

A G E N D A

1012th MEETING OF THE BOARD OF TRUSTEES
OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
August 13, 2014

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

1. **Call to order**
2. **Roll call**
3. **Public Comment** President Halliday 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 1011th meeting held July 9, 2014. (Board action required)
5. **2014 Conflict of Interest Code - Biennial Review.** (Board Action required.)
6. **Financial Reports**
 - a. **Review of the Warrants** dated July 15, 2014 numbering 000115 through 02915 amounting to \$218,441.99 and warrants dated July 31, 2014 numbering 003015 through 006415 amounting to \$128,033.22 (Information only)
 - b. **Review of Account Balances** as of July 31, 2014. The handout for item gives the Amount Budgeted for each category, Amount Expended to date, Balances, and Percent Expended. (Information only)
 - c. **Review of Account Balance Summary** as of July 31, 2014. The handout for this item gives the total amount expended to date and the cash balance in the County Treasury (Information only)
 - d. **Review of Revenue Statement** as of July 30, 2014. (information only)
7. **Presentation of Monthly Operational Report** for July 2014. (Information only)

8. **Manager's Report** for July 2014. (Information only unless otherwise noted)
 - a. Update on the Programmatic Environmental Impact Report (PEIR). (Information only)
 - b. Update on Audit for FY 2013-14 – (Information Only)
 - c. Actuarial Report and OPEB Trust Fund – (Information Only)
 - d. Update on West Nile virus activity – (Information and Possible Board Action)
 - e. Upcoming meeting with John Bliss (information Only)
9. President Halliday asks trustees for items to be added to the agenda for the next Board meeting. (Information only)
10. Reports on Conferences and Seminars attended by Trustees. (information only)
11. Announcements from members of the Board. (Information only)
12. 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 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 to request an alternative format.

MINUTES

1011th MEETING OF THE BOARD OF TRUSTEES
OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
JULY 9, 2014

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

Board President Halliday called the Regularly Scheduled Board meeting to order at 5:00 PM

Trustees Bill Spinola and Ron Kathy Narum were absent.

Also present were Melanie Lee and John Bliss of SCI, Consulting LLC and Diane Prola

President Halliday invited members of the public to speak on issues relevant to the District. There were no comments by members of the public.

The Board approved the Minutes of the 1010th meeting held June 11, 2014. (Prola / Doggett, unanimous with Dickinson and Quinn abstaining).

President Halliday opened the Public Hearing on the proposed tax rate and asked Melanie Lee from SCI Consulting Group to give a brief explanation of the District's benefit assessment process. Ms. Lee explained that the benefit assessment was passed in 2008 by 70% of the county's property owners. Today's hearing is the second step in setting and levying the District's Mosquito Control Assessment for fiscal year 2014-2015. The first step was completed at the June 11, 2014 Board meeting, with the presentation of the Engineer's report and its acceptance by the Board. At today's meeting, the Board is holding a public hearing and considering a Resolution to levy the benefit assessment. Ms. Lee pointed out that in 2008 the voters had approved an assessment of up to \$5.00 per single family equivalent but that the board has the tax at only half that amount or \$2.50.

President Halliday asked if there were any questions from members of the board. Board member Robert Dickinson asked what a Single Family Equivalent was and Ms. Lee explained that this was a process of assigning relative benefit to each property in relation to a single family home. A detailed explanation can be found in the Engineer's Report. Board member Ron Quinn asked where the public hearing had been announced. District Manager Chindi Peavey replied that the hearing had been announced in all of the Bay Area Newsgroup papers on June 28th and was in the agenda posted on the District's web page on the office door. There were no questions from members of the public. The public hearing was closed.

The Board passed Resolution 1011-1, a resolution to levy assessments for fiscal year 2014-15, a resolution ordering the levy of assessments for fiscal year 2014-2015 for the Alameda County Mosquito Abatement District Mosquito and Disease Control Assessment (Doggett / Prola, unanimous)

The Board listened to a presentation by John Bliss of SCI about the work entailed in surveying property owners in the City of Albany to determine their interest in having the District extend service to their city. No action was taken on the subject.

The Board reviewed Warrants dated June 15, 2014 numbering 062014 through 064914 amounting to \$133,515.06 and warrants dated June 30, 2014 numbering 065014 through 068314 amounting to \$127,194.40 (Information only)

President Halliday asked Manager Peavey whether two identical charges of 803.76 for TelePacific in the set of warrants for May 15. Manager Peavey said she would check on the explanation and send an answer by e-mail to the Board.

The Board reviewed Account Balances and revenues received. District Manager Chindi Peavey reported that the revenue report for June was not available yet because the District had not received the revenue report from the county treasurer's office until the day of the board meeting (July 9). She stated that the majority of the District's tax revenues were received in December and April and there would be only minor changes in June. The revenue report will be updated at the next Board meeting.

District Manager Chindi Peavey presented the Monthly Operational Report for June 2014.

District Manager Chindi Peavey presented the Manager's Report for June 2014. (Information only)

West Nile Virus – Santa Clara County has more than half the WNV activity in California this year and there have been human cases in Stanislaus, San Joaquin, Contra Costa Counties. Fogging for adult mosquitoes has been carried out several times this year in the surrounding counties of San Joaquin, Contra Costa, Santa Clara and San Mateo, following the detection of WNV in adult mosquitoes. In Alameda County to date, WNV has been detected in 5 crows and virus has not been detected in mosquitoes. The

board members discussed circumstances that might trigger adult mosquito control in Alameda County. District Manager stated that the District would fog by truck-mounted equipment if West Nile virus was detected in multiple adult mosquitoes within a specific area and that fogging would be done in a ½ mile radius around locations at which positive mosquitoes had been collected and the number of adult mosquitoes collected in traps in such an area was high or if there was a human case that appeared to be acquired within Alameda County. Board members asked for more details on the triggers, such as the exact number of mosquitoes in a trap that would be considered “high” The Board member Jim Prola stated that the Board member for the city in which fogging would be conducted should be notified as soon as possible. District Manager Chindi Peavey agreed that that Board member would be notified immediately and stated that the issue would be reviewed again at the next meeting.

Manager Chindi Peavey discussed a new letter from the Washington office of US Fish and Wildlife Service regarding mosquito control work on National Wildlife Refuges.

The Coastal Region districts participating in the Source Reduction permit have commissioned an Informal Biological Evaluation (IBE) in preparation for a Biological Assessment and Biological Opinion from the USFW Office of Endangered Species. In Alameda County, the source reduction permit covers the cleaning of existing ditches in salt marshes with hand tools by District staff. (Information only)

Manager Peavey updated the Board on the Programmatic Environmental Impact Report.

Manager Chindi Peavey discussed having the Board developing a formal Policy on Financial Reserves – and suggested having the Finance or Policy Committee meet in the next two months to begin drafting a financial reserve policy.

President Halliday asked if there were any items to be added to the agenda for the August Board meeting. There were none.

President Halliday asked if there were any announcements from members of the Board. Board members complimented the District staff on their booth at the County Fair during June.

The meeting adjourned at 6:05 PM.

Respectfully submitted,

George Young, Secretary

Approved as written and/or corrected
at the 1012th meeting of the Board of
Trustees held August 13, 2014

Barbara Halliday, President
BOARD OF TRUSTEES

Agenda Item 5. Biennial Review of the District's Conflict of Interest Code.

Background:

- a) The District' Conflict of Interest Code must be reviewed every 2 years according to the Political Reform Act (GC 81000 et seq). The code is reviewed by the Office of the County Board of Supervisors. We received notice from the County Board of Supervisors that our code was being reviewed this year. Their office informed us that the code contained all of the necessary sections and was very thorough. They asked if we had anything in the code that needed to be updated. We have one new position (Biological Specialist) which needs to be added to our list of Designated Positions. Also, the filing officer listed in our policy is the Clerk of the District's Board of Trustees. But the Statements of Economic Interest are actually filed with the Clerk of the Board of SUPERVISORS each year. The attached portion of the District's Policy Manual shows the two changes that need to be made in red. If the Board approves the changes the updated policy will be filed with the County Board of Supervisors.

Recommendation:

Approve the changes to the Policy 104.2 and Appendix A of Chapter 100 of the District's Policy Manual.

Chapter 100. BOARD PROCEDURES
ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
SUMMARY OF POLICIES APPROVED BY THE BOARD OF TRUSTEES

§104 State Requirements for Reporting

104.1

Conflict of Interest. The terms of Title 2 California Code of Regulations Section 18730 along with the attached Appendix A in which members of the Board of Trustees and employees are designated, and in which disclosure categories are set forth, constitute the conflict of interest code of the Alameda County Mosquito Abatement District.

104.2

Pursuant to the Political Reform Act and its regulations, all designated employees shall file statements of economic interests with the Clerk of the Alameda County Mosquito Abatement District Board of Supervisors Clerk, which ~~The Clerk of the Board of Supervisors~~ shall be the filing officer. The Alameda County Board of Supervisors shall be the code reviewing body.

104.3

Subsequent amendments to Title 2 California Code of Regulations Section 18730 duly adopted by the Fair Political Practices Commission, after public notice and hearings, are also incorporated by reference unless the Alameda County Mosquito Abatement District, within 90 days after the date on which an amendment to Section 18730 becomes effective, adopts a resolution providing that the amendment is not to be incorporated into this Code.

104.4

Designated employees shall file their statements with the Alameda County Board of Supervisors as stated in Government Code Section 87500(j). Statements for all designated employees will be retained by the agency. Appendix A defines designated positions and disclosure categories.

104.5

Ethics Training. Designated employees are required to take two hours of ethics training every two years as stated by AB1234 – and in Government Code Sections 53234-53235.2.

Chapter 100. BOARD PROCEDURES

Appendix A CONFLICT OF INTEREST CODE DESIGNATED POSITIONS AND DISCLOSURE STATEMENTS

Designated Position. The positions listed below include those persons who are deemed to make, or participate in the making of, decisions that may foreseeably have a material effect on any financial interest. The persons holding the designated positions listed shall disclose interests and investments in accordance with the corresponding disclosure categories, which are defined below.

<u>Designated Positions</u>	<u>Disclosure Category</u>
Members of the Board of Trustees	1, 2, 3 & 4
Manager	1, 2, 3 & 4
Administrative Assistant	1, 2, 3 & 4
Field Operations Supervisor	1, 2, 3 & 4
Entomologist	1, 2, 3 & 4
Maintenance/Equipment Specialist	1, 2, 3 & 4
Environmental Specialist	1, 2, 3 & 4
Systems Specialist	1, 2, 3 & 4
<u>Biological Specialist</u>	<u>1, 2, 3, & 4</u>
Consultants *	

Disclosure Categories

1. A designated official or employee assigned to Category 1 is required to disclose direct or indirect investments in any business entity that may be affected materially by any decision made or participated in by the designated official or employee by virtue of his or her position.
2. A designated official or employee assigned to Category 2 is required to disclose interests in real property, which is located in whole or in part either within the boundaries of the District, or within two miles of the boundaries of the District that may be affected materially by any decision made or participated in by the designated official or employee by virtue of his or her position.

Chapter 100. BOARD PROCEDURES

3. A designated official or employee assigned to Category 3 is required to disclose any source of income that may be affected materially by any decision made or participated in by the designated official or employee by virtue of his or her position.
4. A designated official or employee assigned to Category 4 is required to disclose any business entity in which the designated official or employee is a director, officer, partner, trustee, employee or holds any position of management that may be affected materially by any decision made or participated in by the designated official or employee by virtue of his or her position.
- * Consultants shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the Code subject to the following limitation.

The District Manager may determine in writing that a particular consultant, although a "designated position" is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The District Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
LIST OF WARRANTS DATED JULY 15, 2014**

AGENDA ITEM 6a

WAR NO	PAYEE		ACCT NO	AMT OF CHARGE	AMT OF WARRANT
000115	Dereje Alemayehu	Total salary less deduction for payroll	1011	2,421.12	
000115	Nicholas Appice	July 1 to July 15, 2014	1011	1,802.61	
000115	John Busam	"	1011	2,641.50	
000115	Lyle C. Cain	"	1011	1,998.09	
000115	Neil Campbell	"	1011	2,718.59	
000115	Cardenas, Miguel	"	1011	2,040.14	
000115	Erika Castillo	"	1011	2,489.26	
000115	Kevin Huffstutler	"	1011	1,001.44	
000115	Joseph W. Huston	"	1011	2,986.62	
000115	Michelle Izumizaki	"	1011	2,692.70	
000115	Bruce A. Kirkpatrick	"	1011	3,201.78	
000115	Clarence C. Lam	"	1011	2,381.08	
000115	Gregory Leipzig	"	1011	2,378.67	
000115	Gilberto Martinez	"	1011	1,009.89	
000115	Michelle Matthes	"	1011	1,009.89	
000115	Thomas McMahon	"	1011	2,388.56	
000115	Sharon S. Mead	"	1011	2,588.12	
000115	Nobuhito Nameta	"	1011	1,266.29	
000115	Chindi Peavey	"	1011	3,378.46	
000115	Gregory D. Wood	"	1011	2,656.25	
000115	IRS	Federal tax withheld (payroll)	1011	7,452.82	
		Medicare Tax Withheld (payroll)	1011	894.56	
		District Contribution to Medicare (payroll)	1311	894.57	
000115	State of California	State Tax withheld (payroll)	1011	2,390.34	56,683.35
000215	Public Employees' Retirement System	Employee Contributions	1011	16.00	
		Employee Paid Member Contributions, 7% & 6.5%	1011	4,261.13	
		Employer Contribution 12.330% & 6.7%	1211	7,381.86	11,658.99
000315	Aetna Life & Annuity	Employee Contributions	1011		150.00
000415	CALPERS 457 Plan	Employee Contributions - PERS 457	1011		5,013.00
000515	Delta Dental Plan	Monthly Premium	1411		4,610.48
000615	Vision Service Plan	Health premium	1411		892.08

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
LIST OF WARRANTS DATED JULY 15, 2014**

WAR NO	PAYEE		ACCT NO	AMT OF CHARGE	AMT OF WARRANT
000715	Adapco	Altosid XR	3391		4,460.28
000815	Bayside	Janitorial services, July 2014	3051		300.00
000915	Cintas	Laundry service	3071	340.68	
		Personal supplies	3031	0.00	340.68
001015	Corporate Park Landscaping	Landscape maintenance	3211		170.00
001115	DC Electrical	Electrical upgrade for fish pond	3211		1,695.23
001215	Dale	Brass nipples	3391	442.05	
		Brute can	3211	63.88	505.93
001315	Entrix	MVCAC Programmatic EIR	3411		8,369.00
001415	Grainger	Counter	3391		34.43
001515	KBA Docusys	Canon copier rental	3111		381.97
001615	KBA Docusys	Canon copier contract rate	3111		481.91
001715	MVCAC	Membership dues	3331		8,000.00
001815	Marin Sonoma MVCD	Source reduction cost sharing	3411		4,376.00
001915	Motion Industries	Pump	3231		835.55
002015	Mar Len Supply	Spray equipment, container	3391		2,745.21
002115	Namakan West	Mosquito fish	3391		868.72
002215	PFM Asset Mgt	Investment advisory services	3411		1,703.10
002315	Port of Oakland	Access permit	3391.52		1.00
002415	Sonitrol	Monitoring fee	3551		531.00
002515	Technical Instruments	Microscope	5311		6,267.17
002615	United Textile	Parking lot poles	3391		856.98
002715	VCJPA	Workmen Compensation Insurance	3491	50494.00	
		Professional & Liability Insurance	3471	32451.00	82,945.00
002815	Waste Management	Garbage service for June	3271		140.94
002915	Rocky Mountain	Logmein - subscription	3111	70.00	
		Computer Source - server	3111	5,000.00	
		Sears- ice machine	3111	228.85	
		Canon - copier rental	3111	347.62	
		Reliable - paper	3111	126.91	
		Office Depot - chairmat, highlighter	3111	45.76	

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
LIST OF WARRANTS DATED JULY 15, 2014**

WAR NO	PAYEE	ACCT NO	AMT OF CHARGE	AMT OF WARRANT
	Office Depot - chairmat, paper	3111	43.14	
	Meadowlark - dry ice	3131	34.00	
	SmartNFinal - ziplock bags	3131	21.33	
	Alameda County - disposal hazardous material	3211	204.96	
	Tred Hayward - tire repair	3231	20.00	
	Bayside - V 50 spare key	3231	22.31	
	Safety Kleen - parts for washer	3231	324.61	
	Summit - wheel liner	3231	110.42	
	Gorilla - transporter brackets	3231	104.60	
	TelePacific - communication expenses	3291	861.55	
	Pepper Tree - Hotel, CSDA conference, CP	3351	310.20	
	Amazon - laptops	3391	3,008.97	
	DMI - docking station	3391	555.87	
	3M - respiratory evaluation	3391	56.00	
	Office Depot - labels	3391	41.47	
	Mike - chicken feed	3391	51.00	
	Home Depot - pond cleaner tabs	3391	30.46	
	Close Feed - chicken feed	3391	18.60	
	Quality Eqpt - spray hose reel	3391	408.04	
	System Accessories - spray pump	3391	350.25	
	CTC - newsletter	3392	20.00	
	TYFair - fair entry	3392	10.00	
	Walmart - black light	3392	10.89	
	Monomachines - misc	3392	7.02	
	Paypal - wips	3392	161.71	
	Walmart - docoration for show	3392	86.73	
	Tattoos - tattoos	3392	314.22	
	HD - concrete form	3392	52.39	
	Kelly - black card for biennial	3392	53.98	
	Home Depot - paint	3392	52.53	
	Office Depot - paint	3392	64.26	

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
LIST OF WARRANTS DATED JULY 15, 2014**

WAR NO	PAYEE	ACCT NO	AMT OF CHARGE	AMT OF WARRANT
	Home Depot - spray paint	3392	33.27	
	Mybinding - laminate labels	3392	28.33	
	Orchard - staples, gun	3392	42.26	
	Michaels - fair supply	3392	77.70	
	Home Depot - fair display	3392	11.78	
	Sub total			13,423.99
Total Warrants				218,441.99

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
LIST OF WARRANTS DATED JULY 31, 2014**

WAR NO	PAYEE	FOR	ACCT NO	AMT OF CHARGE	AMT OF WARRANT
003015	Dereje Alemayehu	Total salary less deductions for payroll period	1011	2,539.96	
003015	Nick Appice	"	1011	1,802.60	
003015	John Busam	"	1011	2,760.33	
003015	Lyle C. Cain	"	1011	2,618.59	
003015	Cornelius Campbell	"	1011	2,718.59	
003015	Miguel Cardenas	"	1011	2,040.14	
003015	Erika B. Castillo	"	1011	2,608.09	
003015	Kevin Huffstutler	"	1011	1,301.15	
003015	Joseph W. Huston	"	1011	2,986.61	
003015	Michelle Izumizaki	"	1011	2,811.52	
003015	Bruce A. Kirkpatrick	"	1011	3,320.61	
003015	Clarence Lam	Total salary less deductions for payroll period	1011	2,455.35	
003015	Greg Leipzig	"	1011	2,378.68	
003015	Gilberto Martinez	"	1011	1,009.89	
003015	Michelle Matthes	"	1011	1,197.74	
003015	Thomas McMahan	"	1011	2,388.57	
003015	Sharon S. Mead	"	1011	2,588.11	
003015	Nobuhito Nameta	"	1011	1,491.44	
003015	Chindi Peavey	"	1011	3,224.03	
003015	Gregory D. Wood	"	1011	2,730.52	
003015	IRS	Federal Tax Withheld	1011	7,752.84	
		Medicare Tax Withheld	1011	907.58	
		District Contribution to Medicare	1311	907.56	
003015	State of California	State Tax Withheld	1011	2,502.53	59,043.03
003115	Public Employees' Retirement System	Employees contributions	1011	16.00	
		Employee paid member contributions, 7%, 6.5%	1011	4,261.13	
		District contribution 12.330%, 6.7%	1211	7,381.86	11,658.99
003215	Aetna Life & Annuity	Employee contributions	1011		150.00
003315	Calpers 457 Plan	Employees contributions - PERS 457	1011		4,305.00
003415	Calpers	Health insurance	1411		27,632.32
003515	Jefferson Pilot Financial	Life insurance premium	1411		93.60

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
LIST OF WARRANTS DATED JULY 31, 2014**

WAR NO	PAYEE	FOR	ACCT NO	AMT OF CHARGE	AMT OF WARRANT
	Elizabeth Anders	Trustee in lieu expenses - 1011th meeting	3351.5		-
	Dennis Bray	Trustee in lieu expenses - 1011th meeting	3351.5		-
003615	Ryan Clausnitzer	Trustee in lieu expenses - 1011th meeting	3351.5		100.00
003715	James Doggett	Trustee in lieu expenses - 1011th meeting	3351.5		100.00
	James Golden	Trustee in lieu expenses - 1011th meeting	3351.5		-
003815	Richard Guarienti	Trustee in lieu expenses - 1011th meeting	3351.5		100.00
003915	Barbara Halliday	Trustee in lieu expenses - 1011th meeting	3351.5		100.00
004015	Robert Dickinson	Trustee in lieu expenses - 1011th meeting	3351.5		100.00
	Katherine Narum	Trustee in lieu expenses - 1011th meeting	3351.5		-
004115	Jim Prola	Trustee in lieu expenses - 1011th meeting	3351.5		100.00
004215	Ronald Quinn	Trustee in lieu expenses - 1011th meeting	3351.5		100.00
	William Spinola	Trustee in lieu expenses - 1011th meeting	3351.5		-
004315	Jan Washburn	Trustee in lieu expenses - 1011th meeting	3351.5		100.00
004415	George Young	Trustee in lieu expenses - 1011th meeting	3351.5		100.00
004515	Robert Dickinson	Trustee in lieu expenses - 1009th meeting, 5/14/14	3351		100.00
004615	AT&T	Yellow pages listing	3392		60.00
004715	Airgas	Dry ice	3131		42.28
004815	Airgas Carbonic	Dry ice	3131		89.42
004915	Adapco	Altosid	3391.1		2,402.80
005015	Cintas	Personal supplies	3031	158.17	
		Laundry service	3071	448.69	606.86
005115	Cintas	Personal supplies	3031	-	
		Laundry service	3071	401.59	401.59
005215	Carquest	Inflator gauge	3171		54.18
005315	Clarke	Natular XRT	3391		5,975.94
005415	Grainger	Tyvek suit for chicken bleeding	3391.3		121.29
005515	Kimball Midwest	Brass ball	3231	324.15	
		Hook	3171	15.49	339.64
005615	CMVCA Research	Grant to MRF	3411		5,000.00
005715	Mitchell 1	On line auto repair info	3231		1,451.74
005815	PG & E	Utilities	3271		1,152.38

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
LIST OF WARRANTS DATED JULY 31, 2014**

WAR NO	PAYEE	FOR	ACCT NO	AMT OF CHARGE	AMT OF WARRANT
005915	Praxair	Dry ice	3131		263.04
006015	Schaeffer	Supreme oil Pump	3231 3171	446.70 18.59	465.29
006115	Techniclean	Tissue, towel	3051		159.16
006215	United Textile	Handy strap	3391.6		41.42
006315	Verizon	Communication expenses	3291.4		349.88
006415	Wright Express	Fuel expenses, statement ended 07-15-14	3351.1		5,173.37
Total Warrants					128,033.22

Account Balances as of July 31, 2014

AGENDA ITEM 6b1

Budget Year 2013-14

Month 1 of 12 = 8% of Fiscal Year

ACCOUNT	DESCRIPTION	EXPENDED IN JULY	EXPENDED TO DATE	BUDGETED	BALANCE REMAINING	% EXPENDED
SALARIES & BENEFITS						
1011	Salary and Wages	132,096.51	132,096.51	1,599,120.00	1,467,023.49	8.26%
1411	District Contribution to Medicare	1,802.13	1,802.13	23,187.00	21,384.87	7.77%
1311	District Contribution to Retirement	14,763.72	14,763.72	182,376.00	167,612.28	8.10%
1211	District Contribution to Health Care	33,228.48	33,228.48	434,621.00	401,392.52	7.65%
	TOTAL	181,890.84	181,890.84	2,239,304.00	2,057,413.16	8.12%
SERVICES & SUPPLIES						
3031	Clothing and Personal Supplies	0.00	0.00	8,500.00	8,500.00	0.00%
3051	Household Expenses	300.00	300.00	5,500.00	5,200.00	5.45%
3071	Laundry Service and Supplies	742.27	742.27	9,000.00	8,257.73	8.25%
3111	Office Expenses	381.97	381.97	16,000.00	15,618.03	2.39%
3121	Computers and Software	0.00	0.00	52,000.00	52,000.00	0.00%
3131	Laboratory					
	3131.10 Mosquito Surveillance	0.00	0.00	9,400.00	9,400.00	0.00%
	3131.20 Disease Surveillance	0.00	0.00	1,900.00	1,900.00	0.00%
	3131.30 Mosquito Pool Testing	0.00	0.00	2,000.00	2,000.00	0.00%
	3131.40 Hood Certification	0.00	0.00	200.00	200.00	0.00%
	3131.50 Misc Lab Equipment and Supplies	0.00	0.00	4,500.00	4,500.00	0.00%
	3131.60 Reimbursement for light traps	0.00	0.00	150.00	150.00	0.00%
	<u>Laboratory Total</u>	<u>0.00</u>	<u>0.00</u>	<u>18,150.00</u>	<u>18,150.00</u>	<u>0.00</u>
3171	Small Tools and Instruments	69.67	69.67	1,500.00	1,430.33	4.64%
3211	Maintenance - Structures & Improvement	0.00	0.00	15,000.00	15,000.00	0.00%
3231	Maintenance Equipment	1,775.89	1,775.89	40,000.00	38,224.11	4.44%
3271	Utilities	1,152.38	1,152.38	21,500.00	20,347.62	5.36%
3291	Communications					
	3291.10 Telephone and Internet	0.00	0.00	12,000.00	12,000.00	0.00%
	3291.20 Public Notices	0.00	0.00	500.00	500.00	0.00%
	3291.30 Website and Email Hosting	0.00	0.00	375.00	375.00	0.00%
	3291.40 Cell Phone Services	349.88	349.88	4,200.00	3,850.12	8.33%
	<u>Communications Total</u>	<u>349.88</u>	<u>349.88</u>	<u>17,075.00</u>	<u>16,725.12</u>	<u>8.33%</u>
3331	Memberships, Dues, Subscriptions	8,000.00	8,000.00	22,750.00	14,750.00	35.16%
3351	Transportation & Travel					
	3351.1 Fuel & GPS	5,173.37	5,173.37	40,000.00	34,826.63	12.93%
	3351.2 Misc Travel	0.00	0.00	4,000.00	4,000.00	0.00%
	3351.3 Meetings & Conferences	0.00	0.00	39,616.00	39,616.00	0.00%
	3351.4 Board Meeting Expenses	0.00	0.00	800.00	800.00	0.00%
	3351.5 Trustee in lieu of expenses	900.00	900.00	16,800.00	15,900.00	5.36%
	<u>Communications Total</u>	<u>6,073.37</u>	<u>6,073.37</u>	<u>101,216.00</u>	<u>95,142.63</u>	<u>18.29%</u>
3391	District Special Expense					
	3391.1 Pesticides	2,402.80	2,402.80	150,000.00	147,597.20	1.60%
	3391.2 Field Supplies	0.00	0.00	500.00	500.00	0.00%
	3391.3 Sentinel Chickens	121.29	121.29	4,000.00	3,878.71	3.03%
	3391.4 Fish and Fish Maintenance	0.00	0.00	4,000.00	4,000.00	0.00%
	3391.51 Aerial Survey of Pools	0.00	0.00	17,000.00	17,000.00	0.00%
	3391.52 Permits	1.00	1.00	3,000.00	2,999.00	0.03%
	3391.53 Continuing Education Fees	0.00	0.00	4,000.00	4,000.00	0.00%
	3391.54 Board Nameplates, plaques, etc	0.00	0.00	1,000.00	1,000.00	0.00%
	3391.55 Seasonal Hiring Expenses (ads, pr	0.00	0.00	1,000.00	1,000.00	0.00%
	3391.60 Spray and Safety Equipment	41.42	41.42	17,000.00	16,958.58	0.24%
	<u>District Special Expense Total</u>	<u>2,566.51</u>	<u>2,566.51</u>	<u>201,500.00</u>	<u>198,933.49</u>	<u>4.91%</u>

Account Balances as of July 31, 2014

Budget Year 2013-14

Month 1 of 12 = 8% of Fiscal Year

3392	Community Education	60.00	60.00	32,020.00	31,960.00	0.19%
3411	Professional & Specialized Services	5,000.00	5,000.00	217,700.00	212,700.00	2.30%
3471	Insurance (Collision, Liability, etc)	32,451.00	32,451.00	32,048.00	-403.00	101.26%
3491	Workers Compensation Insurance	50,494.00	50,494.00	50,553.00	59.00	99.88%
3531	Insurance Fund - SIRS	0.00	0.00	25,000.00	25,000.00	0.00%
3551	Rents, Leases - Equipment	531.00	531.00	9,350.00	8,819.00	5.68%
	TOTAL	109,947.94	109,947.94	896,362.00	786,414.06	3.07
CAPITAL						
5111	Structures and Improvements	0.00	0.00	217,500.00	217,500.00	0.00%
5311	Equipment	6,267.17	6,267.17	106,500.00	100,232.83	5.88%
	TOTAL	6,267.17	6,267.17	324,000.00	317,732.83	1.93%
	<i>Annual Operating Expenditures</i>	298,105.95	298,105.95	3,459,666.00	3,161,560.05	8.62%
OTHER						
	Reserve for Contingencies	0.00	0.00	50,000.00	50,000.00	0.00%
	Pesticide Shed Replacement	0.00	0.00	120,000.00		0.00%
	TOTAL	0.00	0.00	170,000.00	50,000.00	0.00%
	GRAND TOTAL	298,105.95	298,105.95	3,629,666.00	3,211,560.05	8.21%

This does not include FY 13/14 expenses that were paid in 14/15

STATEMENT OF EXPENDITURES - JULY 31, 2014
Budget Year 14-15

	EXPENDITURES	TO-DATE	BUDGETED	BALANCE
Salary & Wages	181,890.84	181,890.84	2,239,304.00	2,057,413.16
Service and Supplies	109,947.94	109,947.94	896,362.00	786,414.06
Capital Expenditures	6,267.17	6,267.17	324,000.00	317,732.83
Reserve for Contingency	0.00	0.00	50,000.00	50,000.00
Pesticide Shed Replacement	0.00	0.00	120,000.00	120,000.00
TOTAL	298,105.95	3,355,543.04	3,509,666.00	3,331,560.05

CASH BALANCE - July 31, 2014 : \$ 2,909,831.11 (Does not include interest revenue for July)

Sincerely,

Chindi Peavey
District Manager

**Summary of Revenues Received to Date
July 31, 2014**

	July	Previous Months	Received to Date	Budgeted	% of Budgeted
Ad Valorem Tax (includes redevelopment & county administration costs)	\$ 279.08	\$ -	\$ 279.08	\$ 1,616,830.00	0% ^a
Special Tax	\$ -	\$ -	\$ -	\$ 801,014.00	0% ^a
Benefit Assessment	\$ -	\$ -	\$ -	\$ 1,082,918.00	0% ^a
Other Revenues (Natl. Wildlife Refuge in lieu of taxes)	\$ -	\$ -	\$ -	\$ -	0%
Interest on Pooled Money	\$ -	\$ -	\$ -	\$ 4,000.00	0% ^b
Misc rebates		\$ -	\$ -	\$ -	0%
Sale of Equipment		\$ -	\$ -	\$ 5,000.00	0% ^c
Total revenue received	\$ 279.08	\$ -	\$ 279.08	\$ 3,509,762.00	0%

^a Taxes are received from the County Controller's office in 3 installments:
 50% December 15
 40% April 15
 10% June 30

^b Interest is posted by County later in the year

This is preliminary data from the County Auditor-Controller's Office, Tax Analysis Unit.

Alameda County Mosquito Abatement District

BOARD OF TRUSTEES

Barbara Halliday, President
Ryan Clausnitzer, Vice-President
George Young, Secretary
Robert Dickinson
James N. Doggett
Richard Guarienti
Kathy Narum
Scott Paulsen
Jim Prola
Ronald E. Quinn
William M. Spinola
Jan Washburn

Chindi Peavey Ph.D

District Manager

cpeavey@mosquitoes.org

MONTHLY OPERATIONAL REPORT – July 2014

Dear Trustees:

I. NARRATIVE

The District received a total of 135 requests for service during July. There were 48 mosquito-biting reports. The ten-year average for adult mosquito service requests in July is 39.4. 62 requests for mosquitofish were received and 25 requests for inspection of potential mosquito sources.

Larval control efforts in July were focused primarily on four species of mosquitoes: *Aedes dorsalis*, the summer saltmarsh mosquito; *Culex pipiens*, the house mosquito; *Culex tarsalis*, the encephalitis mosquito; and *Culiseta incidens*, the fish pond mosquito.

The summer saltmarsh mosquito, *Aedes dorsalis*, breeds in tidal salt marsh areas that flood only during the highest tides of the month. This mosquito is a day biter that can be found in larger grassy areas like parks and school yards after the adults emerge and fly away from the salt marshes. 27 Acres of saltmarsh were treated for *Aedes dorsalis* in July. There were 8 service request that resulted from adult *Ae. dorsalis*.

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 2,716 mosquitofish were planted during the month. *Cs. incidens* was found at 5 service requests during the month.

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 20 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. *Cx. tarsalis* was found at 17 inspections during the month.

II. STATEMENT OF OPERATIONS – JULY 2014

PROGRAM EVALUATION MEASUREMENTS

Mosquito service requests = 40	Ten-year average =	39.4
	Five-year average =	28.8
	Last year=	40
	Range=	20 - 84
Number of all injuries during 2014 =		1

SERVICE REQUESTS

Fish requests	63
Mosquito biting	40
Mosquitoes & Fish	3
Request for inspection	23
Total	129

SPECIES IMPLICATED IN SERVICE REQUESTS

<u>Species</u>	<u>Fish</u>	<u>Mosquitoes</u>	<u>Mosquitoes & Fish</u>	<u>Inspect</u>	<u>Total</u>
<i>Culiseta incidens</i>	1	4	0	0	5
<i>Culex pipiens</i>	1	19	0	1	19
<i>Aedes dorsalis</i>	0	7	1	0	8
<i>Unknown</i>	0	10	0	0	10
<i>No mosquitoes found</i>	61	9	3	24	97

PHYSICAL/BIOLOGICAL CONTROL ACTIVITIES

203 fish ponds were planted with a total of 2,716 Fish

OPERATIONS

Administration	1,138.91	Regular Hours	3,228.75
Larval Surveillance & Control	1,320.67	Overtime hours	6
Disease monitoring	387.25	Total Work	3,234.75
Laboratory	125.75		
Equipment & Facility Maintenance	164.25		
Public Education	67.5	Vacation hrs used	228.25
Interagency Communication	8.5	Sick hours used	56.5
Fish Rearing and Maintenance	7.5	Workers Comp Lv	1.25
Safety	14.67	ETO used	14
Misc	0	Total Leave	300
Total Work	3,234.75	Total Hours	3,534.75

Manager's Report

August 13, 2014

- a)** Update on the Programmatic Environmental Impact Report (PEIR). The Coastal Region Managers are meeting with representatives of the California Department of Fish and Wildlife to address questions raised after the release of Solano County's PEIR. (Information only)
- b)** Audit – the audit firm of RJ Ricciardi will begin preparing the District's audit next month. This is the third year that this firm has conducted the audit of the District's finances. The Board will need to consider hiring a new auditing firm in fiscal year 2015-16. (Information Only)
- c)** Actuarial Report and OPEB Trust Fund – The District has contracted with the firm of Demsey Filliger to complete an Actuarial report for the District's Retiree Medical Expenses and CPA Lou Filliger has started the process of conducting the Actuarial evaluation. The trust account which was set up to pay for retiree health benefits is now fully funded with a balance of approximately \$4,079,000.00 and the District will begin paying retiree medical costs out of this fund. The Board now needs to reassess the asset allocation policy for this trust and determine whether the current asset allocation is appropriate or should be adjusted. Once the Actuarial Report is finished, a committee will need to be appointed to meet with Ellen Clarke from PFM, review the current asset allocation and determine how assets in the fund should be allocated going forward. (Information Only)
- d)** Update on West Nile virus activity – e-mails are being sent out regularly to the board as information comes in. I will provide an updated map and statistics at the Board meeting. (Information and Possible Board Action)
- e)** Albany – Board President Barbara Halliday, Board members Jan Washburn and Jim Prola and District Manager Chindi Peavey will be meeting with John Bliss of SCI Consulting Group to discuss meeting with representatives of Alameda County and the city of Albany regarding a survey of the property owners in that city. (Information Only)