

**FRESNO WESTSIDE MOSQUITO ABATEMENT DISTRICT  
BOARD OF TRUSTEES MEETING  
Teleconference/Online Meeting Only (COVID-19 Protocol)  
April 08, 2021 - 12:45 p.m.**

Join Zoom Meeting

<https://us02web.zoom.us/j/88048106968?pwd=dINUZHHR6MU9TcTQ1ek1qRWdqOGZzZz09>

Meeting ID: 880 4810 6968

Passcode: 512349

+1 669 900 9128

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. GENERAL CONSENT ITEMS**

- a) MINUTES OF THE LAST MEETING
- b). CHECKS FOR RATIFICATION
- c). CHECKS FOR APPROVAL
- d). FINANCIAL REPORTS
- e). QUARTERLY INVESTMENT REPORT

**5. PUBLIC COMMENT**

This portion of the meeting is reserved for persons desiring to address the Board on any public matter within the Board's jurisdiction. The Board President may impose a time limit on said comments.

**6. APPROVAL OF ADDITIONAL ITEMS TO THE AGENDA**

(Requires  $\frac{2}{3}$  Board approval)

**7. STAFF REPORTS AND INFORMATION**

a) OPERATIONS AND LEGISLATIVE REPORT

District staff will update the Board on District operations, legislative and regulatory issues, mosquito conditions, staffing and program plans for the oncoming season and other issues of importance to this District.

b) MEETING REPORTS

Manager will present an oral report of all meetings attended since the last. board meeting.

c) UPCOMING MEETINGS

The Manager will inform the Board of upcoming meetings. Decisions may be made regarding attendance by staff and/or trustees at these meetings.

d). DISTRICT CONSOLIDATION FEASIBILITY ANALYSIS

The Manager will give a brief presentation on district consolidations.

**8. ACTION – Action may be taken on any item on the agenda. Items in this section are expected to have action taken at this meeting.**

a) DISCUSSION OF THE 2021-22 SALARIES

The Manager will present a proposed salary schedule and supporting documentation to the Board for their discussion and review.

b) DISCUSSION OF THE 2021-22 BUDGET

The Manager will present a preliminary draft budget (including the proposed salary schedule) and supporting documentation to the Board for their discussion and review.

f) DISCUSSION OF THE 2021-22 BENEFIT ASSESSMENT

The Board will review the financial needs of the District for the upcoming year and determine if an increase will be required for the benefit assessment.

g) RENEWAL OF AIRCRAFT INSURANCE

The Board will review the District’s aircraft insurance renewal.

f) COVID-19 PROTECTION PLAN

The Board will take action on the COVID-19 Protection Plan and addition to the IIPP.

**9. TRUSTEE ISSUES**

a) TRUSTEE REPORTS AND QUESTIONS

The Trustees will report on mosquito conditions and public opinion in their respective areas. Any questions or problems will be presented to staff.

**10. REQUEST FOR FUTURE AGENDA ITEMS –**

The Board President will entertain suggestions for future agenda items.

**11. ADJOURNMENT - Next meeting will be held on May 13, 2021.**

**Accessible Public Meetings:**

Upon request, the Fresno Westside Mosquito Abatement District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and a brief description of the requested materials and preferred alternative format or auxiliary aid or service at least eight (8) days before the meeting. Requests should be sent to: Fresno Westside Mosquito Abatement District, 2555 N Street, Firebaugh, CA 93622 or creis@fresnowestmosquito.com.

FRESNO WESTSIDE MOSQUITO ABATEMENT

DISTRICT

2555 N Street - FIREBAUGH, CALIFORNIA, 93622

MINUTES:

Board Meeting ----- March 11, 2021  
Headquarters ----- Firebaugh, California  
Teleconference

TRUSTEES PRESENT (Virtual): Mark Fickett, Leo Capuchino, Eric Fontana, Frank Williams, Bob Felker

TRUSTEES ABSENT: Rene Ram,

OTHERS PRESENT (Virtual): Conlin Reis, District Manager

President Fontana called the meeting to order at 12:50 p.m.

Trustee Fickett joined the meeting at 1:02 p.m.

\* Trustee Fontana called for review of the General Consent items. Following discussion and review, a motion was made, seconded, and passed unanimously to approve the general consent items, as presented.

MOTION: Trustee Felker                      SECOND: Trustee Capuchino

There was no public comment.

There were no additional items for the agenda.

The Manager provided an overview of preparations for the upcoming season.

The Manager provided a brief oral report on District operations, legislative, regulatory and other issues of importance to this District

The Manager gave a brief report on meetings attended.

The Manager informed the Board of upcoming meetings, indicating that most were being cancelled due to the COVID-19 epidemic.

The Manager provided a brief summary of the upcoming Fiscal Year 21-22 budget. Action may be taken at the April meeting.

\* The Manager presented the biennial review of district policies. As district policies are updated on a regular basis, this is intended to serve as a confirmation of the policies currently enacted. After some discussion, a motion was made, seconded, and passed unanimously to approve the policy

handbook, with the addition of the CV19 policies if enacted at the next regular board meeting.

MOTION: Trustee Felker

SECOND: Trustee Fickett

No items were declared surplus at this meeting.

The Trustees were asked to report on mosquito conditions and public opinions in their respective areas. No issues were reported.

There being no further business, the meeting was adjourned at 1:47 p.m. The next regular meeting of the Board will be held on April 8, 2021, at 12:45 p.m.

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Chairman

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Secretary

**Fresno Westside Mosquito Abatement District**  
**Checks for Ratification**  
**March 16 through April 7, 2021**

Date	Num	Name	Memo	Amount
<b>Mar 16 - Apr 7, 21</b>				
03/30/2021		QuickBooks Payroll Service	Created by Payroll Service on 03/25/2021	-13,998.79
03/31/2021		Angela Patlan Diedrich	Case 12 CE FL 04871	-500.00
03/30/2021		QuickBooks Payroll Service	Created by Direct Deposit Service on 03/26...	-1.75
04/01/2021	AutoPay	Blue Shield of California	Health Ins. Premium - April_2021	-4,857.33
04/05/2021	AutoPay	Pacific Gas & Electric Co.	Utilities	-1,137.19
03/31/2021	E-Pay	Calpers 457	Def Comp	-3,400.00
03/31/2021	E-Pay	VOYA Institutional Trust Co.	Def Comp	-350.00
03/31/2021	E-Pay	FRESNO WESTSIDE M.A.D.	Fed, Med, OASDI	-5,775.84
03/31/2021	E-Pay	FRESNO WESTSIDE M.A.D.	CA State Tax	-544.37
03/31/2021	E-Pay	FRESNO WESTSIDE M.A.D.	Unemployment Tax	-3,906.00
03/31/2021	E-Pay	FRESNO WESTSIDE M.A.D.	4649627650	-1,942.04
03/31/2021	E-Pay	FRESNO WESTSIDE M.A.D.	4649627650	-6,793.61
04/01/2021	E-Pay	Mutual of Omaha	Life Insurance - April	-211.35
03/31/2021	DD1713	Diedrich, Matt	Direct Deposit	0.00
03/31/2021	DD1714	Quigley, Robert	Direct Deposit	0.00
03/31/2021	DD1715	Ramos, Edward	Direct Deposit	0.00
03/31/2021	DD1716	Reis, Conlin	Direct Deposit	0.00
03/31/2021	DD1717	Rowan, Chance D	Direct Deposit	0.00
03/31/2021	DD1718	Verdugo, Alfredo J	Direct Deposit	0.00
03/31/2021	DD1719	Young, Brenda D	Direct Deposit	0.00
03/17/2021	8619	US Bank Corporate Payment Systems	CalCard Payment	-6,299.68
03/31/2021	8622	Burns, Richard		-1,728.82
03/31/2021	8623	Chapman, Brian		-1,545.27
03/16/2021	288566	FRESNO WESTSIDE M.A.D.	Replenish revolving account	-84,000.00
03/16/2021	288566	FRESNO WESTSIDE M.A.D.	Replenish revolving account	84,000.00
<b>Mar 16 - Apr 7, 21</b>				<b>-52,992.04</b>

**Fresno Westside Mosquito Abatement District**  
**Checks for Approval**  
**April 8 - 15, 2021**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Apr 8 - 15, 21</b>				
04/14/2021		QuickBooks Payroll Service	Created by Payroll Service on 04/06/2021	-14,091.06
04/15/2021	E-Pay	VOYA Institutional Trust Co.	Def Comp	-350.00
04/15/2021	E-Pay	FRESNO WESTSIDE M.A.D.	Fed, Med, Oasdi	-6,048.62
04/15/2021	E-Pay	FRESNO WESTSIDE M.A.D.	CA -St Tax	-544.37
04/15/2021	DD1720	Fickett, Mark	Direct Deposit	0.00
04/15/2021	DD1721	Diedrich, Matt	Direct Deposit	0.00
04/15/2021	DD1722	Quigley, Robert	Direct Deposit	0.00
04/15/2021	DD1723	Ramos, Edward	Direct Deposit	0.00
04/15/2021	DD1724	Reis, Conlin	Direct Deposit	0.00
04/15/2021	DD1725	Rowan, Chance D	Direct Deposit	0.00
04/15/2021	DD1726	Verdugo, Alfredo J	Direct Deposit	0.00
04/15/2021	DD1727	Young, Brenda D	Direct Deposit	0.00
04/08/2021	8624	ASI Administrative Solutions	Claims	-2,086.21
04/08/2021	8625	AT&T - CALNET	Office Phones	-82.94
04/08/2021	8626	Guthrie Petroleum	340 gallons gas	-1,181.64
04/08/2021	8627	TDC Aero Logistics Inc.	March_2021	-300.00
04/08/2021	8628	US Bank Corporate Payment Systems	CalCard Payment	-2,249.64
04/15/2021	8629	Capuchino, S. Leo	Trustee in-lieu_March 2021	-92.35
04/15/2021	8630	Felker, Robert	Trustee in-lieu_March 2021	-92.35
04/15/2021	8631	Fontana, Eric	Trustee in-lieu_March 2021	-92.35
04/15/2021	8632	Williams, Frank	Trustee in-lieu_March 2021	-92.35
04/15/2021	8633	Burns, Richard	Pay Period 04/01/221 - 04/15/2021	-1,728.80
04/15/2021	8634	Chapman, Brian	Pay Period 04/01/221 - 04/15/2021	-1,545.25
04/15/2021	8635	Howard, Robert C.	Pay Period 04/01/221 - 04/15/2021	-1,183.26
04/13/2021	288567	CITY NATIONAL BANK	Lease Agreement #13-006	-66,228.07
04/13/2021	288568	VALLEY REGIONAL INSURANCE SERVICES	Aviation Renewal	-11,171.00
04/13/2021	288569	FRESNO WESTSIDE M.A.D.	Replenish revolving account	-80,000.00
04/13/2021	288569	FRESNO WESTSIDE M.A.D.	Replenish revolving account	80,000.00
<b>Apr 8 - 15, 21</b>				<b>-109,160.26</b>

# Fresno Westside Mosquito Abatement District

## Profit & Loss

March 2021

04/07/21

Accrual Basis

	Mar 21	Mar 20
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
District Deposits	373.76	938.55
Interest	5,605.88	6,194.46
Taxes - Benefit Assessment	800.86	0.00
Taxes - Property	5,651.44	36,366.83
<b>Total Income</b>	<u>12,431.94</u>	<u>43,499.84</u>
<b>Gross Profit</b>	12,431.94	43,499.84
<b>Expense</b>		
5010 Salaries & Wages	52,640.72	50,612.24
5020 OASDI, Retirement		
5021 OASDI	3,979.92	3,843.20
5022 CalPERS Normal	5,144.11	4,573.54
<b>Total 5020 OASDI, Retirement</b>	<u>9,124.03</u>	<u>8,416.74</u>
5030 Gr. Ins., Unemp.		
5032 Unemp.	0.00	0.00
5033 Health Insurance Premiums	4,342.73	0.00
5034 Health Insurance Admin.	292.50	0.00
5035 Health Insurance Claims	2,086.21	0.00
5036 Life/Dental/Vision Ins.	83.25	0.00
5030 Gr. Ins., Unemp. - Other	279.36	7,367.25
<b>Total 5030 Gr. Ins., Unemp.</b>	<u>7,084.05</u>	<u>7,367.25</u>
5040 Insecticide	17,821.99	0.00
5050 Clothing	285.45	155.79
5060 Communications	1,074.13	147.69
5090 Household	0.00	26.59
5100 Insurance		
5102 Aircraft	11,171.00	0.00
<b>Total 5100 Insurance</b>	<u>11,171.00</u>	<u>0.00</u>
5120 Equipment Maintenance		
5121 Gas & Oil	1,181.64	1,364.35
5122 Parts, Repairs	305.75	-93.85
5123 Shop Expense	91.23	0.00
5125 Parts & Repairs, Aircraft	32.88	0.00
<b>Total 5120 Equipment Maintenance</b>	<u>1,611.50</u>	<u>1,270.50</u>
5130 Bldg and Grounds Maint.	78.94	196.26
5170 Office Expense	2.89	59.99
5180 Professional Services	0.00	6,316.00
5230 District Special Expense		
5231 Miscellaneous	230.73	0.00
5232 Field Expenses	26.93	40.96
5234 Surveillance	322.07	2,704.83
5235 Public Education	0.00	946.94

Fresno Westside Mosquito Abatement District

Profit & Loss

March 2021

04/07/21

Accrual Basis

	Mar 21	Mar 20
5236 Aerial Management	300.00	200.00
<b>Total 5230 District Special Expense</b>	<b>879.73</b>	<b>3,892.73</b>
5250 Transportation		
5252 Travel Expenses	0.00	80.25
<b>Total 5250 Transportation</b>	<b>0.00</b>	<b>80.25</b>
5260 Utilities	88.40	1,142.57
5370 Capital Outlay		
5372 Auto	0.00	-18,884.83
<b>Total 5370 Capital Outlay</b>	<b>0.00</b>	<b>-18,884.83</b>
Payroll Expenses	3.50	3.50
<b>Total Expense</b>	<b>101,866.33</b>	<b>60,803.27</b>
<b>Net Ordinary Income</b>	<b>-89,434.39</b>	<b>-17,303.43</b>
<b>Net Income</b>	<b>-89,434.39</b>	<b>-17,303.43</b>



**Fresno Westside Mosquito Abatement District**  
**Budget Comparison by Account**  
 July 2020 through March 2021

	Jul '20 - Mar 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
District Deposits				
Retiree's	0.00	0.00	0.00	0.0%
District Deposits - Other	1,861.02	2,700.00	-838.98	68.9%
<b>Total District Deposits</b>	1,861.02	2,700.00	-838.98	68.9%
Interest	15,148.20	18,000.00	-2,851.80	84.2%
Other Charge	53,428.07	47,500.00	5,928.07	112.5%
Taxes - Benefit Assessment	279,694.84	556,701.00	-277,006.16	50.2%
Taxes - Property	541,341.80	927,170.00	-385,828.20	58.4%
<b>Total Income</b>	891,473.93	1,552,071.00	-660,597.07	57.4%
<b>Gross Profit</b>	891,473.93	1,552,071.00	-660,597.07	57.4%
<b>Expense</b>				
5010 Salaries & Wages	490,118.86	664,318.00	-174,199.14	73.8%
5020 OASDI, Retirement				
5021 OASDI	37,352.39	50,820.00	-13,467.61	73.5%
5022 CalPERS Normal	46,296.99	61,649.00	-15,352.01	75.1%
5023 Unfunded Accrued Liability	24,801.00	25,655.00	-854.00	96.7%
<b>Total 5020 OASDI, Retirement</b>	108,450.38	138,124.00	-29,673.62	78.5%
5030 Gr. Ins., Unemp.				
5031 Retiree's Insurance	0.00	0.00	0.00	0.0%
5032 Unemp.	4,233.45	4,774.00	-540.55	88.7%
5033 Health Insurance Premiums	40,427.57	57,000.00	-16,572.43	70.9%
5034 Health Insurance Admin.	2,647.50	3,390.00	-742.50	78.1%
5035 Health Insurance Claims	6,160.07	22,300.00	-16,139.93	27.6%
5036 Life/Dental/Vision Ins.	2,705.01	4,872.00	-2,166.99	55.5%
5030 Gr. Ins., Unemp. - Other	279.36			
<b>Total 5030 Gr. Ins., Unemp.</b>	56,452.96	92,336.00	-35,883.04	61.1%
5040 Insecticide	53,856.52	100,000.00	-46,143.48	53.9%
5050 Clothing	2,481.34	3,350.00	-868.66	74.1%
5060 Communications	5,421.52	4,750.00	671.52	114.1%
5090 Household	295.71	500.00	-204.29	59.1%
5100 Insurance				
5101 General, Liability, Auto	45,334.77	41,000.00	4,334.77	110.6%
5102 Aircraft	11,171.00	10,200.00	971.00	109.5%
5103 Compensation	19,819.45	21,500.00	-1,680.55	92.2%
5104 Deductibles	0.00	1,000.00	-1,000.00	0.0%
<b>Total 5100 Insurance</b>	76,325.22	73,700.00	2,625.22	103.6%
5120 Equipment Maintenance				
5121 Gas & Oil	11,787.50	22,000.00	-10,212.50	53.6%
5122 Parts, Repairs	5,440.39	6,500.00	-1,059.61	83.7%
5123 Shop Expense	251.32	300.00	-48.68	83.8%
5124 Gas & Oil - Aircraft	2,233.91	7,885.00	-5,651.09	28.3%

**Fresno Westside Mosquito Abatement District**  
**Budget Comparison by Account**  
July 2020 through March 2021

	Jul '20 - Mar 21	Budget	\$ Over Budget	% of Budget
5125 Parts & Repairs, Aircraft	16,462.28	9,000.00	7,462.28	182.9%
<b>Total 5120 Equipment Maintenance</b>	36,175.40	45,685.00	-9,509.60	79.2%
5130 Bldg and Grounds Maint.	1,515.64	4,000.00	-2,484.36	37.9%
5140 Lab Expenses	28.06	1,000.00	-971.94	2.8%
5150 Membership and Dues	14,993.03	17,000.00	-2,006.97	88.2%
5170 Office Expense	653.57	2,249.00	-1,595.43	29.1%
5180 Professional Services	20,356.34	19,500.00	856.34	104.4%
5200 Equipment Rentals	0.00	1,000.00	-1,000.00	0.0%
5220 Small Tools	0.00	300.00	-300.00	0.0%
5230 District Special Expense				
5231 Miscellaneous	2,757.30	5,550.00	-2,792.70	49.7%
5232 Field Expenses	155.05	2,500.00	-2,344.95	6.2%
5233 Research	0.00	1,500.00	-1,500.00	0.0%
5234 Surveillance	16,943.45	20,000.00	-3,056.55	84.7%
5235 Public Education	453.09	2,500.00	-2,046.91	18.1%
5236 Aerial Management	14,925.00	19,800.00	-4,875.00	75.4%
5237 Digital Field Data License	3,400.00	5,950.00	-2,550.00	57.1%
<b>Total 5230 District Special Expense</b>	38,633.89	57,800.00	-19,166.11	66.8%
5250 Transportation				
5251 Trustees	3,900.00	8,000.00	-4,100.00	48.8%
5252 Travel Expenses	1,207.00	15,400.00	-14,193.00	7.8%
<b>Total 5250 Transportation</b>	5,107.00	23,400.00	-18,293.00	21.8%
5260 Utilities	9,749.36	13,500.00	-3,750.64	72.2%
5340 Fees & Assessments	92.44	3,500.00	-3,407.56	2.6%
5360 Bldg & Grounds Improve.	0.00	5,000.00	-5,000.00	0.0%
5370 Capital Outlay				
5372 Auto	0.00	20,000.00	-20,000.00	0.0%
5375 Field	0.00	35,000.00	-35,000.00	0.0%
<b>Total 5370 Capital Outlay</b>	0.00	55,000.00	-55,000.00	0.0%
5390 Long Term Debt	66,228.07	132,457.00	-66,228.93	50.0%
Payroll Expenses	31.50			
<b>Total Expense</b>	986,966.81	1,458,469.00	-471,502.19	67.7%
<b>Net Ordinary Income</b>	-95,492.88	93,602.00	-189,094.88	-102.0%
<b>Net Income</b>	<b>-95,492.88</b>	<b>93,602.00</b>	<b>-189,094.88</b>	<b>-102.0%</b>

**Fresno Westside Mosquito Abatement District**  
**Year to Date Comparison**  
**July 2020 through March 2021**

	Jul '20 - Mar 21	Jul '19 - Mar 20	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>District Deposits</b>				
Retiree's	0.00	489.02	-489.02	-100.0%
District Deposits - Other	1,861.02	5,489.52	-3,628.50	-66.1%
<b>Total District Deposits</b>	1,861.02	5,978.54	-4,117.52	-68.9%
Interest	15,148.20	20,513.40	-5,365.20	-26.2%
Other Charge	53,428.07	47,427.34	6,000.73	12.7%
Taxes - Benefit Assessment	279,694.84	276,450.47	3,244.37	1.2%
Taxes - Property	541,341.80	505,888.23	35,453.57	7.0%
<b>Total Income</b>	891,473.93	856,257.98	35,215.95	4.1%
<b>Gross Profit</b>	891,473.93	856,257.98	35,215.95	4.1%
<b>Expense</b>				
5010 Salaries & Wages	490,118.86	475,367.99	14,750.87	3.1%
5020 OASDI, Retirement				
5021 OASDI	37,352.39	36,331.13	1,021.26	2.8%
5022 CalPERS Normal	46,296.99	41,080.55	5,216.44	12.7%
5023 Unfunded Accrued Liability	24,801.00	17,619.00	7,182.00	40.8%
<b>Total 5020 OASDI, Retirement</b>	108,450.38	95,030.68	13,419.70	14.1%
5030 Gr. Ins., Unemp.				
5032 Unemp.	4,233.45	0.00	4,233.45	100.0%
5033 Health Insurance Premiums	40,427.57	0.00	40,427.57	100.0%
5034 Health Insurance Admin.	2,647.50	0.00	2,647.50	100.0%
5035 Health Insurance Claims	6,160.07	0.00	6,160.07	100.0%
5036 Life/Dental/Vision Ins.	2,705.01	0.00	2,705.01	100.0%
5030 Gr. Ins., Unemp. - Other	279.36	67,669.49	-67,390.13	-99.6%
<b>Total 5030 Gr. Ins., Unemp.</b>	56,452.96	67,669.49	-11,216.53	-16.6%
5040 Insecticide	53,856.52	59,395.02	-5,538.50	-9.3%
5050 Clothing	2,481.34	2,188.25	293.09	13.4%
5060 Communications	5,421.52	3,130.06	2,291.46	73.2%
5090 Household	295.71	321.56	-25.85	-8.0%
5100 Insurance				
5101 General, Liability, Auto	45,334.77	33,777.92	11,556.85	34.2%
5102 Aircraft	11,171.00	-289.00	11,460.00	3,965.4%
5103 Compensation	19,819.45	21,005.94	-1,186.49	-5.7%
<b>Total 5100 Insurance</b>	76,325.22	54,494.86	21,830.36	40.1%
5120 Equipment Maintenance				
5121 Gas & Oil	11,787.50	14,356.78	-2,569.28	-17.9%
5122 Parts, Repairs	5,440.39	5,511.61	-71.22	-1.3%
5123 Shop Expense	251.32	139.56	111.76	80.1%
5124 Gas & Oil - Aircraft	2,233.91	4,236.50	-2,002.59	-47.3%
5125 Parts & Repairs, Aircraft	16,462.28	4,814.00	11,648.28	242.0%

**Fresno Westside Mosquito Abatement District**  
**Year to Date Comparison**  
**July 2020 through March 2021**

	Jul '20 - Mar 21	Jul '19 - Mar 20	\$ Change	% Change
<b>Total 5120 Equipment Maintenance</b>	36,175.40	29,058.45	7,116.95	24.5%
5130 Bldg and Grounds Maint.	1,515.64	3,752.05	-2,236.41	-59.6%
5140 Lab Expenses	28.06	0.00	28.06	100.0%
5150 Membership and Dues	14,993.03	15,405.00	-411.97	-2.7%
5170 Office Expense	653.57	731.32	-77.75	-10.6%
5180 Professional Services	20,356.34	19,433.34	923.00	4.8%
<b>5230 District Special Expense</b>				
5231 Miscellaneous	2,757.30	4,784.30	-2,027.00	-42.4%
5232 Field Expenses	155.05	1,015.33	-860.28	-84.7%
5233 Research	0.00	27.98	-27.98	-100.0%
5234 Surveillance	16,943.45	14,369.77	2,573.68	17.9%
5235 Public Education	453.09	2,986.08	-2,532.99	-84.8%
5236 Aerial Management	14,925.00	9,840.00	5,085.00	51.7%
5237 Digital Field Data License	3,400.00	0.00	3,400.00	100.0%
<b>Total 5230 District Special Expense</b>	38,633.89	33,023.46	5,610.43	17.0%
<b>5250 Transportation</b>				
5251 Trustees	3,900.00	4,100.00	-200.00	-4.9%
5252 Travel Expenses	1,207.00	3,343.87	-2,136.87	-63.9%
<b>Total 5250 Transportation</b>	5,107.00	7,443.87	-2,336.87	-31.4%
<b>5260 Utilities</b>	9,749.36	11,360.85	-1,611.49	-14.2%
5340 Fees & Assessments	92.44	97.44	-5.00	-5.1%
<b>5370 Capital Outlay</b>				
5372 Auto	0.00	15,199.15	-15,199.15	-100.0%
<b>Total 5370 Capital Outlay</b>	0.00	15,199.15	-15,199.15	-100.0%
5380 Retiree's Insurance	0.00	489.02	-489.02	-100.0%
5390 Long Term Debt	66,228.07	66,228.07	0.00	0.0%
<b>5500 ZikaVirus Funding</b>				
5501 Zika Funding Equipment	0.00	0.00	0.00	0.0%
<b>Total 5500 ZikaVirus Funding</b>	0.00	0.00	0.00	0.0%
<b>Payroll Expenses</b>	31.50	17.50	14.00	80.0%
<b>Total Expense</b>	986,966.81	959,837.43	27,129.38	2.8%
<b>Net Ordinary Income</b>	-95,492.88	-103,579.45	8,086.57	7.8%
<b>Net Income</b>	<b>-95,492.88</b>	<b>-103,579.45</b>	<b>8,086.57</b>	<b>7.8%</b>

**Fresno Westside Mosquito Abatement District**  
**Balance Sheet Comparison**  
As of March 31, 2021

	Mar 31, 21	Mar 31, 20	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
CCVCJPA Deposit	522,561.94	514,133.94	8,428.00	1.6%
Fresno Co. Treasury	1,963,385.13	1,611,168.24	352,216.89	21.9%
Petty Cash	177.11	98.58	78.53	79.7%
Westamerica Bank	59,630.00	45,762.77	13,867.23	30.3%
<b>Total Checking/Savings</b>	<b>2,545,754.18</b>	<b>2,171,163.53</b>	<b>374,590.65</b>	<b>17.3%</b>
<b>Total Current Assets</b>	<b>2,545,754.18</b>	<b>2,171,163.53</b>	<b>374,590.65</b>	<b>17.3%</b>
<b>TOTAL ASSETS</b>	<b><u>2,545,754.18</u></b>	<b><u>2,171,163.53</u></b>	<b><u>374,590.65</u></b>	<b><u>17.3%</u></b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
Accounts Payable	34,161.82	8,401.38	25,760.44	306.6%
<b>Total Accounts Payable</b>	<b>34,161.82</b>	<b>8,401.38</b>	<b>25,760.44</b>	<b>306.6%</b>
<b>Credit Cards</b>				
US Bank Cal Card	2,899.08	4,791.18	-1,892.10	-39.5%
<b>Total Credit Cards</b>	<b>2,899.08</b>	<b>4,791.18</b>	<b>-1,892.10</b>	<b>-39.5%</b>
<b>Other Current Liabilities</b>				
Accrued vacation	42,748.11	42,530.72	217.39	0.5%
CA-Unemp.	-0.01	-0.01	0.00	0.0%
Payroll Liabilities	-1,392.06	-2,506.56	1,114.50	44.5%
<b>Total Other Current Liabilities</b>	<b>41,356.04</b>	<b>40,024.15</b>	<b>1,331.89</b>	<b>3.3%</b>
<b>Total Current Liabilities</b>	<b>78,416.94</b>	<b>53,216.71</b>	<b>25,200.23</b>	<b>47.4%</b>
<b>Total Liabilities</b>	<b>78,416.94</b>	<b>53,216.71</b>	<b>25,200.23</b>	<b>47.4%</b>
<b>Equity</b>				
Opening Bal Equity	886,698.38	886,698.38	0.00	0.0%
Retained Earnings	1,676,131.74	1,334,827.89	341,303.85	25.6%
Net Income	-95,492.88	-103,579.45	8,086.57	7.8%
<b>Total Equity</b>	<b>2,467,337.24</b>	<b>2,117,946.82</b>	<b>349,390.42</b>	<b>16.5%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>2,545,754.18</u></b>	<b><u>2,171,163.53</u></b>	<b><u>374,590.65</u></b>	<b><u>17.3%</u></b>

## EXPENDITURES BY MONTH

MONTH	2018-19	2019-20	2020-21
JLY	\$154,099.84	\$168,085.32	\$177,397.09
AUG	\$107,716.60	\$170,588.11	\$115,521.41
SEP	\$85,893.32	\$156,511.03	\$170,728.46
OCT	\$173,001.71	\$106,202.44	\$93,748.89
NOV	\$84,078.06	\$78,248.39	\$79,815.96
DEC	\$83,306.86	\$69,127.27	\$76,349.87
JAN	\$77,746.26	\$71,783.30	\$89,205.71
FEB	\$98,990.60	\$78,488.31	\$82,333.09
MAR	\$83,060.24	\$60,803.27	\$101,866.33
APR	\$157,015.00	\$144,397.67	
MAY	\$105,368.06	\$84,214.73	
JUN	\$100,375.53	\$83,767.08	
YEAR	\$1,310,652.08	\$1,272,216.92	\$986,966.81

## Fresno Westside Mosquito Abatement District

## Reconciliation Detail

US Bank Cal Card, Period Ending 03/22/2021

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						6,299.68
<b>Cleared Transactions</b>						
<b>Charges and Cash Advances - 18 items</b>						
Credit Card Charge	02/22/2021	Reis	Amazon.com	X	-35.62	-35.62
Credit Card Charge	02/23/2021	Rowan	Home Depot	X	-106.19	-141.81
Credit Card Charge	02/23/2021	Reis	Amazon.com	X	-35.55	-177.36
Credit Card Charge	02/24/2021	Rowan	Lowe's	X	-386.05	-563.41
Bill Pmt -CCard	02/25/2021	Reis	Verizon Wireless	X	-372.88	-936.29
Credit Card Charge	02/28/2021	Reis	Mid Valley Disposal	X	-78.94	-1,015.23
Credit Card Charge	03/02/2021	Rowan	SJVAPCD	X	-40.96	-1,056.19
Credit Card Charge	03/06/2021	Reis	City of Firebaugh	X	-88.40	-1,144.59
Bill Pmt -CCard	03/06/2021	Reis	AT&T Internet	X	-53.50	-1,198.09
Credit Card Charge	03/10/2021	Rowan	AutoZone	X	-43.17	-1,241.26
Credit Card Charge	03/11/2021	Reis	Blue Flame Diner	X	-126.73	-1,367.99
Credit Card Charge	03/15/2021	Rowan	Tractor Supply Com...	X	-114.43	-1,482.42
Bill Pmt -CCard	03/16/2021	Rowan	UniFirst Corporation	X	-228.36	-1,710.78
Bill Pmt -CCard	03/16/2021	Rowan	Praxair	X	-181.54	-1,892.32
Bill Pmt -CCard	03/16/2021	Rowan	Tharps Farm Supply...	X	-153.16	-2,045.48
Bill Pmt -CCard	03/16/2021	Rowan	Sorensen Machine ...	X	-94.42	-2,139.90
Bill Pmt -CCard	03/16/2021	Rowan	Big G's Auto Center	X	-64.77	-2,204.67
Credit Card Charge	04/01/2021		Intuit	X	-59.00	-2,263.67
<b>Total Charges and Cash Advances</b>					<b>-2,263.67</b>	<b>-2,263.67</b>
<b>Payments and Credits - 2 items</b>						
Credit Card Credit	03/08/2021	Verdugo	Amazon.com	X	14.03	14.03
Check	03/17/2021	8619	US Bank Corporate ...	X	6,299.68	6,313.71
<b>Total Cleared Transactions</b>					<b>4,050.04</b>	<b>4,050.04</b>
<b>Cleared Balance</b>					<b>-4,050.04</b>	<b>2,249.64</b>
<b>Uncleared Transactions</b>						
<b>Charges and Cash Advances - 2 items</b>						
Credit Card Charge	02/23/2021	Reis	Verizon Wireless		-367.34	-367.34
Credit Card Charge	03/04/2021	Reis	Onix Networking		-576.00	-943.34
<b>Total Charges and Cash Advances</b>					<b>-943.34</b>	<b>-943.34</b>
<b>Total Uncleared Transactions</b>					<b>-943.34</b>	<b>-943.34</b>
<b>Register Balance as of 03/22/2021</b>					<b>-3,106.70</b>	<b>3,192.98</b>
<b>New Transactions</b>						
<b>Charges and Cash Advances - 1 item</b>						
Credit Card Charge	03/31/2021	Reis	Mid Valley Disposal		-78.94	-78.94
<b>Total Charges and Cash Advances</b>					<b>-78.94</b>	<b>-78.94</b>
<b>Total New Transactions</b>					<b>-78.94</b>	<b>-78.94</b>
<b>Ending Balance</b>					<b>-3,027.76</b>	<b>3,271.92</b>

<b>2020-21</b>				
<b>Blue Shield/ASI</b>	<b>PREMIUMS</b>	<b>CLAIMS</b>	<b>ADMIN</b>	<b>TOTAL</b>
July				
9 Employees	\$4,935.38			
Claims		\$87.06		
Admin			\$270.00	
<b>TOTAL FOR MONTH</b>	<b>\$4,935.38</b>	<b>\$87.06</b>	<b>\$270.00</b>	<b>\$5,292.44</b>
<b>TOTAL TO DATE</b>	<b>\$4,935.38</b>	<b>\$87.06</b>	<b>\$270.00</b>	<b>\$5,292.44</b>
August				
9 Employees	\$4,935.38			
Claims		\$1,103.68		
Admin			\$270.00	
<b>TOTAL FOR MONTH</b>	<b>\$4,935.38</b>	<b>\$1,103.68</b>	<b>\$270.00</b>	<b>\$6,309.06</b>
<b>TOTAL TO DATE</b>	<b>\$9,870.76</b>	<b>\$1,190.74</b>	<b>\$540.00</b>	<b>\$11,601.50</b>
September				
9 Employees	\$4,933.38			
Claims		\$1,418.30		
Admin			\$270.00	
<b>TOTAL FOR MONTH</b>	<b>\$4,933.38</b>	<b>\$1,418.30</b>	<b>\$270.00</b>	<b>\$6,621.68</b>
<b>TOTAL TO DATE</b>	<b>\$14,804.14</b>	<b>\$2,609.04</b>	<b>\$810.00</b>	<b>\$18,223.18</b>
October				
9 Employees	\$4,935.38			
Claims		\$326.06		
Admin			\$270.00	
<b>TOTAL FOR MONTH</b>	<b>\$4,935.38</b>	<b>\$326.06</b>	<b>\$270.00</b>	<b>\$5,531.44</b>
<b>TOTAL TO DATE</b>	<b>\$19,739.52</b>	<b>\$2,935.10</b>	<b>\$1,080.00</b>	<b>\$23,754.62</b>
November				
9 Employees	\$4,441.84			
Claims		\$1,196.39		
Admin			\$270.00	
<b>TOTAL FOR MONTH</b>	<b>\$4,441.84</b>	<b>\$1,196.39</b>	<b>\$270.00</b>	<b>\$5,908.23</b>
<b>TOTAL TO DATE</b>	<b>\$24,181.36</b>	<b>\$4,131.49</b>	<b>\$1,350.00</b>	<b>\$29,662.85</b>
December				
9 Employees	\$4,935.38			
Claims		\$1,301.18		
Admin			\$270.00	
<b>TOTAL FOR MONTH</b>	<b>\$4,935.38</b>	<b>\$1,301.18</b>	<b>\$270.00</b>	<b>\$6,506.56</b>
<b>TOTAL TO DATE</b>	<b>\$29,116.74</b>	<b>\$5,432.67</b>	<b>\$1,620.00</b>	<b>\$36,169.41</b>
January				
9 Employees	\$4,935.38			
Claims				
Admin & MERP			\$442.50	
<b>TOTAL FOR MONTH</b>	<b>\$4,935.38</b>	<b>\$0.00</b>	<b>\$442.50</b>	<b>\$5,377.88</b>
<b>TOTAL TO DATE</b>	<b>\$34,052.12</b>	<b>\$5,432.67</b>	<b>\$2,062.50</b>	<b>\$41,547.29</b>
February				
9 Employees	\$5,025.18			
Claims		\$581.68		
Admin			\$292.50	
Credits				
<b>TOTAL FOR MONTH</b>	<b>\$5,025.18</b>	<b>\$581.68</b>	<b>\$292.50</b>	<b>\$5,899.36</b>
<b>TOTAL TO DATE</b>	<b>\$39,077.30</b>	<b>\$6,014.35</b>	<b>\$2,355.00</b>	<b>\$47,446.65</b>
March				
9 Employees	\$4,689.60			
Claims		\$2,086.21		
Admin			\$292.50	
<b>TOTAL FOR MONTH</b>	<b>\$4,689.60</b>	<b>\$2,086.21</b>	<b>\$292.50</b>	<b>\$7,068.31</b>
<b>TOTAL TO DATE</b>	<b>\$43,766.90</b>	<b>\$8,100.56</b>	<b>\$2,647.50</b>	<b>\$54,514.96</b>
April				
9 Employees				
Claims				
Admin				
<b>TOTAL FOR MONTH</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL TO DATE</b>	<b>\$43,766.90</b>	<b>\$8,100.56</b>	<b>\$2,647.50</b>	<b>\$54,514.96</b>
May				
9 Employees				
Claims				
Admin				
<b>TOTAL FOR MONTH</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL TO DATE</b>	<b>\$43,766.90</b>	<b>\$8,100.56</b>	<b>\$2,647.50</b>	<b>\$54,514.96</b>
June				
9 Employees				
Claims				
Admin				
<b>TOTAL FOR MONTH</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL TO DATE</b>	<b>\$43,766.90</b>	<b>\$8,100.56</b>	<b>\$2,647.50</b>	<b>\$54,514.96</b>



# TDC Aero Logistics Inc.

19255 Middle Road  
Los Banos, CA 93635  
(209) 704-3482 Mobile  
(209) 827-0653 Fax  
www.aerologicsonline.com



INVOICE

1895

DATE March 2021

NAME Fresno Westside Mosquito Abatement  
ADDRESS 2555 N St.  
Firebaugh, CA 93622

PHONE

DATE	DESCRIPTION	Hours	Rate	TOTAL
03/2021	Pilot Services		150.00	
03/2021	Call Out		300.00	
03/2021	Aircraft Management		300.00	300.00
			<b>TOTAL</b>	<b>300.00</b>

Payment Due Upon Receipt

TDC Aero Logistics Inc.  
Ty D. Cotta - President

Thank you for the opportunity to fly with you.

**BOARD OF TRUSTEES**

**Eric Fontana, Pres.**  
Dos Palos Area  
**S. Leo Capuchino, V.P.**  
City of Mendota  
**C. Rene Ram**  
Oro Loma Area  
**Mark Fickett**  
Five Points Area  
**Frank Williams**  
City of Firebaugh  
**Robert Felker**  
Tranquillity Area  
**Vacant**  
Kerman Area

FRESNO WESTSIDE  
MOSQUITO ABATEMENT  
DISTRICT

**DISTRICT MANAGER**  
**Elizabeth Ann Cline**  
fwmadmanager@sbcglobal.net

2555 South "N" Street  
Post Office Box 125  
Firebaugh, CA 93622  
Telephone: (559) 659-2437  
Facsimile: (559) 659-2193

**INVESTMENT REPORT**  
**QUARTER ENDING 03/31/2021**

Biologist  
**Conlin Reis**  
Supt. of Operations  
**Chance Rowan**  
Secretary/Bookkeeper  
**Dianne Young**

All cash and investments of the Fresno Westside Mosquito Abatement District are held in conformance with the District's Investment Policy #3160 and all other District Policies in effect as of this date.

A review of our financial statements indicates that we will have sufficient funds to meet the next six month's expected expenditures. We anticipate expenditures of no more than \$943,004 over the next six months. Our current cash balance of \$2,545,745 will be sufficient to meet the District's requirements. In addition, we anticipate additional revenues from property taxes and our benefit assessment in April and June.

District funds are currently held in the Fresno County Treasury and the Central California Vector Control Joint Powers Agency. We also have a checking account in Westamerica Bank from which we pay our bills, payroll and taxes. This account is funded as needed from the funds held in the Fresno County Treasury.

The District's employees may participate in any of the deferred compensation plans currently offered by this District.

Copies of the most recent financial statements received from each of these institutions are included with this report.



Account Statement

If you have any questions  
about your account please call  
800-848-1088  
CUSTOMER SERVICE

FRESNO WESTSIDE MOSQUITO ABATEMENT D  
2555 N STREET  
FIREBAUGH CA 93622

ACCOUNT NUMBER

STATEMENT DATE CYCLE  
03/31/21 31  
ITEMS ENCLOSED PAGE  
0 1  
YEAR-TO-DATE INTEREST  
2.45

PREVIOUS BALANCE	CHECKS AND WITHDRAWALS NUMBER AMOUNT	DEPOSITS AND CREDITS NUMBER AMOUNT	INTEREST MINUS CHARGES	NEW BALANCE
69,418.31	34 83,688.21	1 84,000.00	1.04	69,731.14

ACCOUNT ACTIVITY

BALANCE SUMMARY

PUBLIC INTEREST CHECKING	- - CURRENT RATE	.02%
33 DAYS THIS CYCLE ANNUAL PERCENTAGE YIELD EARNED .02%		
- - - - - DEPOSITS - - - - -		
DATE	DESCRIPTION	AMOUNT
03/25	BRANCH DEPOSIT	84,000.00
03/31	INTEREST	1.04
- - - - - WITHDRAWALS-FEES-CHARGES- - - - -		
DATE	DESCRIPTION	AMOUNT
03/01	BLUE SHIELD CA - BLUESHIELD	4,689.60
03/01	VOYA NAT TRST182 - SPNSR P/R	350.00
03/02	UNITED - GRPW PREM	211.35
03/09	PGANDE - WEB ONLINE	1,070.58
03/12	INTUIT PAYROLL S - QUICKBOOKS	13,998.77
03/12	INTUIT PAYROLL S - QUICKBOOKS	500.00
03/12	INTUIT PAYROLL S - QUICKBOOKS	1.75
03/15	IRS - USATAXPYMT	5,776.00
03/16	EMPLOYMENT DEVEL - EDD EFTPMT	544.37
03/16	VOYA NAT TRST182 - SPNSR P/R	350.00
03/30	INTUIT PAYROLL S - QUICKBOOKS	13,998.79
03/30	INTUIT PAYROLL S - QUICKBOOKS	500.00
03/30	INTUIT PAYROLL S - QUICKBOOKS	1.75
03/31	CALPERS - 3100	6,793.61
	100000016335877	
03/31	IRS - USATAXPYMT	5,775.84
03/31	EMPLOYMENT DEVEL - EDD EFTPMT	3,906.00
03/31	CALPERS - 3100	1,942.04
	100000016335898	
03/31	EMPLOYMENT DEVEL - EDD EFTPMT	544.37

DATE	BALANCE
PREVIOUS BALANCE	
02/26	69,418.31
03/01	61,104.64
03/02	60,893.29
03/09	59,822.71
03/10	59,545.66
03/12	45,045.14
03/15	39,269.14
03/16	35,100.72
03/17	35,016.72
03/18	34,931.04
03/19	34,631.04
03/22	34,049.36
03/23	27,457.18
03/25	109,885.50
03/26	103,192.50
03/30	88,691.96
03/31	69,731.14
NEW BALANCE	
03/31	69,731.14

- - - - - CHECKS - - - - -					
ITEM	DATE	AMOUNT	ITEM	DATE	AMOUNT
8571	03/10	92.35	8588*	03/10	92.35

EXTRA CASH LINE OF CREDIT CUSTOMERS: YOUR ACCOUNT DETAILS ARE LISTED BELOW. LATE PAYMENT WARNING: IF YOUR MINIMUM PAYMENT IS NOT RECEIVED BY THE PAYMENT DUE DATE YOU MAY BE CHARGED A LATE FEE OF \$5.

PREVIOUS BALANCE	ADVANCES AND DEBITS NUMBER AMOUNT	PAYMENTS AND CREDITS NUMBER AMOUNT	INTEREST CHARGED	FEES CHARGED	NEW BALANCE
------------------	--------------------------------------	---------------------------------------	------------------	--------------	-------------

LINE OF CREDIT CREDIT AVAILABLE ANNUAL PERCENTAGE RATE DAILY PERIODIC RATE  
 PAYMENT PAST DUE + PAYMENT THIS PERIOD = MINIMUM PAYMENT DUE DATE YEAR-TO-DATE INTEREST PAID



Account Statement

FRESNO WESTSIDE MOSQUITO ABATEMENT D
2555 N STREET
FIREBAUGH CA 93622

If you have any questions
about your account please call
800-848-1088
CUSTOMER SERVICE

ACCOUNT NUMBER

STATEMENT DATE CYCLE
03/31/21 31
ITEMS ENCLOSED PAGE
0 2
YEAR-TO-DATE INTEREST
2.45

ACCOUNT ACTIVITY

BALANCE SUMMARY

Table with columns: ITEM, DATE, AMOUNT, ITEM, DATE, AMOUNT. Includes check entries like 8597\* 03/25 384.19 and 8614 03/25 1,187.49.

\* INDICATES GAP IN CHECK SEQUENCE

DID YOU KNOW MOBILE CHECK DEPOSIT IS AVAILABLE
WITH THE STARCONNECT PLUS MOBILE BANKING APP?
DOWNLOAD THE APP TO YOUR MOBILE DEVICE TODAY!

Fiscal Year 2021  
 Through Period 9

Run Time 10:13:46

Fund: Fresno Westside Mosquito Abtmt Subclass: 10000 General Subclass	Beginning Balance		Year-to-Date Transaction		Current Balances	
	Debit Accts	Credit Accts	Debits	Credits	Debits Accts	Credit Accts
0110 Cash In Treasury	1,394,917.46	0.00	282,695.21	0.00	1,677,612.67	0.00
0315 Interest Receivable	7,297.74	0.00	0.00	7,297.74	0.00	0.00
1435 Due To Other Governmental	0.00	9,545,264.65	0.00	627,709.01	0.00	10,172,973.66
1480 Fiduciary Closing	0.00	4,379,959.45	0.00	0.00	0.00	4,379,959.45
2230 Fund Balance - Unassigned	0.00	-12,523,008.90	908,128.97	0.00	0.00	-13,431,137.87
3005 RDA ABX1 26 Property Tax	0.00	0.00	0.00	7,294.70	0.00	7,294.70
3006 Redev Tax Increm Reimb	0.00	0.00	0.00	3,377.65	0.00	3,377.65
3008 Suppl-Prior Secured	0.00	0.00	0.00	430.82	0.00	430.82
3009 Suppl-Current Unsecured	0.00	0.00	0.00	209.69	0.00	209.69
3010 Property Taxes-Current Sec	0.00	0.00	0.00	463,639.51	0.00	463,639.51
3011 Suppl-Current Secured	0.00	0.00	0.00	11,271.06	0.00	11,271.06
3013 Supplemental-Curr Unsec Pr	0.00	0.00	0.00	143.51	0.00	143.51
3015 Property Taxes-Current Uns	0.00	0.00	0.00	42,679.61	0.00	42,679.61
3017 Property Taxes-Curr Unsec	0.00	0.00	0.00	8,089.43	0.00	8,089.43
3030 Penalties & Costs-Delinq T	0.00	0.00	0.00	176.67	0.00	176.67
3380 Interest	0.00	0.00	0.00	13,674.77	0.00	13,674.77
3475 State In-Lieu Taxes- Fish&	0.00	0.00	0.00	346.61	0.00	346.61
3565 State-I/L Homeowners Prop	0.00	0.00	0.00	3,682.54	0.00	3,682.54
4469 Federal In Lieu - Housing	0.00	0.00	0.00	800.86	0.00	800.86
SUB CLASS TOTAL	1,402,215.20	1,402,215.20	1,190,824.18	1,190,824.18	1,677,612.67	1,677,612.67

Fund: Fresno Westside Mosquito Abtmt Subclass: 41620 4600-Fr Wstside Mosq-Parc Fees	Beginning Balance		Year-to-Date Transaction		Current Balances	
	Debit Accts	Credit Accts	Debits	Credits	Debits Accts	Credit Accts
0110 Cash In Treasury	562,954.61	0.00	0.00	277,182.15	285,772.46	0.00
0315 Interest Receivable	2,458.87	0.00	0.00	2,458.87	0.00	0.00
1435 Due To Other Governmental	0.00	-7,165,593.77	560,000.00	0.00	0.00	-7,725,593.77
1480 Fiduciary Closing	0.00	2,687,310.31	0.00	0.00	0.00	2,687,310.31
2230 Fund Balance - Unassigned	0.00	5,043,696.94	0.00	0.00	0.00	5,043,696.94
3015 Property Taxes-Current Uns	0.00	0.00	0.00	46.22	0.00	46.22
3380 Interest	0.00	0.00	0.00	1,465.00	0.00	1,465.00
5066 Charges For Special Assess	0.00	0.00	0.00	278,847.76	0.00	278,847.76
SUB CLASS TOTAL	565,413.48	565,413.48	560,000.00	560,000.00	285,772.46	285,772.46

Fund: Fresno Westside Mosquito Abtmt Subclass: 41620 4600-Fr Wstside Mosq-Parc Fees	Beginning Balance		Year-to-Date Transaction		Current Balances	
	Debit Accts	Credit Accts	Debits	Credits	Debits Accts	Credit Accts
GRAND TOTALS	1,967,628.68	1,967,628.68	1,750,824.18	1,750,824.18	1,963,385.13	1,963,385.13

CENTRAL CALIFORNIA VECTOR CONTROL JOINT POWERS AGENCY									
<u>UNOBLIGATED FUNDS</u>				<u>2nd Quarter (Ending 12/31/2020)</u>					
		<u>BEG. BAL.</u>	<u>ACTIV.</u>	<u>END. BAL.</u>		<u>(End Bal.)</u>			
						<u>FUND SHARE</u>			
<b>CONSOLIDATED-10</b>		\$126,796.40	\$559.46	\$127,355.86		6.845540757			
<b>FWMAD-19</b>		\$522,196.15	\$2,304.06	\$524,500.21		28.19255874			
<b>KINGS-23</b>		\$210,281.35	\$927.81	\$211,209.16		11.35276314			
<b>MADERA-27</b>		\$222,379.76	\$981.20	\$223,360.96		12.00593797			
<b>MERCED-29</b>		\$90,061.49	\$397.37	\$90,458.86		4.862279701			
<b>West Side - 47</b>		\$679,743.03	\$2,999.20	\$682,742.23		36.6982702			
<b>OPER. - 60</b>		\$1,088.66	(\$295.20)	\$793.46		0.042649492			
<b>TOTAL</b>		\$1,852,546.84	\$7,873.90	\$1,860,420.74		100.00			
<b><u>DETAIL SUMMARY OF ACTIVITY (operational fund &amp; life funds)</u></b>									
	<u>CMAD</u>	<u>FWMAD</u>	<u>KINGS</u>	<u>MADERA</u>	<u>MERCED</u>	<u>WEST SIDE</u>	<u>OP FUND</u>		
\$	559.46	\$ 2,304.06	\$ 927.81	\$ 981.20	\$ 397.37	\$ 2,999.20	\$ 4.80	<b>Interest</b>	
							\$ 4,800.00	<b>Dues</b>	
							\$ (5,100.00)	<b>Audit</b>	
							\$ -		
	\$559.46	\$2,304.06	\$927.81	\$981.20	\$397.37	\$2,999.20	(\$295.20)		

Dues may need to be raised 21/22 FY to cover Audit



## County of Fresno

Oscar J. Garcia, CPA  
Auditor-Controller/Treasurer-Tax Collector

### JOINT POWERS AGREEMENT FUND BALANCE VERIFICATION

For Quarter Ended September 30, 2020

California Government Code Section 6505.5(e) requires that the Treasurer report quarterly to the Agency and to the contracting parties to the agreement, the amount of money held for the Agency, and the amount of receipts and disbursements for the quarter.

\* \* \* \* \*

J.P.A.

Central California Vector Control Fund 4560 Subclass 41610

Beginning Balance	\$239,836.68
Total receipts for the quarter	1,179.10
Total disbursements for the quarter	(0.00)
Ending Balance	<u>\$241,015.78</u>

First and second interest apportionment for the quarter ended September 30, 2020 in the amount of \$87.85, which posted on October 30, 2020, and \$975.55, which is scheduled to be posted by December 31, 2020, at the rate of 1.763%, are not included in the total.

If you have any questions, please contact Frank Gomez or Heather Schotten of our Treasurer Division office at (559) 600-3487.

Oscar J. Garcia, CPA  
Auditor-Controller/Treasurer-Tax Collector



## County of Fresno

Oscar J. Garcia, CPA  
Auditor-Controller/Treasurer-Tax Collector

### JOINT POWERS AGREEMENT FUND BALANCE VERIFICATION

For Quarter Ended September 30, 2020

California Government Code Section 6505.5(e) requires that the Treasurer report quarterly to the Agency and to the contracting parties to the agreement, the amount of money held for the Agency, and the amount of receipts and disbursements for the quarter.

\*\*\*\*\*

J.P.A.

Central California Vector Control Fund 4560 Subclass 10000

Beginning Balance	\$1,843,483.79
Total receipts for the quarter	9,063.05
Total disbursements for the quarter	(0.00)
Ending Balance	<u>\$1,852,546.84</u>

First and second interest apportionment for the quarter ended September 30, 2020 in the amount of \$675.27 which posted on October 30, 2020, and \$7,498.69, which is scheduled to be posted by December 31, 2020, at the rate of 1.763%, are not included in the total.

If you have any questions, please contact Frank Gomez or Heather Schotten of our Treasurer Division office at (559) 600-3487.

Oscar J. Garcia, CPA  
Auditor-Controller/Treasurer-Tax Collector



Valley Regional Insurance Svcs  
 7576 N Ingram Ave Ste 102  
 Fresno, CA 93711  
 Phone: 559-446-1398

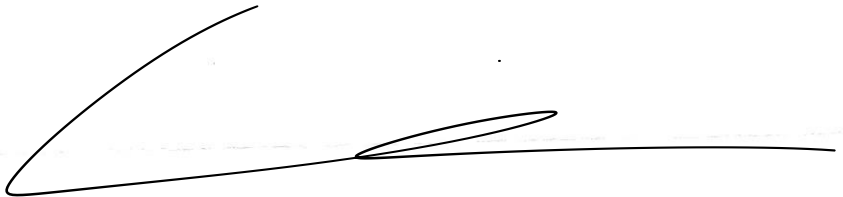
+  
 Fresno Westside MAD  
 Mr. Conlin Reis, Mgr.  
 2555 N Street  
 Firebaugh, CA 93622  
 +

+  
 +

<b>INVOICE NO. 7781</b>		Page
ACCOUNT NO.	OP	DATE
FRESN-1	DG	03/07/2021
Aviation		
POLICY #		
AA341-2021		
COMPANY		
Old Republic Aerospace, Inc.		
PRODUCER		
Dan W. Book		
EFFECTIVE	EXPIRATION	BALANCE DUE ON
04/26/2021	04/26/2022	04/26/2021

Itn #	Trn	Description	Amount
335003	REN	Policy renewal	\$10,639.00
335004	AFE	Agency fee	\$532.00
<b>Invoice Balance:</b>			<b>\$11,171.00</b>

RECEIVED MAR 11 2021



Aviation Policy Renewal 4/26/2021-4/26/2022

## Summary of Quotation

N3982E 1979 Piper PA-36 - \$135,281 - Ground Not In-Motion Hull Rate: 2.5% - Premium: \$3,382

Deductibles:

N3982E - NIM \$250 / IM \$0

### Chemical Liability:

\$500k CSL Limited Chemical (LC) With \$500,000 Aggregate Including CBT/AF Including FOG, Premium : \$4,532 ( If Farmers, Owners, Growers Coverage is not needed decrease liability premium by \$250 per Aircraft )

No Chemical Liability Deductible Applies

**Non-Chemical Liability :** \$5M CSL - Premium : \$1,000

**Premises Liability:** \$5 MIL CSL - Premium : \$1,725

Pilots: Ty Cotta , Aaron Bartels , Randy Bettencourt , William Thresher

Open Pilot Warranty : Named Pilots Only

Additional Insured with Waiver of Subrogation – TDC Aero Logistics; The state of California Dept. of Fish and Wildlife

No Claims Bonus – 10% of the Hull Premium

Mosquito Control Endt. - Included

**Total Annual Premium - \$10,639**

TRIA Options : See Attached TRIA Notice:

Aircraft Liability - 100% of the Aircraft Liability Premium : \$5,532

Hull - 0.30 Per \$100 of Hull Values : \$406

Premises Liability - 100% of the Premises Liability Premium : \$1,725

**This quotation is based on current information in our file, and is subject to no additional losses and no change in exposure at the time of quote request.**

**Old Republic may alter the terms of this quotation based on new loss information, or may be forced to withdraw the quotation on that basis.**

**This proposal is valid until 4/26/2021 at 12:01 am EST. If written request to bind coverage is not received by 04/26/2021 at 12:01 am EST, no coverage will be afforded and our file will be closed.**

**Compensation:** In addition to the commissions or fees received by us for assistance with the placement, servicing, claims handling, or renewal of your insurance coverages, other parties, such as excess and surplus lines brokers, wholesale brokers, reinsurance intermediaries, underwriting managers and similar parties, some of which may be owned in whole or in part by Brown & Brown, Inc., may also receive compensation for their role in providing insurance products or services to you pursuant to their separate contracts with insurance or reinsurance

carriers. That compensation is derived from your premium payments. Additionally, it is possible that we, or our corporate parents or affiliates, may receive contingent payments or allowances from insurers based on factors which are not client-specific, such as the performance and/or size of an overall book of business produced with an insurer. We generally do not know if such a contingent payment will be made by a particular insurer, or the amount of any such contingent payments, until the underwriting year is closed. That compensation is partially derived from your premium dollars, after being combined (or "pooled") with the premium dollars of other

insureds that have purchased similar types of coverage. We may also receive invitations to programs sponsored and paid for by insurance carriers to inform brokers regarding their products and services, including possible participation in company-sponsored events such as trips, seminars, and advisory council meetings, based upon the total volume of business placed with the carrier you select. We may, on occasion, receive loans or credit from insurance companies. Additionally, in the ordinary course of our business, we may receive and retain interest on premiums you pay from the date we receive them until the date of premiums are remitted to the insurance company or intermediary. In the event that we assist with placement and other details of arranging for the financing of your insurance premium, we may also receive a fee from the premium finance company.

**Wholesale Broker/Managing General Agent: N/A**

Brown & Brown entities operate independently and are not required to utilize other companies owned by Brown & Brown, Inc., but routinely do so. In addition to providing access to the insurance company, the Managing General Agent may provide additional services including, but not limited to: underwriting; loss control; risk placement; coverage review; claims coordination with insurance company; and policy issuance. Compensation paid for those services may be up to 15% of the premium you pay for coverage, and any compensation paid for those services is derived from your premium payment. The fee, if any, for the Wholesale Insurance Broker's/Managing General Agent's services above is no fee.

**Questions and Information Requests:** Should you have any questions, or require additional information, please contact this office at **1-800-467-8734** or, if you prefer, submit your question or request via email at <http://www.bbinsurance.com/customerinquiry.shtml>.

This proposal is based upon the exposures to loss made known to the Agency. Any changes in these exposures (i.e., new operations, new products, additional states of hire, etc.) need to be promptly reported to us in order that proper coverage(s) may be put into place.

*The above is for illustrative purposes only and is not a binder for coverage. All Terms and Conditions are subject to the actual insurance policy.*



# OLD REPUBLIC INSURANCE COMPANY

## POLICYHOLDER DISCLOSURE- OFFER OF TERRORISM INSURANCE COVERAGE

You are hereby notified that under the Terrorism Risk Insurance Act as amended, you have a right to purchase insurance coverage for losses resulting from acts of terrorism, as defined in Section 102(1) of the Act. The term "act of terrorism" means any act that is certified by the Secretary of the Treasury – in consultation with the Secretary of Homeland Security, and the Attorney General of the United States – to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM, SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS. UNDER THE FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 85 % through 2015; 84 % beginning on January 1, 2016; 83 % beginning on January 1, 2017; 82 % beginning on January 1, 2018; 81 % beginning on January 1, 2019 and 80 % beginning on January 1, 2020 OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS THAT MAY BE COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS AMENDED, CONTAINS A \$100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS' LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS \$100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED \$100 BILLION, YOUR COVERAGE MAY BE REDUCED.

### Acceptance or Rejection of Terrorism Insurance Coverage

FAILURE TO RETURN THIS SIGNED FORM PRIOR TO POLICY INCEPTION INDICATING AN ELECTION TO PURCHASE TERRORISM COVERAGE AS DEFINED BY THE ACT WILL BE DEEMED YOUR REJECTION OF TERRORISM COVERAGE. HOWEVER, PAYMENT OF THE TERRORISM COVERAGE PREMIUM PRIOR TO POLICY INCEPTION WILL BE DEEMED AN ACCEPTANCE OF THIS OFFER OF TERRORISM COVERAGE.

Please indicate your selection by an :

- I hereby elect to purchase terrorism coverage for a prospective premium of \$7,663
- I hereby decline to purchase terrorism coverage for certified acts of terrorism. I understand that I will have no coverage for losses resulting from certified acts of terrorism.

Fresno Westside Mosquito  
 Name of Insured  
 Old Republic Insurance Company

Name of Insurer  
 AA 000341 21

Policy Number  
 04/26/2021

Effective Date

\_\_\_\_\_  
Policyholder/Applicant's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

Old Republic Aerospace, Inc.  
1990 Vaughn Road, Suite 350  
Kennesaw, GA 30144



# ModelCOVID-19 Prevention Program (CPP)

With some exceptions, all employers and places of employment are required to establish and implement an effective written COVID-19 Prevention Program (CPP) pursuant to an Emergency Temporary Standard in place for COVID-19 (California Code of Regulations (CCR), Title 8, section 3205(c)). Cal/OSHA has developed this model program to assist employers with creating their own unique CPP tailored to their workplace.

Employers are not required to use this program. Employers may create their own program or use another CCP template. Employers can also create a written CCP by incorporating elements of this program into their existing Injury and Illness Prevention Program (IIPP), if desired. Cal/OHA encourages employers to engage with employees in the design, implementation and evolution of their COVID-19 Prevention Program.

Using this model alone does not ensure compliance with the emergency temporary standard. To use this model program effectively, the person(s) responsible for implementing the CPP should carefully review:

- All of the elements that may be required in the following CCR, Title 8 sections:
  - 3205, COVID-19 Prevention
  - 3205.1, Multiple COVID-19 Infection and COVID-19 Outbreaks
  - 3205.2, Major COVID-19 Outbreaks
  - 3205.3, Prevention in Employer-Provided Housing
  - 3205.4, COVID-19 Prevention in Employer-Provided Transportation to and from Work
  - The four **Additional Considerations** provided at the end of this program to see if they are applicable to your workplace.
- The additional guidance materials available at [www.dir.ca.gov/dosh/coronavirus/](http://www.dir.ca.gov/dosh/coronavirus/)



November 2020

# COVID-19 Prevention Program (CPP) for The Fresno Westside Mosquito Abatement District

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

**Date: 12/10/2020**

## Authority and Responsibility

**The District Manager** has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

## Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19 Hazards** form.
- Evaluate employees' potential workplace exposures to all persons at, or who may enter, our workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the **Appendix B: COVID-19 Inspections form** as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.
- **Conduct daily health screenings, including a temperature check, to be completed before the start of work each day.**

## Employee participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by:

- **Employees are encouraged to report all unsafe work conditions including those that increase the risk of workplace transmission of COVID-19. This includes, but is not limited to, failure to utilize PPE and/or maintain social distance.**
- **Unsafe behavior may be reported anonymously. The District will not tolerate any retaliation for reporting of unsafe behavior.**
- **The District welcomes suggestions for improving worker protection against COVID-19 through alternative working practices.**

## Employee screening

We screen our employees by:

- Every employee must complete a health screening questionnaire on a work-issued tablet or computer at the beginning of their shift.
- Employees must have their temperature checked at the start of each shift.
- Employees may be sent home based upon their response to the questionnaire and/or their current physical condition.

## Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices or procedures will be documented on the **Appendix B: COVID-19 Inspections** form, and corrected in a timely manner based on the severity of the hazards, as follows:

- **The Superintendent of Operations shall be in charge of monthly inspections for COVID-19 hazards.**
- **These inspections may be conducted by staff as part of the standard monthly safety inspections.**
- **Issues observed during inspection shall be classified as Urgent or Standard. Urgent items shall be sent directly to the District Manager and Superintendent of Operations, to be addressed as soon as possible.**
- **Each monthly inspection shall include a summary of previous issues and how they were addressed.**

## Control of COVID-19 Hazards

### Physical Distancing

Where possible, we ensure at least six feet of physical distancing at all times in our workplace by:

- **Outside of mosquito season, the District shall implement a partial remote work schedule to minimize staff presence in the office.**
- **Employees shall avoid gathering in the office by utilizing dispersed work areas.**
- **The main office shall remain closed to visitors with signage encouraging the public to first contact by email or phone to address their issue.**
- **Visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel.**
- **Employees should stagger their use of the timeclock and dressing room. Varying times in clocking in and out will be accepted for this purpose.**
- **Only one employee at a time may occupy a district vehicle. If more than one occupant is necessary (dropping off a vehicle for service), both employees shall wear an approved N-95 mask while within the enclosed cab.**
- **For outdoor work, employees will strive to maintain at least six feet of physical distance.**

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

### Face Coverings

We provide clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, and when outdoors and less than six feet away from another person, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department. **Employees shall be issued a cloth face cover and a NIOSH-approved N-95 face mask. The N-95 should only be used for special use cases (confined in cab, wildfire smoke) and should not be the same mask used for control operations. All masks should be periodically cleaned and sanitized, and replaced when showing signs of wear and tear.**

The following are exceptions to the use of face coverings in our workplace:

- When an employee is alone in a room.
- While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be

considered on a case-by-case basis.

Any employee not wearing a face covering, face shield with a drape or other effective alternative, or respiratory protection, for any reason, shall be at least six feet apart from all other persons unless the unmasked employee is tested at least twice weekly for COVID-19.

### **Engineering controls**

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- **When more than four people are working inside a building, the doors will be propped open to ensure increased ventilation.**
- **The ventilation system will be set to maximize external airflow and will utilize the greatest level of filtration that is feasible for the system.**
- **Where six feet of distance cannot be maintained between workstations, a cleanable, solid partition shall be placed between the stations.**

### **Cleaning and disinfecting**

We implement the following cleaning and disinfection measures for frequently touched surfaces:

- **Cleaning shall occur at the end of each workday (at least 30 minutes, with time for changing afterward) for frequently touched surfaces including: light switches, countertops, door knobs, bathroom surfaces, desks, phones, keyboards, etc.) This includes cleaning with soap and water and use of disinfectant.**
- **Employees shall clean and sanitize all of their PPE and used equipment when all tasks utilizing the equipment are completed or at the end of the day if multiple uses are likely to occur.**
- **Employees shall wear disposable gloves while cleaning and disinfecting and shall wear respiratory/eye protection as required by the cleaning product's label.**
- **More intensive disinfection (following label instructions, usually requires allowing the product to stand on the cleaned surfaces for an extended period) should occur at least once a week.**
- **During cleaning and disinfection, doors should be opened to allow adequate ventilation.**
- **The Superintendent of Operations is in charge of setting the cleaning and disinfecting schedule and assignments.**
- **Management shall ensure that all employees are properly trained on cleaning and sanitizing procedures and safety.**

Should we have a COVID-19 case in our workplace, we will implement the following procedures:

- **Comprehensive cleaning and sanitization of the facility by employees. Employees shall wear NIOSH-approved N-95 respirators, gloves, and eye protection, as well as their issued uniforms during the cleaning process. All used equipment shall be cleaned and sanitized after the procedure is complete.**
- **If there are multiple cases or limited employee availability, the District may utilize an outside cleaning service to sanitize the office.**
- **At the Manager's discretion, the office may be closed for an extended period to allow for the use of a cleaning service or to reduce the probability of active virus being present when the employees begin the facility cleaning and sanitization.**

### **Shared tools, equipment and personal protective equipment (PPE)**

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected between uses by **the use of EPA-approved disinfectants, used according to label. Each employee is responsible for cleaning and sanitizing their equipment at the end of each workday or before another employee uses the equipment.**

Sharing of vehicles will be minimized to the extent feasible, and high-touch points (for example, steering wheel, door handles, seatbelt buckles, armrests, shifter, etc.) will be disinfected between users.



**Employees shall clean their vehicle at the end of each workday and shall sanitize the vehicle at least once a week or anytime another person may be using the vehicle.**

## **Hand sanitizing**

In order to implement effective hand sanitizing procedures, we:

- **Provide handwashing stations in the main office (bathrooms and boardroom) and the crew office (bathrooms and break rooms). These stations have hot water and disinfecting soap.**
- **Employees shall wash their hands often and for a minimum of 20 seconds each time.**
- **Employees shall be given adequate time to wash their hands between tasks and throughout the day. This can be at any time the employee feels it is necessary.**
- **Where handwashing is not feasible, employees are encouraged to use hand sanitizer according to its label. Sanitizer shall be issued by the District upon request, but at no times shall an employee use sanitizer containing methyl alcohol.**

## **Personal protective equipment (PPE) used to control employees' exposure to COVID-19**

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

When it comes to respiratory protection, we evaluate the need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained.

## **Investigating and Responding to COVID-19 Cases**

This will be accomplished by using the **Appendix C: Investigating COVID-19 Cases** form.

Employees who had potential COVID-19 exposure in our workplace will be:

- **Offered COVID-19 testing at no cost during their working hours.**
- **Testing near the main office is available at the Sablan Health Center, 927 O St, (559) 659-3037.**
- **The information on benefits described in Training and Instruction, and Exclusion of COVID-19 Cases, below, will be provided to them.**

## **System for Communicating**

Our goal is to ensure that we have effective two-way communication with our employees, in a form they can readily understand, and that it includes the following information:

- Employees shall report any COVID-19 symptoms or potential exposure to their immediate supervisor or to the main office at 559-659-2437, or [admin@fresnowestmosquito.com](mailto:admin@fresnowestmosquito.com). Employees should NOT show up to work if they have symptoms or potential exposure.
- If symptoms develop during the work day, employees should isolate themselves immediately and prepare to go home. Contact should be made via phone or email.
- That employees can report symptoms and hazards without fear of reprisal.
- Employees with medical conditions making them susceptible to COVID-19 shall be placed on remote work status to the maximum extent feasible.
- Where testing is not required due to workplace exposure, employees can receive voluntary testing:
  - For full time employees, through their primary healthcare provider or urgent care. This is covered by the employer-issued health insurance.
  - If you do not have insurance, the cost will be covered for medically-necessary testing.
  - You may get testing if you have symptoms of COVID-19, potential exposure, or due to your classification as an "essential worker". Employees should confirm with the testing facility that the test will be covered.
- In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the

- testing and the possible consequences of a positive test.
- Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.
- **Employees, including those on remote work schedules, should have their district-issued phones and tablets at all times throughout the work day. Important COVID-19 messages shall be communicated through both calls and emails.**

## Training and Instruction

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:
  - COVID-19 is an infectious disease that can be spread through the air.
  - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
  - An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
- **Online COVID-19 Safety Training through TargetSolutions.**

**Appendix D: COVID-19 Training Roster** will be used to document this training.

## Exclusion of COVID-19 Cases

Where we have a COVID-19 case in our workplace, we will limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding employees with COVID-19 exposure from the workplace for 14 days after the last known COVID-19 exposure to a COVID-19 case.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related. This will be accomplished by **use of leave in the following order:**
  - 1. Up to 80 Hrs of Emergency Sick Leave.**
  - 2. Emergency Administrative Leave at Manager's Discretion.**
  - 3. Accrued Employee Sick Leave**
  - 4. Other Accrued Employee Leave (Vacation, OT)**
- Providing employees at the time of exclusion with information on available benefits.

## Reporting, Recordkeeping, and Access

It is our policy to:

- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

## **Return-to-Work Criteria**

- COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
    - At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
    - COVID-19 symptoms have improved.
    - At least 10 days have passed since COVID-19 symptoms first appeared.
  - COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
  - A negative COVID-19 test will not be required for an employee to return to work.
  - If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 10 days from the time the order to isolate was effective, or 14 days from the time the order to quarantine was effective.
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**[Conlin Reis, District Manager]**



## Appendix B: COVID-19 Inspections

Date:

Name of person conducting the inspection:

Work location evaluated:

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
<b>Engineering</b>			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
<b>Administrative</b>			
Physical distancing			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
<b>Wide distribution for work and rest areas</b>			
<b>Daily vehicle cleaning and periodic disinfection</b>			
<b>PPE</b> (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			
Other: _____			

## Appendix C: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

**Date:**

**Name of person conducting the investigation:**

<b>Employee (or non-employee*) name:</b>		<b>Occupation (if non-employee, why they were in the workplace):</b>	
<b>Location where employee worked (or non-employee was present in the workplace):</b>		<b>Date investigation was initiated:</b>	
<b>Was COVID-19 test offered?</b>		<b>Name(s) of staff involved in the investigation:</b>	
<b>Date and time the COVID-19 case was last present in the workplace:</b>		<b>Date of the positive or negative test and/or diagnosis:</b>	
<b>Date the case first had one or more COVID-19 symptoms:</b>		<b>Information received regarding COVID-19 test results and onset of symptoms (attach documentation):</b>	

**Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional information):**

<b>Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:</b>			
<b>All employees who may have had COVID-19 exposure and their authorized representatives.</b>	<b>Date:</b>		
	<b>Names of employees that were notified:</b>		
<b>Independent contractors and other employers present at the workplace during the high-risk exposure period.</b>	<b>Date:</b>		
	<b>Names of individuals that were notified:</b>		
<b>What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?</b>		<b>What could be done to reduce exposure to COVID-19?</b>	
<b>Was local health department notified?</b>		<b>Date:</b>	

\*Should an employer be made aware of a non-employee infection source COVID-19 status.



## Appendix D: COVID-19 Training Roster

Date:

Person that conducted the training:

Employee Name	Signature

## (EXCLUDE UNLESS OUTBREAK OCCURS)

### Multiple COVID-19 Infections and COVID-19 Outbreaks

**[This section will need to be added to your CPP if your workplace is identified by a local health department as the location of a COVID-19 outbreak, or there are three or more COVID-19 cases in your workplace within a 14-day period. Reference section 3205.1 for details.]**

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

#### COVID-19 testing

- We will provide COVID-19 testing to all employees in our exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period. COVID-19 testing will be provided at no cost to employees during employees' working hours.
- COVID-19 testing consists of the following:
  - All employees in our exposed workplace will be immediately tested and then tested again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
  - After the first two COVID-19 tests, we will continue to provide COVID-19 testing of employees who remain at the workplace at least once per week, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected in our workplace for a 14-day period.
  - We will provide additional testing when deemed necessary by Cal/OSHA.

#### Exclusion of COVID-19 cases

We will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with our CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria** requirements, and local health officer orders if applicable.

#### Investigation of workplace COVID-19 illness

We will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with our CPP **Investigating and Responding to COVID-19 Cases**.

#### COVID-19 investigation, review and hazard correction

In addition to our CPP **Identification and Evaluation of COVID-19 Hazards** and **Correction of COVID-19 Hazards**, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
  - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
  - Our COVID-19 testing policies.
  - Insufficient outdoor air.
  - Insufficient air filtration.
  - Lack of physical distancing.
- Updating the review:
  - Every thirty days that the outbreak continues.
  - In response to new information or to new or previously unrecognized COVID-19 hazards.
  - When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and

review. We will consider:

- Moving indoor tasks outdoors or having them performed remotely.
- Increasing outdoor air supply when work is done indoors.
- Improving air filtration.
- Increasing physical distancing as much as possible.
- Respiratory protection.
- [describe other applicable controls].

#### **Notifications to the local health department**

- Immediately, but no longer than 48 hours after learning of three or more COVID-19 cases in our workplace, we will contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.
- We will provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status, and North American Industry Classification System code of the workplace of the COVID-19 case, and any other information requested by the local health department. We will continue to give notice to the local health department of any subsequent COVID-19 cases at our workplace.