

**FRESNO WESTSIDE MOSQUITO ABATEMENT DISTRICT  
BOARD OF TRUSTEES MEETING  
District Office, 2555 N Street, Firebaugh, California  
(Manager attending via teleconference)**

**November 14, 2019  
12:45 p.m.**

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. ITEMS GENERAL CONSENT**

- a) MINUTES OF THE LAST MEETING
- b) CHECKS FOR RATIFICATION
- c) CHECKS FOR APPROVAL
- d) FINANCIAL REPORTS

**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 OF IMMEDIATE NEED 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, program plans for the oncoming season and other issues of importance to this District.
- b) MEETING REPORTS  
District staff will present an oral report of all meetings attended since the last board meeting.
  - MVCAC Fall Mtg., October 28<sup>th</sup> – 30<sup>th</sup>, Visalia, CA
- c) UPCOMING MEETINGS  
District staff will inform the Board of upcoming meetings.
  - MVCAC Annual Meeting, Jan 26-29, San Diego, CA.
  - AMCA Annual Meeting, Mar 16-20, Portland, OR.

**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) POLICY 2105: DISTRICT VEHICLE USAGE

The Board will review proposed revisions of this policy. Action, if needed, will be taken at this meeting.

b) 2020 MEETING SCHEDULE

The Manager will provide a schedule of the regular Board Meetings for 2020. The Board will also discuss their preferences for lunch prior to the meetings.

c) CDPH COOPERATIVE AGREEMENT

The Manager will present the Cooperative Agreement with CDPH for consideration.

d) APPROVAL OF OUT-OF-STATE TRAVEL FOR 2020

The Board will consider approval of out-of-state travel for the Manager and Staff.

## 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

The next regular meeting of the Board is Thursday , **December 12, 2019.**

**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 [admin@fresnowestmosquito.com](mailto:admin@fresnowestmosquito.com).

DISTRICT FRESNO WESTSIDE MOSQUITO ABATEMENT  
2555 N Street - FIREBAUGH, CALIFORNIA, 93622

MINUTES: Board Meeting ----- October 10, 2019  
Headquarters ----- Firebaugh, California

TRUSTEES PRESENT: Capuchino, Felker, Fickett, Fontana, Williams  
TRUSTEES ABSENT: Ram  
OTHERS PRESENT: Conlin Reis, Dist. Manager

President Fontana called the meeting to order at 12:48 p.m.

\* The Manager presented the Annual Audit to the Board. After some discussion a motion as made, seconded, and passed unanimously to approve the draft audit report as presented.

MOTION: Trustee Felker SECOND Trustee Fickett

\* President Fontana called for review of the General Consent items. The Quarterly Investment Report was included in these 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.

Trustee Felker left the meeting at 1:30 pm.

There were no additions to the agenda.

The Manager provided an overview of mosquito and WNV activity in the region and state.

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

The Manager provided a very brief report on meetings he had attended over the past month on behalf of the District.

The Manager informed the Board of upcoming meetings and let them know which meetings he and the staff plan to attend on behalf of the District.

The Manager presented changes to Policy 2105: District Vehicle Usage.

Action, if any, will be taken at the next regular board meeting.

\* The Manager informed the Board that the District's regular broker for health insurance had left his main company and was providing the same service independently. After some discussion, it was the consensus of the Board that the Manager uses his discretion to choose whether to remain with the current brokerage.

The CDPH Cooperative Agreement was not discussed at this time.

The Board discussed the most recent CalPERS valuation reports and considered making additional payments in line with a shorter amortization schedule. No action was taken at this time.

\* The Board discussed the annual Personnel Appreciation Luncheon which is scheduled to occur before the regular board meeting on Thursday, November 14<sup>th</sup>. After some discussion, it was the consensus of the Board that the Manager shall make arrangements to have the lunch catered at the District Office.

The Trustees were asked to report on mosquito conditions and public opinions in their respective areas. Trustee Capuchino reported high mosquito activity around his house.

There being no further business, the meeting was adjourned at 2:33 p.m. The next regular meeting of the Board will be held on November 14, 2019.

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Chairman

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Secretary

**Fresno Westside Mosquito Abatement District**  
**Checks for Ratification**  
**October 16 through November 13, 2019**

Date	Num	Name	Memo	Amount
<b>Oct 16 - Nov 13, 19</b>				
10/30/2019		QuickBooks Payroll Service	Created by Payroll Service...	-13,765.50
10/31/2019		QuickBooks Payroll Service	Created by Payroll Service...	-1,254.13
11/04/2019	AutoPay	Pacific Gas & Electric Co.	Utilities	-1,206.29
11/01/2019	AutoPay	Blue Shield of California	Health Ins. Premium - Oct...	-5,239.92
10/31/2019	E-Pay	Calpers 457	Def Comp	-2,950.00
10/31/2019	E-Pay	VOYA Institutional Trust Co.	Def Comp	-425.00
10/31/2019	E-Pay	FRESNO WESTSIDE M.A.D.	94-6037648	-6,285.20
10/31/2019	E-Pay	FRESNO WESTSIDE M.A.D.	698-1686-6	-608.01
10/31/2019	E-Pay	FRESNO WESTSIDE M.A.D.	4649627650	-6,286.88
10/31/2019	E-Pay	FRESNO WESTSIDE M.A.D.	4649627650	-1,884.59
11/01/2019	E-Pay	Mutual of Omaha	Life Insurance_November	-176.11
10/31/2019	DD1463	Coffey, Kenneth	Direct Deposit	0.00
10/31/2019	DD1464	Diedrich, Matt	Direct Deposit	0.00
10/31/2019	DD1465	Quigley, Robert	Direct Deposit	0.00
10/31/2019	DD1466	Reis, Conlin	Direct Deposit	0.00
10/31/2019	DD1467	Rowan, Chance D	Direct Deposit	0.00
10/31/2019	DD1468	Verdugo, Alfredo J	Direct Deposit	0.00
10/31/2019	DD1469	Young, Brenda D	Direct Deposit	0.00
11/01/2019	DD1470	Ramos, Edward	Direct Deposit	0.00
10/16/2019	8328	ASI Administrative Solutions	Claims	-2,115.92
10/16/2019	8329	SDRMA	Add Chevy Bolt, Remove ...	-540.73
10/31/2019	8330	Angela Patlan Diedrich	Case 12 CE FL 04871	-500.00
10/31/2019	8331	Burns, Richard	Pay Period 10/16/2019 - ...	-1,705.14
10/31/2019	8332	Chapman, Brian	Pay Period 10/16/2019 - ...	-1,524.48
11/01/2019	8333	Howard, Robert C.	Pay Period 10/16/2019 - ...	-1,285.75
<b>Oct 16 - Nov 13, 19</b>				<b><u>-47,753.65</u></b>

**Fresno Westside Mosquito Abatement District**  
**Checks for Approval**  
**November 14 - 18, 2019**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Nov 14 - 18, 19</b>				
11/14/2019		QuickBooks Payroll Service	Created by Payroll Service on 11/0...	-13,857.92
11/15/2019		Angela Patlan Diedrich		-500.00
11/14/2019		QuickBooks Payroll Service	Created by Direct Deposit Service o...	-1.75
11/15/2019	E-Pay	VOYA Institutional Trust Co.	Def Comp	-425.00
11/15/2019	E-Pay	FRESNO WESTSIDE M.A.D.	94-6037648	-5,833.38
11/15/2019	E-Pay	FRESNO WESTSIDE M.A.D.	698-1686-6	-586.08
11/15/2019	DD1471	Fickett, Mark	Direct Deposit	0.00
11/15/2019	DD1472	Coffey, Kenneth	Direct Deposit	0.00
11/15/2019	DD1473	Diedrich, Matt	Direct Deposit	0.00
11/15/2019	DD1474	Quigley, Robert	Direct Deposit	0.00
11/15/2019	DD1475	Reis, Conlin	Direct Deposit	0.00
11/15/2019	DD1476	Rowan, Chance D	Direct Deposit	0.00
11/15/2019	DD1477	Verdugo, Alfredo J	Direct Deposit	0.00
11/15/2019	DD1478	Young, Brenda D	Direct Deposit	0.00
11/14/2019	8334	ASI Administrative Solutions	Admin_November	-270.00
11/14/2019	8335	ASI Administrative Solutions	Claims	-3,189.77
11/14/2019	8336	AT&T - CALNET	Office Phones	-76.18
11/14/2019	8337	Fresno County Tax Collector	Tax Bills	-92.44
11/14/2019	8338	Guthrie Petroleum	700 gallons gas	-2,680.75
11/14/2019	8339	TDC Aero Logistics Inc.	Aircraft management_October 2019	-2,765.00
11/15/2019	8340	Capuchino, S. Leo	Trustee in-lieu_October	-92.35
11/15/2019	8341	Felker, Robert	Trustee in-lieu_October	-92.35
11/15/2019	8342	Fontana, Eric	Trustee in-lieu_October	-92.35
11/15/2019	8343	Williams, Frank	Trustee in-lieu_October	-92.35
11/15/2019	8344	Burns, Richard	Pay Period 11/01/2019 - 11/15/2019	-1,705.15
11/15/2019	8345	Chapman, Brian	Pay Period 11/01/2019 - 11/1	-1,524.49
11/18/2019	283017	US Bank Corporate Payment ...	CalCard Payment	-31,370.23
11/18/2019	283018	FRESNO WESTSIDE M.A.D.	Replenish revolving account	-81,000.00
11/18/2019	283018	FRESNO WESTSIDE M.A.D.	Replenish revolving account	81,000.00
<b>Nov 14 - 18, 19</b>				<b><u>-65,247.54</u></b>

**Fresno Westside Mosquito Abatement District**  
**Profit & Loss**  
 October 2019

	Oct 19	Oct 18
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>District Deposits</b>		
Retiree's	69.86	133.08
<b>Total District Deposits</b>	69.86	133.08
Interest	632.27	2,080.63
Other Charge	11,210.19	0.00
Taxes - Benefit Assessment	0.00	35.02
Taxes - Property	2,254.66	2,557.48
<b>Total Income</b>	14,166.98	4,806.21
<b>Gross Profit</b>	14,166.98	4,806.21
<b>Expense</b>		
5010 Salaries & Wages	54,479.71	49,242.57
5020 OASDI, Retirement		
5021 OASDI	4,147.67	4,011.07
5022 CalPERS Normal	4,639.41	4,185.32
<b>Total 5020 OASDI, Retirement</b>	8,787.08	8,196.39
5030 Gr. Ins., Unemp.	10,153.78	5,020.40
5040 Insecticide	14,526.96	7,964.77
5050 Clothing	312.79	261.65
5060 Communications	748.57	155.39
5100 Insurance		
5101 General, Liability, Auto	540.73	-753.63
<b>Total 5100 Insurance</b>	540.73	-753.63
5120 Equipment Maintenance		
5121 Gas & Oil	2,680.75	2,853.21
5122 Parts, Repairs	785.33	325.50
5123 Shop Expense	79.47	0.00
5124 Gas & Oil - Aircraft	1,402.50	95.02
5125 Parts & Repairs, Aircraft	0.00	653.40
<b>Total 5120 Equipment Maintena...</b>	4,948.05	3,927.13
5130 Bldg and Grounds Maint.	86.90	76.26
5170 Office Expense	61.00	70.39
5230 District Special Expense		
5231 Miscellaneous	28.00	647.74
5232 Field Expenses	0.00	79.43
5233 Research	0.00	4.00
5234 Surveillance	2,143.59	3,153.29
5235 Public Education	36.43	0.00
5236 Aerial Management	2,765.00	5,685.00
<b>Total 5230 District Special Expe...</b>	4,973.02	9,569.46
5250 Transportation		

Fresno Westside Mosquito Abatement District

Profit & Loss

October 2019

11/13/19

Accrual Basis

	Oct 19	Oct 18
5251 Trustees	600.00	600.00
5252 Travel Expenses	0.00	461.12
<b>Total 5250 Transportation</b>	<b>600.00</b>	<b>1,061.12</b>
5260 Utilities	1,297.93	968.16
5370 Capital Outlay		
5374 Shop	0.00	20,947.04
<b>Total 5370 Capital Outlay</b>	<b>0.00</b>	<b>20,947.04</b>
5380 Retiree's Insurance	69.86	66.54
5390 Long Term Debt	0.00	66,228.07
<b>Total Expense</b>	<b>101,586.38</b>	<b>173,001.71</b>
<b>Net Ordinary Income</b>	<b>-87,419.40</b>	<b>-168,195.50</b>
<b>Net Income</b>	<b>-87,419.40</b>	<b>-168,195.50</b>



**Fresno Westside Mosquito Abatement District**  
**Budget Comparison by Account**  
 July through October 2019

	Jul - Oct 19	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>District Deposits</b>				
Retiree's	349.30	850.00	-500.70	41.1%
District Deposits - Other	3,992.57	2,700.00	1,292.57	147.9%
<b>Total District Deposits</b>	4,341.87	3,550.00	791.87	122.3%
Interest	635.91	18,000.00	-17,364.09	3.5%
Other Charge	20,594.40	50,000.00	-29,405.60	41.2%
Taxes - Benefit Assessment	10.42	549,500.00	-549,489.58	0.0%
Taxes - Property	9,935.84	876,000.00	-866,064.16	1.1%
<b>Total Income</b>	35,518.44	1,497,050.00	-1,461,531.56	2.4%
<b>Gross Profit</b>	35,518.44	1,497,050.00	-1,461,531.56	2.4%
<b>Expense</b>				
5010 Salaries & Wages	224,029.74	657,030.00	-433,000.26	34.1%
5020 OASDI, Retirement				
5021 OASDI	17,119.05	50,263.00	-33,143.95	34.1%
5022 CalPERS Normal	18,557.63	55,613.00	-37,055.37	33.4%
5023 Unfunded Accrued Liabil...	17,619.00	18,247.00	-628.00	96.6%
<b>Total 5020 OASDI, Retirement</b>	53,295.68	124,123.00	-70,827.32	42.9%
5030 Gr. Ins., Unemp.	28,682.93	88,818.00	-60,135.07	32.3%
5040 Insecticide	39,293.13	100,000.00	-60,706.87	39.3%
5050 Clothing	1,115.88	3,200.00	-2,084.12	34.9%
5060 Communications	2,101.35	5,000.00	-2,898.65	42.0%
5090 Household	82.40	500.00	-417.60	16.5%
5100 Insurance				
5101 General, Liability, Auto	33,216.46	30,000.00	3,216.46	110.7%
5102 Aircraft	0.00	9,000.00	-9,000.00	0.0%
5103 Compensation	21,005.94	21,205.00	-199.06	99.1%
5104 Deductibles	0.00	1,000.00	-1,000.00	0.0%
<b>Total 5100 Insurance</b>	54,222.40	61,205.00	-6,982.60	88.6%
5120 Equipment Maintenance				
5121 Gas & Oil	11,221.68	22,000.00	-10,778.32	51.0%
5122 Parts, Repairs	2,341.39	6,000.00	-3,658.61	39.0%
5123 Shop Expense	93.01	500.00	-406.99	18.6%
5124 Gas & Oil - Aircraft	3,992.91	5,400.00	-1,407.09	73.9%
5125 Parts & Repairs, Aircraft	540.00	9,000.00	-8,460.00	6.0%
<b>Total 5120 Equipment Maintena...</b>	18,188.99	42,900.00	-24,711.01	42.4%
5130 Bldg and Grounds Maint.	1,185.68	4,000.00	-2,814.32	29.6%
5140 Lab Expenses	0.00	1,000.00	-1,000.00	0.0%
5150 Membership and Dues	10,300.00	16,000.00	-5,700.00	64.4%
5170 Office Expense	299.00	2,500.00	-2,201.00	12.0%
5180 Professional Services	12,607.91	19,500.00	-6,892.09	64.7%
5200 Equipment Rentals	0.00	1,000.00	-1,000.00	0.0%
5220 Small Tools	0.00	500.00	-500.00	0.0%

**Fresno Westside Mosquito Abatement District**  
**Budget Comparison by Account**  
**July through October 2019**

	Jul - Oct 19	Budget	\$ Over Budget	% of Budget
<b>5230 District Special Expense</b>				
<b>5231 Miscellaneous</b>	3,692.53	6,000.00	-2,307.47	61.5%
<b>5232 Field Expenses</b>	134.38	3,500.00	-3,365.62	3.8%
<b>5233 Research</b>	27.98	1,500.00	-1,472.02	1.9%
<b>5234 Surveillance</b>	9,536.49	20,000.00	-10,463.51	47.7%
<b>5235 Public Education</b>	128.54	2,500.00	-2,371.46	5.1%
<b>5236 Aerial Management</b>	8,840.00	16,500.00	-7,660.00	53.6%
<b>5237 Digital Field Data License</b>	0.00	5,750.00	-5,750.00	0.0%
<b>Total 5230 District Special Expe...</b>	22,359.92	55,750.00	-33,390.08	40.1%
<b>5250 Transportation</b>				
<b>5251 Trustees</b>	2,100.00	8,000.00	-5,900.00	26.3%
<b>5252 Travel Expenses</b>	174.15	15,400.00	-15,225.85	1.1%
<b>Total 5250 Transportation</b>	2,274.15	23,400.00	-21,125.85	9.7%
<b>5260 Utilities</b>	5,705.47	12,200.00	-6,494.53	46.8%
<b>5340 Fees &amp; Assessments</b>	0.00	3,335.00	-3,335.00	0.0%
<b>5360 Bldg &amp; Grounds Improve.</b>	0.00	85,000.00	-85,000.00	0.0%
<b>5370 Capital Outlay</b>				
<b>5372 Auto</b>	54,591.98	20,000.00	34,591.98	273.0%
<b>Total 5370 Capital Outlay</b>	54,591.98	20,000.00	34,591.98	273.0%
<b>5380 Retiree's Insurance</b>	279.44	850.00	-570.56	32.9%
<b>5390 Long Term Debt</b>	66,228.07	132,500.00	-66,271.93	50.0%
<b>5500 ZikaVirus Funding</b>				
<b>5501 Zika Funding Equipment</b>	0.00			
<b>Total 5500 ZikaVirus Funding</b>	0.00			
<b>Total Expense</b>	596,844.12	1,460,311.00	-863,466.88	40.9%
<b>Net Ordinary Income</b>	-561,325.68	36,739.00	-598,064.68	-1,527.9%
<b>Net Income</b>	<b>-561,325.68</b>	<b>36,739.00</b>	<b>-598,064.68</b>	<b>-1,527.9%</b>

**Fresno Westside Mosquito Abatement District**  
**Year to Date Comparison**  
**July through October 2019**

	Jul - Oct 19	Jul - Oct 18	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>District Deposits</b>				
Retiree's	349.30	332.70	16.60	5.0%
District Deposits - Other	3,992.57	411.74	3,580.83	869.7%
<b>Total District Deposits</b>	4,341.87	744.44	3,597.43	483.2%
Interest	635.91	2,383.94	-1,748.03	-73.3%
Other Charge	20,594.40	36,271.96	-15,677.56	-43.2%
Taxes - Benefit Assessment	10.42	35.02	-24.60	-70.3%
Taxes - Property	9,935.84	6,363.36	3,572.48	56.1%
<b>Total Income</b>	35,518.44	45,798.72	-10,280.28	-22.5%
<b>Gross Profit</b>	35,518.44	45,798.72	-10,280.28	-22.5%
<b>Expense</b>				
5010 Salaries & Wages	224,029.74	213,444.95	10,584.79	5.0%
5020 OASDI, Retirement				
5021 OASDI	17,119.05	16,567.65	551.40	3.3%
5022 CalPERS Normal	18,557.63	16,741.28	1,816.35	10.9%
5023 Unfunded Accrued Liabil...	17,619.00	11,673.00	5,946.00	50.9%
<b>Total 5020 OASDI, Retirement</b>	53,295.68	44,981.93	8,313.75	18.5%
5030 Gr. Ins., Unemp.	28,682.93	25,641.79	3,041.14	11.9%
5040 Insecticide	39,293.13	25,253.52	14,039.61	55.6%
5050 Clothing	1,115.88	991.76	124.12	12.5%
5060 Communications	2,101.35	1,580.25	521.10	33.0%
5090 Household	82.40	344.64	-262.24	-76.1%
5100 Insurance				
5101 General, Liability, Auto	33,216.46	29,227.78	3,988.68	13.7%
5103 Compensation	21,005.94	20,161.37	844.57	4.2%
<b>Total 5100 Insurance</b>	54,222.40	49,389.15	4,833.25	9.8%
5120 Equipment Maintenance				
5121 Gas & Oil	11,221.68	11,411.67	-189.99	-1.7%
5122 Parts, Repairs	2,341.39	3,244.64	-903.25	-27.8%
5123 Shop Expense	93.01	185.96	-92.95	-50.0%
5124 Gas & Oil - Aircraft	3,992.91	95.02	3,897.89	4,102.2%
5125 Parts & Repairs, Aircraft	540.00	955.10	-415.10	-43.5%
<b>Total 5120 Equipment Maintena...</b>	18,188.99	15,892.39	2,296.60	14.5%
5130 Bldg and Grounds Maint.	1,185.68	580.07	605.61	104.4%
5140 Lab Expenses	0.00	134.41	-134.41	-100.0%
5150 Membership and Dues	10,300.00	870.00	9,430.00	1,083.9%
5170 Office Expense	299.00	840.67	-541.67	-64.4%
5180 Professional Services	12,607.91	12,669.58	-61.67	-0.5%
5230 District Special Expense				
5231 Miscellaneous	3,692.53	4,012.49	-319.96	-8.0%
5232 Field Expenses	134.38	536.06	-401.68	-74.9%
5233 Research	27.98	54.16	-26.18	-48.3%

**Fresno Westside Mosquito Abatement District**  
**Year to Date Comparison**  
**July through October 2019**

	Jul - Oct 19	Jul - Oct 18	\$ Change	% Change
5234 Surveillance	9,536.49	10,171.85	-635.36	-6.3%
5235 Public Education	128.54	591.33	-462.79	-78.3%
5236 Aerial Management	8,840.00	10,840.00	-2,000.00	-18.5%
<b>Total 5230 District Special Expe...</b>	<b>22,359.92</b>	<b>26,205.89</b>	<b>-3,845.97</b>	<b>-14.7%</b>
5250 Transportation				
5251 Trustees	2,100.00	2,100.00	0.00	0.0%
5252 Travel Expenses	174.15	1,466.31	-1,292.16	-88.1%
<b>Total 5250 Transportation</b>	<b>2,274.15</b>	<b>3,566.31</b>	<b>-1,292.16</b>	<b>-36.2%</b>
5260 Utilities	5,705.47	4,248.57	1,456.90	34.3%
5370 Capital Outlay				
5372 Auto	54,591.98	0.00	54,591.98	100.0%
5374 Shop	0.00	20,947.04	-20,947.04	-100.0%
<b>Total 5370 Capital Outlay</b>	<b>54,591.98</b>	<b>20,947.04</b>	<b>33,644.94</b>	<b>160.6%</b>
5380 Retiree's Insurance	279.44	266.16	13.28	5.0%
5390 Long Term Debt	66,228.07	66,228.07	0.00	0.0%
5500 ZikaVirus Funding				
5501 Zika Funding Equipment	0.00	6,409.32	-6,409.32	-100.0%
5503 Zika Funding Personnel	0.00	225.00	-225.00	-100.0%
<b>Total 5500 ZikaVirus Funding</b>	<b>0.00</b>	<b>6,634.32</b>	<b>-6,634.32</b>	<b>-100.0%</b>
<b>Total Expense</b>	<b>596,844.12</b>	<b>520,711.47</b>	<b>76,132.65</b>	<b>14.6%</b>
<b>Net Ordinary Income</b>	<b>-561,325.68</b>	<b>-474,912.75</b>	<b>-86,412.93</b>	<b>-18.2%</b>
<b>Net Income</b>	<b>-561,325.68</b>	<b>-474,912.75</b>	<b>-86,412.93</b>	<b>-18.2%</b>

**Fresno Westside Mosquito Abatement District**  
**Balance Sheet Comparison**  
As of October 31, 2019

	Oct 31, 19	Oct 31, 18	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
CCVCJPA Deposit	511,303.90	500,763.99	10,539.91	2.1%
Fresno Co. Treasury	1157331.08	993,176.46	164,154.62	16.5%
Petty Cash	122.07	178.24	-56.17	-31.5%
Westamerica Bank	55,783.72	68,183.33	-12,399.61	-18.2%
<b>Total Checking/Savings</b>	1724540.77	1562302.02	162,238.75	10.4%
<b>Accounts Receivable</b>				
Accounts Receivable	11,210.19	0.00	11,210.19	100.0%
<b>Total Accounts Receivable</b>	11,210.19	0.00	11,210.19	100.0%
<b>Total Current Assets</b>	1735750.96	1562302.02	173,448.94	11.1%
<b>TOTAL ASSETS</b>	<b>1735750.96</b>	<b>1562302.02</b>	<b>173,448.94</b>	<b>11.1%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
Accounts Payable	4,887.84	34,889.86	-30,002.02	-86.0%
<b>Total Accounts Payable</b>	4,887.84	34,889.86	-30,002.02	-86.0%
<b>Credit Cards</b>				
US Bank Cal Card	33,651.34	23,583.51	10,067.83	42.7%
<b>Total Credit Cards</b>	33,651.34	23,583.51	10,067.83	42.7%
<b>Other Current Liabilities</b>				
Accrued vacation	42,530.72	49,935.10	-7,404.38	-14.8%
CA-Unemp.	-0.01	0.00	-0.01	-100.0%
Direct Deposit Liabilities	-1,254.13	0.00	-1,254.13	-100.0%
Federal Withholding	-89.00	1,566.00	-1,655.00	-105.7%
Medicare	-83.24	718.08	-801.32	-111.6%
Payroll Liabilities	-1,945.19	-949.42	-995.77	-104.9%
State Tax	-21.93	492.64	-514.57	-104.5%
<b>Total Other Current Liabili...</b>	39,137.22	51,762.40	-12,625.18	-24.4%
<b>Total Current Liabilities</b>	77,676.40	110,235.77	-32,559.37	-29.5%
<b>Total Liabilities</b>	77,676.40	110,235.77	-32,559.37	-29.5%
<b>Equity</b>				
Opening Bal Equity	886,698.38	886,698.38	0.00	0.0%
Retained Earnings	1332701.86	1040280.62	292,421.24	28.1%
Net Income	-561,325.68	-474,912.75	-86,412.93	-18.2%
<b>Total Equity</b>	1658074.56	1452066.25	206,008.31	14.2%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1735750.96</b>	<b>1562302.02</b>	<b>173,448.94</b>	<b>11.1%</b>

Fresno Westside Mosquito Abatement District  
Reconciliation Detail  
US Bank Cal Card, Period Ending 10/22/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						12,521.92
<b>Cleared Transactions</b>						
<b>Charges and Cash Advances - 24 items</b>						
Credit Card Ch...	09/16/2019	Reis	Verizon Wireless	X	-330.71	-330.71
Credit Card Ch...	09/24/2019	Reis	UPS	X	-8.91	-339.62
Credit Card Ch...	09/25/2019	Rowan	Target Specialty ...	X	-459.92	-799.54
Credit Card Ch...	09/25/2019	Reis	Mid Valley Disposal	X	-76.26	-875.80
Credit Card Ch...	09/27/2019	Reis	Intuit	X	-63.00	-938.80
Credit Card Ch...	09/27/2019	Reis	Affordable CLE	X	-59.99	-998.79
Credit Card Ch...	10/01/2019	Reis	UPS	X	-8.91	-1,007.70
Bill Pmt -CCard	10/03/2019		Praxair	X	-801.25	-1,808.95
Bill Pmt -CCard	10/03/2019		Big G's Auto Cen...	X	-314.35	-2,123.30
Bill Pmt -CCard	10/03/2019		UniFirst Corporati...	X	-252.48	-2,375.78
Bill Pmt -CCard	10/03/2019		Ramon's Tire & A...	X	-25.00	-2,400.78
Bill Pmt -CCard	10/03/2019		Tharps Farm Sup...	X	-19.19	-2,419.97
Bill Pmt -CCard	10/03/2019		Sorensen Machin...	X	-9.17	-2,429.14
Credit Card Ch...	10/05/2019	Reis	AT&T Internet	X	-50.00	-2,479.14
Credit Card Ch...	10/06/2019	Reis	Site Ground	X	-239.40	-2,718.54
Bill Pmt -CCard	10/06/2019		City of Firebaugh	X	-91.64	-2,810.18
Credit Card Ch...	10/08/2019	Reis	UPS	X	-8.91	-2,819.09
Credit Card Ch...	10/10/2019	Rowan	Target Specialty ...	X	-5,710.80	-8,529.89
Credit Card Ch...	10/11/2019	Diedr...	C andT Aviation I...	X	-714.00	-9,243.89
Credit Card Ch...	10/11/2019	Diedr...	C andT Aviation I...	X	-688.50	-9,932.39
Credit Card Ch...	10/11/2019	Verd...	Batteries Plus	X	-54.42	-9,986.81
Credit Card Ch...	10/15/2019	Rowan	Univar USA, Inc.	X	-8,816.16	-18,802.97
Credit Card Ch...	10/15/2019	Reis	UPS	X	-8.91	-18,811.88
Credit Card Ch...	10/18/2019	Rowan	Tractor Supply C...	X	-36.43	-18,848.31
<b>Total Charges and Cash Advances</b>						-18,848.31
<b>Total Cleared Transactions</b>						-18,848.31
<b>Cleared Balance</b>						31,370.23
<b>Uncleared Transactions</b>						
<b>Charges and Cash Advances - 1 item</b>						
General Journal	06/30/2019	GEN...			-2,126.03	-2,126.03
<b>Total Charges and Cash Advances</b>						-2,126.03
<b>Total Uncleared Transactions</b>						-2,126.03
<b>Register Balance as of 10/22/2019</b>						33,496.26
<b>Ending Balance</b>						<b>33,496.26</b>

## EXPENDITURES BY MONTH

MONTH	2017-18	2018-19	2019-20
JLY	\$186,255.48	\$154,099.84	\$168,158.60
AUG	\$122,053.35	\$107,716.60	\$170,588.11
SEP	\$91,999.25	\$85,893.32	\$156,511.03
OCT	\$193,464.84	\$173,001.71	\$101,586.38
NOV	\$107,057.28	\$84,078.06	
DEC	\$76,426.15	\$83,306.86	
JAN	\$76,097.53	\$77,746.26	
FEB	\$127,080.65	\$98,990.60	
MAR	\$91,656.78	\$83,060.24	
APR	\$184,610.62	\$157,015.00	
MAY	\$140,921.06	\$105,368.06	
JUN	\$95,200.17	\$100,375.53	
YEAR	\$1,492,823.16	\$1,310,652.08	\$596,844.12

# QuickBooks Payroll Services

Sent: 10/22/2019

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Direct Deposit	\$15019.63
	-----
Total payment	\$15019.63

to be withdrawn from Westamerica Bank.

-----

## Payroll Run Summary for 10/31/2019:

Paychecks	Direct Deposit
Total	13,765.50
DD1463 Coffey, Kenneth	1,521.42
DD1464 Diedrich, Matt	1,303.52
DD1465 Quigley, Robert	1,655.14
DD1466 Reis, Conlin	3,381.30
DD1467 Rowan, Chance D	2,587.52
DD1468 Verdugo, Alfredo J	1,851.46
DD1469 Young, Brenda D	1,465.14

## Payroll Run Summary for 11/01/2019:

Paychecks	Direct Deposit
Total	1,254.13
DD1470 Ramos, Edward	1,254.13

-----



# QuickBooks Payroll Services

Sent: 11/06/2019

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Direct Deposit	\$13857.92
	-----
Total payment	\$13857.92

to be withdrawn from Westamerica Bank.

-----

Payroll Run Summary for 11/15/2019:

Paychecks	Direct Deposit
Total	13,857.92
DD1471 Fickett, Mark	92.35
DD1472 Coffey, Kenneth	1,521.44
DD1473 Diedrich, Matt	1,303.54
DD1474 Quigley, Robert	1,655.15
DD1475 Reis, Conlin	3,381.30
DD1476 Rowan, Chance D	2,587.53
DD1477 Verdugo, Alfredo J	1,851.48
DD1478 Young, Brenda D	1,465.13

-----

2019-20				
Blue Shield/ASI	PREMIUMS	CLAIMS	ADMIN	TOTAL
July				
9 Employees	\$4,873.26			
Claims		\$1,063.37		
Admin			\$270.00	
<b>TOTAL FOR MONTH</b>	<b>\$4,873.26</b>	<b>\$1,063.37</b>	<b>\$270.00</b>	<b>\$6,206.63</b>
<b>TOTAL TO DATE</b>	<b>\$4,873.26</b>	<b>\$1,063.37</b>	<b>\$270.00</b>	<b>\$6,206.63</b>
August				
9 Employees	\$4,873.26			
Claims		\$270.57		
Admin			\$270.00	
<b>TOTAL FOR MONTH</b>	<b>\$4,873.26</b>	<b>\$270.57</b>	<b>\$270.00</b>	<b>\$5,413.83</b>
<b>TOTAL TO DATE</b>	<b>\$9,746.52</b>	<b>\$1,333.94</b>	<b>\$540.00</b>	<b>\$11,620.46</b>
September				
9 Employees	\$4,873.26			
Claims		\$1,021.31		
Admin			\$270.00	
<b>TOTAL FOR MONTH</b>	<b>\$4,873.26</b>	<b>\$1,021.31</b>	<b>\$270.00</b>	<b>\$6,164.57</b>
<b>TOTAL TO DATE</b>	<b>\$14,619.78</b>	<b>\$2,355.25</b>	<b>\$810.00</b>	<b>\$17,785.03</b>
October				
9 Employees	\$4,873.26			
Claims		\$4,922.87		
Admin			\$270.00	
<b>TOTAL FOR MONTH</b>	<b>\$4,873.26</b>	<b>\$4,922.87</b>	<b>\$270.00</b>	<b>\$10,066.13</b>
<b>TOTAL TO DATE</b>	<b>\$19,493.04</b>	<b>\$7,278.12</b>	<b>\$1,080.00</b>	<b>\$27,851.16</b>
November				
9 Employees	\$4,873.26			
Claims		\$1,374.84		
Admin			\$270.00	
<b>TOTAL FOR MONTH</b>	<b>\$4,873.26</b>	<b>\$1,374.84</b>	<b>\$270.00</b>	<b>\$6,518.10</b>
<b>TOTAL TO DATE</b>	<b>\$24,366.30</b>	<b>\$8,652.96</b>	<b>\$1,350.00</b>	<b>\$34,369.26</b>
December				
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>\$24,366.30</b>	<b>\$8,652.96</b>	<b>\$1,350.00</b>	<b>\$34,369.26</b>
January				
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>\$24,366.30</b>	<b>\$8,652.96</b>	<b>\$1,350.00</b>	<b>\$34,369.26</b>
February				
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>\$24,366.30</b>	<b>\$8,652.96</b>	<b>\$1,350.00</b>	<b>\$34,369.26</b>
March				
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>\$24,366.30</b>	<b>\$8,652.96</b>	<b>\$1,350.00</b>	<b>\$34,369.26</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>\$24,366.30</b>	<b>\$8,652.96</b>	<b>\$1,350.00</b>	<b>\$34,369.26</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>\$24,366.30</b>	<b>\$8,652.96</b>	<b>\$1,350.00</b>	<b>\$34,369.26</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>\$24,366.30</b>	<b>\$8,652.96</b>	<b>\$1,350.00</b>	<b>\$34,369.26</b>

# TDC Aero Logistics Inc.

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



INVOICE

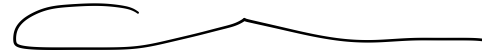
1783

DATE October 2019

NAME Fresno Westside Mosquito Abatement

ADDRESS 2555 N St.  
Firebaugh, CA 93622

PHONE



DATE	DESCRIPTION	Hours	Rate	TOTAL
10/2019	Pilot Services	9.1	150.00	1,365.00
10/2019	Call Out	6.0	200.00	1,200.00
10/2019	Aircraft Management	1.0	200.00	200.00
<b>TOTAL</b>				<b>2,765.00</b>

Payment Due Upon Receipt

TDC Aero Logistics Inc.

Ty D. Cotta - President

Thank you for the opportunity to fly with you.

## **New Plane Proposal**

Summary: The District is considering selling its current plane (Piper) and purchasing a Cessna Ag Truck. The primary reason for this change would be increased cost of repairs on the current plane and avoiding an expensive engine overhaul. There has been some indications in the last couple years that parts for the current plane are harder to come by and cost for repairs slightly higher than for the Cessna.

Considerations for Replacement Plane (Cessna Ag Truck):

- (+) approx. \$40,000 savings on engine overhaul. Current plane would require a year to overhaul and is more expensive than similar work on a Cessna.
- Oil and Gas use would be a wash.
- (+) Increased availability of parts for repairs. Familiarity with plane type for mechanics.
- (-) Adjustments to the hangar necessary as Cessna has a wider wingspan.
- We would also need to purchase a new plane prior to selling the current one to avoid the risk of being without a plane when the season begins (or set up a contingent sale).

New Plane Cost: 50-100K

Current Plane Value: Approx 100K

## FRESNO WESTSIDE MOSQUITO ABATEMENT DISTRICT

POLICY TITLE: District Vehicle Usage

POLICY NUMBER: 2105

~~2105.1 This policy applies to employees who drive District vehicles to and from work.~~

~~2105.1.1 District vehicles will not be used for any other personal purposes without prior approval. This means that weekend or after-hours trips to the store (regardless of how close to home), trips back to the office to retrieve forgotten personal items, or any other non-business usage will not be permitted.~~

2105.1 The District provides vehicles for business use to allow employees to drive on company-designated business. (The term "vehicle," as used in these guidelines, includes, but is not limited to, cars, trucks, ATV's, and utility carts.)

2105.1.1 District vehicles are to be solely used for District business. Personal use of the vehicle is prohibited, save minimal stops incidental to conducting District business (i.e. stopping at a nearby restaurant for lunch).

2105.1.2 Only District employees and approved volunteers may be passengers in a District vehicle. Under no circumstance shall anyone besides the employee to whom the vehicle is issued operate the vehicle unless approval from the Superintendent of Operations or District Manager is obtained.

2105.2 An employee may be permitted to drive a District vehicle to and from work. This is at the discretion of the District Manager and is typically reserved for those employees who may be called upon to work at atypical hours or must frequently travel for District business. The extent and duration of this permission may be modified at any time.

2105.2.1 Vehicles that are taken home shall only be used for District business, save minimal stops incidental to conducting District business, and for the commute between the employee's residence and the workplace.

2105.3 Employees shall not operate a District vehicle or a personal vehicle for District business when any physical or mental impairment causes the employee to be unable to drive safely. Additionally, employees shall not operate any District vehicle at any time or operate any personal vehicle while on District business while using or consuming alcohol, illegal drugs or prescription medications that may affect their ability to drive. These prohibitions include circumstances in which the employee is temporarily unable to operate a vehicle safely or legally because of impairment, illness, medication or intoxication.

# Fresno Westside Mosquito Abatement District Board Meeting Schedule 2020

Regular Board Meetings are held on the 2<sup>nd</sup> Thursday of each month.

January 09, 2020

February 13, 2020

March 12, 2020

April 09, 2020

May 14, 2020

June 11, 2020

July 09, 2020

August 13, 2020

September 10, 2020

October 08, 2020

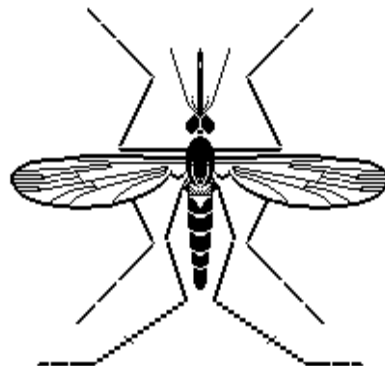
November 12, 2020

December 10, 2020

Lunch to be determined

Regular board meetings will start at 12:45 p.m. immediately following lunch.  
The November meeting will be preceded by the Employee Appreciation Luncheon  
which may be held off-site

Meeting dates and luncheon dates are subject to change  
Notice will be given if that occurs



As Always, please make sure you let us know if you CANNOT attend. Thanks!



SONIA Y. ANGELL, MD, MPH  
State Public Health Officer & Director

State of California—Health and Human Services Agency  
California Department of Public Health



GAVIN NEWSOM  
Governor

October 21, 2019

TO: Agencies Signatory to the Cooperative Agreement with the California Department of Public Health

SUBJECT: COOPERATIVE AGREEMENT WITH THE DEPARTMENT OF PUBLIC HEALTH

Please find enclosed a copy of the Cooperative Agreement between local agencies applying pesticides for public health purposes and the California Department of Public Health. The current Cooperative Agreement between our agencies shall expire on December 31, 2019. If your agency is interested in renewing this Cooperative Agreement for another year (through December 31, 2020), please return the enclosed form by December 31, 2019 to the Vector-Borne Disease Section (VBDS). Include the agency manager's signature in the appropriate space and the operator ID and/or license number to be listed on Monthly Summary Pesticide Use Reports (PR-ENF-060) for 2020. Please send to:

Department of Public Health  
Vector-Borne Disease Section  
1616 Capitol Avenue, MS-7307  
P.O. Box 997377  
Sacramento, CA 95899-7377

VBDS will endorse the Cooperative Agreement and return a copy to your agency immediately. If your agency is not interested in continuing the Cooperative Agreement, please notify VBDS as soon as possible.

Thank you for your cooperation in this matter. If you require additional information or clarification, please contact your VBDS regional office or the Sacramento headquarters at (916) 552-9730.

Vicki L. Kramer, Ph.D., Chief  
Vector-Borne Disease Section

Enclosure

CDPH Vector-Borne Disease Section, MS 7307 • P.O. Box 997377  
Sacramento, CA 95899-7377  
(916) 552-9730 • (916) 552-9725 FAX  
Internet Address: [www.cdph.ca.gov](http://www.cdph.ca.gov)



COOPERATIVE AGREEMENT  
(PURSUANT TO SECTION 116180, HEALTH AND SAFETY CODE)

Date \_\_\_\_\_

This Agreement between the California Department of Public Health and

\_\_\_\_\_  
(name and address of local vector control agency)

is effective on January 1, 2020 or on the subsequent date shown above, and expires December 31, 2020. It is subject to renewal by mutual consent thereafter.

Operator ID and/or license number to be listed on Monthly Summary Pesticide Use Reports (PR-ENF-060) for 2020:

Operator ID # \_\_\_\_\_ License # \_\_\_\_\_

This agreement may be canceled for cause by either party by giving 30 days advance notice in writing, setting forth the reasons for the termination.

Part I. Pesticides

The vector control agency named herein agrees:

1. To calibrate all application equipment using acceptable techniques before using, and to maintain calibration records for review by the County Agricultural Commissioner.
2. To seek the assistance of the County Agricultural Commissioner in the interpretation of pesticide labeling.
3. To maintain for at least two years for review by the County Agricultural Commissioner a record of each pesticide application showing the target vector, the specific location treated, the size of the source, the formulations and amount of pesticide used, the method and equipment used, the type of habitat treated, the date of the application, and the name of the applicator(s).
4. To submit to the County Agricultural Commissioner each month a Pesticide Use Report, on Department of Pesticide Regulation form PR-ENF-060. The report shall include the manufacturer and product name, the EPA registration number from the label, the amount of each pesticide used, the number of applications of each pesticide, and the total number of applications, per county, per month.
5. To report to the County Agricultural Commissioner and the California Department of Public Health, in a manner specified, any conspicuous or suspected adverse effects upon humans, domestic animals and other non-target organisms, or property from pesticide applications.
6. To require appropriate certification of its employees by the California Department of Public Health in order to verify their competence in using pesticides to control pest and vector organisms, and to maintain continuing education unit information for those employees participating in continuing education.
7. To be inspected by the County Agricultural Commissioner on a regular basis to ensure that local agency activities are in compliance with state laws and regulations relating to pesticide use.

Part II. Environmental Modification

The vector control agency named herein agrees:

To comply with requirements, as specified, of any general permit issued to the California Department of Public Health as the lead agency, pertaining to physical environmental modification to achieve pest and vector prevention.

For California Department of Public Health

For Local Agency

\_\_\_\_\_  
Vicki Kramer, Ph.D.  
Chief, Vector-Borne Disease Section

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Signature