

SAN JOAQUIN COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

7759 SOUTH AIRPORT WAY, STOCKTON, CA 95206

Telephone: (209) 982-4675 Fax: (209) 982-0120

Website: www.simosquito.org Email: district@simosquito.org

BOARD OF TRUSTEES MEETING

AGENDA

**Tuesday, April 21, 2015
1:00 P.M.**

All proceedings before the Board of Trustees are conducted in English. The District does not furnish interpreters and, if one is needed, it shall be the responsibility of the person needing one. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meetings of the District, please contact the Manager at (209) 982-4675 at least 48 hours prior to the meeting to enable the District to make reasonable arrangements to ensure accessibility.

- 1. CALL TO ORDER; ROLL CALL**

- 2. PUBLIC COMMENT PERIOD** – This time is reserved for members of the public to address the Board of Trustees relative to matters within the jurisdiction of the San Joaquin County Mosquito & Vector Control District. No action may be taken on non-agenda items unless authorized by law. Speakers should hold comments on items listed as a Public Hearing until the Hearing is opened. Comments will be limited to five minutes per person.

- 3. CONSENT CALENDAR**
 - a. Draft Minutes of the March 17, 2015 regular meeting of the Board of Trustees
 - b. Expenditure and financial reports for March 2015
 - c. District activities report for March 2015
 - d. Public Information & Outreach report for March 2015
 - e. Manager's report
 - f. Correspondence

- 4. STATUS ON SALE OF SURPLUS DISTRICT PROPERTY, 200 N BECKMAN RD. LODI, CA**
Report on progress as it pertains to sale of property

- 5. REPORT OF POLICY COMMITTEE MEETING**

- 6. REQUEST FOR AUTHORIZATION TO DISPOSE OF SURPLUS DISTRICT EQUIPMENT**

- 7. REVIEW DISTRICT BOARD RESPONSE TO THE 2013-2014 GRAND JURY CONTINUITY REPORT PER CALIFORNIA PENAL CODE §933 AND §933.5**

- 8. REPORT OF ATTENDANCE AT THE AMERICAN MOSQUITO CONTROL ASSOCIATION (AMCA) ANNUAL CONFERENCE HELD MARCH 29 – APRIL 2, 2015.**

- 9. COMMENTS FROM TRUSTEES AND STAFF ON NON-AGENDA ITEMS**

10. OTHER BUSINESS; ANNOUNCEMENT OF FUTURE BOARD AND COMMITTEE MEETINGS

- The next regular meeting of the Board of Trustees will be 1:00 p.m. Tuesday, May 19, 2015
- Budget Committee Meeting prior to Board Meeting – 11:30 a.m. Tuesday, May 19, 2015

11. ADJOURN

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 4/14/2015
Re: April 21, 2015 BOT Meeting, Agenda Item 3

3. CONSENT CALENDAR

- a. **Draft minutes of the March, 2015 regular meeting of the Board of Trustees**
- b. **Expenditure and Financial reports for March, 2015**
(Will be provided at meeting for Board's review)
- c. **District activities report for March, 2015**
- d. **Public Information and Outreach report for March, 2015**
- e. **Manager's report**
- f. **Correspondence**

The Consent Calendar consists of items that require approval or acceptance but are self-explanatory, the Expenditure and Financial Report will be reviewed prior to Board approval. In addition, if the Board would like to discuss any other item listed, it may be pulled from the Consent Calendar and discussed separately.

If there are no items that the Board would like to discuss separately, it is recommended that the Board of Trustees approve the Consent Calendar once presented in its entirety.

Attachments

**SAN JOAQUIN COUNTY MOSQUITO & VECTOR CONTROL DISTRICT
7759 SOUTH AIRPORT WAY, STOCKTON, CALIFORNIA 95206**

MINUTES OF THE BOARD OF TRUSTEES MEETING

March 17, 2015

1. Call to Order

The regular meeting of the Board of Trustees of the San Joaquin County Mosquito and Vector Control District was held Tuesday, March 17, 2015, at the District's Stockton office. President Lambdin called the meeting to order at 1:00 p.m.

Trustees Present:

Francis Groen
Jay Colombini
Joy Meeker
Greg O'Leary
Gary Lambdin
Jack Fiori
Marc Warmerdam
Mike Manna

Staff Members Present:

Eddie Lucchesi, Manager
John Fritz, Asst. Manager
Jamie Newcomb, Secretary
Emily Nicholas, Administrative Assistant
Shaoming Huang, Entomologist
Aaron Devencenzi, Public Info. Officer

Legal Advisor: Chris Eley, Attorney at Law

Other: Jim Martin, Lee & Associates

Trustees Absent:

Omar Khweiss
Chet Miller
Glenn Page

2. Public Comment Period

There was no public comment.

3. Consent Calendar

- a. **Minutes of the February 17, 2015 regular meeting of the Board of Trustees**
- b. **Expenditure and Financial Reports for February 2015.**
- c. **District activities report for February 2015.**
- d. **Public Information & Outreach report for February 2015.**
- e. **Manager's report**
- f. **Correspondence**

Emily Nicholas, Administrative Assistant, discussed aspects of the VCJPA Member Contingency Fund with the Board. She reviewed the District's fund amount and policy used to establish a prudent fund balance. Following review and discussion of the Consent Calendar, it was moved by Trustee Fiori,

seconded by Trustee Groen, to approve the Consent Calendar as presented; the motion was unanimously approved.

4. Review/Discussion/Action to accept the 2014 District Annual Report.

Aaron Devencenzi, District PIO, presented the board with a draft of the 2014 Annual Report. He summarized the information contained and what sources were used to gather the information. He stated that the annual report can be a very important tool for the District to have available for the public's use. Aaron also shared the District's new door hanger developed for District technicians to use in the field. The board was very impressed with the quality of work and information that was put into the door hanger. Following review and discussion of the draft Annual Report, it was moved by Trustee Colombini, seconded by Trustee Meeker, to approve the Annual Report as presented; the motion was unanimously approved.

5. Status on sale of surplus district property, 200 N Beckman Rd. Lodi CA
Report on progress as it pertains to sale of property

Jim Martin from Lee & Associates, informed the board that the buyer's lending institution made several inquiries regarding the Phase I ESA report. Based on that report, the buyer's lending institution was reluctant to finance the property. Mr. Martin stated the buyer was in the process of working with a new lending institution. Manager Lucchesi stated that since this development, the District received a letter from the State's Central Valley Regional Water Quality Control Board that confirms the Regional Board has no intention of pursuing the current or future property owners for additional investigation or cleanup. Mr. Lucchesi stated this letter, referred to as a "comfort" letter, will be made available to the buyer to use when seeking financing from the lending institutions. Trustee O'Leary inquired of Mr. Martin's opinion regarding the buyer's intention with continuing in the purchase of the property, Mr. Martin stated he thought that the buyer was very motivated to buy the property, and qualifies for an 80% loan. Trustee Manna suggested that the board look into holding the loan for the buyer if he could not find another institution. Trustee O'Leary stated he was not comfortable with that process and felt it better if the buyer seeks funding from another lending institution. He felt the buyer should be allowed more time to secure financing for the property. Following review and discussion of the surplus property, it was moved by Trustee Groen, seconded by Trustee Meeker, to approve an extension to the escrow period at the discretion of the Manager; the motion was unanimously approved.

6. Tick Surveillance Report.

Dr. Shaoming Huang presented the District's tick surveillance report for 2015, he informed the board that there are over 900 species of ticks in the world, 90 species in the U.S., and 47 species in California. Ticks can transmit disease similar to mosquitoes. Lyme disease is the tick-borne disease of concern in California. The District collects ticks in known habitats in the County in search for the Western black-legged tick known vector of Lyme disease in California. When found, these ticks are tested for presence of Lyme disease. Dr. Huang stated the District concentrates their efforts in public parks along hiking trails near wooded and vegetative areas. When ticks are collected, the District notifies park rangers to place appropriate signs informing the public on measures to take to protect themselves when entering the park.

7. Request for authorization for designated staff and Trustees to attend the MVCAC Board of Directors and Committee meetings, April 30th – May 1st, 2015 in Modesto, CA.

Following review and discussion, it was moved by Trustee O'Leary, seconded by Trustee Warmerdam to authorize Manager Lucchesi, selected staff and interested Trustees to attend the MVCAC Board of Directors and Committee meetings, April 30th – May 1st, 2015 in Modesto, CA; the motion was unanimously approved.

8. Request for authorization to develop an eligibility list for the position of Mosquito Control Technician II, and to fill subsequent vacancy for position of Mosquito Control Technician I.

Manager Lucchesi notified the Board that an employee will be retiring in March 2015, and the District needs to develop an eligibility list to fill that position of Mosquito Control Technician II (MCTII). The list will be created from in house employees for this position. In addition, Manager Lucchesi stated that after a MCT II is selected, a vacancy in the position of Mosquito Control Technician I will also need to be filled. After review and discussion, it was moved by Trustee O'Leary and seconded by Trustee Groen to start the process of filling these positions. This motion was unanimously approved.

9. Comments from Trustees and staff on non-agenda items.

Trustee Meeker informed the board she received a call from the Mayor of Escalon regarding Trustee Health Insurance. He requested that she look into revisiting this again at a future board meeting.

10. Other Business; Announcement of future Board and Committee meetings.

- **Manager Lucchesi announced the next regular meeting of the Board of Trustees will be 1:00 p.m. Tuesday, April 21, 2015.**
- **Manager Lucchesi announced there would be a Policy Committee meeting on April 21, 2015 at 11:30 a.m.**

11. Adjournment

There being no further business, it was moved by Trustee Groen, seconded by Trustee Warmerdam, to adjourn the meeting at 2:25 p.m.; the motion passed unanimously.

MS. JOY MEEKER, SECRETARY

MR. EDDIE LUCCHESI, MANAGER

San Joaquin County Mosquito & Vector Control District
FUND BALANCE REPORT
 March 2015

	SJC-55401 GEN FUND	SJC-55402 BEN ASSESSMENTS	SJC-55411 CONTINGENT	SJC-55412 GEN RESERVE	ALL FUNDS TOTAL
DISTRICT OPERATIONS					
REVENUES	44,770.44	176.41	-	-	-
TRANSFER IN	-	-	-	-	-
NET REVENUES	\$ 44,770.44	\$ 176.41	\$ -	\$ -	\$ -
EXPENSES					
TRANSFER OUT	441,135.85	-	-	-	-
NET EXPENSES	\$ 441,135.85	\$ 335,000.00	-	-	-
NET CHANGE	\$ (396,365.41)	\$ (334,823.59)	\$ -	\$ -	\$ (731,189.00)
REVENUES:					
PROPERTY TAX	-	-	-	-	-
STATE AID HOME OWNER PROPTTY TAX	-	-	-	-	-
INTEREST INCOME	-	-	-	-	-
OTHER GOVT REDVLP PASS THROUGH	-	-	-	-	-
SPECIAL ASSESSMENTS CURR	-	176.41	-	-	-
MISC. REVENUES	6,926.88	-	-	-	-
MEDICAL REIMBURSEMENT	37,843.56	-	-	-	-
TOTAL REVENUES	\$ 44,770.44	\$ 176.41	\$ -	\$ -	\$ 44,946.85
BEGINNING BALANCE, On deposit w Auditor's, 02/28/15					
ENDING BALANCE, On deposit w Auditor's, 03/31/15	5,131,469.29	998,589.35	1,134,190.00	2,052,770.00	-
	4,896,149.47	663,765.76	1,134,190.00	2,052,770.00	-
REVOLVING FUND BALANCE, 03/31/15	182,649.10	-	-	-	-
CALGRD PAYABLE	(20,410.11)	-	-	-	-
ADJUSTED ENDING BALANCE, 03/31/15	\$ 5,058,388.46	\$ 663,765.76	\$ 1,134,190.00	\$ 2,052,770.00	\$ 8,909,114.22
ENDING FUND BALANCE, 03/31/14	\$ 4,674,228.79	\$ 935,508.55	\$ 1,076,574.00	\$ 2,114,175.00	\$ 8,800,486.34

San Joaquin County Mosquito & Vector Control District
Budget and Actual Comparison
July 2014 through March 2015

	<u>Jul '14 - Mar 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Revenues				
47000000-MISC. REVENUES	\$ 402,245.71	\$ 628,016.00	\$ (225,770.29)	64.05%
4100000 · PROPERTY TAX	\$ 2,293,259.13	\$ 3,866,735.00	\$ (1,573,475.87)	59.31%
4400000 · INTEREST INCOME	\$ 18,255.76	\$ 22,205.00	\$ (3,949.24)	82.22%
4500000 · AID FROM OTHER GOVT AGENCIES	\$ 40,335.76	\$ 58,140.00	\$ (17,804.24)	69.38%
4605000 · CHARGES FOR SERVICES	\$ 1,580,932.12	\$ 2,935,210.00	\$ (1,354,277.88)	53.86%
Total Income	<u>\$ 4,335,028.48</u>	<u>\$ 7,510,306.00</u>	<u>\$ (3,175,277.52)</u>	<u>57.72%</u>
Gross Revenue	\$ 4,335,028.48	\$ 7,510,306.00	\$ (3,175,277.52)	57.72%
Expense				
600000 · EE SALARIES & WAGES	\$ 1,789,972.76	\$ 2,417,054.00	\$ (627,081.24)	74.06%
601000 · EMPLOYEE BENEFITS	\$ 1,574,199.79	\$ 2,286,930.00	\$ (712,730.21)	68.84%
620000 · GEN SRVS&SUPPLIES	\$ 1,530,237.44	\$ 2,626,145.00	\$ (1,095,907.56)	58.27%
Total Expense	<u>\$ 4,894,409.99</u>	<u>\$ 7,330,129.00</u>	<u>\$ (2,435,719.01)</u>	<u>66.77%</u>
Other Expense				
Other Expense				
630000 · OTHER CHARGES	\$ 38,327.36	\$ 41,600.00	\$ (3,272.64)	92.13%
640000 · CAPITAL EXPENSE	\$ 25,493.98	\$ 179,500.00	\$ (154,006.02)	14.2%
Total Other Expense	<u>\$ 63,821.34</u>	<u>\$ 221,100.00</u>	<u>\$ (157,278.66)</u>	<u>28.87%</u>
Net Change	<u>\$ (623,202.85)</u>	<u>\$ 7,551,229.00</u>	<u>\$ (8,174,431.85)</u>	<u>-8.25%</u>

San Joaquin County Mosquito & Vector Control District Expenses by Vendor Summary

March 2015

	Mar 15
ACE Hardware	\$ 44.07
ACS All City Safety	\$ 112.75
Adapco - Fennimore Chemicals	\$ 44,046.15
Airgas	\$ 177.04
Airport Shuttle (conference)	\$ 38.00
Amazon Marketplace	\$ 183.36
American Mosquito Control Association	\$ (35.00)
AT&T	\$ 621.26
Bank of America (ATM fee)	\$ 3.00
Bass Pro Shop (D Meidinger retirement)	\$ 250.00
Battery Bill, Inc	\$ 169.66
Bay Alarm	\$ 898.56
Ben Meadows Co	\$ 214.51
Big Valley Ford	\$ 92.89
Business Printing Service	\$ 251.79
CA Board of Equalization, 2014 used tax	\$ 790.00
CalPERS	\$ 52,662.48
CDWG inc.	\$ 390.22
Central Valley Motor-Napa Auto Parts	\$ 52.09
Chase Chevrolet Co.	\$ 823.66
City of Lodi	\$ 401.30
City of Stockton	\$ 184.97
Clutch & Brake Xchange Inc.	\$ 91.70
Complete Welders Supply	\$ 253.34
Creative Outdoor Environments, Inc.	\$ 300.00
Croce & Company	\$ 7,000.00
De Lage Landen Financial Services	\$ 415.80
Delta Air (conference)	\$ 9.99
Delta Dental	\$ 5,198.43
Dollar Tree Stores Inc	\$ 1.09
Electronic Data Solutions	\$ 56.45
Eley, Christopher K	\$ 636.00
French Camp McKinley Fire Protection Dist	\$ 74.00
G&K Services	\$ 1,070.44
Grainger	\$ 276.39
H.D. Hudson Manufacturing Company	\$ 300.95
Hewlett-Packard Financial Services Co.	\$ 259.58
Hilton Hotel(conference)	\$ 344.25
Imperial Building Maintenance	\$ 342.85
J. Milano Co., Inc.	\$ 164.27
JC Paper	\$ 39.98
K Mart	\$ 10.81
Keith's Trophy Supply, Inc.	\$ 80.79
Lowe's	\$ 95.94
Lucas Business Systems	\$ 203.89
Mayaco, Marketing&Internet	\$ 175.00
Misc. Restaurants (conference)	\$ 227.04
Moore Spring Service Inc.	\$ 11.61
Nestle Pure Life Direct, Nestle Water	\$ 200.67
Office Depot	\$ 207.26
Orchard Supplies Hardware	\$ 29.93
Pacific Gas&Electric Co.	\$ 1,888.22
Precissi Flying Service	\$ 950.00
Raley's	\$ 39.99
Rexel Norcal Valley	\$ 60.57
Richard Chiapparelli Electric	\$ 70.00
Safety-Kleen	\$ 422.35
San Joaquin County Auditor's	\$ 2,971.00

San Joaquin County Mosquito & Vector Control District Expenses by Vendor Summary

March 2015

	<u>Mar 15</u>
San Joaquin County ISD	\$ 502.64
San Joaquin County, Solid Waste	\$ 27.69
San Joaquin Magazine	\$ 500.00
Smart&Final	\$ 242.25
SPS Southern Prosthetic	\$ 177.31
Steam Cleaners Stockton Inc.	\$ 276.20
Stericycle Inc.	\$ 193.89
Stockton Scavengers Association, Inc	\$ 163.19
Target (Retail Outlet)	\$ 44.84
Target Specialty Products	\$ 14,894.90
Taxi Cab Misc. Co (conference)	\$ 33.00
TelePacific (Arrival Communications)	\$ 356.02
The Bearing Ball Store	\$ 211.00
Tom Hillier Ford	\$ 1,148.77
Trend Micro Small Business	\$ 320.96
UC Davis	\$ 241.00
Univar	\$ 15,203.32
Unum Life Insurance	\$ 2,501.16
Verizon Wireless	\$ 899.58
Vision Service Plan CA	\$ 820.75
VWR International	\$ 39.84
Wilbur-Ellis	\$ 4,258.82
TOTAL	<u>\$ 169,910.47</u>

SAN JOAQUIN COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
District Activities Report

March 2015

Work Completed:

CONTINUATION OF SWIMMING POOL INSPECTIONS ON PROPERTIES IN FORECLOSURE

The District continues to work with the County Assessor's office and the County GIS Department to develop a list of properties with swimming pools that are either in default or full foreclosure. There were 8 pools on the March pools list, down from 9 in February. We continue to maintain a trend of very few homes beginning the foreclosure process in San Joaquin County.

FIELD ACTIVITIES

March was marked by continued above average temperatures for the majority of the month resulting in nearly a fourfold increase in acres larvicided as compared to last month. Both spring and summer sources were inspected and treated by District Field Technicians; including, ponds, pastures, drains, low areas and swimming pools. Technicians completed cemetery vase and urn larvicide applications during the month. Cemetery sources are treated with a residual insect growth regulator that typically provides three months of control. In addition, Technicians identified a large percentage of catch basins in several cities breeding mosquitoes. Treatments to those catch basins began at the end of the month to control the early generations of Culex mosquitoes. Respirator fit-testing, pesticide training and general safety training was completed during the month of March.

EQUIPMENT CALIBRATION

Shop personal completed all pesticide application equipment calibrations in March. Truck mounted larvicide/adulticide equipment, handcans backpack granular applicators, herbicide application equipment was all calibrated to achieve the desired application output for the products we use.

TOTAL TREATMENT WORK CONDUCTED DURING MARCH

GROUND WORK

742 Acs Larvicided
17 Acs Adulticided
117 Acs Herbicided

AERIAL WORK

0 Acs Larvicided
0 Acs Adulticided

SERVICE REQUESTS

98 Mosquitoes

38 Fish Requests

70 Neglected Pools

WORK SCHEDULED FOR APRIL

- CONTINUE INCREASED ZONE INSPECTIONS AND TREATMENTS.
- CONTINUE CATCH BASIN TREATMENTS.
- CONTINUE CHECKING KNOWN SWIMMING POOLS AND FISH PONDS.
- CONTINUE WEED SPRAYING ACTIVITIES

PUBLIC INFORMATION & OUTREACH MONTH END REPORT
For month ending March, 2015

To: Ed Lucchesi, Manager

From: Aaron Devencenzi, PIO

Monthly Activities:

- I completed the District's 2014 Annual Report and a new premise survey / service request door hanger. Both items were presented at the Board meeting.
- Participated in the Lodi AgVenture. We gave 26 presentations with 778 parents and students attending our 7 minute speeches.
- I completed a contract with Cumulus radio. Advertisement will run 10 second billboard messages and 30 second KJOY, KATM, KWIN, KWNN, and KHKK ads will run starting in April through Mid-September. The ads are part of the District's community outreach and education plan to: 1) raise awareness of mosquitoes and mosquito-borne disease, 2) reduce mosquito populations by draining standing water, 3) educate on mosquito bite prevention. The ad costs are split three ways with San Joaquin, Turlock and Eastside Mosquito Control District's participating.
- The District's website was updated with Board minutes and agenda. The website had 6,001 visitors, averaging 193 visitors per day. This is an increase of 1,031 visitors to our website in the month of March. Of those 6,001 visitors, 8,148 website pages were viewed.
- Work began on an invasive species flyer to be used during premise survey. The flyer will feature both *Aedes albopictus* and *aegypti* information and will be used to promote public awareness of these two species.
- I continue to maintain adequate supplies of first aid boxes and safety supply cabinets for field technicians. As supplies are used, they are being replaced as needed.
- During the month, I was attended the San Joaquin County Drought Task Force, representing the District. While attending the monthly meeting, I gave information out on current mosquito population status in relation to the light rains and warmer weather.
- An application was sent to SJC Human Services for Senior Awareness Day Booth at Micke Grove Park.

Scheduled Tasks for April: During April, ads will be written, recorded and will be begin running on several local radio stations. California West Nile virus and Mosquito and Vector Control Awareness Week will run from April 19 through the 25. OES will be helping us spread the work through their social media outlets. Five school presentations are scheduled. A presentation will be made at the Kiwanis Stockton Gulf and Country Club. The District will participate in a science night at Creekside Elementary in Stockton. We will have a booth at Earth Day in Stockton. I will continue to work on the new invasive species flyer in preparation of the *Aedes aegypti*. I will continue working on new aspects of safety for the District.

MANAGER'S REPORT

For the period March 11, 2015 through April 15, 2015

- The process continued on the sale of 200 N. Beckman Rd. Jim Martin, assigned Broker of Lee & Associates and I worked on a second amendment to "Offer to Purchase and Contract of Sale". This amendment set a date of April 30, 2015 as a close to escrow. The buyer remains highly motivated to purchase the property and the District's realtor has received positive feedback from him on his loan. More detailed information will be discussed during the Board meeting. Agenda item # 4.
- On behalf of the District, I submitted a letter (attached) in support of the District as a cooperative principal investigator in the USDA-ARS Area Wide invasive weed project study of water hyacinth in the Sacramento / San Joaquin Delta. As referenced before, the District is assisting in the investigation to seek control methods of this invasive weed. As stated in my letter, the District is committed to working with the USDA-ARS and the California Division of Boating and Waterways to report mosquito populations and control efficacy information sites in and around water hyacinth infestations. The District Stockton facility will continue to remain as one of two locations for rearing of the water hyacinth plant hoppers. In addition, the District will continue with site surveys conducted in association with the project as it relates harborage for adult mosquitoes and subsequent mosquito breeding. The District's lab and designated staff will continue work on this project, and as stated last month, only to the extent where our existing resources will not be taxed.
- We continued the investigation into removing sludge from the bottoms of the District's fish rearing ponds at White Slough. The District took the necessary steps to have sludge samples tested for constituents present. We were told by the city of Lodi's wastewater plant superintendent that the constituents (metals) could prevent us from removing the sludge material off site. The samples were tested by Fruit Growers Laboratory (FGL) in Stockton. The results confirmed that the identified constituents of concern were below the exceedance levels set by the city of Lodi. We are awaiting further word from the city of Lodi's wastewater plant superintendent on when we can start the project. I have been working with the city's plant superintendent to secure a location on their site for placement of the sludge to allow for drying and eventual spreading onto the city owned agricultural fields that surround the facility.
- The Assistant Manager and I started the process to fill the vacant Mosquito Control Technician II (MCT II) position. Since the Board authorized the development of an eligibility list to fill that position at the March 2015 BOT meeting, we have four qualified in-house candidates (currently Mosquito Control Technician I (MCT I) employees) that are participating in the selection process. The process includes a written exam followed by oral interviews. We hope to have the position filled before the end of the month, at which point we will start the process to fill the vacant MCT I position created by the promotion.
- I worked with the Public Information Officer in contracting radio spots for public outreach regarding mosquito awareness and West Nile virus. The District partnered with Eastside Mosquito Abatement District and Turlock Mosquito Abatement District on a contract for 30 second spots on KAT COUNTRY, KWIN, and Rock 104, and the District has a solo contract with KJOY.
- I worked with our Fish Hatchery Manager to receive bids for a new roof at our White Slough Facility, to be included in the next fiscal year's capital improvements budget.



ED LUCCHESI
MANAGER

BOARD OF TRUSTEES

GARY LAMBDIN
PRESIDENT
CITY OF STOCKTON

JAY COLOMBINI
VICE PRESIDENT
SAN JOAQUIN COUNTY

JOY MEEKER
SECRETARY
CITY OF ESCALON

JACK V. FIORI
CITY OF LODI

FRANCIS GROEN
CITY OF RIPON

OMAR KHWEISS
CITY OF LATHROP

MICHAEL MANNA
SAN JOAQUIN COUNTY

CHESTER C. MILLER
CITY OF TRACY

GREGORY O'LEARY
SAN JOAQUIN COUNTY

GLENN PAGE
CITY OF MANTECA

MARC WARMERDAM
SAN JOAQUIN COUNTY

LEGAL ADVISOR
CHRISTOPHER K. ELEY

March 12, 2015

Dr. Rosalind James
National Program Leader, Invasive Pests of Crops
USDA-ARS
Office of National Programs
Crop Production and Protection
5601 Sunnyside Ave., MS 5139
Beltsville, MD 20705

Dear Dr. James,

On behalf of the San Joaquin County Mosquito and Vector Control District (District) Board of Trustees, I am writing to you to affirm the District's support as a cooperative principal investigator (PI) in the USDA-ARS Area Wide Project "Area - Wide Management of Aquatic Weeds in the Sacramento-San Joaquin Delta for Protection of Critical Water Resources in Farming Areas, Wildlife Habitats, Recreational and Commercial Navigation Areas and Water Conveyance Systems Important for California Agriculture and Human Health".

This District has responsibility to protect the citizens and visitors of San Joaquin County from mosquito-borne diseases such as West Nile virus. Through this effort, it is of great importance the District stay vigilant in preventing the development of mosquito breeding sites. Such sites include aquatic weed infestations such as the presence of water hyacinth. Should this invasive weed allow to exist uncontrolled, the development of congested areas will proliferate in the San Joaquin Delta, and provide suitable breeding areas for West Nile vectors such as *Culex tarsalis* and *Culex pipien* mosquitoes.

The District is committed to working with the ARS and the California Division of Boating and Waterways to report mosquito populations and control efficacy information at sites in and around water hyacinth infestations. In addition, we will continue to assist in the rearing of bio control agents and provide requested information on mosquito treatment information when requested by ARS to plan weed bio-control sites.

Please do not hesitate to contact me should you require any additional information.

Sincerely,

Eddie Lucchesi
District Manager

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 4/13/2015
Re: April 2015 BOT Meeting, Agenda Item 4

4. STATUS ON SALE OF SURPLUS DISTRICT PROPERTY, 200 N BECKMAN RD, LODI, CA
Report on progress as it pertains to sale of property.

At the March 2015 BOT meeting, the Board authorized the manager to extend the buyer's escrow time period. The manager in turn worked with Jim Martin to draft an amendment to "Offer to Purchase and Contract of Sale" between the buyer and the District. The amendment states that escrow shall close no later than April 30, 2015. Jim Martin, District real estate broker (Lee & Associates), will brief the Board on the most recent progress regarding sale of the property.

(Attachment)

SECOND AMENDMENT TO OFFER TO PURCHASE AND CONTRACT OF SALE

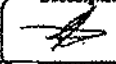
Notwithstanding anything in the Offer To Purchase And Contract Of Sale between Jason DeSalvatore (Buyer) and Sanj Joaquin County Mosquito and Vector Control District (Seller), pertaining to 200 N. Beckman Road, Lodi, California (Property), it is hereby agreed as follows:

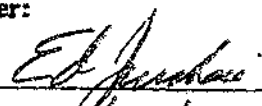
The above referenced parties wish to amend the following terms:

4.2 Escrow shall close no later than April 30, 2015.

ALL OTHER TERMS AND CONDITIONS CONTAINED IN THE OFFER TO PURCHASE AND CONTRACT OF SALE SHALL REMAIN IN FULL FORCE AND EFFECT WITHOUT FURTHER MODIFICATION.

By signing this Addendum Buyer and Seller acknowledge that they have read and fully understood this Section and have had the opportunity to seek advice from counsel about its meaning and significance.

Buyer: DocuSigned by:
By: 
Date: 3/19/2015

Seller:
By: 
Date: 3/20/15

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Advisor
Date: 4/13/2015
Re: April 2015, BOT Meeting, Agenda Item 5

5. POLICY COMMITTEE REPORT

The Board's Policy Committee is scheduled to meet at 11:30 A.M. on April 21, 2015 (prior to the regular meeting). Attached is a draft agenda for their meeting.

A representative from the committee will provide either a written or oral report to the Board of Trustees regarding the meeting.

This item is for information only, and does not require Board action at this time.

Attachment

**San Joaquin County Mosquito & Vector Control District
7759 S. Airport Way
Stockton, CA 95206**

Policy Committee Meeting

**April 21, 2015
11:30 a.m.**

AGENDA

1. Call to order; roll call

Trustee Mark Warmerdam, Chair
Trustee Mike Manna
Trustee Greg O'Leary
Trustee Glenn Page

2. Public Comment Period

3. Proposed changes to District policies and procedures:

A. Proposal to review and update the District's Policy Manual

**B. Proposal to change elements of the job description for the position of
Public Information Officer (un-represented classification)**

4. Discussion regarding Brown Act and Roberts Rules of Order

**5. Other business; announcement of future committee meeting date(s) and
time(s)**

6. Adjourn.

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi
CC: Chris Eley, Legal Counsel
Date: 4/14/2015
Re: April 2015 BOT Meeting, Agenda Item 6

6. REQUEST FOR AUTHORIZATION TO DISPOSE OF SURPLUS DISTRICT EQUIPMENT

The District has a quantity of equipment that is considered surplus and available for disposal. The property consists of outdated vehicles and vehicle parts, and other miscellaneous items.

Vehicles considered surplus and proposed to be sold are:

1. #32-04, 2004 Chevrolet 1500 4x4, Serial Number 1GCEK14X34Z218013
2. #40-05, 2005 Chevrolet 1500 4x4, Serial Number 1GCEK14X45Z241219
3. #99-19, 1999 Chevrolet Astro Van, Serial Number 1GNDM19W8XB138653

It is recommended that the Board authorize staff to dispose of the surplus equipment with a local auction company, and that the proceeds of the disposal be deposited in the District's General Fund.

This item requires Board action.

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 4/14/2015
Re: April 2015 BOT Meeting, Agenda Item 7

**7. REVIEW DISTRICT BOARD RESPONSE TO THE 2013-14 SAN JOAQUIN COUNTY
GRAND JURY CONTINUITY REPORT PER CALIFORNIA PENAL CODE §933 AND §933.5**

The District received a request from the San Joaquin County Grand Jury regarding the 2013-2014 Grand Jury Continuity Report (copy attached).

The Board of Trustees is obligated to respond to the report and findings per the California Penal Code.

The Manager and Legal Counsel have reviewed the report and will present a draft response that can be used by the Board as necessary.

This item requires Board action.

Attachments



BOARD OF TRUSTEES

MARC WARMERDAM
PRESIDENT
SAN JOAQUIN COUNTY

GARY LAMBDIN
VICE PRESIDENT
CITY OF STOCKTON

JOY MEEKER
SECRETARY
CITY OF ESCALON

CITY OF LATHROP
OMAR KHWEISS

CITY OF LODI
JACK V. FLORI

CITY OF MANTECA
JACK SNYDER

CITY OF RIPON
FRANCIS GROEN

CITY OF TRACY
CHET MILLER

SAN JOAQUIN COUNTY
JAY COLOMBINI

SAN JOAQUIN COUNTY
MIKE MANNA

SAN JOAQUIN COUNTY
GREG O'LEARY

LEGAL ADVISOR
CHRISTOPHER K. ELEY

February 2, 2015

Trisa L. Martinez
Judicial Secretary/Grand Jury Staff Secretary
Superior Court of California
San Joaquin County Grand Jury
222 E. Weber Ave. Room 605
P.O. Box 201022
Stockton, CA 95202

Re: Requested information from 2013-2014 Grand Jury Recommendations

Dear Ms. Martinez,

The following responds to the Grand Jury's request for information in response to the 2013-2014 Grand Jury report:

- 1) Prior to October 1, 2014, the District adopt a Fund Balance Policy.**
The San Joaquin County Mosquito and Vector Control District Board (per resolution) adopts the annual budget that includes fund designation, fund description and associated balances. Attached is a copy of the FY2014-15 resolution. This resolution follows the guide-lines as described in the District's - "Summary of Significant Accounting Policies" page 20, under the heading - fund balance. This information was also provided in latest Auditor's report ending June 30, 2014, under "Notes to Financial Statements". (Attachments)
- 2) Prior to October 1, 2014, the District add the Fiscal Year 2012-2013 audited financial reports to its website.**
The District's financial audit report for FY 2012-13 was posted on our website; however, we have modified from its original placement which was located under the heading "Board Information". It is now available under the heading "Quick Links". The latest Audit Report (FY 2013-14) is now available on the web-site.

Please do not hesitate to contact me at 209-982-4675 if you have any questions or require additional information.

Sincerely,

Eddie Lucchesi
Manager

Cc: Christopher Eley, District Legal Counsel

CITY

RESOLUTION OF THE BOARD OF TRUSTEES OF THE
SAN JOAQUIN COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
APPROVING THE FISCAL YEAR 2014-15 BUDGET AND RELATED FUND
DESIGNATIONS AND BALANCES

APPROVAL OF BUDGET

WHEREAS, the FY2014-15 budget and related fund designations and balances of the San Joaquin County Mosquito and Vector Control District (the District) have been prepared by the District Manager and recommended for adoption by the Board of Trustees' Budget Committee.

NOW THEREFORE IT IS RESOLVED, that the FY2014-15 budget of the District presented as schedule A to this resolution, is hereby approved; and

BE IT FURTHER RESOLVED that the Board of Trustees hereby recognizes the following fund designations and fund balances effective July 1, 2014:

<u>Fund designation</u>	<u>Fund description and associated balance(s)</u>
55401	General Fund: which includes an unallocated general reserve (designated as 55401-101) of \$3,665,065.00 for financing of maintenance and operations between receipt of periodic property tax revenue allocations from the SJC Auditor-Controller
55402	Benefit Assessment Fund: which includes revenue from the MOSQUITO, VECTOR AND DISEASE CONTROL BENEFIT ASSESSMENT
55411	Contingency Fund (restricted): \$1,132,684.00
55412	General Reserve Fund (restricted): \$2,050,000.00, consisting of \$1,500,000.00 for public health emergencies (designated as 55412-101), \$420,000.00 for capital and asset preservation (designated as 55412-102), and \$130,000.00 for accrued employee leave (designated as 55412-103)

BOARD OF TRUSTEES

AYES Jay Colombini, CHET MILLER, OMAR KHWEISS, MARK WARMERDAM, FRANK GROEN, GREG O'LEARY, JACK SNYDER, JOY MEEKER, GARY LAMBDA

NOES _____

ABSENT MIKE MANNA, JACK FIDRI

ABSTAIN _____

SIGNED: Mark Warmerdam
MARK WARMERDAM, PRESIDENT

ATTEST: Joy Meeker
JOY MEEKER, BOARD SECRETARY

DATE: 7-15-2014

The Honorable Lesley D. Holland
San Joaquin County Superior Court

Dear Judge Holland

The Board of Trustees provides its response to the Follow-up Report to the 2012-2013 San Joaquin County Grand Jury Case No. 1112. After reviewing that Follow-up Report it appears that the Grand Jury is seeking response to two findings and recommendation made in that Follow-up report:

F 1 Consideration of a Fund Balance Policy has not been an agenda item for the trustees

F 2 The District did not include the 2012-2013 audited financial reports on their website as they stated they would.

R 1 Prior to October 2014, the District adopt a Fund Balance Policy

R 2 Prior to October 1, 2014 the District adds the Fiscal year 2012-2013 audited financial reports to its website.

Regarding F1, the District agrees that this is a correct statement of fact.

Regarding R 1, the initial recommendation of the Grand Jury was that an explanation of the District reserve fund and its purposes be included as part of the District budget. The current custom and practice of the District is to provide information regarding the funds as part of the budget resolution. That information combined with the notes to the yearly audit do provide detailed information regarding the various funds including the reserve funds. I have attached a copy of the budget resolution, Resolution 14/15-1 and a copy of pages 17 through 21 of the financial statements. The Board believes that this meets the recommendations of the 2012-2013 Grand Jury report. At the time the District was considering adopting a standalone policy for

reserve funds and was working with its outside auditor to create such a policy. However the auditor retired. The position of auditor went out to bid and a new contract was obtained. Due to the interruption, consideration of a fund balance policy was not completed. The Board feels that between the annual budget resolution and the financial statements, a full explanation of the funds purposes and use is available. However, this practice is not contained in a separate stand-alone policy document. Staff will continue this effort with the District's outside auditor to create and include a fund balance policy that sets forth the District's current practice of the types of funds allowable and the purposes of any restrictions on those funds.

Regarding F1, the District disagrees that this is a correct statement of fact.

Regarding R 2, the District did add the Fiscal year 2012-2013 audited financial report to its website and did so in July of 2014. It was placed in the category of Board Information. On review Management determined that it should be more prominently placed. The audited financial report is now available under a "Quick Links" heading available on the website. The Board believes that this provides the public with easy access to the audit and meets the recommendation of the Grand Jury.

This response was reviewed and approved by the Board of Trustees of the San Joaquin County Mosquito and Vector Control District at its regular meeting of April 21, 2015.

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 4/13/2015
Re: April 2015 BOT Meeting, Agenda Item 8

8. **REPORT OF ATTENDANCE AT THE AMERICAN MOSQUITO CONTROL ASSOCIATION (AMCA) ANNUAL CONFERENCE HELD MARCH 29 – APRIL 2, 2015 IN NEW ORLEANS, LOUISIANA**

Trustees, Manna, Meeker and Groen, along with staff members Huang and Devencenzi attended the annual conference of the AMCA in New Orleans, Louisiana held March 29 thru April 2, 2015.

Meeting attendees will provide either an oral or a written report re: their attendance.

This item is for information only and does not require Board action.