

**FRESNO WESTSIDE MOSQUITO ABATEMENT DISTRICT  
BOARD OF TRUSTEES MEETING  
District Office, 2555 N Street, Firebaugh, California**

**March 10, 2022 - 12:45 p.m.**

**Fresno Westside Mosquito Abatement District, Monthly Regular Board Meeting**

**Thursday, March 10, 2022 · 12:45 – 3:45pm**

**Google Meet joining info**

**Video call link: <https://meet.google.com/xip-rhek-mcy>**

**Or dial: (US) +1 513-816-1165 PIN: 997 383 005#**

**More phone numbers: <https://tel.meet/xip-rhek-mcy?pin=6501739461115>**

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. REMOTE MEETING AUTHORIZATION**

The Board will consider finding under Gov. Code § 54953(e)(3) that a result of the continuing COVID-19 emergency: (i) the board has reconsidered the circumstances of the state of emergency; (ii) renew prior findings that meeting in person would continue to present imminent risks to the health or safety of attendees; and (iii) the authorization for meetings to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C) is renewed.

**5. GENERAL CONSENT ITEMS**

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

**6. 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.

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

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

**8. 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

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

- AMCA Annual Meeting, Feb 28-March 4, 2022, Jacksonville, FL.

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.

- AMCA Washington Days Conference, May 17-18, 2022, Washington DC.
- Pacific Southwest Regional Center of Excellence in Vector-Borne Diseases, Annual Conference, TBD, End of April, Sacramento, CA

**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) PRELIMINARY BUDGET DISCUSSION

The Manager will present some preliminary budget item to the Board.

b) BIENNIAL REVIEW OF DISTRICT POLICIES

The Manager will present the current status of the District Policy Review

c) DECLARATION OF SURPLUS PROPERTY

The Manager will present property , if any , eligible for surplus declaration.

d) POLICY UPDATE, #2375, SUPPLEMENTAL SURV ASSISTANT

The Board will consider an update to a job description to more accurately describe the scope of work and nature of the position. Changes, if any, will be made at the next regular board meeting.

**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.

**II. ADJOURNMENT** - Next meeting will be held on **April 14, 2022.**

**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.



Manager to request compensation for the cost of ground maintenance over the last contract extension period.

MOTION: Trustee Felker

SECOND: Trustee Fontana

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

Trustee Ethics Training will be at 10:00 am March 10th, preceding the board meeting.

There being no further business, the meeting was adjourned at 2:05 p.m. The next regular meeting of the Board will be held on March 10, 2022, at 12:45 p.m.

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Chairman

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Secretary

## Fresno Westside Mosquito Abatement District

### Checks for Ratification

February 16 through March 9, 2022

Date	Num	Name	Memo	Amount
<b>Feb 16 - Mar 9, 22</b>				
02/25/2022		QuickBooks Payroll Service	Created by Payroll Service on 02/22/2022	-14,832.24
02/28/2022		Angela Patlan Diedrich	Case 12 CE FL 04871	-500.00
02/25/2022		QuickBooks Payroll Service	Created by Direct Deposit Service on 02/22...	-1.75
03/04/2022	AutoPay	Pacific Gas & Electric Co.	Utilities	-1,569.85
03/01/2022	AutoPay	Blue Shield of California	Health Ins. Premium_March_2022	-5,294.62
02/28/2022	E-Pay	Calpers 457	Def Comp	-3,750.00
02/28/2022	E-Pay	FRESNO WESTSIDE M.A.D.	4649627650	-7,059.72
02/28/2022	E-Pay	FRESNO WESTSIDE M.A.D.	4649627650	-2,115.14
02/28/2022	E-Pay	VOYA Institutional Trust Co.	Def Comp	-350.00
02/28/2022	E-Pay	FRESNO WESTSIDE M.A.D.	CA - St Tax	-578.28
02/28/2022	E-Pay	FRESNO WESTSIDE M.A.D.	FIT, MED, OASDI	-6,152.40
03/01/2022	E-Pay	Mutual of Omaha	Life Insurance -October	-230.10
02/28/2022	DD1877	Diedrich, Matt	Direct Deposit	0.00
02/28/2022	DD1878	Quigley, Robert	Direct Deposit	0.00
02/28/2022	DD1879	Ramos, Edward	Direct Deposit	0.00
02/28/2022	DD1880	Reis, Conlin	Direct Deposit	0.00
02/28/2022	DD1881	Rowan, Chance D	Direct Deposit	0.00
02/28/2022	DD1882	Verdugo, Alfredo J	Direct Deposit	0.00
02/28/2022	DD1883	Young, Brenda D	Direct Deposit	0.00
02/28/2022	8853	Burns, Richard	Pay Period 02/16/2022 - 02/28/2022	-1,816.97
02/28/2022	8854	Chapman, Brian	Pay Period 02/16/2022 - 02/28/2022	-1,624.41
02/16/2022	294729	FRESNO WESTSIDE M.A.D.	Replenish revolving account	-90,000.00
02/16/2022	294729	FRESNO WESTSIDE M.A.D.	Replenish revolving account	90,000.00
<b>Feb 16 - Mar 9, 22</b>				<b>-45,875.48</b>

**Fresno Westside Mosquito Abatement District**  
**Checks for Approval**  
**March 10 - 16, 2022**

Date	Num	Name	Memo	Amount
<b>Mar 10 - 16, 22</b>				
03/15/2022		Angela Patlan Diedrich	Case 12 CE FL 04871	-500.00
03/14/2022		QuickBooks Payroll Service	Created by Payroll Service on 03/08/2022	-14,924.54
03/14/2022		QuickBooks Payroll Service	Created by Direct Deposit Service on 03/08/2022	-1.75
03/15/2022	E-Pay	FRESNO WESTSIDE M.A.D.	CA- St Tax	-578.28
03/15/2022	E-Pay	VOYA Institutional Trust Co.	Def Comp	-350.00
03/15/2022	E-Pay	FRESNO WESTSIDE M.A.D.	94-6037648	-6,367.84
03/15/2022	DD1884	Capuchino, S. Leo	Direct Deposit	0.00
03/15/2022	DD1885	Diedrich, Matt	Direct Deposit	0.00
03/15/2022	DD1886	Quigley, Robert	Direct Deposit	0.00
03/15/2022	DD1887	Ramos, Edward	Direct Deposit	0.00
03/15/2022	DD1888	Reis, Conlin	Direct Deposit	0.00
03/15/2022	DD1889	Rowan, Chance D	Direct Deposit	0.00
03/15/2022	DD1890	Verdugo, Alfredo J	Direct Deposit	0.00
03/15/2022	DD1891	Young, Brenda D	Direct Deposit	0.00
03/10/2022	8855	ASI Administrative Solutions	Admin	-292.50
03/10/2022	8856	ASI Administrative Solutions	Claims	-235.26
03/10/2022	8857	AT&T - CALNET	Office phones	-79.21
03/10/2022	8858	CCVCJPA	Dental/Vision - February_2022	-440.03
03/10/2022	8859	Guthrie Petroleum	VOID: 440 gallons gas	0.00
03/10/2022	8860	Mendota Smog & Repair	Repairs to Vehicle #6	-587.26
03/10/2022	8861	SJVAPCD	Burn Permit 3/1/2022-3/31/2023	-40.00
03/10/2022	8862	SJVAPCD	22/23 Annual Permits to Operate	-84.00
03/10/2022	8863	TDC Aero Logistics Inc.	Aircraft Management_FEB 2022	-300.00
03/10/2022	8864	Conlin Reis, Petty Cash	Replenish Petty Cash	-68.00
03/15/2022	8865	Felker, Robert	Trustee in-lieu_February_2022	-92.35
03/15/2022	8866	Fontana, Eric	Trustee in-lieu_February_2022	-92.35
03/15/2022	8867	Ram, Rene	Trustee in-lieu_February_2022	-92.35
03/15/2022	8868	Williams, Frank	Trustee in-lieu_February_2022	-92.35
03/15/2022	8869	Burns, Richard	Pay Period 03/01/2022 - 03/15/2022	-1,816.96
03/15/2022	8870	Chapman, Brian	Pay Period 03/01/2022 - 03/15/2022	-1,624.40
03/15/2022	8871	Howard, Robert C.	Pay Period 03/07/2022 - 03/15/2022	-837.80
03/10/2022	8872	Guthrie Petroleum	440 gallons gas	-2,181.63
03/16/2022	294730	US Bank Corporate Payment Systems	CalCard Payment	-20,807.31
03/16/2022	294731	FRESNO WESTSIDE M.A.D.	Replenish revolving account	-79,000.00
03/16/2022	294731	FRESNO WESTSIDE M.A.D.	Replenish revolving account	79,000.00
<b>Mar 10 - 16, 22</b>				<b>-52,486.17</b>

03/09/22

**Fresno Westside Mosquito Abatement District**  
**Petty Cash**  
**As of March 10, 2022**

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Original Amount</u>	<u>Paid Amount</u>	<u>Balance</u>
<b>Petty Cash</b>							200.00
02/22/2022	Per D...	Chance Rowan	Per Diem Adju...	5252 Travel E...	-34.00	-34.00	166.00
02/22/2022	Per D...	Conlin D. Reis	Per Diem adju...	5252 Travel E...	-34.00	-34.00	132.00
03/10/2022		Conlin Reis, Petty ...		Westamerica ...	68.00	68.00	200.00
Total Petty Cash						0.00	200.00
<b>TOTAL</b>						<b>0.00</b>	<b>200.00</b>

**Fresno Westside Mosquito Abatement District**  
**Petty Cash Detail**  
 December 10, 2021 through March 10, 2022

Date	Num	Name	Memo	Amount
<b>Petty Cash</b>				
02/22/2022	Per Diem	Chance Rowan	Per Diem Adjustment	-34.00
02/22/2022	Per Diem	Conlin D. Reis	Per Diem adjustment	-34.00
Total Petty Cash				-68.00
<b>5250 Transportation</b>				
<b>5252 Travel Expenses</b>				
02/22/2022	Per Diem	Chance Rowan	Per Diem Adjustment	34.00
02/22/2022	Per Diem	Conlin D. Reis	Per Diem Adjustment	34.00
Total 5252 Travel Expenses				68.00
Total 5250 Transportation				68.00
<b>TOTAL</b>				<b>0.00</b>

**Fresno Westside Mosquito Abatement District**

**Profit & Loss**

February 2022

03/09/22

Accrual Basis

	Feb 22	Feb 21
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Interest	1.34	898.71
Taxes - Benefit Assessment	0.00	46.22
Taxes - Property	3,554.73	43,193.14
<b>Total Income</b>	3,556.07	44,138.07
<b>Gross Profit</b>	3,556.07	44,138.07
<b>Expense</b>		
5010 Salaries & Wages	55,701.22	52,676.93
5020 OASDI, Retirement		
5021 OASDI	4,258.82	4,019.14
5022 CalPERS Normal	5,362.70	5,144.11
<b>Total 5020 OASDI, Retirement</b>	9,621.52	9,163.25
5030 Gr. Ins., Unemp.		
5032 Unemp.	740.34	886.21
5033 Health Insurance Premiums	4,911.57	4,653.48
5034 Health Insurance Admin.	292.50	0.00
5035 Health Insurance Claims	397.75	581.68
5036 Life/Dental/Vision Ins.	293.28	327.69
5030 Gr. Ins., Unemp. - Other	0.00	0.00
<b>Total 5030 Gr. Ins., Unemp.</b>	6,635.44	6,449.06
5040 Insecticide	17,404.22	0.00
5050 Clothing	237.52	228.36
5060 Communications	235.50	560.02
5120 Equipment Maintenance		
5122 Parts, Repairs	1,924.82	186.03
5123 Shop Expense	22.35	69.26
5125 Parts & Repairs, Aircraft	0.00	57.06
<b>Total 5120 Equipment Maintenance</b>	1,947.17	312.35
5130 Bldg and Grounds Maint.	78.94	571.18
5170 Office Expense	28.94	0.00
5180 Professional Services	0.00	6,693.00
5230 District Special Expense		
5231 Miscellaneous	84.00	0.00
5232 Field Expenses	40.00	35.62
5234 Surveillance	235.71	90.77
5235 Public Education	19.99	132.51
5236 Aerial Management	300.00	300.00
5237 Digital Field Data License	0.00	2,800.00
<b>Total 5230 District Special Expense</b>	679.70	3,358.90
5250 Transportation		
5251 Trustees	500.00	500.00
5252 Travel Expenses	2,017.55	657.00

Fresno Westside Mosquito Abatement District

Profit & Loss

February 2022

03/09/22

Accrual Basis

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	<u>Feb 22</u>	<u>Feb 21</u>
Total 5250 Transportation	2,517.55	1,157.00
5260 Utilities	1,663.63	1,159.54
Payroll Expenses	3.50	3.50
Total Expense	<u>96,754.85</u>	<u>82,333.09</u>
Net Ordinary Income	<u>-93,198.78</u>	<u>-38,195.02</u>
Net Income	<u><u>-93,198.78</u></u>	<u><u>-38,195.02</u></u>

**Fresno Westside Mosquito Abatement District**  
**Budget Comparison by Account**  
July 2021 through February 2022

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
District Deposits	123,788.33	2,700.00	121,088.33	4,584.8%
Interest	9,945.36	18,000.00	-8,054.64	55.3%
Other Charge	60,242.99	47,427.00	12,815.99	127.0%
Taxes - Benefit Assessment	287,953.89	556,701.00	-268,747.11	51.7%
Taxes - Property	506,507.44	956,518.00	-450,010.56	53.0%
<b>Total Income</b>	<b>988,438.01</b>	<b>1,581,346.00</b>	<b>-592,907.99</b>	<b>62.5%</b>
<b>Gross Profit</b>	<b>988,438.01</b>	<b>1,581,346.00</b>	<b>-592,907.99</b>	<b>62.5%</b>
<b>Expense</b>				
5010 Salaries & Wages	464,736.43	704,157.00	-239,420.57	66.0%
5020 OASDI, Retirement				
5021 OASDI	35,453.84	53,868.00	-18,414.16	65.8%
5022 CalPERS Normal	42,901.60	64,272.00	-21,370.40	66.8%
5023 Unfunded Accrued Liability	35,240.00	35,240.00	0.00	100.0%
<b>Total 5020 OASDI, Retirement</b>	<b>113,595.44</b>	<b>153,380.00</b>	<b>-39,784.56</b>	<b>74.1%</b>
5030 Gr. Ins., Unemp.				
5032 Unemp.	4,058.25	4,774.00	-715.75	85.0%
5033 Health Insurance Premiums	36,398.55	58,200.00	-21,801.45	62.5%
5034 Health Insurance Admin.	2,490.00	3,900.00	-1,410.00	63.8%
5035 Health Insurance Claims	9,252.44	23,033.00	-13,780.56	40.2%
5036 Life/Dental/Vision Ins.	3,030.36	5,222.00	-2,191.64	58.0%
5030 Gr. Ins., Unemp. - Other	109.98			
<b>Total 5030 Gr. Ins., Unemp.</b>	<b>55,339.58</b>	<b>95,129.00</b>	<b>-39,789.42</b>	<b>58.2%</b>
5040 Insecticide	34,193.76	100,000.00	-65,806.24	34.2%
5050 Clothing	2,082.94	3,518.00	-1,435.06	59.2%
5060 Communications	3,460.69	5,500.00	-2,039.31	62.9%
5090 Household	262.11	500.00	-237.89	52.4%
5100 Insurance				
5101 General, Liability, Auto	36,909.77	36,910.00	-0.23	100.0%
5102 Aircraft	-647.00	11,500.00	-12,147.00	-5.6%
5103 Compensation	17,164.58	21,000.00	-3,835.42	81.7%
5104 Deductibles	0.00	1,000.00	-1,000.00	0.0%
<b>Total 5100 Insurance</b>	<b>53,427.35</b>	<b>70,410.00</b>	<b>-16,982.65</b>	<b>75.9%</b>
5120 Equipment Maintenance				
5121 Gas & Oil	15,932.29	20,000.00	-4,067.71	79.7%
5122 Parts, Repairs	7,099.12	6,500.00	599.12	109.2%
5123 Shop Expense	223.79	300.00	-76.21	74.6%
5124 Gas & Oil - Aircraft	2,906.40	7,885.00	-4,978.60	36.9%
5125 Parts & Repairs, Aircraft	240.00	9,000.00	-8,760.00	2.7%
<b>Total 5120 Equipment Maintenance</b>	<b>26,401.60</b>	<b>43,685.00</b>	<b>-17,283.40</b>	<b>60.4%</b>
5130 Bldg and Grounds Maint.	1,106.15	4,000.00	-2,893.85	27.7%
5140 Lab Expenses	0.00	1,000.00	-1,000.00	0.0%

**Fresno Westside Mosquito Abatement District**  
**Budget Comparison by Account**  
July 2021 through February 2022

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
5150 Membership and Dues	16,763.00	16,800.00	-37.00	99.8%
5170 Office Expense	1,658.93	2,250.00	-591.07	73.7%
5180 Professional Services	20,717.04	20,500.00	217.04	101.1%
5200 Equipment Rentals	931.65	1,000.00	-68.35	93.2%
5220 Small Tools	119.08	300.00	-180.92	39.7%
<b>5230 District Special Expense</b>				
5231 Miscellaneous	3,097.13	5,550.00	-2,452.87	55.8%
5232 Field Expenses	1,108.20	2,500.00	-1,391.80	44.3%
5233 Research	16.92	1,500.00	-1,483.08	1.1%
5234 Surveillance	12,918.46	21,000.00	-8,081.54	61.5%
5235 Public Education	681.88	2,500.00	-1,818.12	27.3%
5236 Aerial Management	14,295.00	20,000.00	-5,705.00	71.5%
5237 Digital Field Data License	0.00	6,200.00	-6,200.00	0.0%
<b>Total 5230 District Special Expense</b>	<b>32,117.59</b>	<b>59,250.00</b>	<b>-27,132.41</b>	<b>54.2%</b>
<b>5250 Transportation</b>				
5251 Trustees	3,700.00	8,000.00	-4,300.00	46.3%
5252 Travel Expenses	6,537.51	15,400.00	-8,862.49	42.5%
<b>Total 5250 Transportation</b>	<b>10,237.51</b>	<b>23,400.00</b>	<b>-13,162.49</b>	<b>43.8%</b>
<b>5260 Utilities</b>	<b>12,168.84</b>	<b>15,000.00</b>	<b>-2,831.16</b>	<b>81.1%</b>
5340 Fees & Assessments	94.28	3,500.00	-3,405.72	2.7%
5360 Bldg & Grounds Improve.	531.53	5,000.00	-4,468.47	10.6%
<b>5370 Capital Outlay</b>				
5372 Auto	0.00	32,000.00	-32,000.00	0.0%
5375 Field	0.00	75,000.00	-75,000.00	0.0%
<b>Total 5370 Capital Outlay</b>	<b>0.00</b>	<b>107,000.00</b>	<b>-107,000.00</b>	<b>0.0%</b>
5390 Long Term Debt	66,228.07	132,500.00	-66,271.93	50.0%
Payroll Expenses	29.75			
<b>Total Expense</b>	<b>916,203.32</b>	<b>1,567,779.00</b>	<b>-651,575.68</b>	<b>58.4%</b>
<b>Net Ordinary Income</b>	<b>72,234.69</b>	<b>13,567.00</b>	<b>58,667.69</b>	<b>532.4%</b>
<b>Net Income</b>	<b>72,234.69</b>	<b>13,567.00</b>	<b>58,667.69</b>	<b>532.4%</b>

**Fresno Westside Mosquito Abatement District**  
**Year to Date Comparison**  
**July 2021 through February 2022**

	Jul '21 - Feb 22	Jul '20 - Feb 21	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
District Deposits	123,788.33	1,487.26	122,301.07	8,223.3%
Interest	9,945.36	11,480.59	-1,535.23	-13.4%
Other Charge	60,242.99	53,428.07	6,814.92	12.8%
Taxes - Benefit Assessment	287,953.89	278,893.98	9,059.91	3.3%
Taxes - Property	506,507.44	535,690.36	-29,182.92	-5.5%
<b>Total Income</b>	<b>988,438.01</b>	<b>880,980.26</b>	<b>107,457.75</b>	<b>12.2%</b>
<b>Gross Profit</b>	<b>988,438.01</b>	<b>880,980.26</b>	<b>107,457.75</b>	<b>12.2%</b>
<b>Expense</b>				
5010 Salaries & Wages	464,736.43	437,478.14	27,258.29	6.2%
5020 OASDI, Retirement				
5021 OASDI	35,453.84	33,372.47	2,081.37	6.2%
5022 CalPERS Normal	42,901.60	41,152.88	1,748.72	4.3%
5023 Unfunded Accrued Liability	35,240.00	24,801.00	10,439.00	42.1%
<b>Total 5020 OASDI, Retirement</b>	<b>113,595.44</b>	<b>99,326.35</b>	<b>14,269.09</b>	<b>14.4%</b>
5030 Gr. Ins., Unemp.				
5032 Unemp.	4,058.25	4,233.45	-175.20	-4.1%
5033 Health Insurance Premiums	36,398.55	36,084.84	313.71	0.9%
5034 Health Insurance Admin.	2,490.00	2,355.00	135.00	5.7%
5035 Health Insurance Claims	9,252.44	4,073.86	5,178.58	127.1%
5036 Life/Dental/Vision Ins.	3,030.36	2,621.76	408.60	15.6%
5030 Gr. Ins., Unemp. - Other	109.98	0.00	109.98	100.0%
<b>Total 5030 Gr. Ins., Unemp.</b>	<b>55,339.58</b>	<b>49,368.91</b>	<b>5,970.67</b>	<b>12.1%</b>
5040 Insecticide	34,193.76	36,034.53	-1,840.77	-5.1%
5050 Clothing	2,082.94	2,195.89	-112.95	-5.1%
5060 Communications	3,460.69	4,347.39	-886.70	-20.4%
5090 Household	262.11	295.71	-33.60	-11.4%
5100 Insurance				
5101 General, Liability, Auto	36,909.77	45,334.77	-8,425.00	-18.6%
5102 Aircraft	-647.00	0.00	-647.00	-100.0%
5103 Compensation	17,164.58	19,819.45	-2,654.87	-13.4%
<b>Total 5100 Insurance</b>	<b>53,427.35</b>	<b>65,154.22</b>	<b>-11,726.87</b>	<b>-18.0%</b>
5120 Equipment Maintenance				
5121 Gas & Oil	15,932.29	10,605.86	5,326.43	50.2%
5122 Parts, Repairs	7,099.12	5,134.64	1,964.48	38.3%
5123 Shop Expense	223.79	160.09	63.70	39.8%
5124 Gas & Oil - Aircraft	2,906.40	2,233.91	672.49	30.1%
5125 Parts & Repairs, Aircraft	240.00	16,429.40	-16,189.40	-98.5%
<b>Total 5120 Equipment Maintenance</b>	<b>26,401.60</b>	<b>34,563.90</b>	<b>-8,162.30</b>	<b>-23.6%</b>
5130 Bldg and Grounds Maint.	1,106.15	1,436.70	-330.55	-23.0%
5140 Lab Expenses	0.00	28.06	-28.06	-100.0%
5150 Membership and Dues	16,763.00	14,993.03	1,769.97	11.8%

**Fresno Westside Mosquito Abatement District**  
**Year to Date Comparison**  
**July 2021 through February 2022**

	Jul '21 - Feb 22	Jul '20 - Feb 21	\$ Change	% Change
<b>5170 Office Expense</b>	1,658.93	650.68	1,008.25	155.0%
<b>5180 Professional Services</b>	20,717.04	20,356.34	360.70	1.8%
<b>5200 Equipment Rentals</b>	931.65	0.00	931.65	100.0%
<b>5220 Small Tools</b>	119.08	0.00	119.08	100.0%
<b>5230 District Special Expense</b>				
<b>5231 Miscellaneous</b>	3,097.13	2,526.57	570.56	22.6%
<b>5232 Field Expenses</b>	1,108.20	128.12	980.08	765.0%
<b>5233 Research</b>	16.92	0.00	16.92	100.0%
<b>5234 Surveillance</b>	12,918.46	16,621.38	-3,702.92	-22.3%
<b>5235 Public Education</b>	681.88	453.09	228.79	50.5%
<b>5236 Aerial Management</b>	14,295.00	14,625.00	-330.00	-2.3%
<b>5237 Digital Field Data License</b>	0.00	3,400.00	-3,400.00	-100.0%
<b>Total 5230 District Special Expense</b>	32,117.59	37,754.16	-5,636.57	-14.9%
<b>5250 Transportation</b>				
<b>5251 Trustees</b>	3,700.00	3,900.00	-200.00	-5.1%
<b>5252 Travel Expenses</b>	6,537.51	1,207.00	5,330.51	441.6%
<b>Total 5250 Transportation</b>	10,237.51	5,107.00	5,130.51	100.5%
<b>5260 Utilities</b>	12,168.84	9,660.96	2,507.88	26.0%
<b>5340 Fees &amp; Assessments</b>	94.28	92.44	1.84	2.0%
<b>5360 Bldg &amp; Grounds Improve.</b>	531.53	0.00	531.53	100.0%
<b>5390 Long Term Debt</b>	66,228.07	66,228.07	0.00	0.0%
<b>Payroll Expenses</b>	29.75	28.00	1.75	6.3%
<b>Total Expense</b>	916,203.32	885,100.48	31,102.84	3.5%
<b>Net Ordinary Income</b>	72,234.69	-4,120.22	76,354.91	1,853.2%
<b>Net Income</b>	<b>72,234.69</b>	<b>-4,120.22</b>	<b>76,354.91</b>	<b>1,853.2%</b>

**Fresno Westside Mosquito Abatement District**  
**Balance Sheet Comparison**  
As of February 28, 2022

	Feb 28, 22	Feb 28, 21	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
CCVCJPA Deposit	530,348.69	524,500.21	5,848.48	1.1%
Fresno Co. Treasury	2,406,719.35	2,034,954.23	371,765.12	18.3%
Petty Cash	132.00	200.00	-68.00	-34.0%
Westamerica Bank	76,026.81	64,855.95	11,170.86	17.2%
<b>Total Checking/Savings</b>	<u>3,013,226.85</u>	<u>2,624,510.39</u>	<u>388,716.46</u>	<u>14.8%</u>
<b>Total Current Assets</b>	<u>3,013,226.85</u>	<u>2,624,510.39</u>	<u>388,716.46</u>	<u>14.8%</u>
<b>TOTAL ASSETS</b>	<b><u>3,013,226.85</u></b>	<b><u>2,624,510.39</u></b>	<b><u>388,716.46</u></b>	<b><u>14.8%</u></b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
Accounts Payable	5,361.83	13,351.64	-7,989.81	-59.8%
<b>Total Accounts Payable</b>	<u>5,361.83</u>	<u>13,351.64</u>	<u>-7,989.81</u>	<u>-59.8%</u>
<b>Credit Cards</b>				
US Bank Cal Card	20,807.31	7,314.91	13,492.40	184.5%
<b>Total Credit Cards</b>	<u>20,807.31</u>	<u>7,314.91</u>	<u>13,492.40</u>	<u>184.5%</u>
<b>Other Current Liabilities</b>				
Accrued vacation	42,748.11	42,748.11	0.00	0.0%
CA-Unemp.	3,905.98	3,905.99	-0.01	0.0%
Payroll Liabilities	54.52	-1,520.16	1,574.68	103.6%
<b>Total Other Current Liabilities</b>	<u>46,708.61</u>	<u>45,133.94</u>	<u>1,574.67</u>	<u>3.5%</u>
<b>Total Current Liabilities</b>	<u>72,877.75</u>	<u>65,800.49</u>	<u>7,077.26</u>	<u>10.8%</u>
<b>Total Liabilities</b>	<u>72,877.75</u>	<u>65,800.49</u>	<u>7,077.26</u>	<u>10.8%</u>
<b>Equity</b>				
Opening Bal Equity	886,698.38	886,698.38	0.00	0.0%
Retained Earnings	1,981,416.03	1,676,131.74	305,284.29	18.2%
Net Income	72,234.69	-4,120.22	76,354.91	1,853.2%
<b>Total Equity</b>	<u>2,940,349.10</u>	<u>2,558,709.90</u>	<u>381,639.20</u>	<u>14.9%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>3,013,226.85</u></b>	<b><u>2,624,510.39</u></b>	<b><u>388,716.46</u></b>	<b><u>14.8%</u></b>

## Fresno Westside Mosquito Abatement District

## Reconciliation Detail

US Bank Cal Card, Period Ending 02/24/2022

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						3,987.17
<b>Cleared Transactions</b>						
<b>Charges and Cash Advances - 20 items</b>						
Bill Pmt -CCard	01/24/2022	Rowan	UniFirst Corporation	X	-301.63	-301.63
Bill Pmt -CCard	01/24/2022	Rowan	Big G's Auto Center	X	-207.28	-508.91
Bill Pmt -CCard	01/24/2022	Rowan	Tharps Farm Supply...	X	-9.18	-518.09
Credit Card Charge	01/25/2022	Reis	AT&T Internet	X	-53.50	-571.59
Credit Card Charge	01/27/2022	Reis	Intuit	X	-63.00	-634.59
Credit Card Charge	01/31/2022	Reis	SiteGround	X	-80.00	-714.59
Bill Pmt -CCard	02/01/2022	Rowan	UniFirst Corporation	X	-237.52	-952.11
Bill Pmt -CCard	02/01/2022	Rowan	Tharps Farm Supply...	X	-125.48	-1,077.59
Bill Pmt -CCard	02/01/2022	Reis	Mid Valley Disposal	X	-78.94	-1,156.53
Credit Card Charge	02/03/2022	Reis	City of Firebaugh	X	-93.78	-1,250.31
Credit Card Charge	02/03/2022	Reis	Sam's Club	X	-28.94	-1,279.25
Bill Pmt -CCard	02/07/2022	Rowan	Linde Gas & Equipm...	X	-141.06	-1,420.31
Bill Pmt -CCard	02/08/2022	Reis	Verizon Wireless	X	-92.77	-1,513.08
Credit Card Charge	02/09/2022	Rowan	Sheraton Hotels & R...	X	-486.14	-1,999.22
Credit Card Charge	02/10/2022	Rowan	Chevron	X	-30.20	-2,029.42
Credit Card Charge	02/11/2022	Reis	Sheraton Hotels & R...	X	-804.21	-2,833.63
Credit Card Charge	02/15/2022	Rowan	Adapco, Inc.	X	-17,707.78	-20,541.41
Credit Card Charge	02/15/2022	Reis	Site Ground	X	-19.99	-20,561.40
Bill Pmt -CCard	02/16/2022		Manuel's Tire Service	X	-151.26	-20,712.66
Credit Card Charge	02/16/2022	Verdugo	Batteries Plus	X	-94.65	-20,807.31
<b>Total Charges and Cash Advances</b>					-20,807.31	-20,807.31
<b>Payments and Credits - 1 item</b>						
Check	02/11/2022	8845	US Bank Corporate ...	X	3,987.17	3,987.17
<b>Total Cleared Transactions</b>					-16,820.14	-16,820.14
<b>Cleared Balance</b>					16,820.14	20,807.31
<b>Register Balance as of 02/24/2022</b>					16,820.14	20,807.31
<b>New Transactions</b>						
<b>Charges and Cash Advances - 1 item</b>						
Credit Card Charge	03/06/2022	Reis	City of Firebaugh		-129.04	-129.04
<b>Total Charges and Cash Advances</b>					-129.04	-129.04
<b>Total New Transactions</b>					-129.04	-129.04
<b>Ending Balance</b>					<b>16,949.18</b>	<b>20,936.35</b>

## EXPENDITURES BY MONTH

MONTH	2019-20	2020-21	2021-2022
JLY	\$168,085.32	\$177,397.09	\$185,718.90
AUG	\$170,588.11	\$115,521.41	\$113,283.56
SEP	\$156,511.03	\$170,728.46	\$94,370.08
OCT	\$106,202.44	\$93,748.89	\$157,610.35
NOV	\$78,248.39	\$79,815.96	\$94,611.13
DEC	\$69,127.27	\$76,349.87	\$84,479.11
JAN	\$71,783.30	\$89,205.71	\$89,232.34
FEB	\$78,488.31	\$82,333.09	\$96,745.85
MAR	\$60,803.27	\$101,305.82	
APR	\$144,397.67	\$159,016.38	
MAY	\$84,214.73	\$92,825.66	
JUN	\$83,767.08	\$148,969.18	
YEAR	\$1,272,216.92	\$1,387,217.52	\$916,051.32

<b>2021-22</b>				
<b>Blue Shield/ASI</b>	<b>PREMIUMS</b>	<b>CLAIMS</b>	<b>ADMIN</b>	<b>TOTAL</b>
July				
9 Employees	\$4,857.39			
Claims		939.47		
Admin			\$292.50	
<b>TOTAL FOR MONTH</b>	<b>\$4,857.39</b>	<b>939.47</b>	<b>\$292.50</b>	<b>\$6,089.36</b>
<b>TOTAL TO DATE</b>	<b>\$4,857.39</b>	<b>939.47</b>	<b>\$292.50</b>	<b>\$6,089.36</b>
August				
9 Employees	\$4,857.39			
Claims		858.31		
Admin			\$292.50	
<b>TOTAL FOR MONTH</b>	<b>\$4,857.39</b>	<b>858.31</b>	<b>\$292.50</b>	<b>\$6,008.20</b>
<b>TOTAL TO DATE</b>	<b>\$9,714.78</b>	<b>1797.78</b>	<b>\$585.00</b>	<b>\$12,097.56</b>
September				
9 Employees	\$4,857.39			
Claims		1133.83		
Admin			\$292.50	
<b>TOTAL FOR MONTH</b>	<b>\$4,857.39</b>	<b>1133.83</b>	<b>\$292.50</b>	<b>\$6,283.72</b>
<b>TOTAL TO DATE</b>	<b>\$14,572.17</b>	<b>2931.61</b>	<b>\$877.50</b>	<b>\$18,381.28</b>
October				
9 Employees	\$4,857.39			
Claims		3392.48		
Admin			\$292.50	
<b>TOTAL FOR MONTH</b>	<b>\$4,857.39</b>	<b>3392.48</b>	<b>\$292.50</b>	<b>\$8,542.37</b>
<b>TOTAL TO DATE</b>	<b>\$19,429.56</b>	<b>6324.09</b>	<b>\$1,170.00</b>	<b>\$26,923.65</b>
November				
9 Employees	\$4,857.39			
Claims		522.34		
Admin			\$292.50	
<b>TOTAL FOR MONTH</b>	<b>\$4,857.39</b>	<b>522.34</b>	<b>\$292.50</b>	<b>\$5,672.23</b>
<b>TOTAL TO DATE</b>	<b>\$24,286.95</b>	<b>6846.43</b>	<b>\$1,462.50</b>	<b>\$32,595.88</b>
December				
9 Employees	\$4,857.39			
Claims		470.93		
Admin			\$292.50	
<b>TOTAL FOR MONTH</b>	<b>\$4,857.39</b>	<b>470.93</b>	<b>\$292.50</b>	<b>\$5,620.82</b>
<b>TOTAL TO DATE</b>	<b>\$29,144.34</b>	<b>7317.36</b>	<b>\$1,755.00</b>	<b>\$38,216.70</b>
January				
9 Employees	\$4,857.39			
Claims		1537.33		
Admin & MERP			\$442.50	
<b>TOTAL FOR MONTH</b>	<b>\$4,857.39</b>	<b>1537.33</b>	<b>\$442.50</b>	<b>\$6,837.22</b>
<b>TOTAL TO DATE</b>	<b>\$34,001.73</b>	<b>8854.69</b>	<b>\$2,197.50</b>	<b>\$45,053.92</b>
February				
9 Employees	\$5,294.62			
Claims		397.75		
Admin			\$292.50	
Credits				
<b>TOTAL FOR MONTH</b>	<b>\$5,294.62</b>	<b>397.75</b>	<b>\$292.50</b>	<b>\$5,984.87</b>
<b>TOTAL TO DATE</b>	<b>\$39,296.35</b>	<b>9252.44</b>	<b>\$2,490.00</b>	<b>\$51,038.79</b>
March				
9 Employees				
Claims				
Admin				
<b>TOTAL FOR MONTH</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL TO DATE</b>	<b>\$39,296.35</b>	<b>9252.44</b>	<b>\$2,490.00</b>	<b>\$51,038.79</b>
April				
9 Employees				
Claims				
Admin				
<b>TOTAL FOR MONTH</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL TO DATE</b>	<b>\$39,296.35</b>	<b>9252.44</b>	<b>\$2,490.00</b>	<b>\$51,038.79</b>
May				
9 Employees				
Claims				
Admin				
<b>TOTAL FOR MONTH</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL TO DATE</b>	<b>\$39,296.35</b>	<b>9252.44</b>	<b>\$2,490.00</b>	<b>\$51,038.79</b>
June				
9 Employees				
Claims				
Admin				
<b>TOTAL FOR MONTH</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL TO DATE</b>	<b>\$39,296.35</b>	<b>9252.44</b>	<b>\$2,490.00</b>	<b>\$51,038.79</b>



# TDC Aero Logistics Inc.

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



*AD*

INVOICE  
1968

DATE Feb-22

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

PHONE

DATE	DESCRIPTION	Hours	Rate	TOTAL
02/2022	Pilot Services		150.00	
02/2022	Call Out		300.00	
02/2022	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.

## FRESNO WESTSIDE MOSQUITO ABATEMENT DISTRICT

POLICY TITLE: Job Description - Seasonal Surveillance Assistant

POLICY NUMBER: 2375

2375.1 Description. Under the direct supervision of the Superintendent of Operations, the Surveillance Assistant performs routine assignments in mosquito and vector surveillance and vector-borne disease surveillance. The Surveillance Assistant may perform specialized functions of the District and does related work, as required, including inspection for mosquito breeding, application of pesticides and evaluation of pesticide efficacy. Work is performed in accordance with established methods and techniques. The Surveillance Assistant represents the District and its control programs before the public. The Surveillance Assistant classification is a temporary position intended to be of short duration without expectation of continued employment.

2375.2 General Duties: Duties include, but are not limited to:

- Under supervision, conducts surveillance of mosquitoes and other vectors using established methods, traps and collection devices; performs vector-borne disease surveillance using routine methods; performs and evaluates routine biological and chemical laboratory work; and monitors and evaluates efficacy of field application of pesticides.
- Conducts surveillance of known mosquito breeding sources for presence of mosquitoes and inspects for new or previously unknown breeding sources.
- Under supervision, applies pesticides to mosquito sources after selection of appropriate material, dosage rate and equipment to obtain proper coverage and results and in accordance with pesticide label information and Pesticide Worker Safety Regulations.
- Re-inspects treated sources to evaluate treatment effectiveness.
- Evaluates and alters mosquito breeding sources where appropriate and stocks mosquito fish and other biological control agents where appropriate.
- Assists in the preparation and revision of source cards and operational maps including property ownership, source location and other relevant information.
- Keeps and compiles complete and accurate records and information on all inspections and control activities in a manner that is neat, concise and understandable.
- Performs premise inspections, interacts directly with the public and makes recommendations to property owners about mosquito sources.
- Reports situations in need of attention and action to supervisors.
- Drives automotive equipment, operates power and hand spray equipment and other power equipment, maintains the equipment in good working order, and performs simple maintenance and repair.
- Assists in housekeeping, maintenance and repairs of buildings and grounds.

- Attends in-house training, reads District manuals and training material and keeps aware of policies and procedures.
- Performs physical labor in the routine activity of the job.
- Performs, occasionally, other tasks or functions not stated in this description, but within the scope of experience and capability, as requested and required.

### 2375.3 Minimum Employment Standards:

2375.3.1 Education: Graduation from high school or equivalent.

2375.3.2 Other Requirements: Applicants must be at least eighteen years of age. Preference will be given to individuals with work or academic experience in biology, other sciences or vector control. Applicant must have a valid California Drivers License with a good driving record and be insurable under the guidelines of the District's insurance carrier. An initial Department of Motor Vehicles printout is required. Applicant must successfully complete a pre-placement physical examination and drug screen.

2375.4 Essential Functions: Employees must be sighted, with the ability to demonstrate close vision, distance vision, peripheral vision and depth perception and have a minimum of single-ear aided hearing. Employee must have complete and normal mobility of arms to reach and to carry objects, and dexterity of hands to grasp and manipulate small objects. Employee must be able to stand, stoop, reach and bend and to walk on uneven terrain, such as field, dirt banks, natural and cement stream beds, and shallow ponds. Employee must be without physical limitations that would prevent climbing ladders and performing customary and usual activities associated with field operational mosquito surveillance and control activities. Employee must frequently lift and move up to 25 pounds, regularly lift and move up to 50 pounds, and occasionally lift and move up to 100 pounds. Heavier lifting of objects in excess of 100 pounds is an infrequent aspect of this position.

2375.5 Working Conditions: While performing the duties of this position, the employee is frequently exposed to wet and/or humid conditions, moving mechanical parts, high precarious places, fumes or airborne particles, toxic or caustic chemicals, and outside weather conditions. The employee may occasionally be exposed to toxic, noxious or irritating plants and venomous or potentially dangerous animals. The noise level in the work environment is usually moderate. Employee may be called on for evening and weekend work, as assigned.

### 2375.6 Knowledge and Abilities:

- Speak clearly and effectively in English;
- Write legibly and effectively in English and keep accurate, detailed records;
- Read, understand, and apply policies, rules, regulations and guidelines;
- Compile numerical information;
- Work with a high degree of independence;

- Appear for work on time;
- Accept assignments from persons working at a higher level;
- Accept constructive criticism;
- Understand and effectively carry out oral and written instructions;
- Establish and maintain effective relationships with those contacted in the course of work;
- Work congenially and cooperatively with others;
- Communicate with the public in a tactful, courteous, and professional manner; and
- Operate a motor vehicle and other specialized types of transport associated with mosquito control in a safe and legal manner.

The Employee must possess the ability to collaborate effectively; the willingness to contribute personal skills, talents and interests to further the organization; and the ability to pursue valid information to better serve the District goals and objectives.

May 08, 2014