

AGENDA

1019th MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

MARCH 11, 2015

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

1. Call to order.
2. Roll call.
3. President Clausnitzer 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 1018th meeting held February 11, 2015 (Board action required.)
5. Presentation of the Financial Audit for Fiscal Year 2013-14 by Michael O'Connor (Board Action Required)
6. Resolution 1019-1 honoring Barbara Halliday retirement from board
7. Resolution 1019-2 honoring Greg Wood retirement from the staff
8. Selection of contractor for replacement of shop roof and skylights. (Board action required)
9. Interim manager contract modification (addition of indemnity clause)(Board Action Required)
10. Renewal of the SCI contract for administering the Benefit Assessment (Board Action Required)
11. Approval to bill OPEB Trust for recovery of retiree health care expenses (Board action required)

12. Manager calls for a closed session to discuss two District personnel issues pursuant to Governmental Code 54957.

13. Financial Reports

- a. Review of warrants dated February 15, 2015 numbering 040515 through 042915 amounting to \$120,942.68 and warrants dated February 28, 2015 numbering 043015 through 046715 amounting to \$112,048.79. (Information only)
- b. Review of Expenditures and Revenues received as of February 28, 2015. (Information only)

14. Presentation of the Monthly Operational Report for February 2015. (Information only)

15. Presentation of the Manager's Report for February 2015. (Information only)

- a. Replacement of asphalt parking lot
- b. Letters of commendation for Neil Campbell and Nike Appice
- c. Recruitment for new District Manager
- d. HR services for the District
- e. Seasonal hires and trapping
- f. KDR analysis

16. Board President asks for reports on conferences and seminars attended by Trustees.(how about the MVCAC attendees in January?)

17. Board President asks for announcements from members of the Board.

18. Board President asks trustees for items to be added to the agenda for the next Board meeting.

19. 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

1018th MEETING OF THE BOARD OF TRUSTEES OF THE ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT

FEBRUARY 11, 2015

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

President Clausnitzer called the meeting to order at 5:00 PM

Trustees Dickinson, Clausnitzer, Narum, Prola, Halliday, Paulsen, Doggett, Donahue, Spinola and Guarienti were present. Trustees Quinn, and Young were absent.

Also present were 2 members of the public: John Rusmiser and Eliza Marquez.

President Clausnitzer invited members of the public to speak on any issue relevant to the District. No members of the public asked to speak.

The Board approved the minutes of the 1017th meeting held January 14, 2015. Richard Guarienti stated that he had noted two typographical errors in the minutes, but that he had informed District Manager Chindi Peavey and she had corrected them. Board member Jim Prola made a motion to approve the minutes as amended; the motion was seconded by Board member Narum. That motion was passed unanimously.

The Board entered closed session pursuant to Government Code 54954.5 Public Employee Appointment
Title (Interim District Manager)

The Board came out of closed session. The Board President reported out of closed session that Jan Washburn had been appointed to serve as interim manager

The Board discussed the compensation and terms of a contract with Jan Washburn as Interim Manager. The compensation will be \$100 per hour, capped at 40 hours per week beginning February 13th and extending until May 29th. The contract will state that Jan

Washburn is approved to sign warrants, approve payments and enter into contracts for the district, with approval of the board for contracts or purchases over \$7,500.

Board President Ryan Clausnitzer presentation of the President's Award Plaque to Past Board President Barbara Halliday by President Ryan Clausnitzer (information only)

The Board reviewed warrants dated January 15, 2015 numbering 035315 through 037215 amounting to \$84,515.01 and warrants dated January 31, 2015 numbering 037315 through 040415 amounting to \$127,195.58. (Information only)

The Board reviewed Expenditures as of January 31, 2015. (Information only)

The Board reviewed Revenues received as of January 31, 2015. (Information only)

District Manager Chindi Peavey presented the Monthly Operational Report for January 2015. (Information only)

District Manager Chindi Peavey presented the Manager's Report for January 2015. (Information only)

- a. MVCAC Annual Conference was held on January 25-27. Highlights of the conference were presented
- b. The Long Term Planning Committee interviewed firms offering contract Human Resource services and recommended Municipal Resource Group. The District Manager will negotiate a contract for up to \$7,000 in services from this company.
- c. CPA Michael O'Connor of RJ Ricciardi will present the audit at the March 11 Board meeting.
- d. District Manager Chindi Peavey reviewed the provisions of Brown Act.
- e. Brief Discussion of the truck purchase approved at the January Board meeting. The truck was purchased from Livermore Ford, which offered the lowest price. Fremont Ford had a "Delivered" price that was higher than MRSP, because it did not offer a discount for government agency purchases. The truck has been purchased and is being outfitted.

Board President Ryan Clausnitzer asked for reports on conferences and seminars attended by Trustees. President Clausnitzer reported on the Special District Leadership Academy Conference he attended in Napa on January 25-28. He recommended the Special District Leadership workshops for other trustees. He stated that about half of day was devoted to information on Human Resources and half to District Finances

Board President Ryan Clausnitzer asked for announcements from members of the Board. Trustee Barbara Halliday announced that she would be leaving the board sometime in March when a new trustee is appointed by the City Council. Trustee Jim Prola stated that he may be leaving the board also, if another council member is appointed by the City Council.

Board President Ryan Clausnitzer asked trustees for items to be added to the agenda for the next Board meeting. Trustee Prola requested that an item be placed on the next agenda thanking outgoing District Manager Chindi Peavey for her service to the District.

The meeting adjourned at 5:45.

Respectfully submitted,

Richard Guarienti, Secretary

Approved as written and/or corrected
at the 1019th meeting of the Board of
Trustees held March 11, 2015

Ryan Clausnitzer, President
BOARD OF TRUSTEES

December 2014

These companies participated in bidding for the new Main Shop roofing project:

Install Poly ISO in rib of existing panels, cover w/ ½" Densdeck, cover with 60 mil thick quality TPO membrane; Overlap & hot weld all seams
Install 8- new Prismatic Skylights w/ wood curbs & OSHA approved safety screens

1-Progressive Roofing \$56,989.00

2- C.I. Services Roofing \$67,535.00

3- Centimark Roofing \$50,608.00

If the Board would like a presentation for this project I'm sure that could be arranged.

Greg Wood

Mechanical & Facilities Maintenance
Alameda County Mosquito
Abatement District
23187 Connecticut Street
Hayward, Ca. 94545

Office #510-783-7744
Cell #510-755-4054

CONSULTANT AGREEMENT

This Agreement is made and is effective as of the 13th day of February, 2015, between Jan O. Washburn (“Consultant”) and Alameda County Mosquito Abatement District (“District”).

WHEREAS, District needs the services of a temporary District Manager; and

WHEREAS, the parties have determined that it is desirable to enter into a consulting contract and Consultant has agreed to the terms and conditions; and

WHEREAS, District and Consultant wish to make clear their respective rights and duties and thereby to minimize the possibility of future disagreements about the terms and conditions of Consultant’s retention or any possible termination of that retention; and

WHEREAS, Consultant will not receive any benefit, incentive, or compensation other than the temporary salary provided for in this Agreement;

NOW, THEREFORE, in consideration of the material advantages accruing to the parties and the mutual covenants contained herein, Consultant and District agree as follows:

A. Contractor Relationship. Consultant understands and agrees that in performing the herein described services, Consultant shall act as a temporary contract employee of District. Both parties agree that Consultant is retained on a temporary, at-will basis. Both parties agree that this relationship is governed solely by this Agreement, and not by any statutory provisions. Consultant shall not be entitled to any benefits accorded to District employees including, but not limited to, worker’s compensation, disability insurance, retirement benefits, health benefits, vacation or sick leave accrual or pay.

B. Term. The term of this Agreement shall begin on February 13, 2015 and will terminate on May 29, 2015, unless terminated by either party pursuant to Paragraph G of this

Agreement. This Agreement may be extended past its termination date by direction of the Board of Trustees (“Board”) and written consent of Consultant.

C. Consultant’s Duties. Consultant shall render his/her best professional services and skills for the benefit of District, performing the duties of an Interim District Manager. His/her primary responsibilities are to temporarily perform all supervisory and administrative tasks generally required of an executive officer for a similarly situated public agency and further to assist the board in coordinating the steps of initiating and completing the recruitment process for a permanent fulltime District Manager. These District Manager functions include, but are not limited to: supervising all District administrative and financial activities; preparing and administering the annual District budget as directed by the Board; reviewing all outside contracts on behalf of the District; entering into contracts on behalf of the District, with the Board’s approval of contracts in excess of seven thousand five hundred dollars (\$7,500); authorizing payments by the District and signing warrants, with the Board’s approval of payments in excess of seven thousand five hundred dollars (\$7,500); serving as the primary contact with the Board; supervising the preparation of Board and Board subcommittee agendas and staff reports; attending all Board and committee meetings; supervising the continuation of all mosquito control programs for the District; overseeing the District’s human resources, insurance, risk management, and occupational safety matters; hiring, firing, disciplining and promoting District employees; ensuring the District’s compliance with all applicable federal, California, and local laws, including but not limited to the Americans with Disabilities Act; communicating with other government agencies and with the public; and overall responsibility for District’s functioning during this interim period. Consultant shall be responsible for performing the work under this

Agreement in a manner which is consistent with the generally accepted standards for a professional public agency administrator.

D. Compensation. In consideration for Consultant's services, District agrees to pay Consultant one hundred dollars (\$100) per hour as compensation. Although Consultant will be compensated on an hourly basis, they are exempt from the overtime provisions of the Fair Labor Standards Act, and will not be compensated for hours worked in excess of forty (40) hours in any calendar week. The District will comply with all applicable federal and state tax withholding obligations. Consultant may work fewer than forty (40) hours per week while undergoing training under the supervision of the current District Manager for the period February 13, 2015 to February 27, 2015. Beginning March 1, 2015, through the remaining term of this Agreement, Consultant shall work on a full time basis. In the case of a public health emergency, the Board's Long Term Planning Committee may approve additional compensated hours. The compensation set forth in this paragraph shall be the full and sole compensation provided to Consultant, and District shall not provide Consultant with any other benefits unless specifically set forth in this Agreement.

E Additional Compensation or Reimbursements.

1. Fringe Benefits. The Consultant shall be issued a cell phone by the District to use for District business. The Consultant shall have the use of a District car to use for District business during work hours. The District shall provide Consultant with the administrative support, office space and computing technology necessary to perform Consultant's duties. The Consultant shall not receive any benefits in addition to that specifically set forth herein and specifically shall not include any employment benefits such as health, welfare, or

retirement benefits, except that the District will comply with all applicable federal and state tax withholding obligations.

2. Expense Reimbursement. District agrees to pay the travel, and subsistence expenses of Consultant for that official travel, meetings and occasions which are reasonably necessary to enable Consultant to pursue official or other functions for District, provided such travel is consistent with activities directed or authorized by the Board. Consultant shall use the District vehicle provided by the District, rather than their personal vehicle, for official travel. Consultant will not be reimbursed for mileage if their own personal car is used for District business.

3. Medical or Other Unavailability. Consultant shall not accrue any personal leave during the term of this Agreement and shall not accrue illness leave during the term of this Agreement.

F. Office Hours. District and Consultant agree that Consultant shall on a regular basis be present at the offices of District during a sufficient portion of office hours from 7:00 a.m. to 5:00 p.m. Monday through Friday in order to supervise and perform administrative services; however, Consultant shall otherwise perform these services at times and in such manner as Consultant determines, and Consultant shall not be compensated for hours worked in excess of forty (40) hours per calendar week.

G. Termination. Either Consultant or District may terminate Consultant's retention at any time upon giving the other party thirty (30) days' prior written notice. Neither party's right to terminate this Agreement shall be limited by an implied covenant or oral agreement. In the event of termination of this Agreement for any reason, Consultant shall be entitled to payment prorated to the date of termination but shall not be entitled to severance pay of any kind.

Following any notice of termination, Consultant shall fully cooperate with District in all matters relating to the winding up of their pending duties on behalf of District and the orderly transfer of any such pending work to such other employee(s) of District or the permanent District Manager.

H. Entire Agreement. This Agreement constitutes the entire agreement between the parties and contains all the agreements between them with respect to the subject matter hereof. It also supersedes any and all other agreements (including, but not limited to, employment or letter agreements) or contracts, either oral or written, between the parties with respect to the subject matter hereof. No party has made or relied upon any representations, warranties or commitments with respect to the subject matter of this Agreement except those specifically set forth herein. This Agreement shall be modified only with a written instrument duly executed by each of the parties.

I. Possession and Ownership of Property. Consultant may use such District property and materials without charge as is necessary and appropriate to carry out Consultant's responsibilities hereunder. Upon termination of this Agreement, regardless of how termination may be effected, or whenever requested by District, Consultant shall immediately turn over to District all of District's property, including all items used by Consultant in rendering services for District hereunder or otherwise, that may be in Consultant's possession, or under their control. All rights, title, royalties and interest to all work product of Consultant resulting from their performance under this Agreement, including software, systems, specifications, data, reports, opinions and any other such information and materials as may be accumulated by Consultant in performance of work under this Agreement, whether complete or in progress, shall be vested in District.

J. Confidentiality. The Consultant agrees that in addition to any other limitation, regardless of the circumstances of the termination of retention, they will not communicate to any person, firm or corporation any confidential information relating to District which they might from time to time acquire in the course of carrying out their responsibilities under this Agreement.

K. Waiver. Failure of either party to require the performance of any term or condition of this Agreement, or the waiver by either party of any breach of this Agreement, shall not prevent subsequent enforcement of any such term or any other term, nor be deemed to be a waiver of any subsequent breach.

L. Notices. Any and all notices or communications required or permitted to be given under this Agreement shall be delivered in writing by registered or certified mail, postage prepaid, and addressed in the case of Consultant, to 1386 Gilman Street, Berkeley, California, 94706, and, in the case of the District to 23187 Connecticut Street, Hayward, California 94542, or to such other address as either party hereto shall hereafter designate by written notice to the other party. Mailed notices or communications shall be delivered upon deposit thereof in the mail in accordance with this paragraph.

M. Review. Each party to this Agreement has had the opportunity to adequately review this Agreement, and failure to do so and any consequences thereof shall not be charged to the other party.

N. Headings and Severability. The paragraph headings contained in this Agreement are for reference purposes only and do not constitute substantive matter to be considered in construing the terms and provisions of this Agreement. The invalidity or unenforceability of any

particular provision of this Agreement shall not affect its other provisions, and this Agreement shall be construed in all respects as if such invalid or unenforceable provision had been omitted.

O. Indemnity. The District shall defend, indemnify and hold Consultant harmless from and against any and all liability, loss, expense, including reasonable attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement.

P. Miscellaneous.

1. Amendments. Except as otherwise specifically provided, the terms and conditions of this Agreement may be amended by mutual agreement, provided that before any amendment shall be valid or effective, it must be reduced to writing and signed by both parties. This Agreement may be extended past its termination date by direction of the Board and written consent of Consultant.

2. Binding on Heirs, Successors and Assigns. The consultant retention provisions of this Agreement are personal to Consultant, but the administrative provisions of this Agreement shall be binding upon and inure to the benefit of and shall be enforceable by the heirs, administrators, executors, successors and assigns of the parties hereto.

3. Arbitration and Attorney's Fees. If any dispute arises concerning the rights of either party regarding the terms of this Agreement, the parties shall submit that dispute to arbitration and shall accept as final and binding the decision of the duly selected arbitrator. The dispute shall be arbitrated pursuant to the California Employment Dispute Resolution Rules developed by the American Arbitration Association.

4. Drafting of Agreement. This Agreement was negotiated between the parties and shall be read as if it was prepared jointly by the parties.

5. Choice of Law. This Agreement shall be construed and enforced under the laws of the state of California.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement.

DISTRICT

Dated: _____

By: _____

Ryan Clausnitzer
Board President

CONSULTANT

Dated: _____

Consultant Name

APPROVED AS TO FORM:

Edward L. Kreisberg
Special Counsel for District
2402374.1

ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
LIST OF WARRANTS DATED FEBRUARY 28, 2015.

WAR NO	PAYEE	FOR	ACCT NO	AMT OF CHARGE	AMT OF WARRANT
043015	Vector Biologist	Total salary less deductions for payroll period	1011	2,547.77	
043015	Assist. Mosquito Control Tech.	"	1011	1,889.19	
043015	Vector Biologist	"	1011	2,764.97	
043015	Vector Biologist	"	1011	2,722.37	
043015	Mosquito Control Technician	"	1011	2,135.13	
043015	Environmental Specialist	"	1011	2,613.63	
043015	Field Supervisor	"	1011	2,995.05	
043015	Biological Specialist	"	1011	2,815.72	
043015	Entomologist	"	1011	3,169.14	
043015	Finance Manager	Total salary less deductions for payroll period	1011	2,459.14	
043015	Vector Biologist	"	1011	2,225.68	
043015	Assist. Mosquito Control Tech.	"	1011	2,513.37	
043015	IT Specialist	"	1011	2,595.98	
043015	District Manager	"	1011	3,233.80	
043015	Mechanic Specialist	"	1011	2,882.98	
043015	Mechanic Specialist	"	1011	2,762.18	
043015	IRS	Federal Tax Withheld	1011	6,923.22	
		Medicare Tax Withheld	1011	826.05	
		District Contribution to Medicare	1311	826.07	
043015	State of California	State Tax Withheld	1011	2,239.67	53,141.11
043115	Public Employees' Retirement System	Employees contributions	1011	16.00	
		Employee paid member contributions, 7%, 6.5%	1011	4,255.88	
		District contribution 12.330%, 6.7%	1211	7,201.36	11,473.24
043215	Aetna Life & Annuity	Employee contributions	1011		150.00
043315	Calpers 457 Plan	Employees contributions - PERS 457	1011		4,505.00
043415	Calpers	Health insurance	1411		26,943.89
043515	Jefferson Pilot Financial	Life insurance premium	1411		87.75
	Elizabeth Anders	Trustee in lieu expenses - 1018th meeting	3351.5		-

043615	Ryan Clausnitzer	Trustee in lieu expenses - 1018th meeting	3351.5		100.00
043715	James Doggett	Trustee in lieu expenses - 1018th meeting	3351.5		100.00
043815	Robert Dickinson	Trustee in lieu expenses - 1018th meeting	3351.5		100.00
	James Golden	Trustee in lieu expenses - 1018th meeting	3351.5		-
043915	Richard Guarienti	Trustee in lieu expenses - 1018th meeting	3351.5		100.00
044015	Barbara Halliday	Trustee in lieu expenses - 1018th meeting	3351.5		100.00
044115	Katherine Narum	Trustee in lieu expenses - 1018th meeting	3351.5		100.00
044215	Jim Prola	Trustee in lieu expenses - 1018th meeting	3351.5		100.00
044315	Scott Paulsen	Trustee in lieu expenses - 1018th meeting	3351.5		100.00
044415	Ronald Quinn	Trustee in lieu expenses - sign warrants 02-15-15	3351.5		100.00
044515	William Spinola	Trustee in lieu expenses - 1018th meeting	3351.5		100.00
	Jan Washburn	Trustee in lieu expenses - 1018th meeting	3351.5		-
	George Young	Trustee in lieu expenses - 1018th meeting	3351.5		-
044615	AT&T	Yellow pages listing	3392		62.00
044715	Airgas	Dry ice	3131.1		95.52
044815	Adapco	Vectobac	3391.1	6,199.80	
		Ramp test kit	3131.2	2,132.88	8,332.68
044915	Cintas	Personal supplies	3031	64.12	
		Laundry service	3071	322.37	386.49
045015	Carquest Auto	Fuse	3231		5.62
045115	General Auto Parts	V 40 front brake	3231		226.81
045215	Kimball Midwest	Miscellaneous parts	3231	58.62	
		Miscellaneous parts	3171	84.85	143.47
045315	Livermore Auto	V 56 step	3231		602.62
045415	Mar Len	Carberator	3231		188.57
045515	Macke Water	Rental	3551		97.27
WAR			ACCT	AMT OF	AMT OF
NO	PAYEE	FOR	NO	CHARGE	WARRANT
045615	PG & E	Utilities	3271		1,087.17
045715	Pitney Bowes	Postage	3111		208.99
045815	Public Health Foundation	Chicken Sera testing	3131.5		313.20
045915	Sonitrol	Monitoring charges	3551		691.49
046015	Techniclean	Tissue, towel	3051		159.89

046115	Verizon	Communication expenses	3291.4	89.76
046215	Wright Express	Fuel expenses, statement ended 02-15-15	3351.1	1,906.25
046315	Richard Finn	Reimbursement of light trap utility	3391.6	30.00
046415	Peter Peterson	Reimbursement of light trap utility	3391.6	30.00
046515	Douglas Safreno	Reimbursement of light trap utility	3391.6	30.00
046615	Jean Ahlefeldt	Reimbursement of light trap utility	3391.6	30.00
046715	Lance Yung	Reimbursement of light trap utility	3391.6	30.00
Total Warrants				112,048.79

**ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT
LIST OF WARRANTS DATED FEBRUARY 15, 2015.**

WAR NO	PAYEE		ACCT NO	AMT OF CHARGE	AMT OF WARRANT
040515	Vector Biologist	Total salary less deduction for payroll	1011	2,433.45	
040515	Assist. Mosquito Control Tech.	February 1 to February 15, 2015.	1011	1,889.19	
040515	Vector Biologist	"	1011	2,650.66	
040515	Vector Biologist	"	1011	2,722.37	
040515	Mosquito Control Technician	"	1011	2,135.14	
040515	Environmental Specialist	"	1011	2,499.32	
040515	Field Supervisor	"	1011	2,995.04	
040515	Biological Specialist	"	1011	2,701.40	
040515	Entomologist	"	1011	3,054.83	
040515	Finance Manager	"	1011	2,387.70	
040515	Vector Biologist	"	1011	2,181.46	
040515	Assist. Mosquito Control Tech.	"	1011	2,513.37	
040515	IT Specialist	"	1011	2,535.34	
040515	District Manager	"	1011	3,233.79	
040515	Mechanic Specialist	"	1011	1,449.09	
040515	Mechanic Specialist	"	1011	2,690.74	
040515	IRS	Federal tax withheld (payroll)	1011	6,691.46	
		Medicare Tax Withheld (payroll)	1011	800.57	
		District Contribution to Medicare (payroll)	1311	800.55	
040515	State of California	State Tax withheld (payroll)	1011	2,171.17	50,536.64
040615	Public Employees' Retirement System	Employee Contributions	1011	16.00	
		Employee Paid Member Contributions, 7% & 6.5%	1011	4,133.55	
		Employer Contribution 12.330% & 6.7%	1211	7,075.26	11,224.81
040715	Aetna Life & Annuity	Employee Contributions	1011		150.00
040815	CALPERS 457 Plan	Employee Contributions - PERS 457	1011		4,505.00
040915	Delta Dental Plan	Monthly Premium	1411		4,675.86
041015	Vision Service Plan	Health premium	1411		892.08
041115	Adapco	Altosid, Vectobac	3391.1		10,448.70
041215	Airgas	Dry ice	3131.1		98.59
041315	Bayside	Janitorial services, February 2015	3051		300.00
041415	Cintas	Laundry service	3071	545.06	

		Personal supplies	3031	0.00	545.06
041515	Corporate Park Landscaping	Landscape maintenance	3211		170.00
041615	Carquest Auto	Lubricator	3231		55.40
041715	Campbell, Neil	Reimbursement ear muffs	3391.6		32.69
041815	Dapper Tire	Trailer tires	3231		184.92
041915	Hayward Water	Utilities	3271		1,056.12
042015	Huston, Joseph	Reimbursement MVCAC meal	3351.2		30.80
042115	KBA Docusys	Canon copier rental	3111		446.92
042215	Meyers, Nave	Legal expenses	3411		5,853.75
042315	PFM Asset Mgt	Investment advisory services	3411		1,734.72
042415	Quill	Report cover	3111		96.19
042515	Renne Sloan Holtzman	Legal expenses	3411		2,652.46
042615	R J Ricciardi	Audit fee, progress billing	3411		2,245.00
042715	SCI Consulting	Project administration	3411		16,250.00
042815	Waste Management	Garbage service for January	3271		153.40

WAR			ACCT	AMT OF	AMT OF
NO	PAYEE		NO	CHARGE	WARRANT
042915	Rocky Mountain	Muckboots - muckboot	3031	107.45	
		Office Depot - planner	3111	32.68	
		Canon - copier rental	3111	339.45	
		Target - sympathy card	3111	4.37	
		City of Berkeley - parking, MI	3111	5.50	
		Evergreen - HP printer	3121	417.69	
		ESRI - maintenance for desktop	3121	836.00	
		Radioshack - headphone	3121	32.83	
		Radioshack - headphone	3121	24.63	
		Radioshack - headphone	3121	43.78	
		TFS - bottles for lab	3131.5	513.49	
		Hemos - lab supplies	3131.5	34.62	
		TelePacific - comm exp	3291.1	888.19	
		Craigslist - Mechanic position	3291.2	75.00	
		Craigslist - IT position	3291.2	75.00	
		Travel Reservation - Hotel, MVCAC. JD	3351.3	480.87	
		Travel Reservation - Hotel, MVCAC. RQ	3351.3	160.46	
		Travel Reservation - Hotel, MVCAC. JH	3351.3	160.46	
		MVCAC - registration, CP	3351.3	320.00	
		MVCAC - registration, JD	3351.3	215.00	

MVCAC - registration, JH	3351.3	215.00	
MVCAC - registration, JW	3351.3	215.00	
MVCAC - banquet, JW	3351.3	55.00	
East Bay - lopper	3391.2	151.10	
CTC - subscription	3392	20.00	
Lepers - legal expenses	3411	1,180.00	
Sub-total			6,603.57
Total			120,942.68

STATEMENT OF EXPENDITURES - FEBRUARY 28, 2015.

	Budget Year 14-15			
	EXPENDITURES	TO-DATE	BUDGETED	BALANCE
Salary & Wages	168,285.38	1,371,782.85	2,239,304.00	867,521.15
Service and Supplies	64,706.09	439,309.84	896,362.00	457,052.16
Capital Expenditures	0.00	76,628.30	324,000.00	247,371.70
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	232,991.47	1,887,720.99	3,629,666.00	1,741,945.01

IV. CASH BALANCE - February 28, 2015 : \$ 3,554,296.49 (Does not include interest revenue for February)

Sincerely,

Jan O. Washburn
District Manager

Alameda County Mosquito Abatement District

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Barbara Halliday
Kathy Narum
Scott Paulsen
Jim Prola,
Ronald E. Quinn
William M. Spinola
City of Oakland, vacant
City of Berkeley, vacant

Jan O. Washburn
District Manager
jwashburn@mosquitoes.org

MONTHLY OPERATIONAL REPORT – February 2015

Dear Trustees:

I. NARRATIVE

The District received a total of 75 requests for service during February. There were 24 mosquito-biting reports. The ten-year average for adult mosquito service requests in February is 6. The District had 32 requests for mosquitofish, 18 requests for inspection of potential mosquito sources, and 1 request for fish to be picked up after removal from a swimming pool.

Larval control efforts in February were focused primarily on four species of mosquitoes: *Aedes squamiger*, *Culiseta incidens*, the fish pond mosquito; *Culiseta inornata* the winter marsh mosquito and *Culex tarsalis*, the encephalitis mosquito, and *Aedes dorsalis* the summer saltmarsh mosquito.

Aedes squamiger, the winter salt marsh mosquito, is found in salt marshes as soon as water begins to collect. The eggs were laid on the soil and plant stems in a previous season. The larvae from this species will continue to develop, and additional eggs will hatch as the water levels rise after each rain until around the middle of March when adults emerge synchronously (unless control measures are taken). The adults are vicious day biters that are capable of flights of over 10 miles. Larvae of *Ae. squamiger* were found at 12 locations during the month in the cities of Oakland, Hayward, Newark, San Leandro and Fremont.

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. Adult *Ae. dorsalis* mosquitoes were found at 3 locations in Fremont and Hayward. 15 acres of tidal salt marsh were treated for *Aedes dorsalis* larvae.

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. *Cs. incidens* was found at 47 locations during the month.

Culiseta inornata, the winter marsh mosquito, is found after the first rains in fall. The female mosquitoes over summer in protected sites that range from culvert pipes to gopher holes. After the first rains, these mosquitoes lay eggs in a wide range of sources from rain water pools to brackish marshes and will go through multiple cycles until the temperature warms in the spring. These large brown mosquitoes are usually found biting at dusk or on overcast days. Larvae of *Cs. inornata* were found at 64 locations in February.

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 which increases their potential to transmit diseases such as West Nile virus from these animals to humans. *Cx. tarsalis* larvae were found at 42 locations during the month.

Manager's Report

March 11, 2015

- a. **Asphalt Lot:** The District parking lot has been excavated and resurfaced. The project will be completed when temperatures are high enough to allow sealing of the surface.
- b. **Letters of Commendation for Neil Campbell and Nick Appice:** Two of our field technicians stopped a robbery in progress in Fremont on February 27. Letters of commendation have been placed in their files and each employee has been awarded two hours of comp time in recognition of their service to the District and community.
- c. **Recruitment for New Manager:** The job announcement for District Manager has been posted on the websites of ACMAD, the Mosquito and Vector Control Association of California and the American Mosquito Control Association. The closing date has been set at March 31. To date, we have received five applications, and I have begun the process of checking references and credentials for these applicants.
- d. **HR Services for the District Personnel:** The District has engaged the services Leticia (Letty) Juarez of Municipal Resource Group to provide HR services for our staff. Letty will be on site three hours per week beginning the week of March 14. She will also be available "on call" for our employees by phone and e-mail for consultation. When not providing HR services directly to our employees, Letty will focus on revising District policies.
- e. **Seasonal Hires and Trapping:** We have hired two seasonal works to assist the District Entomologist with trapping procedures. Owing to the unseasonably warm conditions, we are experiencing early emergence of several important mosquito species. These two seasonal will assist with monitoring adult mosquito populations and determining if and when the yellow fever mosquito, *Aedes aegypti*, arrives in Alameda County.
- f. **Cessation of Sentinel Chicken Surveillance:** After reviewing the cost and benefits of maintaining sentinel chicken flocks for arbovirus surveillance, I have cancelled this program for the upcoming fiscal year.
- g. **Knock Down Resistance (KDR):** Data collected from *Culex pipiens* populations collected in Livermore during the fall of 2014 indicate a high prevalence of the kdr mutation. This finding is of serious concern to the District because it suggests are standard adulticiding procedures may be ineffective at control this important vector species. We are now collecting additional populations of *C. pipiens* throughout the county to determine the distribution of the mutation in different geographic areas. We are also conducting bioassays to determine the susceptibility of *C. pipiens* populations to standard materials used by the District for adulticiding. Similar studies are being conducted by other districts throughout the state.

- h. Asphalt Lot:** The District parking lot has been excavated and resurfaced. The project will be completed when temperatures are high enough to allow sealing of the surface.

Alameda County Mosquito Abatement District

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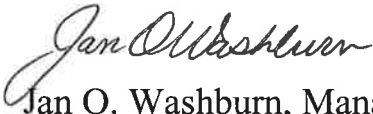
Jan O. Washburn Ph.D
District Manager
jwashburn@mosquitoes.org

March 2, 2015

Neil Campbell,

On behalf of the Alameda County Mosquito Abatement District, I want to thank you for assisting in preventing a robbery in progress last Friday, February 27 in Fremont. The decision by you and Nick to act swiftly in providing aid to the young victim speaks well of your character and demonstrates a good moral code. Moreover, your actions reflect positively on the District and its staff, showing that our personnel are good citizens in addition to being professional mosquito control technicians. I am grateful for your willingness to go above and beyond the call of duty in service to the District and have added two hours of comp time your hourly worksheet. Thanks again for your efforts.

Sincerely,



Jan O. Washburn, Manager
Alameda County Mosquito Abatement District

cc: Ryan Clausnitzer, President
Board of Trustees
Alameda County Mosquito Abatement District

KDR (Knock Down Resistance) in Alameda County

Pyrethroid insecticides are the predominant active ingredient for adult insecticide materials used today. KDR is a genetic mutation which reduces the efficacy of pyrethroid treatments - hence the name **Knock Down Resistance**. The mutation is associated with exposures to pyrethrins, pyrethroids and DDT. The KDR mutation has been found in many insects, but it is of particular concern if found in mosquitoes because of the lack of alternative control measures for adult populations.

Last year, ACMAD participated in the California Department of Public Health's KDR testing service. ACMAD has a record of using very little adulticide material because our program is primarily focused on larval control. Our expectation was to find little to no KDR presence, but this was not the case. Forty-five individual *Culex pipiens* mosquitoes and four mosquito pools (i.e., groups of three or more individuals) from the city of Livermore were tested. Nearly 96% of the individual mosquitoes tested were KDR positive, and all four of the mosquito pools had KDR presence as well.

The significance of these results is that Alameda County does have a significant amount of KDR presence in *Culex pipiens* (in Livermore) which may reduce the efficacy of the adulticide materials used by the District. Because ACMAD has a long history of only rarely using adulticides, it is also unlikely that previous ACMAD treatments were the driving force for this genetic change in the mosquito population. It is more likely that the change comes from other sources such as agriculture, private home owners, etc. I have prioritized further KDR testing of *Culex pipiens* populations throughout Alameda County in order to determine the extent of the problem and improve the efficacy of our adulticing operations.

Alameda County Mosquito Abatement District

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Jan O. Washburn Ph.D
District Manager
jwashburn@mosquitoes.org

March 2, 2015

Nick Appice,

On behalf of the Alameda County Mosquito Abatement District, I want to thank you for assisting in preventing a robbery in progress last Friday, February 27 in Fremont. The decision by you and Neil to act swiftly in providing aid to the young victim speaks well of your character and demonstrates a good moral code. Moreover, your actions reflect positively on the District and its staff, showing that our personnel are good citizens in addition to being professional mosquito control technicians. I am grateful for your willingness to go above and beyond the call of duty in service to the District and have added two hours of comp time your hourly worksheet. Thanks again for your efforts.

Sincerely,



Jan O. Washburn, Manager
Alameda County Mosquito Abatement District

cc: Ryan Clausnitzer, President
Board of Trustees
Alameda County Mosquito Abatement District