215,634	221,025	226,551	232,215	238,020
PERA Seasonal	6,000	6,000	6,000	6,001	6,002	6,003
Medical/Dental Ins/HSA	356,100	761,291	784,129	807,653	831,883	856,839
Life/Disability Insurance	37,073	101,680	103,714	105,788	107,904	110,062
Unemployment	240,000	240,000	240,000	240,000	240,000	240,000
Uniforms	40,000	40,000	40,000	40,000	40,000	40,000
Total Compensation	9,823,871	10,843,134	11,508,396	12,164,707	12,752,611	13,281,196
Rent buildings	276,000	281,520	287,150	292,893	298,751	304,726
Utilities	151,200	155,736	160,408	165,220	170,177	175,282
Other Utilities	19,439	20,022	20,623	21,242	21,879	22,535
Janitorial Services	91,000	93,730	96,542	99,438	102,421	105,494
Janitorial Supplies	9,500	9,785	10,079	10,381	10,692	11,013
Grounds Services	12,434	12,807	13,191	13,587	13,995	14,414
Telephone	7,000	7,210	7,426	7,649	7,879	8,115
Cell Phones	132,000	138,020	142,161	146,425	150,818	155,343
Cell Phone Hardware Replace/Repair	2,000	0	0	0	0	0
Computer Access	100,000	103,000	106,090	109,273	112,551	115,927
Meeting/Misc Expense	3,200	3,296	3,395	3,497	3,602	3,710
Rent and Building Costs	803,773	825,126	847,065	869,605	895,694	922,564
Printing & stationery	3,735	3,847	3,962	4,081	4,203	4,329
Postage & mailing	3,600	3,708	3,819	3,934	4,052	4,173
Office Supplies	36,950	38,059	39,200	40,376	41,588	42,835
Copy Machine	12,700	13,081	13,473	13,878	14,294	14,723
Subscriptions, memberships,bids	39,900	41,097	42,330	43,600	44,908	46,256
Computer Supplies	12,000	12,360	12,731	13,113	13,506	13,911
Computer Hardware	85,000	87,550	90,177	92,882	95,668	98,538
Computer Software	85,900	88,477	91,131	93,865	96,681	99,582
Headquarters Expense	53,300	54,899	56,546	58,243	59,990	61,790
Field Equipment/Supplies	34,507	35,542	36,609	37,707	38,838	40,003
Field Boots/Waders	42,818	44,102	45,426	46,788	48,192	49,638
Field Safety Supplies	10,548	10,864	11,190	11,526	11,872	12,228
Lab & Research Supplies	33,868	34,884	35,930	37,008	38,118	39,262
Disease Testing/Ramp Kits	25,000	25,000	25,000	25,000	25,000	25,000
Supplies and Expense	479,826	493,471	507,525	522,000	536,910	552,268
Employment Costs	30,000	30,900	31,827	32,782	33,765	34,778
Employee Training/Recognition	30,000	30,900	31,827	32,782	33,765	34,778
Outside Services	458,800	347,750	354,705	361,799	369,035	376,416
Legal Fees/Audit	60,000	61,800	63,654	65,564	67,531	69,556
Equipment Rental	0	0	0	0	0	0
Study grants & Continuing Ed.	147,500	151,925	156,483	161,177	166,013	170,993
Public Information	18,400	18,952	19,521	20,106	20,709	21,331
Testing/Occupational Health	11,000	11,330	11,670	12,020	12,381	12,752
General Expense	755,700	653,557	669,686	686,230	703,199	720,604
Mileage & expenses	5,170	5,325	5,485	5,649	5,819	5,993
Travel out of District	100,000	103,000	106,090	109,273	112,551	115,927
Vehicle/Equipment Fuel	206,800	213,004	219,394	225,976	232,755	239,738
Travel and Mileage	311,970	321,329	330,969	340,898	351,125	361,659
Property/Liabilities Insurance	113,000	120,500	123,000	128,000	130,500	133,000
Truck & Auto Insurance	60,000	61,500	62,000	63,240	64,505	65,795
Workmen's Comp Insurance	135,000	138,000	141,000	142,000	143,000	144,000
Surety Bond	2,000	2,100	2,150	2,150	2,150	2,150
Insurance	310,000	322,100	328,150	335,390	340,155	344,945

5 Year Projected Expenses

Office Equip. repairs	2,500	2,500	2,500	2,501	2,502	2,503
Equipment Repair and Maintenance	24,000	24,716	25,453	26,213	26,995	27,801
Auto Repair and Maintenance	131,866	135,818	139,889	144,081	148,400	152,848
Computer Repair	2,800	2,800	2,800	2,800	2,800	2,800
Operations Radio Expense	300	0	0	0	0	0
Building repairs	300,000	500,000	500,000	500,000	500,000	500,000
Repair and Maintenance	<u>461,466</u>	<u>665,834</u>	<u>670,642</u>	<u>675,595</u>	<u>680,697</u>	<u>685,952</u>
Tire Recycling	85,000	87,546	90,168	92,869	95,652	98,517
Helicopter	2,219,400	2,219,400	2,419,400	2,419,400	2,419,400	2,619,400
Control Material	<u>4,758,700</u>	<u>4,994,705</u>	<u>5,091,465</u>	<u>5,204,485</u>	<u>5,271,790</u>	<u>5,271,790</u>
Control Operations	<u>7,063,100</u>	<u>7,301,651</u>	<u>7,601,033</u>	<u>7,716,754</u>	<u>7,786,842</u>	<u>7,989,707</u>
Office Capital	0	0	0	0	0	0
Field Capital	68,600	68,600	68,600	68,600	68,600	68,600
Auto Capital	353,800	650,298	629,160	648,040	807,984	702,200
Radio Capital	0	0	0	0	0	0
Building Improvement Capital	850,000	1,117,000	1,117,000	1,117,000	1,117,000	1,117,000
Intangible Capital	<u>70,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Total Capital	<u>1,342,400</u>	<u>1,855,898</u>	<u>1,834,760</u>	<u>1,853,640</u>	<u>2,013,584</u>	<u>1,907,800</u>
	21,352,106	23,282,100	24,298,227	25,164,821	26,060,816	26,766,695

Our Team in 2026

The 2026 Personnel Budget balances the need for fiscal conservatism (net 1 FTE reduction) with the operational necessity of retaining a skilled workforce (market adjustments). The resulting personnel plan is fully aligned with the Strategic Plan's emphasis on efficiency, organizational capacity, and mission delivery.

Table 1: FTE Summary by Employee Type

	2025 Approved Full Time	2025 Approved Seasonal	2026 Proposed Full Time	2026 Proposed Seasonal
MMCD	60	205	59	208
Variance			-1	3

Table 2: Personnel Cost Impact and Variance Analysis (2026 Proposed)

	2025 Approved Cost (\$)	2026 Proposed Cost (\$)	Cost Variance (\$)	Primary Driver
Full-Time (FT) Salary & Wages	\$5,370,667	\$5,783,568	\$412,901	Market Adjustment
Full-Time (FT) Benefits (Health, Retirement, etc.)	\$1,486,829	\$2,019,181	\$532,352	Employer Contribution PFML
Seasonal Wages & Mandated Benefits	\$2,966,375	\$3,040,384	\$74,009	PT COLA
TOTAL MMCD PERSONNEL BUDGET	\$9,823,871	\$10,843,133	\$1,019,262	(Market Adjustment, Insurance improvement & PFML)

Our Projects in 2026

The Assigned Capital Plan is a strategic component of the organization’s long-term financial stability, ensuring that surplus funds are directed toward necessary infrastructure and asset renewal.

Fiscal Year 2026 Capital Allocation

For Fiscal Year 2026, the Assigned Capital Plan includes a total planned expenditure of \$7.625 million to address key facility modernization and improvement initiatives



Capital Outlay Projects

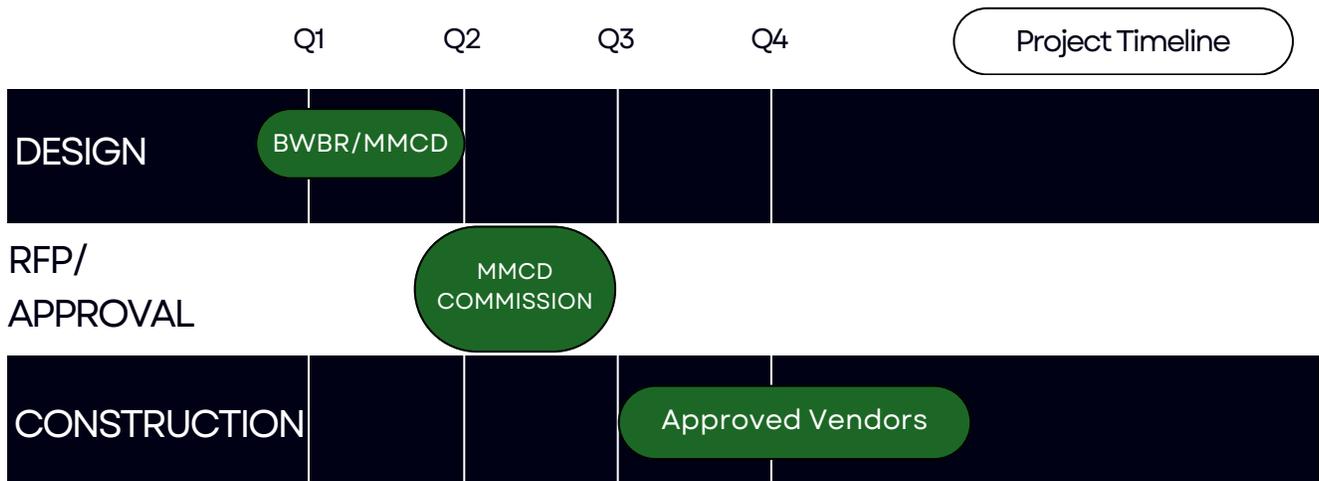
St. Paul Lab Renovation	\$5,000,000
Maple Grove Warehouse	\$2,625,000

Total Cost of Capital Outlay **\$7,625,000**

General Fund (GF) Balance

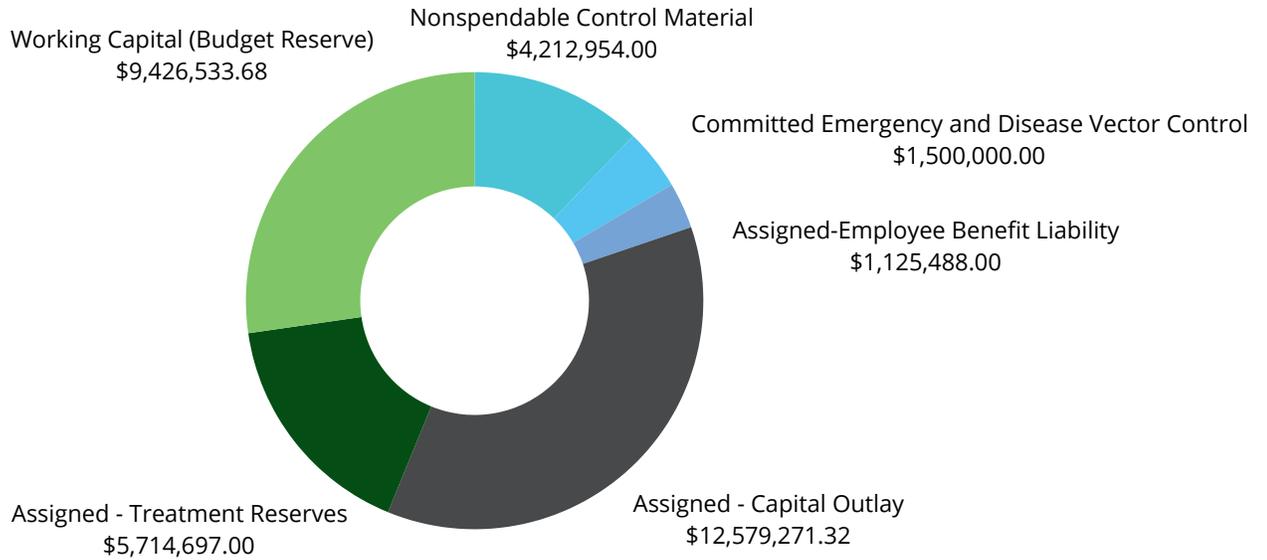
2025 General Fund (projected)	34,558,944
Capital Outlay	-7,625,000

2026 Projected General Fund Balance **\$26,933,944**

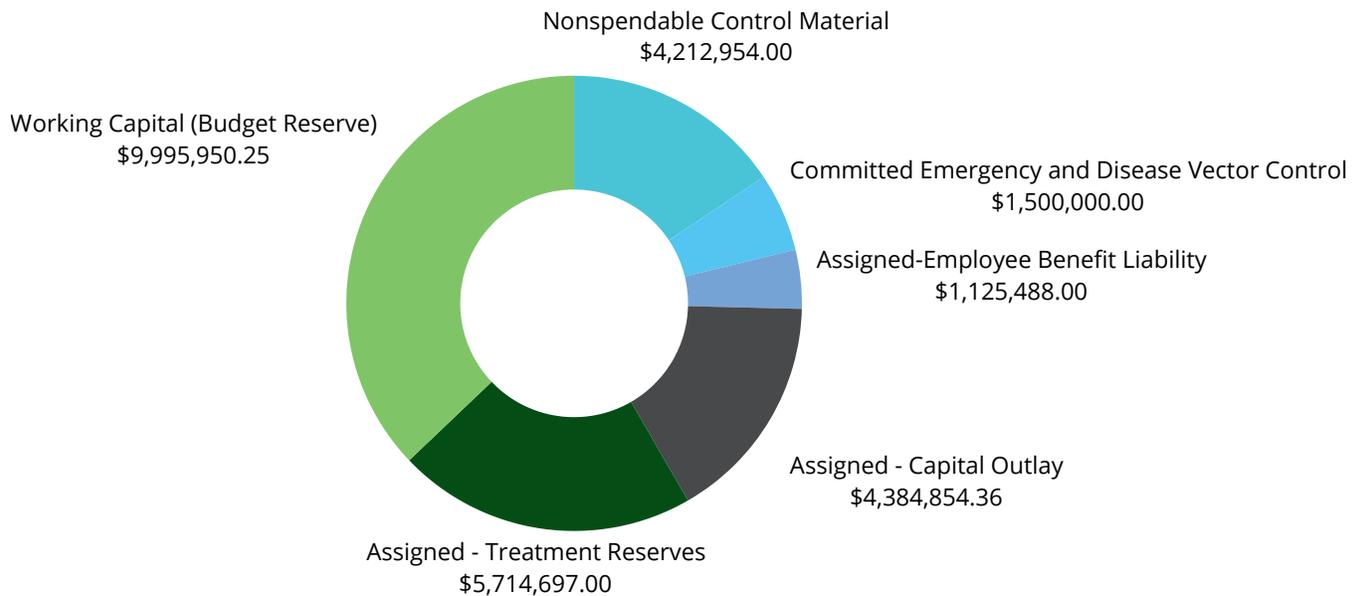


Fund Balance

2025 GF Balance (Projected) \$34,558,944



2026 GF Balance (Budget) \$26,933,944



YOY General Fund Balance

-22.06%

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Requested by:

Maria Mancilla-Diaz

Informational:

Executive Director's Performance Appraisal

This memo initiates formal discussion regarding the Executive Director's annual performance review. It ensures the Executive Director remains accountable, aligns their leadership with the District's primary goals, and actively supports their professional development.

In Minnesota local government, the Executive Director review is a tool to strengthen the partnership between the Board and the chief executive.

The process we propose uses four key ideas, common in local government across Minnesota:

1. **Goal Alignment:** The Executive Director 's work should be judged against the Board's mission and yearly goals.
2. **Feedback from Many Sides (360-Lite):** We collect opinions from the Board, the Executive Director (self-assessment), and key direct staff reports.
3. **Focus on Results:** The review looks at actual results (like finished projects and stable finances) rather than just daily tasks.
4. **Future Improvement:** The process must end with clear, measurable goals for the next year.

To run a smooth appraisal, staff request clear direction from the Board on these logistical questions:

1. **Review Areas:** Is the point rating scale the right way to measure our Executive Director's work?
2. **Confidentiality:** Should staff (HR) keep collecting all Board surveys confidentially, or would the Board prefer the forms go straight to a designated Board member or a third-party consultant?
3. **Review Schedule:** Please approve the Timeline for distributing the review forms, holding the private Board-Executive Director discussion, and setting the new goals.

I look forward to our discussion and finalizing a fair and effective process based on your direction.

Action Requested

For discussion purposes only.

METROPOLITAN MOSQUITO CONTROL COMMISSION MEETING

Presented by:
Daniel Huff

Informational:
Executive Director's Report

The off-season is underway. Field crews are updating maps and inventorying equipment, while the lab continues to identify samples from the season. This is our time for training, data review, planning for next year, and restocking supplies.

New this winter, we are diving into our **Strategic Plan**. Several staff members will also be attending and presenting at professional conferences.

Be sure to check out our new [recruitment video](#), created by our seasonal Public Affairs Assistant, *Abbie Brown*. After watching it, you may be tempted to resign from your elected office and join our team—but please don't! We value having you on the Commission.

Staff Retirements

We are celebrating the retirement of four long-term team members whose dedication and service have been instrumental to the District's success:

- **Scott Grant**, Field Operations Supervisor, Oakdale – *38 years*
- **Mark Smith**, Integrated Services Manager – *33 years*
- **Eric Sell**, Field Operations Supervisor, Rosemount – *27 years*
- **Monica Wickelgren**, Field Operations Supervisor, Rosemount – *21 years*

We will formally recognize their outstanding contributions at the **December Commission meeting**.

2026 Budget

A huge thank you to **Maria Mancilla-Diaz** for her excellent work finalizing the proposed 2026 budget.

I'm pleased to report that we are proposing a **lower levy than the maximum** set by the Commission in July. This budget supports increases in staff compensation and capital investments in our buildings and fleet. Additionally, it prepares the District for implementation of the **Paid Family and Medical Leave Act** taking effect in January.

It also includes increased funding for a **new Human Resources position** that will provide shared support to MMCD, the Metropolitan Emergency Services Board (MESB), and the Metropolitan Library Services Agency (MELSA). By sharing this position among our sister metro agencies, we are adding capacity while creating efficiencies that save taxpayer dollars. I continue to meet regularly with the directors of MESB and MELSA to explore additional partnership opportunities.

Collective Bargaining

We have begun negotiations with **City Employees Union Local 363**, which represents our Field Operations Supervisors. The current agreement expires on **December 31, 2025**. I will provide an update at our meeting.

Capital Projects

We recently hosted a facility tour for our real estate broker, showcasing both the Plymouth and Andover sites. Andover serves as an example of our most versatile field facility.

We have also begun meeting with our **architect** as they gather staff input on the needs for the **Maple Grove facility** and the **laboratory**. The proposed 2026 budget includes estimated capital costs for both projects.

Helicopter Contract

We met with **Scott Churchill**, owner of *Scott's Helicopter Services*, to review the past season and discuss future operations. Our contract with Scott's runs through the end of **2026**, and we continue to enjoy an excellent working relationship. Mr. Churchill expressed enthusiasm for our ongoing partnership.

Thank you to our Veterans

In celebration of Veteran's Day, we celebrate our MMCD veterans:

- Andrea Lectka (Maple Grove) - U.S. Navy (current reservist)
- Paul Youngstrom (St. Paul) - U.S. Navy
- Paul Krawetz (St. Paul) - U.S. Marine Corps
- Commissioner John Heinrich (Anoka County) – U.S. Marine Corps

Additionally, we celebrate Maria Mancilla-Diaz and her service in the U.S. Army Reserves.

Departmental Updates

Field Operations

Jon Peterson, Assistant Director

The weather has remained mild and mostly dry over the past month. Staff have taken advantage of these favorable conditions to continue updating maps, checking areas with new development, and preparing for the upcoming season. The data collected this year, combined with these recent updates, will help inform planning for 2026.

We are planning to expand our drone program by adding two additional drones next year. This will bring our total to 10 drones in field operations, ensuring that each facility has at least one drone available for treatments.

Over the next few months, we will be reviewing all 2025 operations, as we do annually, to ensure our work remains efficient and effective.

Integrated Services

Mark Smith, Integrated Services Manager

Staff members continue to prepare departmental plans for the St Paul building remodel. The technical services team will be meeting with the architectural firm on November 12 to discuss current and future space needs.

Three District staff members will be participating in our employee exchange program with two mosquito control districts in Florida and attending the Florida Mosquito Control Association's annual meeting.

Staff continue to network with regional and national programs to learn from other mosquito control programs. We continue to benchmark our methods and develop our programs with other experts in the industry.

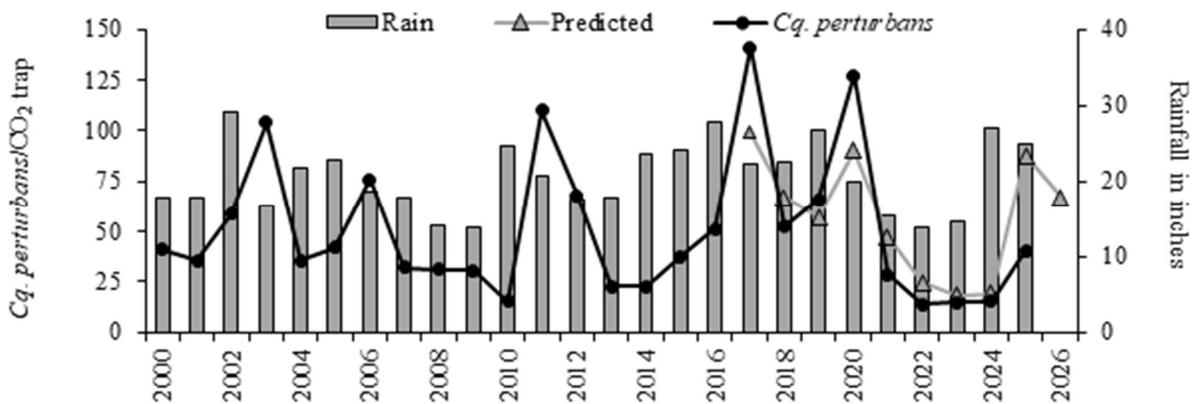
Our Technical Advisory Board subgroups will continue to meet and prepare for our February 11, 2026 annual meeting.

Staff continue to conduct tick surveillance using both mammal trapping and tick drag sampling. Adult ticks remain active late into the fall. This sampling will allow additional pathogen testing and compile more comprehensive seasonal data.

Entomology Laboratory

Dr. Scott Larson, District Entomologist

Excluding our mosquito collections at Como Park, all surveillance for the season has concluded. Finally, freezing temperatures have put an end to the mosquito season. The Entomology Lab is now focused on identification of samples that were saved from earlier in the year. We will soon start working on our biennial non-target study which assures our black fly control in the Mississippi River does not impact other insects and macroinvertebrates.. Dr. Scott Larson (District Entomologist) will be attending the Entomological Society of America’s annual meeting in Portland, OR. Koudai Sugii (Entomology Lab Specialist) will travel to Lee County Mosquito Control District in Florida as part of our exchange program between other control districts in the US. Now that the rainfall totals have been finalized for the 2025 mosquito season, we are able to make a prediction for next year’s cattail mosquito population.



Public Affairs

Alex Carlson, Public Affairs Manager

City Summaries

The Public Affairs Team is in the process of assembling summaries of the work that was completed in all 120+ cities and townships during the 2025 season. Each city administrator, township clerk, and/or city communications staff person will receive a complete report that contains customized data on things like acres of larval control, tires collected, customer calls, and more.

Here is a preview of some of the District-wide numbers from 2025:

District-Wide Numbers from 2025:

70,283 Larval mosquito inspections	269,006 Acres of larval mosquito treatments	22,225 Tires recycled
319,067 Catch basin treatments	1,425 Acres of adult mosquito treatments	1,226 Resident calls

New Recruitment Videos

Seasonal Public Affairs Assistant Abbie Brown has put together a new set of recruitment videos to assist with our hiring push next spring. These videos show four enthusiastic seasonal staff members highlighting their work and why they enjoy working at MMCD!

Check out the full length video on [YouTube!](#)



Mosquitoes in the News!

[Mosquitoes infiltrated Iceland. Will they survive the winter?](#) - Erin Garcia de Jesús, Science News, November 3, 2025

- Big news broke recently when it was discovered that the only country in the world that didn't have mosquitoes, now does. Will Iceland's harsh climate allow them to survive another year?

[Scientists Develop Floral-Scented Fungus That Lures Mosquitoes to Their Doom](#) – College of Computer, Mathematical, and Natural Sciences | University of Maryland, October 25, 2025

- Concerned about the limits of chemical pesticides, researchers developed a new fungus that attracts mosquitoes where they get infected and die.

['Dangerous' mosquitoes that can spread fatal diseases invade Bay Area tech hub](#) – Julio Musto, *The Independent*, October 27, 2025

- *Aedes aegypti* mosquitoes, which are known vectors of Dengue fever, Zika virus, Chikungunya, and other diseases, have been spreading to new areas in Northern California, causing concern among residents and public health officials.

[First fossil mosquito larva in 99-million-year-old amber with a modern type of morphology sheds light on the evolutionary history of mosquitoes](#) – André P. Amaral, et al., *Gondwana Research*, February 2026

- The earliest mosquito larva ever was recently discovered preserved in amber from the Cretaceous period. The morphology of the larva suggests that they were present even earlier and likely were active during the Jurassic Period (about 201-145 million years ago).