

## AGENDA

### 1003<sup>rd</sup> MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

NOVEMBER 13, 2013

---

TIME: 5:00 P.M.  
PLACE: Office of the District, 23187 Connecticut Street, Hayward  
TRUSTEES: Jim Prola, President, City of San Leandro  
Barbara Halliday, Vice-President, City of Hayward  
Ryan Clausnitzer, Secretary, City of Alameda  
Dennis Bray, County-at-large  
Elizabeth Anders, City of Oakland  
Kathy Narum, City of Pleasanton  
James N. Doggett, City of Livermore  
Jim Golden, City of Emeryville  
Richard Guarienti, City of Dublin  
Denny McLeod, City of Piedmont  
Ronald Quinn, City of Union City  
William M. Spinola, City of Newark  
Jan O. Washburn, City of Berkeley  
George Young, City of Fremont

**There will be a meeting of the Energy and Environmental Conservation Committee at 4:00 PM immediately before the regularly scheduled Board Meeting.**

**The General Board Meeting will begin at 5:00 PM**

1. Call to order.
2. Roll call.
3. President Prola invites any member of the public to speak at this time on any issue relevant to the District. (Each individual is limited to five minutes)
4. Approval of the minutes of the 1002<sup>nd</sup> meeting October 9, 2013. (Board action required)
5. Review of the warrants dated October 15, 2013 numbering 017314 through 019514 amounting to \$107,961.21 and warrants dated October 31, 2013 numbering 019614 through 023214 amounting to \$102,015.38. (Information only)
6. Review of Account Balances
7. Approval of new cap for CalPERS Health benefits Resolution 991-001 (Board Action Required)
8. Assignment of a nominating committee for election of Board officers. The Board president will appoint a nominating committee (Board Action required)
9. Update on Programmatic Environmental Impact Report

10. Trustee Field Day, December 11– The District will again provide presentations to interested trustees beginning at 3:30. The Regularly scheduled Board Meeting will begin at 5:00 PM. There will be no committee meetings that day. (Information only)
11. Report from Energy and Environmental Conservation committee (Information only.)
12. Presentation of Monthly Operational Report for October 2013. (Information only)
13. Manager's Report for September 2013. (Information only, unless otherwise noted)
  - a) California Special District Association Annual Conference
  - b) California Department of Public Health
    1. Changes to the state's West Nile Virus surveillance program
  - c) Mosquito and Vector Control Association of California
    1. Fall Quarterly Meeting
    2. Annual Meeting February 17-20 San Diego
  - d) American Mosquito Control Association - Annual Conference February 2-5 Seattle
  - e) South Bay Salt Ponds - update
  - f) Vector Control Joint Powers Agency
    1. Safety Plan
    2. Account balances
  - g) District Financial Audit – progress
  - h) Staffing Changes
  - i) Presentations
14. President Prola asks trustees for items to be added to the agenda for the next Board meeting. (Information only)
15. Reports on conferences and seminars attended by Trustees.
16. Announcements from members of the Board. (Information only.)
17. Adjournment.

CITIZENS ATTENDING THE MEETING MAY SPEAK ON ANY AGENDA ITEM AT THEIR REQUEST!

**Please Note: A copy of this agenda is also available at the District website, [www.mosquitoes.org](http://www.mosquitoes.org) or via email by request. Alternative formats of this agenda can be made available for persons with disabilities. Please contact the district office at (510) 783-7744, via FAX (510) 783-3903 or email at [acmad@mosquitoes.org](mailto:acmad@mosquitoes.org) to request an alternative format.**

MINUTES  
**1002nd MEETING OF THE BOARD OF TRUSTEES  
OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT**  
OCTOBER 9, 2013  
TIME: 5:00 P.M.

PLACE: Office of the District, 23187 Connecticut Street, Hayward  
TRUSTEES: Jim Prola, President, City of San Leandro  
Barbara Halliday, Vice-President, City of Hayward  
Ryan Clausnitzer, Secretary, City of Alameda  
Dennis Bray, County-at-large  
Elizabeth Anders, City of Oakland  
James N. Doggett, City of Livermore  
Jim Golden, City of Emeryville  
Richard Guarienti, City of Dublin  
Denny McLeod, City of Piedmont  
Kathy Narum, City of Pleasanton  
Ronald Quinn, City of Union City  
William M. Spinola, City of Newark  
Jan O. Washburn, City of Berkeley  
George Young, City of Fremont

The Policy Committee met at 4:00 PM, before the regularly scheduled board meeting

President Jim Prola called the Regularly Scheduled Board meeting to order at 5:00 p.m.

Ten board members were present. Absent from the meeting were Trustees Anders, Spinola, and Bray.

President Prola invited members of the public to speak on issues relevant to the public; no members of the public were present.

Board member George Young arrived at 5:10.

President Prola introduced Kathy Narum, City Councilmember and new Trustee for the City of Pleasanton

The minutes of the 1001<sup>st</sup> meeting held September 11, 2013 were reviewed and approved (Golden / Doggett, unanimous, with Guarienti and Washburn abstaining.)

The Board reviewed warrants dated September 15, 2013 numbering 011914 through 013914 amounting to \$85,272.38 and warrants dated September 30, 2013 numbering 014014 through 017214 amounting to \$104,741.85. (Information only)

The Board Reviewed the Account Balances for September 2013 (Information only.)

The Board reviewed bids from three dealerships for the purchase of two new 2014 Ford F150 4 x 4 super cab trucks. Discussion followed. Trustee Denny McLeod asked whether the District had a policy requiring purchase of new vehicles to be tied to the turn-in of the vehicle it is replacing. Manager Chindi Peavey answered that the District does not tie the turn-in of the older vehicle with the new one because the District usually does not replace vehicles until they have over 100,000 to 200,000 miles. At this high mileage, the vehicles do not bring very much in trade-in value from a dealership. Manager Peavey added that surplus vehicles are advertised in local papers and/or online through Craig's list and sold to the highest offer. Followed the discussion, the Board voted to purchase the vehicles from the Livermore Auto Group which had submitted the lowest bid (Golden/Narum, unanimous)

Trustee James Doggett, chair of the Policy Committee reported on the committee meeting in which the District's Financial Policies were discussed. The committee suggested some editorial changes to the current policies and reviewed a draft of the District's new Internal Control Policy Manual. Drafts of the Internal Control Manual and the financial policies will be brought to the board for approval when they are completed.

District Manager Chindi Peavey presented the Monthly Operational Report for September. The Board discussed whether it was necessary to retain the current Operational Report or replace it with the monthly newsletter. Because the two reports contain similar information, it was decided that going forward operational information would be presented only in the newsletter. Board member Halliday stated that the amount of overtime worked each month (which is compensated by Earned Time off, not monetary compensation) should continue to be reported. Chindi Peavey responded that the Board would continue to receive this information.

District Manager Chindi Peavey presented the Manager's report:

District Manager Chindi Peavey and Trustee Richard Guarienti attended the annual conference of the California Special Districts Association in Monterey on September 16-19.

District Manager Chindi Peavey will attend the CalPERS Educational Forum in San Jose on October 21-23. Trustee Jim Golden stated that he was interested in attending the Forum. Trustee Denny Mcleod stated that he might be interested in attending and would inform Manager Chindi Peavey if he decided to attend.

Board member Ryan Clausnitzer will attend the trustee training on Special District Governance at the upcoming Quarterly Meeting of the Mosquito and vector Control Association of California on October 24<sup>th</sup>.

The Annual Conference of the Mosquito and Vector Control Association of California will be held in San Diego on February 17-20 of 2014. Manager Chindi Peavey asked which Board members were interested in attending; Trustee Jan Washburn said he would attend.

On October 31, the District will be hosting a meeting between John Bourgeois, Project Manager for the South Bay Salt Ponds Restoration Project and representatives of mosquito and vector control districts in the south bay to discuss the restoration project and hear input from the agencies.

Final financial figures for fiscal year 2012-13 were received from the County Treasurer's office in late September and the firm conducting District Financial Audit has begun auditing the Districts records. District Manager Chindi Peavey asked for Board members to oversee the audit. Board Members Kathy Narum and Ryan Clausnitzer were appointed to carry out this function. The Board stated that they would like to see the draft financial statements sent to the auditor in September. This will be in addition to the monthly financial reports they are currently receiving and the audited annual financial statements they receive when the audit is completed.

President Prola asked if there were any items to add to agenda for the next Board meeting on November 13<sup>th</sup>. There were no requests for additional items to be placed on the agenda for November.

The meeting was adjourned at 6:05 PM.

Respectfully submitted,

---

Ryan Clausnitzer, Secretary

Approved as written and/or corrected  
at the 1003<sup>rd</sup> meeting of the Board of  
Trustees held November 13, 2013

---

Jim Prola, President  
BOARD OF TRUSTEES

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT  
LIST OF WARRANTS DATED OCTOBER 15, 2013**

AGENDA ITEM 5

<b>WARRANT NO</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>ACCT NO</b>	<b>AMT OF CHARGE</b>	<b>AMT OF WARRANT</b>
017314	Dereje Alemayehu	Total salary less deduction for payroll	1011	2,447.50	
017314	Nick Appice	October 1 to October 15, 2013.	1011	1,196.18	
017314	John Busam	"	1011	2,598.24	
017314	Lyle C. Cain	"	1011	1,948.00	
017314	Neil Campbell	"	1011	2,636.89	
017314	Cardenas, Miguel	"	1011	1,999.54	
017314	Erika Castillo	"	1011	2,449.37	
017314	Kevin Huffstutler	"	1011	496.93	
017314	Joseph W. Huston	"	1011	2,804.93	
017314	Michelle Izumizaki	"	1011	2,449.91	
017314	Bruce A. Kirkpatrick	"	1011	3,150.48	
017314	Clarence C. Lam	"	1011	2,327.17	
017314	Gregory Leipzig	"	1011	2,338.03	
017314	Sharon S. Mead	"	1011	2,468.27	
017314	Chindi Peavey	"	1011	3,247.20	
017314	Gregory D. Wood	"	1011	2,718.68	
017314	IRS	Federal tax withheld (payroll)	1011	6,773.63	
		Medicare Tax Withheld (payroll)	1011	757.00	
		District Contribution to Medicare (payroll)	1311	757.01	
017314	State of California	State Tax withheld (payroll)	1011	2,190.80	47,755.76
017414	Public Employees' Retirement System	Employee Contributions	1011	14.00	
		Employee Paid Member Contributions	1011	3,782.23	
		Employer Contribution 11.604%	1211	6,269.81	10,066.04
017514	Aetna Life & Annuity	Employee Contributions	1011		150.00
017614	CALPERS 457 Plan	Employee Contributions - PERS 457	1011		4,193.00
017714	Delta Dental Plan	Monthly Premium	1411		4,624.38
017814	Vision Service Plan	Health premium	1411		828.36
017914	Airgas	Dry ice	3131		248.38
018014	Adapco	Fourstar	3391		3,576.92
018114	Alemayehu, Dereje	Reimbursement of boots	3031		139.06
018214	Bayside	Janitorial services, October 2013	3051		300.00

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT  
LIST OF WARRANTS DATED OCTOBER 15, 2013**

<b>WARRANT NO</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>ACCT NO</b>	<b>AMT OF CHARGE</b>	<b>AMT OF WARRANT</b>
018314	Cintas	Laundry service	3071	228.74	
		Personal supplies	3031	4.58	233.32
018414	Corporate Park Land	Landscape maintenance	3211		170.00
018514	Clarke	Natular XRT	3391		7,668.83
018614	Dale	Brass, nipples	3391	284.21	
		Bucket, tape	3231	13.14	297.35
018714	Helwee, Joseph	VCMS upgrade	3411		2,125.00
018814	KBA Docusys	Canon copier rental	3111		375.41
018914	Kimball Midwest	Drill	3171	41.91	
		Wash & wax	3231	48.82	90.73
019014	Light House	Terminal, lens	3231		85.89
019114	Mar Len Supply	Spray assembly	3391		2,505.55
019214	Praxair	Dry ice	3131		765.69
019314	SCI Consulting	Project administration	3411		15,593.06
019413	Waste Management	Garbage service for September	3271		116.61
019514	Rocky Mountain	Onlineboot - work boot JH	3031	142.95	
		Canon - copier rental	3111	347.62	
		Central Computer - hub	3111	10.85	
		Artic - dry ice	3131	163.35	
		Richert - battery	3131	29.41	
		Meadowlark - dry ice	3131	25.50	
		Fedex - shipping mosq pool	3131	54.53	
		Fedex - shipping mosq pool	3131	47.76	
		Close Feed - straw for trap	3131	11.94	
		Office Depot - labels for trap	3131	164.98	
		Anchor - paper for trap	3131	186.00	
		Home Depot - trap parts	3131	23.52	
		Kamps - refill propane	3131	24.23	
		Toolup - battery charger	3171	61.14	
		Bavco - backflow repair kits	3211	83.52	
		SL CJD - cable	3231	4.10	

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT  
LIST OF WARRANTS DATED OCTOBER 15, 2013**

<b>WARRANT NO</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>ACCT NO</b>	<b>AMT OF CHARGE</b>	<b>AMT OF WARRANT</b>
		Safety Kleen - washer parts	3231	309.65	
		Interstate - polycard sheet	3231	131.10	
		Safety Kleen - washer parts	3231	310.00	
		HHS - adv for trailer (will reverse \$ 5 c	3231	24.84	
		TelePacific - communication expenses	3291	611.90	
		CSDA - registration for RG	3351	575.00	
		Portola - lodging deposit, Monterey, C	3351	505.25	
		Rosines - lunch, Monterey, CSDA, CP	3351	34.95	
		Montrio - dinner, Monterey, CSDA, CP	3351	78.64	
		Pino - breakfast, Monterey, CSDA, CP	3351	12.73	
		Marriott - lodging, Monterey, CSDA, C	3351	415.67	
		Portola - lodging balance, Monterey, C	3351	55.30	
		Kebob - lunch, Madera training, JH/DA	3351	43.71	
		Cool Hand - dinner, Madera training, J	3351	79.00	
		LJS - lunch, Madera training, JH/DA/JI	3351	36.82	
		Hampton - lodging, Madera training, JI	3351	98.10	
		Hampton - lodging, Madera training, D	3351	98.10	
		Hampton - lodging, Madera training, JI	3351	98.10	
		Mike's - chicken feed	3391	68.00	
		Metal Super - stainless pipe for Argo	3391	27.52	
		System Accessories - spray equipmen	3391	599.84	
		IPOINTS - will be credited nxt statemer	3392	349.00	
		Istock - photo for newsletter	3392	49.99	
		Kelly - door hanger	3392	57.26	
		Sub- total			6,051.87
<b>TOTAL WARRANTS</b>					<b>107,961.21</b>

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT  
LIST OF WARRANTS DATED OCTOBER 31, 2013**

<b>WARRANT NO</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>ACCT NO</b>	<b>AMT OF CHARGE</b>	<b>AMT OF WARRANT</b>
019614	Dereje Alemayehu	Total salary less deductions fo	1011	2,554.48	
019614	Nick Appice	"	1011	1,306.99	
019614	John Busam	"	1011	2,705.22	
019614	Lyle C. Cain	"	1011	952.42	
019614	Cornelius Campbell	"	1011	2,636.89	
019614	Miguel Cardenas	"	1011	1,999.53	
019614	Erika B. Castillo	"	1011	2,556.35	
019614	Kevin Huffstutler	"	1011	605.33	
019614	Joseph W. Huston	"	1011	2,804.92	
019614	Michelle Izumizaki	"	1011	2,556.89	
019614	Bruce A. Kirkpatrick	"	1011	3,257.46	
019614	Clarence Lam	Total salary less deductions fo	1011	2,394.04	
019614	Greg Leipzig	"	1011	2,401.69	
019614	Sharon S. Mead	"	1011	2,535.12	
019614	Chindi Peavey	"	1011	3,314.05	
019614	Gregory D. Wood	"	1011	2,785.54	
019614	IRS	Federal Tax Withheld	1011	6,549.38	
		Medicare Tax Withheld	1011	740.95	
		District Contribution to Medical	1311	740.93	
019614	State of California	State Tax Withheld	1011	2,098.56	47,496.74
019714	Public Employees' Retirement System	Employees contributions	1011	14.00	
		Employee paid member contril	1011	3,678.32	
		District contribution 11.604%	1211	6,269.81	9,962.13
019814	Aetna Life & Annuity	Employee contributions	1011		150.00
019914	Calpers 457 Plan	Employees contributions - PEF	1011		4,193.00
020014	Calpers	Health insurance	1411		25,708.51
020114	Jefferson Pilot Financial	Life insurance premium	1411		81.90
	Elizabeth Anders	Trustee in lieu expenses - 100	3351		-
020214	Dennis Bray	Trustee in lieu expenses - sign	3351		100.00
020314	Ryan Clausnitzer	Trustee in lieu expenses - 100	3351		100.00
020414	James Doggett	Trustee in lieu expenses - 100	3351		100.00

020514	James Golden	Trustee in lieu expenses - 100	3351		100.00
020614	Richard Guarienti	Trustee in lieu expenses - 100	3351		100.00
020714	Barbara Halliday	Trustee in lieu expenses - 100	3351		100.00
020814	Denny McLeod	Trustee in lieu expenses - 100	3351		100.00
020914	Katherine Narum	Trustee in lieu expenses - 100	3351		100.00
021014	Jim Prola	Trustee in lieu expenses - 100	3351		100.00
021114	Ronald Quinn	Trustee in lieu expenses - 100	3351		100.00
	William Spinola	Trustee in lieu expenses - 100	3351		-
021214	Jan Washburn	Trustee in lieu expenses - 100	3351		100.00
021314	George Young	Trustee in lieu expenses - 100	3351		100.00
021414	AT&T	Yellow pages listing	3392		57.00
021514	Cardno Entrix	MVCAC Programmatic EIR	3411		781.13
021614	Cintas Corp	Personal Supply	3031	-	
		Laundry Service	3071	275.57	275.57
021714	Campbell, Neil	Reimbursement, gasoline	3391		125.00
021814	Carquest	Adaptor	3391	20.88	
		Coupling	3231	20.13	41.01
021914	Hayward Water	Utility	3271		612.86
022014	Kimball Midwest	Cable ties	3031	236.28	
		Hammer	3071	61.06	
		Strip	3171	228.09	
		Repair	3231	106.59	632.02
022114	Light House	Wire	3231		34.88
022214	Macke	Rental 11-01-13 to 12-31-13	3551		65.00
022314	PG & E	Utilities	3271		1,034.48
022414	Chindi Peavey	Reimbursement, exam for Nicl	3391		70.00
022514	PFM	Investment advisory services	3411		1,201.88
022614	Quill	Ink cartridges	3111		115.92
022714	Sonitrol	Monitoring fee	3551		514.00
022814	Techniclean	Tissue	3051		63.33
022914	Verizon	Communication expenses	3291		246.33
023014	Wright Express	Fuel expenses, statement end	3351		3,567.14
023114	Wood, Greg	Replacement of lost ck	101105		2,785.55
023214	Washburn, Jan	Advance for annual meeting E	101500		1,000.00

---

**Total Warrants**

**102,015.38**

---

**Account Balances as of October 31, 2013**

**Budget Year 2013-14**

Month 4 of 12 = 33% of Fiscal Year

	ACCOUNT	DESCRIPTION	EXPENDED IN OCTOBER	EXPENDED TO DATE	BUDGETED	BALANCE REMAINING	% EXPENDED
<b>SALARIES &amp; BENEFITS</b>	1011	Salary and Wages	109,929.11	458,301.30	1,557,129.00	1,098,827.70	29%
	1311	District Contribution to Retirement	12,539.62	50,125.72	169,085.00	118,959.28	30%
	1411	District Contribution to Medicare	1,497.94	6,195.73	22,578.00	16,382.27	27%
	1211	District Contribution to Health Care	31,243.15	127,562.63	431,448.00	303,885.37	30%
		<b>TOTAL</b>	<b>155,209.82</b>	<b>642,185.38</b>	<b>2,180,240.00</b>	<b>1,538,054.62</b>	<b>29%</b>
<b>SERVICES &amp; SUPPLIES</b>	3031	Clothing and Personal Supplies	522.87	1,269.30	8,492.00	7,222.70	15%
	3051	Household Expenses	363.33	1,530.37	5,375.00	3,844.63	28%
	3071	Laundry Service and Supplies	565.37	1,921.04	8,100.00	6,178.96	24%
	3111	Office Expenses	849.80	4,831.09	28,598.20	23,767.11	17%
	3131	Laboratory Supplies	1,745.29	5,693.46	22,960.00	17,266.54	25%
	3171	Small Tools and Instruments	331.14	381.47	2,400.00	2,018.53	16%
	3211	Maintenance - Structures & Improveme	253.52	1,943.01	17,503.00	15,559.99	11%
	3231	Maintenance Equipment	1,089.14	3,842.25	41,284.00	37,441.75	9%
	3271	Utilities	1,763.95	5,698.28	18,160.00	12,461.72	31%
	3291	Communications	858.23	3,059.63	15,125.00	12,065.37	20%
	3331	Memberships, Dues, Subscriptions	0.00	9,246.00	25,843.84	16,597.84	36%
	3351	Transportation and Travel	7,023.51	25,268.48	96,550.00	71,281.52	26%
	3391	District Special Expenses	14,821.75	36,552.91	281,173.00	244,620.09	13%
	3392	Community Education	513.25	3,981.89	33,470.00	29,488.11	12%
	3411	Professional & Specialized Services	19,701.07	28,500.64	246,470.00	217,969.36	12%
	3471	Insurance - Collision, Liability etc	0.00	37,538.00	37,538.00	0.00	100%
	3491	Workers Compensation Insurance	0.00	48,381.00	48,381.00	0.00	100%
	3531	Insurance Fund - SIRS	0.00	0.00	25,000.00	25,000.00	0%
3551	Rents, Leases - Equipment	579.00	2,218.00	8,350.00	6,132.00	27%	
	<b>TOTAL</b>	<b>50,981.22</b>	<b>221,856.82</b>	<b>970,773.04</b>	<b>748,916.22</b>	<b>23%</b>	
<b>CAPITAL</b>	5111	Structures and Improvements	0.00	0.00	70,000.00	70,000.00	0%
	5311	Equipment	0.00	50,336.89	134,000.00	83,663.11	38%
		<b>TOTAL</b>	<b>0.00</b>	<b>50,336.89</b>	<b>204,000.00</b>	<b>153,663.11</b>	<b>25%</b>
<b>OTHER</b>		Reserve for Contingencies	0.00	0.00	25,000.00	25,000.00	0%
		Post Employment Benefit Account	0.00	0.00	800,000.00	800,000.00	0%
		<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>825,000.00</b>	<b>825,000.00</b>	<b>0%</b>
<b>GRAND TOTAL</b>			<b>206,191.04</b>	<b>914,379.09</b>	<b>4,180,013.04</b>	<b>3,265,633.95</b>	<b>22%</b>

Does not include 12/13 expenses paid in 13/14

**STATEMENT OF EXPENDITURES - OCTOBER 31, 2013**  
**Budget Year 13-14**

	EXPENDITURES	TO-DATE	BUDGETED	BALANCE
Salary & Wages	155,209.82	642,185.38	2,180,240.00	1,538,054.62
Service and Supplies	50,981.22	221,856.82	970,773.04	748,916.22
Capital Expenditures	0.00	50,336.89	204,000.00	153,663.11
Reserve for Continger	0.00	0.00	25,000.00	25,000.00
<b>TOTAL</b>	<b>206,191.04</b>	<b>914,379.09</b>	<b>3,380,013.04</b>	<b>2,465,633.95</b>

CASH BALANCE - October 31, 2013 : \$ 2,317,380.32

Agenda Item 7.           Resolution 1003-1 Approval of new cap for CalPERS Health benefits.

Background:

On January 1, 2014, health care premiums will increase. The Memorandum of Understanding between the Board and employee association states that the District pays 100 % of the Kaiser rate and 90% of the rat for dependants. The new higher rates are calculated in the budget approved by the board at its July 2013 meeting. This resolution adjusts the cap to conform with the current MOU between the board and staff.

Recommendation:

Approve the resolution and raise the cap.

**1003-1 RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT**

- WHEREAS, (1) Government Code Section 22892(a) provides that a local agency contracting under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b)(1) of the Act, and
- WHEREAS, (2) Alameda County Mosquito Abatement District is a local agency contracting under the Act; now, therefore be it
- RESOLVED, (a) That the employer's contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan or plans up to a maximum of \$742.72 per month with respect to employees or annuitants enrolled for self alone, \$1,411.17 per month for an employee or annuitant enrolled for self and one family member, and \$1,812.24 per month for an employee or annuitant enrolled for self and two or more family members, plus administrative fees and Contingency Reserve Fund Assessments; and be it further
- RESOLVED, (b) That Alameda County Mosquito Abatement District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.

Adopted at a regular/special meeting of the Alameda County Mosquito Abatement District at Hayward, California this 13<sup>th</sup> day of November 2013.

Signed: \_\_\_\_\_

Jim Prola, President

Attest: \_\_\_\_\_

Ryan Clausnitzer, Secretary

## **INSTRUCTIONS**

This resolution form is the approved form designated by the Public Employees' Retirement System. It should be used by a Public Agency which is contracting for coverage under the Public Employees' Medical and Hospital Care Act when the agency desires to change the employers' contribution towards the cost of their employees' and annuitant's enrollment to an amount equal to or greater than that prescribed by Section 22892(b) as authorized by Section 22892(a) of the Government Code.

The employer's contribution specified (if RESOLVED) will be **effective on the first day of the second month** following the month in which the resolution is filed (date stamped as received) in the office of the Board of Administration, Public Employees' Retirement System, 400 Q Street, P. O. Box 942714, Sacramento, CA 94229-2714.

WHEREAS, (2) should be completed with full name of the contracting agency.

RESOLVED, (a) should be completed to specify the amount of the employer's (agency's) contribution toward the cost of its employees' or annuitants' enrollments.

RESOLVED (b) should be completed with full name of the contracting agency.

**Because resolutions serve as our legal contract, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.**

**For resolution processing, deliver to the following:**

**Overnight Mail Service**

California Public Employees' Retirement System  
Office of Employer & Member Health Services  
400 Q Street  
Sacramento, CA 95811-6210

**Regular Mail**

California Public Employees' Retirement System  
Office of Employer & Member Health Services  
PO BOX 942714  
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the Public Agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

## Agenda Item 8. Appointment of a Nominating Committee.

### Background:

Board officers serve for one year, elections are held in January. Current officers are: Jim Prola - President, Barbara Halliday – Vice President, Ryan Clausnitzer - Secretary. The practice to date to date has been as follows: at the beginning of each year, the Vice President becomes President, the Secretary becomes Vice President, and a new Secretary is elected from among the nominees. The election is held in December or January

According to District Policy §102.3 the nominations are conducted as follows:

**“Nominating Committee** - A nominating committee, consisting of the Board President and two trustees appointed by the President, will meet in December of each year to nominate new officers. Nominations will also be taken from the floor.”

### Recommendation:

Appoint a Nominating Committee, collect nominations at the next meeting and hold elections.

# Alameda County Mosquito Abatement District

## BOARD OF TRUSTEES

Jim Prola , President  
Barbara Halliday, Vice-President  
Ryan Clausnitzer, Secretary  
Elizabeth Anders  
Dennis Bray  
James N. Doggett  
Jim Golden  
Richard Guarienti  
Denny McLeod  
Ronald E. Quinn  
Kathy Narum  
William M. Spinola  
Jan O. Washburn  
George Young

Chindi Peavey Ph.D  
District Manager  
[cpeavey@mosquitoes.org](mailto:cpeavey@mosquitoes.org)

## MONTHLY OPERATIONAL REPORT – October 2013

Dear Trustees:

### I. NARRATIVE

The District received a total of 43 requests for service during October. There were 4 mosquito-biting reports. The ten-year average for adult mosquito service requests in November is 17.6. 25 requests for mosquitofish were received and 12 requests for inspections of potential mosquito sources.

Larval control efforts in October were focused primarily on three species of mosquitoes: *Culex pipiens*, the house mosquito; *Culex tarsalis*, the encephalitis mosquito; and *Culiseta incidens*, the fish pond mosquito.

. *Culex pipiens*, the house mosquito, is a vector of West Nile virus and is found throughout the year in Alameda County with its peak populations occurring in late summer and fall. The larvae are found in underground sources such as storm drains, catch basins, sumps and flooded basements as well as in water treatment plants. There were 5 service requests attributed to *Cx. pipiens* during the month.

*Culex tarsalis*, the encephalitis mosquito, is a vector of West Nile virus as well as St. Louis and Western Equine Encephalitis. This mosquito is found in most areas of the county from February through October. The larvae are found in freshwater sources of all types. The adults generally prefer to feed on birds so they don't cause too many biting complaints. *Cx. tarsalis* was found at 2 service requests during October.

The fish pond mosquito, *Culiseta incidens*, is found throughout the year in Alameda County. This mosquito can utilize many different types of sources found around homes including fish ponds, fountains, bird baths, untreated swimming pools and pool covers, boats, spas, and many more. A total of 546 mosquitofish were planted during the month. *Cs. incidens* was implicated in 3 service requests during the month of October,

## II. STATEMENT OF OPERATIONS – October 2013

### PROGRAM EVALUATION MEASUREMENTS

Mosquito service requests = 4      Ten-year average = 17.6  
 Five-year average = 17.6  
 Last year = 24  
 Range (10 yr) = 7-30

Number of all injuries during 2013 = 2

### TOTAL SERVICE REQUESTS

Fish requests	25
Mosquito biting	4
Mosquitoes and Fish	0
Request for inspection	12
Miscellaneous insects	1
Other	1
Total	<b>43</b>

### HOURS SPENT BY ACTIVITY

Category	Hours	Category	Hours
Inspection of Standing Water	470.9	Regular Hours	2,409.95
Disease Surveillance	363.5	Overtime Hours	58.25
Biorational Control	129.7	Total Work	<b>2,468.2</b>
Physical Control	17		
Public Education	76.7	Earned Time Off	26.5
Equipment Maintenance	159.6	Vacation	160.75
Facility Maintenance	84.3	Sick Leave	83.5
Administration	1,151.9	Other Leave	0
Safety	14.8	Total Leave	260.75
Total Work	<b>2,468.2</b>	Total Hours	<b>2,855.5</b>

## Manager's Report

November 13, 2013

- a) **California Special District Association (CSDA)** - The Alameda County chapter of the CSDA will be meeting at 7:45 on November 13th at the Union Sanitary District at 5072 Benson Road, Union City. District Manager Chindi Peavey will attend. Board members are also welcome.
- b) **California Department of Public Health, West Nile Virus Program (CDPH)** – The CDPH has been providing testing and support for West Nile virus (WNV) surveillance since the arrival of the virus in California. The work was primarily funded through grants from the federal Centers for Disease Control. This funding has been cut back drastically, causing the state to drop or significantly cut some of these services to districts.
1. The State's WNV Hotline is no longer funded or staffed. Callers will now be given the district's direct number to report birds and encouraged to report birds online at [www.westnile.ca.gov](http://www.westnile.ca.gov)
  2. The state will no longer be accepting dead birds for PCR testing to detect West Nile virus. Districts can submit mouth swabs from dead birds on RNAase cards. The District will continue to pick up dead birds and use its own in-house testing (RAMP testing) to detect WNV.
- c) **Mosquito and Vector Control Association of California (MVCAC)**
1. The Fall Quarterly Meeting was held in Seaside (Monterey County) on October 24-26. Manager Chindi Peavey, Environmental Specialist Erika Castillo and Entomologist Bruce Kirkpatrick attended. Trustee Ryan Clausnitzer attended the Trustee Governance Training session held on the first day of the meeting and will give a report at the Board meeting on November 13.
  2. The Annual Conference will be held in San Diego on February 17-20. Michelle Izumizaki, Biological Specialist will present poster at the conference.
  3. Allyssa Ciffelli, student at California State University, East Bay will be speaking on a project she has been doing in the District's laboratory with Bruce Kirkpatrick.
  4. District Manager Chindi Peavey is now serving as the Regional Representative for the Coastal Region Districts.
- d) **American Mosquito Control Association (AMCA)** – the annual conference will be held in Seattle on February 1-5. Three staff members will attend.
- e) **Vector Control Joint Powers Agency (VCJPA)** – This is the self insurance program in which the District participates along with other vector control agencies in California.
1. On October 29, Tom Kline Manager of Risk Control Services met with the District's Safety Committee to review and update the District's Safety Plan. The District has scheduled Driver Safety Training for all staff in January.

2. The District currently has a balance of \$171, 354 in the Member Contingency Fund and \$49,984 in the Property Contingency Fund with the VCJPA as of September 30. The statements are included in the packet. The purpose of these funds is to pay for losses not covered under these programs.

- f) South Bay Salt Ponds (SBSP)** –Project manager John Bourgeois met with representatives from ACMAD, Santa Clara County Vector Control District and San Mateo County MVCD to discuss impacts of the restoration of former salt ponds in the south bay on mosquito control operations on October 31. The meeting will be held at the offices of Alameda County Mosquito Abatement. Much of the restoration completed thus far has alleviated mosquito development. The districts stressed the importance of continued access for inspections and treatment. The potential for working together on permitting for future source reduction projects was discussed.
- g) District Financial Audit.** The auditor has filed financial information with the State Controller’s Office. Michael O’Connor will come to the district in December to meet with Chindi and Clarence in early December.
- h) Staffing Changes** – Vector Biologist Michelle Izumizaki has been selected for the Biological Specialist position in the laboratory. We are currently recruiting for an Assistant Mosquito Control Technician to replace her in Operations and for an additional Assistant Mosquito Control Technician to help in other areas. Both positions were approved in July as part of the budget for this fiscal year.
- i) Presentations by District Manager Chindi Peavey**
  1. Oct 15 –presentation given to Fremont City Council with trustee George Young
  2. November 5 – Presentation given to Alameda City Council with Trustee Ryan Clausnitzer
  3. October 17 – Presentation given to San Lorenzo Village Homes Association

# Vector Control Joint Powers Authority

## ~ Member Contingency Fund ~

For the Quarter Ended September 30, 2013

Member District:	Balance at Beg. of Qtr.	Contributions	(Withdrawals)	Interest Earned	Allocated Admin.	Balance at End of Qtr.
Alameda County	170,584			775	(5)	171,354
Burney Basin	27,749			126	(1)	27,874
Butte County	241,396			1,097	(8)	242,485
Coachella Valley	746,841			3,394	(24)	750,211
Coalinga-Huron	2,631			12	-	2,643
Colusa	47,673			217	(1)	47,889
Compton Creek	58,666		(10,554)	243	(2)	48,353
Consolidated	364,009			1,654	(11)	365,652
Contra Costa	794,526			3,611	(25)	798,112
Durham	6,709			30	-	6,739
Fresno	195,852			890	(6)	196,736
Glenn County	34,822			158	(1)	34,979
Greater Los Angeles	473,316			2,151	(15)	475,452
Lake County	52,913			240	(2)	53,151
Los Angeles County West	376,802	45,922		1,817	(13)	424,528
Marin-Sonoma	406,949		(558)	1,848	(13)	408,226
Napa County	389,409	7,875		1,787	(12)	399,059
No Salinas Valley	442,930			2,013	(14)	444,929
Northwest	645,961			2,935	(20)	648,876
Orange County	317,780			1,444	(10)	319,214
Oroville	7,708			35	-	7,743
Pine Grove	4,836			22	-	4,858
Placer	77,854			354	(2)	78,206
Sacramento-Yolo	446,559	327,000	(872)	2,770	(19)	775,438
San Joaquin County	524,175	106,693	(197,338)	2,176	(15)	435,691
San Mateo County	326,728			1,485	(10)	328,203
Santa Barbara County	48,221			219	(2)	48,438
Shasta	699,355			3,178	(22)	702,511
Sutter-Yuba	552,786			2,512	(17)	555,281
Tehama County	216,853			985	(7)	217,831
Turlock	377,990			1,718	(12)	379,696
West Valley	364,062			1,655	(11)	365,706
<b>Total</b>	<b>9,444,645</b>	<b>487,490</b>	<b>(209,322)</b>	<b>43,550</b>	<b>(300)</b>	<b>9,766,064</b>

**Note:**

Yield to maturity rate on the VCJPA portfolio is 0.81% as of the above date. As required by GASB 31, the allocated interest shown also reflects market value changes to the securities held in the portfolio. Therefore, the actual interest allocated to this fund, and all program year funds, may or may not equal the yield to maturity rate from quarter to quarter. However, the average overall allocated interest, over the life of this fund, should provide a close approximation.

# Vector Control Joint Powers Authority

## ~ Property Contingency Fund ~

For the Quarter Ended September 30, 2013

<u>Member District:</u>	<u>Balance at Beg of Qtr.</u>	<u>Contributions</u>	<u>(Withdrawals)</u>	<u>Interest Earned</u>	<u>Balance at End of Qtr.</u>
Alameda County	49,758			226	49,984
Burney Basin	14,364			65	14,429
Butte County	49,096			223	49,319
Coachella Valley	52,358			238	52,596
Coalinga-Huron	1,465			7	1,472
Colusa	6,410			29	6,439
Compton Creek	3,662			17	3,679
Consolidated	46,084			209	46,293
Contra Costa	66,510			302	66,812
Delta	0			0	0
Durham	0			0	0
Fresno	25,534			116	25,650
Glenn County	2,915			13	2,928
Greater Los Angeles	50,851			231	51,082
Kings	0			0	0
Lake County .	0			0	0
Los Angeles County	0			0	0
Marin-Sonoma	58,123			264	58,387
Napa County	720,925			3,276	724,201
No Salinas Valley	25,849			117	25,966
Northwest	16,993			77	17,070
Orange County	72,312			329	72,641
Oroville	0			0	0
Pine Grove	2,496			11	2,507
Placer	579			3	582
Sacramento-Yolo	101,611			462	102,073
San Gabriel Valley	95,936			436	96,372
San Joaquin County	90,772			413	91,185
San Mateo County	36,717			167	36,884
Santa Barbara County	1,697			8	1,705
Shasta	30,084			137	30,221
Sutter-Yuba	61,071			278	61,349
Tehama County	22,270			101	22,371
Turlock	0			0	0
West Valley	69,775			317	70,092
<b>Total</b>	<b>1,776,217</b>	<b>0</b>	<b>0</b>	<b>8,072</b>	<b>1,784,289</b>

**Note:**

Yield to maturity rate on the VCJPA portfolio is 0.81% as of the above date. As required by GASB 31, the allocated interest shown also reflects market value changes to the securities held in the portfolio. Therefore, the actual interest allocated to this fund, and all program year funds, may or may not equal the yield to maturity rate from quarter to quarter. However, the average overall allocated interest, over the life of this fund, should provide a close approximation.