

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

January 14, 2021 – 12:45 p.m .

Join Zoom Meeting

<https://us02web.zoom.us/j/83525530176?pwd=a1huWVdBOTAvdFNQWGPJblVZamVHZz09>

Meeting ID: 835 2553 0176

Passcode: 824874

One tap mobile

+16699009128,,83525530176#,,,,*824874# US (San Jose)

+12532158782,,83525530176#,,,,*824874# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. ELECTION OF OFFICERS/OATH OF OFFICE

The Board will select their officers for the current year and new board members will be given the Oath of Office.

5. GENERAL CONSENT ITEMS

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

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 2/3 Board action.)

9. 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) ANNUAL REVIEW OF AIRCRAFT COST
The Board will review the costs incurred during the prior year for the operation of the District airplane.
- d) MEETING REPORTS
The Manager will present an oral report of all meetings attended since the last board meeting.
- e) 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.
- f) FORM 700 DISCLOSURE OF REPORTABLE INTERESTS
The Board will review the Form 700 reporting requirements for 2020-21.

10. 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) FINANCIAL INSTITUTION OVERSIGHT
The Board will review the current oversight of our bank accounts and, if needed, take action to make changes in signatures and/or practices.
- b) ANNUAL REVIEW OF INVESTMENT POLICY
The Board will review Policy 3160 – Investment to determine if any changes need to be made.
- c) HEALTH PLAN SELECTION/OVERAGE INSURANCE
The Board will finalize the District health plan and decide whether overage insurance is needed.
- d) PAYMENT OF MANAGER'S CAL BAR FEES

The Board will consider the annual payment of the manager's state bar fees to allow for provision of legal services to the district.

- e) **MAXIMUM EMPLOYER CONTRIBUTION TO HEALTHCARE**
The Board will set the maximum premium contribution for 2021. The amount set for the previous year was \$816 maximum monthly contribution to an employee's (+½ dependent cost) healthcare premium.
- f) **COVID-19 PROTECTION PLAN**
The Board will consider adoption of the COVID-19 Prot. Plan.

11. TRUSTEE ISSUES

- a) **SEXUAL HARASSMENT TRAINING (Ethics 2020)**
The manager will present information on mandatory 2021 Sexual Harassment training.
- b) **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.

12. REQUEST FOR FUTURE AGENDA ITEMS

The Board President will entertain suggestions for future agenda items.

13. ADJOURNMENT

The next regular meeting will be held on **February 11, 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 ----- December 10, 2020
Headquarters ----- Firebaugh, California

TRUSTEES PRESENT: Williams, Ram, Fickett, Fontana (remote), Felker (remote), Capuchino (remote)

TRUSTEES ABSENT: None

OTHERS PRESENT: Conlin Reis, Dist. Manager (Remote)

Trustee Capuchino called the meeting to order at 12:45 p.m.

* Trustee Capuchino 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 Ram SECOND: Trustee Felker

There were no members of the public in attendance.

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 provided a brief update on new laws that had gone into effect or were going into effect at the first of the year.

* The Board considered options for renewal of health insurance in February 2021. It was the consensus of the board that the manager obtain additional details on two plans to be chosen in January.

The Board reviewed the proposed Covid Protection Plan and corresponding amendment to the district IIPP. Action, if any, will be taken at the next regular board meeting.

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

There being no further business, the meeting was adjourned at 2:00 p.m.
The next regular meeting of the Board will be held on January 14, 2021.

Chairman

Secretary

Fresno Westside Mosquito Abatement District
Checks for Ratification
December 19, 2020 through January 13, 2021

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Dec 19, '20 - Jan 13, 21				
12/30/2020		QuickBooks Payroll Service	Created by Payroll Service on 12/09/2020	-13,970.84
12/31/2020		Angela Patlan Diedrich	Case 12 CE FL 04871	-500.00
12/30/2020		QuickBooks Payroll Service	Created by Direct Deposit Service on 12/09...	-1.75
01/13/2021		QuickBooks Payroll Service	Created by Payroll Service on 01/11/2021	-14,085.51
01/04/2021	AutoPay	Pacific Gas & Electric Co.	Utilities	-939.52
01/04/2021	AutoPay	Blue Shield of California	Health Ins. Premium - January_2021	-4,935.38
12/31/2020	E-Pay	Calpers 457	Def Comp	-3,400.00
12/31/2020	E-Pay	VOYA Institutional Trust Co.	Def Comp	-350.00
12/31/2020	E-Pay	FRESNO WESTSIDE M.A.D.	CA - St Tax	-556.75
12/31/2020	E-Pay	FRESNO WESTSIDE M.A.D.	Unemployment	-72.07
12/31/2020	E-Pay	FRESNO WESTSIDE M.A.D.	FIT, MED, OASDI	-5,791.76
12/31/2020	E-Pay	FRESNO WESTSIDE M.A.D.	CalPERS Classic	-6,793.61
12/31/2020	E-Pay	FRESNO WESTSIDE M.A.D.	CalPERS PEPRA	-1,942.04
01/07/2021	E-Pay	Mutual of Omaha	Life Insurance - January	-211.35
12/31/2020	DD1669	Diedrich, Matt	Direct Deposit	0.00
12/31/2020	DD1670	Quigley, Robert	Direct Deposit	0.00
12/31/2020	DD1671	Ramos, Edward	Direct Deposit	0.00
12/31/2020	DD1672	Reis, Conlin	Direct Deposit	0.00
12/31/2020	DD1673	Rowan, Chance D	Direct Deposit	0.00
12/31/2020	DD1674	Verdugo, Alfredo J	Direct Deposit	0.00
12/31/2020	DD1675	Young, Brenda D	Direct Deposit	0.00
12/31/2020	8574	Burns, Richard	Pay Period 12/16/2020 - 12/31/2020	-1,724.15
12/31/2020	8575	Chapman, Brian	Pay Period 12/16/2020 - 12/31/2020	-1,541.34
Dec 19, '20 - Jan 13, 21				-56,816.07

Fresno Westside Mosquito Abatement District
Checks for Approval
January 14 - 20, 2021

Date	Num	Name	Memo	Amount
Jan 14 - 20, 21				
01/15/2021		Angela Patlan Diedrich	Case 12 CE FL 04871	-500.00
01/14/2021		QuickBooks Payroll Service	Created by Direct Deposit Service on 01/13/2021	-1.75
01/14/2021	E-Pay	VOYA Institutional Trust Co.	Def Comp	-350.00
01/14/2021	E-Pay	FRESNO WESTSIDE M.A.D.	CA State Tax	-543.83
01/14/2021	E-Pay	FRESNO WESTSIDE M.A.D.	FED, MED, OASDI	-5,865.64
01/14/2021	DD1676	Fickett, Mark	Direct Deposit	0.00
01/14/2021	DD1677	Diedrich, Matt	Direct Deposit	0.00
01/14/2021	DD1678	Quigley, Robert	Direct Deposit	0.00
01/14/2021	DD1679	Ramos, Edward	Direct Deposit	0.00
01/14/2021	DD1680	Reis, Conlin	Direct Deposit	0.00
01/14/2021	DD1681	Rowan, Chance D	Direct Deposit	0.00
01/14/2021	DD1682	Verdugo, Alfredo J	Direct Deposit	0.00
01/14/2021	DD1683	Young, Brenda D	Direct Deposit	0.00
01/14/2021	8576	ASI Administrative Solutions	Claims	-1,301.18
01/14/2021	8577	ASI Administrative Solutions	MERP & Admin Fees	-442.50
01/14/2021	8578	AT&T - CALNET	Office Phones	-81.00
01/14/2021	8579	Manuel's Tire Service	tire repair Vehicle #13	-16.26
01/14/2021	8580	Mendota Smog & Repair	Smog (7) Vehicles	-362.25
01/14/2021	8581	MVCAC	16 Mosq. pools_November	-352.00
01/14/2021	8582	TDC Aero Logistics Inc.	Aircraft management & repairs	-5,120.00
01/14/2021	8583	US Bank Corporate Payment Systems	CalCard Payment	-1,200.40
01/14/2021	8584	Capuchino, S. Leo	Trustee in-lieu_December	-92.35
01/14/2021	8585	Felker, Robert	Trustee in-lieu_December	-92.35
01/14/2021	8586	Fontana, Eric	Trustee in-lieu_December	-92.35
01/14/2021	8587	Ram, Rene	Trustee in-lieu_December	-92.35
01/14/2021	8588	Williams, Frank	Trustee in-lieu_December	-92.35
01/14/2021	8589	Burns, Richard	Pay Period 01/01/2021 - 01/15/2021	-1,728.80
01/14/2021	8590	Chapman, Brian	Pay Period 01/01/2021 - 01/15/2021	-1,545.25
01/15/2021	8591	MVCAC	Annual Virtual Conference 2021	-550.00
01/20/2021	288564	FRESNO WESTSIDE M.A.D.	Replenish revolving account	-82,000.00
01/20/2021	288564	FRESNO WESTSIDE M.A.D.	Replenish revolving account	82,000.00
Jan 14 - 20, 21				-20,422.61

Fresno Westside Mosquito Abatement District

Profit & Loss

December 2020

01/13/21

Accrual Basis

	<u>Dec 20</u>	<u>Dec 19</u>
Ordinary Income/Expense		
Income		
District Deposits		
Retiree's	0.00	139.72
District Deposits - Other	536.21	558.40
Total District Deposits	536.21	698.12
Interest	7,445.43	10,425.50
Taxes - Benefit Assessment	278,765.50	276,440.05
Taxes - Property	463,639.51	442,002.52
Total Income	750,386.65	729,566.19
Gross Profit	750,386.65	729,566.19
Expense		
5010 Salaries & Wages	53,155.83	51,694.97
5020 OASDI, Retirement		
5021 OASDI	4,009.41	3,961.83
5022 CalPERS Normal	5,144.11	4,639.41
Total 5020 OASDI, Retirement	9,153.52	8,601.24
5030 Gr. Ins., Unemp.		
5033 Health Insurance Premiums	9,121.40	0.00
5034 Health Insurance Admin.	270.00	0.00
5035 Health Insurance Claims	1,301.18	0.00
5036 Life/Dental/Vision Ins.	166.50	0.00
5030 Gr. Ins., Unemp. - Other	244.48	5,833.69
Total 5030 Gr. Ins., Unemp.	11,103.56	5,833.69
5040 Insecticide	0.00	17,362.38
5050 Clothing	285.45	244.89
5060 Communications	588.99	-41.65
5090 Household	0.00	155.94
5120 Equipment Maintenance		
5122 Parts, Repairs	16.26	259.04
5123 Shop Expense	0.00	20.32
5125 Parts & Repairs, Aircraft	4,920.00	0.00
Total 5120 Equipment Maintenance	4,936.26	279.36
5130 Bldg and Grounds Maint.	78.94	1,529.84
5150 Membership and Dues	0.00	540.00
5170 Office Expense	0.00	61.00
5230 District Special Expense		
5231 Miscellaneous	0.00	82.71
5232 Field Expenses	0.00	-26.62
5234 Surveillance	352.00	114.28
5236 Aerial Management	200.00	200.00
Total 5230 District Special Expense	552.00	370.37

Fresno Westside Mosquito Abatement District

Profit & Loss

December 2020

01/13/21

Accrual Basis

	Dec 20	Dec 19
5250 Transportation		
5251 Trustees	400.00	600.00
5252 Travel Expenses	0.00	783.55
Total 5250 Transportation	400.00	1,383.55
5260 Utilities	1,027.20	1,038.33
5370 Capital Outlay		
5372 Auto	0.00	-20,000.00
Total 5370 Capital Outlay	0.00	-20,000.00
5380 Retiree's Insurance	0.00	69.86
Payroll Expenses	3.50	3.50
Total Expense	81,285.25	69,127.27
Net Ordinary Income	669,101.40	660,438.92
Net Income	669,101.40	660,438.92

Fresno Westside Mosquito Abatement District
Budget Comparison by Account
 July through December 2020

	Jul - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
District Deposits				
Retiree's	0.00	0.00	0.00	0.0%
District Deposits - Other	1,487.26	2,700.00	-1,212.74	55.1%
Total District Deposits	1,487.26	2,700.00	-1,212.74	55.1%
Interest	8,120.80	18,000.00	-9,879.20	45.1%
Other Charge	53,428.07	47,500.00	5,928.07	112.5%
Taxes - Benefit Assessment	278,847.76	556,701.00	-277,853.24	50.1%
Taxes - Property	478,142.33	927,170.00	-449,027.67	51.6%
Total Income	820,026.22	1,552,071.00	-732,044.78	52.8%
Gross Profit	820,026.22	1,552,071.00	-732,044.78	52.8%
Expense				
5010 Salaries & Wages	332,650.90	664,318.00	-331,667.10	50.1%
5020 OASDI, Retirement				
5021 OASDI	25,328.62	50,820.00	-25,491.38	49.8%
5022 CalPERS Normal	30,864.66	61,649.00	-30,784.34	50.1%
5023 Unfunded Accrued Liability	24,801.00	25,655.00	-854.00	96.7%
Total 5020 OASDI, Retirement	80,994.28	138,124.00	-57,129.72	58.6%
5030 Gr. Ins., Unemp.				
5031 Retiree's Insurance	0.00	0.00	0.00	0.0%
5032 Unemp.	0.00	4,774.00	-4,774.00	0.0%
5033 Health Insurance Premiums	31,431.36	57,000.00	-25,568.64	55.1%
5034 Health Insurance Admin.	1,620.00	3,390.00	-1,770.00	47.8%
5035 Health Insurance Claims	3,492.18	22,300.00	-18,807.82	15.7%
5036 Life/Dental/Vision Ins.	582.75	4,872.00	-4,289.25	12.0%
5030 Gr. Ins., Unemp. - Other	1,794.33			
Total 5030 Gr. Ins., Unemp.	38,920.62	92,336.00	-53,415.38	42.2%
5040 Insecticide	36,034.53	100,000.00	-63,965.47	36.0%
5050 Clothing	1,739.17	3,350.00	-1,610.83	51.9%
5060 Communications	2,933.96	4,750.00	-1,816.04	61.8%
5090 Household	266.62	500.00	-233.38	53.3%
5100 Insurance				
5101 General, Liability, Auto	45,334.77	41,000.00	4,334.77	110.6%
5102 Aircraft	0.00	10,200.00	-10,200.00	0.0%
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%
Total 5100 Insurance	65,154.22	73,700.00	-8,545.78	88.4%
5120 Equipment Maintenance				
5121 Gas & Oil	9,881.17	22,000.00	-12,118.83	44.9%
5122 Parts, Repairs	4,874.65	6,500.00	-1,625.35	75.0%
5123 Shop Expense	90.83	300.00	-209.17	30.3%
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 through December 2020

	Jul - Dec 20	Budget	\$ Over Budget	% of Budget
5125 Parts & Repairs, Aircraft	7,828.28	9,000.00	-1,171.72	87.0%
Total 5120 Equipment Maintenance	24,908.84	45,685.00	-20,776.16	54.5%
5130 Bldg and Grounds Maint.	588.58	4,000.00	-3,411.42	14.7%
5140 Lab Expenses	28.06	1,000.00	-971.94	2.8%
5150 Membership and Dues	10,300.00	17,000.00	-6,700.00	60.6%
5170 Office Expense	427.24	2,249.00	-1,821.76	19.0%
5180 Professional Services	13,188.76	19,500.00	-6,311.24	67.6%
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	2,526.57	5,550.00	-3,023.43	45.5%
5232 Field Expenses	92.50	2,500.00	-2,407.50	3.7%
5233 Research	0.00	1,500.00	-1,500.00	0.0%
5234 Surveillance	16,232.07	20,000.00	-3,767.93	81.2%
5235 Public Education	320.58	2,500.00	-2,179.42	12.8%
5236 Aerial Management	14,025.00	19,800.00	-5,775.00	70.8%
5237 Digital Field Data License	600.00	5,950.00	-5,350.00	10.1%
Total 5230 District Special Expense	33,796.72	57,800.00	-24,003.28	58.5%
5250 Transportation				
5251 Trustees	2,800.00	8,000.00	-5,200.00	35.0%
5252 Travel Expenses	0.00	15,400.00	-15,400.00	0.0%
Total 5250 Transportation	2,800.00	23,400.00	-20,600.00	12.0%
5260 Utilities	7,423.05	13,500.00	-6,076.95	55.0%
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%
Total 5370 Capital Outlay	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	21.00			
Total Expense	718,497.06	1,458,469.00	-739,971.94	49.3%
Net Ordinary Income	101,529.16	93,602.00	7,927.16	108.5%
Net Income	101,529.16	93,602.00	7,927.16	108.5%

Fresno Westside Mosquito Abatement District
Year to Date Comparison
 July through December 2020

	Jul - Dec 20	Jul - Dec 19	\$ Change	% Change
Ordinary Income/Expense				
Income				
District Deposits				
Retiree's	0.00	489.02	-489.02	-100.0%
District Deposits - Other	1,487.26	4,550.97	-3,063.71	-67.3%
Total District Deposits	1,487.26	5,039.99	-3,552.73	-70.5%
Interest	8,120.80	11,062.36	-2,941.56	-26.6%
Other Charge	53,428.07	47,427.34	6,000.73	12.7%
Taxes - Benefit Assessment	278,847.76	276,450.47	2,397.29	0.9%
Taxes - Property	478,142.33	451,938.36	26,203.97	5.8%
Total Income	820,026.22	791,918.52	28,107.70	3.6%
Gross Profit	820,026.22	791,918.52	28,107.70	3.6%
Expense				
5010 Salaries & Wages	332,650.90	329,934.14	2,716.76	0.8%
5020 OASDI, Retirement				
5021 OASDI	25,328.62	25,254.62	74.00	0.3%
5022 CalPERS Normal	30,864.66	27,836.45	3,028.21	10.9%
5023 Unfunded Accrued Liability	24,801.00	17,619.00	7,182.00	40.8%
Total 5020 OASDI, Retirement	80,994.28	70,710.07	10,284.21	14.5%
5030 Gr. Ins., Unemp.				
5033 Health Insurance Premiums	31,431.36	0.00	31,431.36	100.0%
5034 Health Insurance Admin.	1,620.00	0.00	1,620.00	100.0%
5035 Health Insurance Claims	3,492.18	0.00	3,492.18	100.0%
5036 Life/Dental/Vision Ins.	582.75	0.00	582.75	100.0%
5030 Gr. Ins., Unemp. - Other	1,794.33	41,691.54	-39,897.21	-95.7%
Total 5030 Gr. Ins., Unemp.	38,920.62	41,691.54	-2,770.92	-6.7%
5040 Insecticide	36,034.53	56,655.51	-20,620.98	-36.4%
5050 Clothing	1,739.17	1,589.03	150.14	9.5%
5060 Communications	2,933.96	2,535.21	398.75	15.7%
5090 Household	266.62	238.34	28.28	11.9%
5100 Insurance				
5101 General, Liability, Auto	45,334.77	33,216.46	12,118.31	36.5%
5102 Aircraft	0.00	-289.00	289.00	100.0%
5103 Compensation	19,819.45	21,005.94	-1,186.49	-5.7%
Total 5100 Insurance	65,154.22	53,933.40	11,220.82	20.8%
5120 Equipment Maintenance				
5121 Gas & Oil	9,881.17	12,992.43	-3,111.26	-24.0%
5122 Parts, Repairs	4,874.65	4,021.86	852.79	21.2%
5123 Shop Expense	90.83	139.56	-48.73	-34.9%
5124 Gas & Oil - Aircraft	2,233.91	3,992.91	-1,759.00	-44.1%
5125 Parts & Repairs, Aircraft	7,828.28	540.00	7,288.28	1,349.7%
Total 5120 Equipment Maintenance	24,908.84	21,686.76	3,222.08	14.9%

Fresno Westside Mosquito Abatement District
Year to Date Comparison
July through December 2020

	Jul - Dec 20	Jul - Dec 19	\$ Change	% Change
5130 Bldg and Grounds Maint.	588.58	2,791.78	-2,203.20	-78.9%
5140 Lab Expenses	28.06	0.00	28.06	100.0%
5150 Membership and Dues	10,300.00	15,405.00	-5,105.00	-33.1%
5170 Office Expense	427.24	423.00	4.24	1.0%
5180 Professional Services	13,188.76	12,607.91	580.85	4.6%
5230 District Special Expense				
5231 Miscellaneous	2,526.57	4,575.06	-2,048.49	-44.8%
5232 Field Expenses	92.50	107.76	-15.26	-14.2%
5233 Research	0.00	27.98	-27.98	-100.0%
5234 Surveillance	16,232.07	11,574.11	4,657.96	40.2%
5235 Public Education	320.58	128.54	192.04	149.4%
5236 Aerial Management	14,025.00	9,240.00	4,785.00	51.8%
5237 Digital Field Data License	600.00	0.00	600.00	100.0%
Total 5230 District Special Expense	33,796.72	25,653.45	8,143.27	31.7%
5250 Transportation				
5251 Trustees	2,800.00	3,200.00	-400.00	-12.5%
5252 Travel Expenses	0.00	983.98	-983.98	-100.0%
Total 5250 Transportation	2,800.00	4,183.98	-1,383.98	-33.1%
5260 Utilities	7,423.05	7,892.78	-469.73	-6.0%
5340 Fees & Assessments	92.44	92.44	0.00	0.0%
5370 Capital Outlay				
5372 Auto	0.00	34,083.98	-34,083.98	-100.0%
Total 5370 Capital Outlay	0.00	34,083.98	-34,083.98	-100.0%
5380 Retiree's Insurance	0.00	419.16	-419.16	-100.0%
5390 Long Term Debt	66,228.07	66,228.07	0.00	0.0%
5500 ZikaVirus Funding				
5501 Zika Funding Equipment	0.00	0.00	0.00	0.0%
Total 5500 ZikaVirus Funding	0.00	0.00	0.00	0.0%
Payroll Expenses	21.00	7.00	14.00	200.0%
Total Expense	718,497.06	748,762.55	-30,265.49	-4.0%
Net Ordinary Income	101,529.16	43,155.97	58,373.19	135.3%
Net Income	101,529.16	43,155.97	58,373.19	135.3%

Fresno Westside Mosquito Abatement District
Balance Sheet Comparison
As of December 31, 2020

	Dec 31, 20	Dec 31, 19	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CCVCJPA Deposit	522,561.94	514,133.94	8,428.00	1.6%
Fresno Co. Treasury	2,139,939.87	1,755,535.95	384,403.92	21.9%
Petty Cash	200.00	111.28	88.72	79.7%
Westamerica Bank	57,952.77	63,302.38	-5,349.61	-8.5%
Total Checking/Savings	<u>2,720,654.58</u>	<u>2,333,083.55</u>	<u>387,571.03</u>	<u>16.6%</u>
Total Current Assets	<u>2,720,654.58</u>	<u>2,333,083.55</u>	<u>387,571.03</u>	<u>16.6%</u>
TOTAL ASSETS	<u>2,720,654.58</u>	<u>2,333,083.55</u>	<u>387,571.03</u>	<u>16.6%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	14,123.16	6,750.55	7,372.61	109.2%
Total Accounts Payable	<u>14,123.16</u>	<u>6,750.55</u>	<u>7,372.61</u>	<u>109.2%</u>
Credit Cards				
US Bank Cal Card	1,200.40	21,395.36	-20,194.96	-94.4%
Total Credit Cards	<u>1,200.40</u>	<u>21,395.36</u>	<u>-20,194.96</u>	<u>-94.4%</u>
Other Current Liabilities				
Accrued vacation	42,748.11	42,530.72	217.39	0.5%
CA-Unemp.	-0.01	-0.01	0.00	0.0%
Payroll Liabilities	-1,776.36	-2,275.31	498.95	21.9%
Total Other Current Liabilities	<u>40,971.74</u>	<u>40,255.40</u>	<u>716.34</u>	<u>1.8%</u>
Total Current Liabilities	<u>56,295.30</u>	<u>68,401.31</u>	<u>-12,106.01</u>	<u>-17.7%</u>
Total Liabilities	<u>56,295.30</u>	<u>68,401.31</u>	<u>-12,106.01</u>	<u>-17.7%</u>
Equity				
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	101,529.16	43,155.97	58,373.19	135.3%
Total Equity	<u>2,664,359.28</u>	<u>2,264,682.24</u>	<u>399,677.04</u>	<u>17.7%</u>
TOTAL LIABILITIES & EQUITY	<u>2,720,654.58</u>	<u>2,333,083.55</u>	<u>387,571.03</u>	<u>16.6%</u>

Fresno Westside Mosquito Abatement District

01/07/21

Reconciliation Detail

US Bank Cal Card, Period Ending 12/22/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						25,733.08
Cleared Transactions						
Charges and Cash Advances - 11 items						
Credit Card Charge	11/16/2020	Reis	Verizon Wireless	X	-25.60	-25.60
Credit Card Charge	11/25/2020	Reis	AT&T Internet	X	-53.50	-79.10
Credit Card Charge	11/27/2020	Reis	Intuit	X	-59.00	-138.10
Credit Card Charge	11/30/2020	Reis	Mid Valley Disposal	X	-78.94	-217.04
Credit Card Charge	12/01/2020	Reis	Amazon.com	X	-68.16	-285.20
Bill Pmt -CCard	12/07/2020	Rowan	City of Firebaugh	X	-87.68	-372.88
Bill Pmt -CCard	12/16/2020	Rowan	Praxair	X	-364.65	-737.53
Bill Pmt -CCard	12/16/2020	Rowan	UniFirst Corporation	X	-256.74	-994.27
Bill Pmt -CCard	12/16/2020	Rowan	Big G's Auto Center	X	-80.00	-1,074.27
Bill Pmt -CCard	12/16/2020	Rowan	Sorensen Machine ...	X	-70.35	-1,144.62
Bill Pmt -CCard	12/16/2020	Rowan	Tharps Farm Supply...	X	-55.78	-1,200.40
Total Charges and Cash Advances					-1,200.40	-1,200.40
Payments and Credits - 1 item						
Check	11/18/2020	288560	US Bank Corporate ...	X	11,977.11	11,977.11
Total Cleared Transactions					10,776.71	10,776.71
Cleared Balance					-10,776.71	14,956.37
Uncleared Transactions						
Payments and Credits - 1 item						
Check	12/18/2020	288562	US Bank Corporate ...		13,755.97	13,755.97
Total Uncleared Transactions					13,755.97	13,755.97
Register Balance as of 12/22/2020					-24,532.68	1,200.40
Ending Balance					-24,532.68	1,200.40

QuickBooks Payroll Services

Sent: 01/11/2021

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Direct Deposit	\$14085.51

Total payment	\$14085.51

to be withdrawn from Westamerica Bank.

Payroll Run Summary for 01/14/2021:

Paychecks	Direct Deposit
Total	14,085.51
DD1676 Fickett, Mark	92.35
DD1677 Diedrich, Matt	1,360.59
DD1678 Quigley, Robert	1,694.80
DD1679 Ramos, Edward	1,335.00
DD1680 Reis, Conlin	3,416.53
DD1681 Rowan, Chance D	2,667.36
DD1682 Verdugo, Alfredo J	1,998.95
DD1683 Young, Brenda D	1,519.93

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	\$81,285.25
JAN	\$77,746.26	\$71,783.30	
FEB	\$98,990.60	\$78,488.31	
MAR	\$83,060.24	\$60,803.27	
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	\$718,497.06

2020-21				
Blue Shield/ASI	PREMIUMS	CLAIMS	ADMIN	TOTAL
July				
9 Employees	\$4,935.38			
Claims		\$87.06		
Admin			\$270.00	
TOTAL FOR MONTH	\$4,935.38	\$87.06	\$270.00	\$5,292.44
TOTAL TO DATE	\$4,935.38	\$87.06	\$270.00	\$5,292.44
August				
9 Employees	\$4,935.38			
Claims		\$1,103.68		
Admin			\$270.00	
TOTAL FOR MONTH	\$4,935.38	\$1,103.68	\$270.00	\$6,309.06
TOTAL TO DATE	\$9,870.76	\$1,190.74	\$540.00	\$11,601.50
September				
9 Employees	\$4,933.38			
Claims		\$1,418.30		
Admin			\$270.00	
TOTAL FOR MONTH	\$4,933.38	\$1,418.30	\$270.00	\$6,621.68
TOTAL TO DATE	\$14,804.14	\$2,609.04	\$810.00	\$18,223.18
October				
9 Employees	\$4,935.38			
Claims		\$326.06		
Admin			\$270.00	
TOTAL FOR MONTH	\$4,935.38	\$326.06	\$270.00	\$5,531.44
TOTAL TO DATE	\$19,739.52	\$2,935.10	\$1,080.00	\$23,754.62
November				
9 Employees	\$4,441.84			
Claims		\$1,196.39		
Admin			\$270.00	
TOTAL FOR MONTH	\$4,441.84	\$1,196.39	\$270.00	\$5,908.23
TOTAL TO DATE	\$24,181.36	\$4,131.49	\$1,350.00	\$29,662.85
December				
9 Employees	\$4,935.38			
Claims		\$1,301.18		
Admin			\$270.00	
TOTAL FOR MONTH	\$4,935.38	\$1,301.18	\$270.00	\$6,506.56
TOTAL TO DATE	\$29,116.74	\$5,432.67	\$1,620.00	\$36,169.41
January				
8 Employees				
Claims				
Admin				
TOTAL FOR MONTH	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL TO DATE	\$29,116.74	\$5,432.67	\$1,620.00	\$36,169.41
February				
8 Employees				
Claims				
Admin				
Credits				
TOTAL FOR MONTH	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL TO DATE	\$29,116.74	\$5,432.67	\$1,620.00	\$36,169.41
March				
8 Employees				
Claims				
Admin				
TOTAL FOR MONTH	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL TO DATE	\$29,116.74	\$5,432.67	\$1,620.00	\$36,169.41
April				
9 Employees				
Claims				
Admin				
TOTAL FOR MONTH	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL TO DATE	\$29,116.74	\$5,432.67	\$1,620.00	\$36,169.41
May				
9 Employees				
Claims				
Admin				
TOTAL FOR MONTH	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL TO DATE	\$29,116.74	\$5,432.67	\$1,620.00	\$36,169.41
June				
9 Employees				
Claims				
Admin				
TOTAL FOR MONTH	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL TO DATE	\$29,116.74	\$5,432.67	\$1,620.00	\$36,169.41

TDC Aero Logistics Inc.

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



DATE December 2020

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

PHONE

DATE	DESCRIPTION	Hours	Rate	TOTAL
12/2020	Pilot Services		150.00	
12/2020	Call Out		300.00	
12/2020	Aircraft Management		200.00	200.00
12/01/2020	N3982E Annual Inspection	30.0	120.00	3,600.00
12/01/2020	Replace gate box seal	3.0	120.00	360.00
12/01/2020	Oil leak, replace 8 valve cover gaskets torque case bolts	5.0	120.00	600.00
12/01/2020	Remove left exhaust stack to gain access to #2 intake tube, replace flange and gasket on # 2 intake tube	3.0	120.00	360.00
	<i>mgmt # 5236 - \$ 200.00</i>			
	<i>Repairs # 5125 - \$ 4920.00</i>			
	<i>Payment Due Upon Receipt</i>			
			TOTAL	5,120.00

TDC Aero Logistics Inc.
Ty D. Cotta - President

Thank you for the opportunity to fly with you.

BOARD OF TRUSTEES

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

FRESNO WESTSIDE
MOSQUITO ABATEMENT
DISTRICT

DISTRICT MANAGER
Conlin Reis
crites@fresnowestmosquito.com

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

Supt. of Operations
Chance Rowan

Secretary/Bookkeeper
Dianne Young

INVESTMENT REPORT
QUARTER ENDING 12/31/2020

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 \$739,972 over the next six months. Our current cash balance of \$2,720,655 will be sufficient to meet the District's requirements. In addition, we anticipate additional revenues from property taxes and our benefit assessment in January, 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

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
 12/31/20 31
 ITEMS ENCLOSED PAGE
 0 1
 YEAR-TO-DATE INTEREST
 12.24

PREVIOUS BALANCE	CHECKS AND WITHDRAWALS NUMBER	AMOUNT	DEPOSITS AND CREDITS NUMBER	AMOUNT	INTEREST MINUS CHARGES	NEW BALANCE
81,242.63	40	84,106.63	1	66,000.00	1.00	63,137.00

ACCOUNT ACTIVITY

BALANCE SUMMARY

DATE	DESCRIPTION	AMOUNT	DATE	BALANCE
PUBLIC INTEREST CHECKING - - CURRENT RATE .02%				
31 DAYS THIS CYCLE ANNUAL PERCENTAGE YIELD EARNED .02%				
DEPOSITS				
11/30				81,242.63
12/23	BRANCH DEPOSIT	66,000.00	12/01	61,680.26
12/31	INTEREST	1.00	12/02	61,198.91
			12/03	59,474.76
			12/04	58,430.31
			12/08	57,326.33
			12/09	57,141.63
			12/14	42,669.07
			12/15	36,259.26
			12/16	34,275.58
			12/17	31,751.44
			12/21	30,807.17
			12/22	30,457.17
			12/23	96,164.82
			12/30	75,271.65
			12/31	63,137.00
- - - - - WITHDRAWALS - FEES - CHARGES - - - - -				
				NEW BALANCE
			12/31	63,137.00
12/01	CALPERS - 3100	6,793.61		
	100000016212072			
12/01	BLUE SHIELD CA - BLUESHIELD	4,935.38		
12/01	CALPERS - 1900	3,400.00		
	100000016248149			
12/01	CALPERS - 3100	1,942.04		
	100000016206078			
12/01	VOYA NAT TRST182 - SPNSR P/R	350.00		
12/02	UNITED - GRPW PREM	211.35		
12/04	PGANDE - WEB ONLINE	1,044.45		
12/14	INTUIT PAYROLL S - QUICKBOOKS	13,970.81		
12/14	INTUIT PAYROLL S - QUICKBOOKS	500.00		
12/14	INTUIT PAYROLL S - QUICKBOOKS	1.75		
12/15	IRS - USATAXPYMT	5,853.06		
12/15	EMPLOYMENT DEVEL - EDD EFTPMT	556.75		
12/16	VOYA NAT TRST182 - SPNSR P/R	350.00		
12/22	VOYA NAT TRST182 - SPNSR P/R	350.00		
12/30	INTUIT PAYROLL S - QUICKBOOKS	13,970.84		
12/30	IRS - USATAXPYMT	5,791.76		
12/30	EMPLOYMENT DEVEL - EDD EFTPMT	556.75		
12/30	INTUIT PAYROLL S - QUICKBOOKS	500.00		
12/30	EMPLOYMENT DEVEL - EDD EFTPMT	72.07		
12/30	INTUIT PAYROLL S - QUICKBOOKS	1.75		
12/31	CALPERS - 3100	6,793.61		
	100000016236137			

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 PAYMENT DUE DATE YEAR-TO-DATE INTEREST PAID

THANK YOU FOR BANKING WITH US. NOTICE: SEE 'BACK OF STATEMENT' TAB FOR IMPORTANT INFORMATION.



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
12/31/20 31
ITEMS ENCLOSED PAGE
0 2
YEAR-TO-DATE INTEREST
12.24

ACCOUNT ACTIVITY

BALANCE SUMMARY

Table with columns: DATE, DESCRIPTION, AMOUNT. Includes rows for CALPERS withdrawals and CHECKS with item numbers and dates.

* INDICATES GAP IN CHECK SEQUENCE

USE YOUR WESTAMERICA ATM DEBIT CARD FOR ALL YOUR
HOLIDAY PURCHASES. IT'S THE CONVENIENT WAY TO PAY!
BEST WISHES FOR A JOYFUL HOLIDAY FROM WESTAMERICA BANK.

Fiscal Year 2021
 Through Period 6

Run Time 09:57:37

Fund: 4600 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	277,357.07	285,597.54	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
3380 Interest	0.00	0.00	0.00	1,336.30	0.00	1,336.30
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	285,597.54	285,597.54
0110 Cash In Treasury	1,394,917.46	0.00	459,424.87	0.00	1,854,342.33	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	627,335.25	0.00	10,172,599.90
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	660,128.97	0.00	0.00	-13,183,137.87
3005 RDA ABX1 26 Property Tax	0.00	0.00	0.00	0.00	0.00	0.00
3006 Redev Tax Increm Reimb	0.00	0.00	0.00	0.00	0.00	0.00
3008 Suppl-Prior Secured	0.00	0.00	0.00	430.82	0.00	430.82
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	5,805.90	0.00	5,805.90
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	6,778.52	0.00	6,778.52
SUB CLASS TOTAL	1,402,215.20	1,402,215.20	1,119,553.84	1,119,553.84	1,854,342.33	1,854,342.33
Fund: 4600 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	1,679,553.84	1,679,553.84	2,139,939.87	2,139,939.87

CENTRAL CALIFORNIA VECTOR CONTROL JOINT POWERS AGENCY								
<u>UNOBLIGATED FUNDS</u>				<u>1st Quarter (Ending 09/30/2020)</u>				
	<u>BEG. BAL.</u>	<u>ACTIV.</u>	<u>END. BAL.</u>			<u>(End Bal.)</u>		
						<u>FUND SHARE</u>		
CONSOLIDATED-10	\$126,796.40	\$0.00	\$126,796.40			6.844436927		
FWMAD-19	\$522,196.15	\$0.00	\$522,196.15			28.18801332		
KINGS-23	\$210,281.35	\$0.00	\$210,281.35			11.35093297		
MADERA-27	\$222,379.76	\$0.00	\$222,379.76			12.00400201		
MERCED-29	\$90,061.49	\$0.00	\$90,061.49			4.861495972		
West Side - 47	\$679,743.03	\$0.00	\$679,743.03			36.69235321		
OPER. - 60	\$1,088.66	\$0.00	\$1,088.66			0.058765586		
TOTAL	\$1,852,546.84	\$0.00	\$1,852,546.84			100.00		
<u>DETAIL SUMMARY OF ACTIVITY (operational fund & life funds)</u>								
CMAD	FWMAD	KINGS	MADERA	MERCED	WEST SIDE	OP FUND		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Interest	
						\$ -	Dues	
						\$ -	Audit	
						\$ -		
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		

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



RECEIVED NOV 12 2020

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

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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

FRESNO WESTSIDE MOSQUITO ABATEMENT DISTRICT

Annual Aircraft Program Cost Summary

	2017	2018	2019	2020	4 Year Avg.
Engine Hours	48.40	35.70	31.60	39.40	42.05
Gal. AvGas Used	499.00	667.00	159.63	987.00	578.16
Avg. Cost per Gallon	3.71	4.28	5.10	4.58	4.42
Gal. AvGas per Hour	10.31	18.68	5.05	25.05	13.75
Total Spray & Ferry Hours	41.85	30.75	30.47	38.30	34.17
Larvicide	41.85	30.15	30.47	33.62	34.02
Adulticide	0.00	0.60	0.00	0.00	0.15
Total Acres Sprayed	8,496.50	8,186.50	8,443.00	9,068.00	8,548.50
Larvicide	8,496.50	7,186.50	8,443.00	9,068.00	8,298.50
Adulticide	0.00	1,000.00	0.00	0.00	250.00
Average Acres per Hour	203.02	266.23	277.09	236.76	250.16
Larvicide	203.02	238.36	277.09	236.76	243.91
Adulticide	0.00	1,666.67	0.00	0.00	416.67
Pilot Services	\$14,340.00	\$13,955.00	\$14,265.00	\$17,545.00	\$15,026.25
Aircraft Insurance	\$8,806.00	\$8,806.00	\$9,422.00	\$10,169.00	\$9,300.75
Av Gas Used	\$1,851.29	\$2,858.00	\$1,169.53	\$987.00	\$1,716.46
Aircraft Maintenance	\$7,089.62	\$14,643.00	\$8,810.72	\$12,613.81	\$10,789.29
Engine Oil Purchased	\$144.17	\$95.02	\$46.90	\$243.59	\$132.42
*Mix Trailer Maintenance	\$35.83	\$0.00	\$1,937.27	\$231.66	\$551.19
Total Ops Cost of Program	\$32,266.91	\$40,357.02	\$35,651.42	\$41,790.06	\$37,516.35
Total Cost per Acre	\$3.80	\$4.93	\$4.22	\$4.61	\$4.39
Cost per Engine Hour	\$666.67	\$1,130.45	\$1,128.21	\$1,060.66	\$996.50
Cost per Spray Hour	\$771.01	\$1,312.42	\$1,170.05	\$1,091.12	\$1,086.15

* Modifications to Trap Wagon

FRESNO WESTSIDE MOSQUITO ABATEMENT DISTRICT

POLICY TITLE: INVESTMENT

POLICY NUMBER: 3160

3160.1 PURPOSE - The Board of Trustees of the Fresno Westside Mosquito Abatement District ("District") has a fiduciary responsibility to maximize the use of public funds entrusted to its care and to manage those monies wisely and prudently.

3160.2 The purpose of this policy is to provide guidelines with regard to the investment of District funds. The District shall be guided by and comply with the applicable rules of Government Code Sections 53601 through 53608 regarding the investment of surplus money not required for the immediate necessities of the District, and Government Code Sections 53630 through 53684 regarding the deposit and investment of other District funds. This policy shall apply to all funds and investment activity under the direct authority of the District. If there is any inconsistency between the provision of this policy and an applicable statutory provision, the statute will govern.

3160.3 ALLOWABLE INVESTMENT INSTRUMENTS

3160.3.1 The Fresno County Treasury. All funds collected by the County of Fresno are placed in the Treasury in an account in the name of the District. This shall be the primary investment instrument utilized by the District.

3160.3.1.1 District funds may also be invested in the Fresno County Treasury as Member Trust Funds through the Central California Vector Control Joint Powers Agency ("CCVCJPA").

3160.3.2 The State of California's Local Agency Investment Fund ("LAIF"). Funds may be deposited in the LAIF, either by the District directly or through the CCVCJPA.

3160.3.3 FDIC Insured Banks or Savings and Loan Associations. Subject to the procedural requirements set forth in Cal. Health and Safety Code sections 2077-78, funds may be deposited in Certificates of Deposits or in Passbook Deposits in FDIC insured banks and savings and loan associations, providing that the total amount deposited in each bank or savings and loan association does not exceed the amount of insurance.

3160.4 REPORTING REQUIREMENT - The Manager, acting as chief fiscal officer for the District, shall submit a quarterly investment report to the Board of Trustees within 30 days following the end of each quarter. That report shall contain:

3160.4.1 A statement indicating that all cash and investments are in conformity with this investment policy.

3160.4.2 A statement indicating that there are sufficient funds to meet the next six months expected expenditures.

3160.4.3 A copy of the most recent statement or statements from the institutions listed in 3160.3 in which the District has funds invested.

3160.5 **INVESTMENT POLICY REVISION** - This investment policy shall be reviewed at least annually at a regular public meeting of the Board of Trustees of the Fresno Westside Mosquito Abatement District. Revision of the investment policy may be made at that time or at any other Board meeting when properly placed on the agenda according to law.

**Administrative Solutions
Plan By Design Proposal For:**

Fresno Westside Abatement District

Blue Shield Bronze Full PPO 6250-70 OffEx
2/1/2021



PLAN DESIGN UNDER THE BLUE SHIELD DEDUCTIBLE

Blue Shield Deductible	\$6,250.00	This is an Embedded Deductible
Employee's Deductible:	\$300.00	
Employer's Reimbursement	90%	
Deductible Funding	\$5,355.00	
After Deductible Funding	+ \$975.00	
Copay Buydown Funding	+ \$250.00	
Employer's Maximum Exposure	\$6,580.00	

EXPECTED COST PROJECTION

		Month	Year	FIXED COST (A)
Blue Shield	Premium	\$5,025.18	\$60,302.16	
ASi	Administration Fee	\$22.50 Per ee/mo	\$202.50	\$2,430.00
Broker	Administration Fee	\$10.00 Per ee/mo	\$90.00	\$1,080.00
ASi	One Time Set Up Fee:	n/a	\$0.00	\$0.00
Total Fixed Cost		(A):	\$5,317.68	\$63,812.16

Deductibles Total Deductibles:

Singles	8	X	1	8
Employee with Dep:	1	X	2	2
	9			10

SHARED HIGH DEDUCTIBLE COST UNDER THE BLUE SHIELD PLAN

		Expected Per Month	Expected Per Year	EXPECTED CLAIMS EXPOSURE (B)
		10 Deductibles		
Percent of Employees	of Exposed Deductibles @ Maximum Claims Cost	\$274.17	\$3,290.00	
5%	of Exposed Deductibles @ 30% of Max. Claims Cost	\$82.25	\$987.00	
30%	of Exposed Deductibles @ Fixed Claims Cost of	\$62.50	\$750.00	
Total Expected Claims		(B):	\$418.92	\$5,027.00

ASI DEDUCTIBLE SHARING WITH BLUE SHIELD

		Expected Per Month	Expected Per Year	EXPECTED SAVINGS (A+B)
Fixed Cost + Expected Claims		(A) + (B)	\$5,736.60	
Compared to your Plan Rates:		Month	Year	
Blue Shield Platinum Full PPO 250/15		Premium:	\$7,721.87	\$92,662.44
Total Savings			\$1,985.27	\$23,823.28

ASI DEDUCTIBLE SHARING WITH BLUE SHIELD

		Maximum Per Year	MAXIMUM EXPOSURE (C)	
		10 Deductibles		
Percent of Employees	of Exposed Deductibles @ Maximum Claims Cost	\$65,800.00		
100%				
Total Maximum Claims		(C):	\$65,800.00	
Fixed Cost + Maximum Claims		(A) + (C)	\$129,612.16	
Compared to your Plan Rates:		Month	Year	
Blue Shield Platinum Full PPO 250/15		Premium:	\$7,721.87	\$92,662.44
Total Loss			-\$36,949.72	

** This proposal reflects the cost sharing of the Blue Shield high deductible between employer and employee. Any additional employer assistance through buying down the cost of co-pays or prescription drug deductibles, or coverage of Blue Shield benefits are included in the funding exposures on this proposal/renewal.

This proposal is for illustration purposes only. Actual results will vary.



Schedule of Benefits Fresno Westside Abatement District

Blue Shield Bronze Full PPO 6250-70 OffEx

2/1/2021

Plan Code: OR-1112SRBlueShieldBronzeFullPPO6250-70OffEx

Your Blue Shield plan has a Deductible of \$6,250/\$12,500 which will be shared between you and your employer as outlined below. Any remaining balance is the member's responsibility.

Blue Shield's Deductible is shared between the employee and employer	Employee Pays	Employer Pays
This is an Embedded Deductible		
Deductible Per Calendar Year - 2 Times Family	\$300	None
Office Visit - Deductible Waived **	\$20	Employer Pays Balance
Specialist Visit - Deductible Waived **	\$20	Employer Pays Balance
Urgent Care Visit - Deductible Waived **	\$20	Employer Pays Balance
Lab and X-Ray	10%	90%
Emergency Room	10%	90%
Inpatient Hospital	10%	90%
Outpatient Hospital	10%	90%
Ambulance	10%	90%
Outpatient Mental and Substance - Deductible Waived **	\$20	Employer Pays Balance
Acupuncture	10%	90%
Physical and Occupational Therapy	10%	90%
Durable Medical Equipment	10%	90%
All Other Deductible Services & Supplies	10%	90%
Out of Network	Not Covered	
Prescription Deductible; Tier 2, Tier 3, Tier 4	\$0	None
RX Tier 2	\$30	Employer Pays Balance
RX Tier 3	\$50	Employer Pays Balance
RX Tier 4	30%	Employer Pays Balance
Out of Pocket Under the Blue Shield Deductible	Employee Responsibility	Employer Maximum Contribution
Employee Only through Step One	\$895.00	\$5,355.00
Employee with Dependents through Step One	\$1,790.00	\$10,710.00

Step One*

Your Blue Shield plan has a Co-Insurance max of \$1,950/\$3,900 after Blue Shield's deductible has been met. The employee must meet this amount before Blue Shield pays 100% and may be shared as outlined below.

Benefits After Blue Shield Deductible	Employee Pays	Employer Pays	Blue Shield Pays
Co Insurance for Most Covered Expenses	20%	20%	60%
Out of Pocket After Blue Shield Deductible	Employee Responsibility	Employer Maximum Contribution	Blue Shield Pays
Employee Only through Step Two	\$975.00	\$975.00	Balance
Employee with Dependents through Step Two	\$1,950.00	\$1,950.00	

Step Two*

Employee Maximum Out Of Pocket for Individual/Family	\$1,870.00	/	\$3,740.00
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Your Blue Shield plan has Deductible-Waived Benefits which will be shared as outlined below.

Benefits Offered by Blue Shield that do not count towards your Medical Deductible	Employee Pays	Employer Pays	Blue Shield Pays
Wellness	0%	None	100%
Teladoc Consultation	\$0	None	100%
Office Visit **	\$20	\$50	100%
Specialist Visit **	\$20	\$55	100%
Urgent Care **	\$20	\$50	100%
Outpatient Mental and Substance **	\$20	\$50	100%
Chiropractic	\$15	None	100%
RX Tier 1	\$5	\$15	100%

Carrier Benefits*

* Please refer to the Blue Shield Plan document for complete details of covered benefits.
 **These services are deductible-waived by Blue Shield for the first visit. Any remaining visits will be paid at the benefit listed in Step 1.
 Your ASI reimbursement plan follows your Blue Shield benefits.
 CA Lic. #0D35033

Administrative Solutions

Plan By Design Proposal For:

Fresno Westside Mosquito Abatement District

Blue Shield Bronze Full PPO 7500-50 OffEx
2/1/2021



PLAN DESIGN UNDER THE BLUE SHIELD DEDUCTIBLE

Blue Shield Deductible	\$7,500.00	This is an Embedded Deductible
Employee's Deductible:	\$300.00	
Employer's Reimbursement	90%	
Deductible Funding	\$6,480.00	
After Deductible Funding	+ \$280.00	
Copay Buydown Funding	+ \$150.00	
Employer's Maximum Exposure	\$6,910.00	

EXPECTED COST PROJECTION

		Month	Year	FIXED COST (A)
Blue Shield	Premium	\$4,857.39	\$58,288.68	
ASi	Administration Fee	\$22.50 Per ee/mo	\$2,430.00	
Broker	Administration Fee	\$10.00 Per ee/mo	\$1,080.00	
ASi	One Time Set Up Fee:	n/a	\$0.00	
Total Fixed Cost (A):		\$5,149.89	\$61,798.68	

		Deductibles	Total Deductibles:	Expected Per Month	Expected Per Year	EXPECTED CLAIMS EXPOSURE (B)
	Singles	8	X	1	8	
	Employee with Dep:	1	X	2	2	
		9			10	
SHARED HIGH DEDUCTIBLE COST UNDER THE BLUE SHIELD PLAN				10 Deductibles		
Percent of Employees						
5%	of Exposed Deductibles @ Maximum Claims Cost			\$6,910.00	\$287.92	\$3,455.00
5%	of Exposed Deductibles @ 30% of Max. Claims Cost			\$2,073.00	\$86.38	\$1,036.50
30%	of Exposed Deductibles @ Fixed Claims Cost of			\$250.00	\$62.50	\$750.00
Total Expected Claims (B):				\$436.79	\$5,241.50	

ASI DEDUCTIBLE SHARING WITH BLUE SHIELD		Expected Per Month	Expected Per Year	EXPECTED SAVINGS (A+B)
Fixed Cost + Expected Claims (A) + (B)		\$5,586.68	\$67,040.18	
Compared to your Plan Rates:		Month	Year	
Blue Shield Platinum Full PPO 250/15		Premium:	\$7,721.87	\$92,662.44
Total Savings			\$2,135.19	\$25,622.26

ASI DEDUCTIBLE SHARING WITH BLUE SHIELD		Maximum Per Year	MAXIMUM EXPOSURE (C)	
Percent of Employees		10 Deductibles		
100%	of Exposed Deductibles @ Maximum Claims Cost	\$69,100.00		
Total Maximum Claims (C):		\$69,100.00		
Fixed Cost + Maximum Claims (A) + (C)		\$130,898.68		
Compared to your Plan Rates:		Month	Year	
Blue Shield Platinum Full PPO 250/15		Premium:	\$7,721.87	\$92,662.44
Total Loss		-\$38,236.24		

** This proposal reflects the cost sharing of the Blue Shield high deductible between employer and employee. Any additional employer assistance through buying down the cost of co-pays or prescription drug deductibles, or coverage of Blue Shield benefits are included in the funding exposures on this proposal/renewal.

This proposal is for illustration purposes only. Actual results will vary.



Schedule of Benefits Fresno Westside Mosquito Abatement District

Blue Shield Bronze Full PPO 7500-50 OffEx

2/1/2021

Plan Code: OR-1112SRBlueShieldBronzeFullPPO7500-50OffEx

Your Blue Shield plan has a Deductible of \$7,500/\$15,000 which will be shared between you and your employer as outlined below. Any remaining balance is the member's responsibility.

Blue Shield's Deductible is shared between the employee and employer	Employee Pays	Employer Pays
This is an Embedded Deductible		
Deductible Per Calendar Year - 2 Times Family	\$300	None
Office Visit - Deductible Waived **	\$20	Employer Pays Balance
Specialist Visit - Deductible Waived	\$20	Employer Pays Balance
Urgent Care Visit - Deductible Waived **	\$20	Employer Pays Balance
Lab and X-Ray	10%	90%
Emergency Room	10%	90%
Inpatient Hospital	10%	90%
Outpatient Hospital	10%	90%
Ambulance	10%	90%
Outpatient Mental and Substance - Deductible Waived **	\$20	Employer Pays Balance
Chiropractic - up to 20 visits	10%	90%
Acupuncture	10%	90%
Physical and Occupational Therapy	10%	90%
Durable Medical Equipment	10%	90%
All Other Deductible Services & Supplies	10%	90%
Out of Network	Not Covered	
Prescription Deductible; Tier 2, Tier 3, Tier 4	\$0	None
RX Tier 1 - Deductible Waived	\$5	Employer Pays Balance
RX Tier 2	\$30	Employer Pays Balance
RX Tier 3	\$50	Employer Pays Balance
RX Tier 4	30%	Employer Pays Balance
Out of Pocket Under the Blue Shield Deductible	Employee Responsibility	Employer Maximum Contribution
Employee Only through Step One	\$1,020.00	\$6,480.00
Employee with Dependents through Step One	\$2,040.00	\$12,960.00

Step One*

Your Blue Shield plan has a Co-Insurance max of \$700/\$1,400 after Blue Shield's deductible has been met. The employee must meet this amount before Blue Shield pays 100% and may be shared as outlined below.

Benefits After Blue Shield Deductible	Employee Pays	Employer Pays	Blue Shield Pays
Co Insurance for Most Covered Expenses	30%	20%	50%
Out of Pocket After Blue Shield Deductible	Employee Responsibility	Employer Maximum Contribution	Blue Shield Pays
Employee Only through Step Two	\$420.00	\$280.00	Balance
Employee with Dependents through Step Two	\$840.00	\$560.00	

Step Two*

Employee Maximum Out Of Pocket for Individual/Family	\$1,440.00	/	\$2,880.00
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Your Blue Shield plan has Deductible-Waived Benefits which will be shared as outlined below.

Benefits Offered by Blue Shield that do not count towards your Medical Deductible	Employee Pays	Employer Pays	Blue Shield Pays
Wellness	0%	None	100%
Teladoc Consultation	\$0	None	100%
Office Visit **	\$20	\$50	100%
Urgent Care **	\$20	\$50	100%
Outpatient Mental and Substance **	\$20	\$50	100%

Carrier Benefits*

* Please refer to the Blue Shield Plan document for complete details of covered benefits.

**These services are deductible-waived by Blue Shield for the first visit. Any remaining visits will be paid at the benefit listed in Step 1.

Your ASI reimbursement plan follows your Blue Shield benefits.

CA Lic. #0D35033



My State Bar Profile

Fees for Conlin D. Reis (Bar# 299522)

Complete the steps

- 1. Fees
- 2. Discipline Costs
- 3. Donations
- 4. Sections
- 5. Adjustments
- 6. Review**
- 7. Payment

Review

Please review that the payment information you have entered below is correct before proceeding to complete payment. You may make any changes by selecting the "Back" option at the bottom of these pages or the "Prev" option at the bottom of the payment gateway pages. You will **NOT** be able to make any changes once you click "Submit" on the payment gateway "Verify" page.

2021 Annual License Fee (Active)	\$515.00
Legislative Activity	(\$5.00)
Elimination of Bias	(\$2.00)
Legal Services Assistance	(\$45.00)
Grand Total	\$463.00

For the most expedited payment processing, click "Make Payment Online" to complete payment by credit card or ACH (electronic check). There is no processing fee associated with ACH (electronic check) payments. For credit card payments, a non-refundable processing fee of 2.5% will be added to all charges.

[Make Payment Online](#)

Click "Pay by mail" to download and print your generated annual fees invoice to mail along with a payment by physical check. Calculating your fees online in itself does not constitute payment of your fees. Your physical check must be postmarked by the payment deadline.

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Protecting the public & enhancing
the administration of justice.

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SAN FRANCISCO (Main Office)
 180 Howard St.
 San Francisco, CA 94105
 415-538-2000

LOS ANGELES
 845 S. Figueroa St.
 Los Angeles, CA 90017
 213-765-1000

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/



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. 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.
-

[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
Engineering			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
Administrative			
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			
Wide distribution for work and rest areas			
Daily vehicle cleaning and periodic disinfection			
PPE (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:

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

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):

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:			
All employees who may have had COVID-19 exposure and their authorized representatives.	Date:		
	Names of employees that were notified:		
Independent contractors and other employers present at the workplace during the high-risk exposure period.	Date:		
	Names of individuals that were notified:		
What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?		What could be done to reduce exposure to COVID-19?	
Was local health department notified?		Date:	

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

(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.