## MINUTES OF A SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE CONSOLIDATED MOSQUITO ABATEMENT DISTRICT January 19, 2021

A Special Meeting of the Board of Trustees of the Consolidated Mosquito Abatement District was held at the District Office, in Parlier, and by teleconference at 1:00 PM on January 19, 2021.

#### 1. Roll Call:

#### **Trustees Present at the Parlier Office:**

Tok Fukuda

#### **Trustees Present by Teleconference:**

David Cardenas Fowler
Pete Esraelian Selma
Tok Fukuda Kingsburg

Mary Anne Hill
County of Fresno
Charles Lockhart
Orange Cove
Dan Munk
Reedley
Karl Peterson
Joe Reyna
Parlier

Bruce Taylor County of Fresno

**Trustees Absent:** 

Peggy Brisendine Fresno

**Others Present:** 

Steve Mulligan District Manager – Present by Teleconference Karan Cox Administrative Assistant – Present in Office

- 2. President Munk called the meeting to order at 1:07 PM:
- 3. **Public Comments:** None.
- 4. **Approval of December Minutes:** A motion was made by Trustee Esraelian, seconded by Trustee Taylor and passed by a 10 0 1 roll call vote (Brisendine absent) to approve the minutes of the December 21, 2020 Board meeting.
- 5. **Approval of December Payroll:** A motion was made by Trustee Taylor, seconded by Trustee Reyna and passed by a 10-0-1 roll call vote (Brisendine absent) to approve the December payroll checks having District numbers, 25498 25518, 25528 25558, and 25564 in the total amount of \$88,238.18.

- 6. **Approval of December Bills:** A motion was made by Trustee Fukuda, seconded by Trustee Esraelian and passed by a 10-0-1 roll call vote (Brisendine absent) to approve the December commercial checks having District numbers, 25513-25514, 25519-25527, 25554-25555 and 25559-25589 in the total amount of \$39,336.51.
- 7. **Election of Board Officers for 2021:** President Munk authorized Manager Mulligan to conduct the election of officers for 2021. Officers to be elected are President and Vice President/Secretary.

Trustee Cardenas nominated Trustee Fukuda for President. With no further nominations, a motion was made by Trustee Cardenas, seconded by Trustee Esraelian and passed by 10-0-1 roll call vote (Brisendine absent) to close nominations and cast a unanimous ballot to elect Trustee Fukuda as Board President.

Trustee Reyna nominated Trustee Hill for Vice President/Secretary. With no further nominations, a motion was made by Trustee Esraelian, seconded by Trustee Cardenas and passed by 10-0-1 roll call vote (Brisendine absent) to close nominations and cast a unanimous ballot to elect Trustee Hill as Vice President/Secretary.

- 8. **Committee Appointments:** President Fukuda stated that he would appoint members to committees at a subsequent Board meeting.
- 9. **Authorization of Individuals to Sign District Checks:** A motion was made by Trustee Munk, seconded by Trustee Reyna and passed by 10 0 1 roll call vote (Brisendine absent) to authorize all trustees and the District Manager to sign District checks.
- 10. **Statement of Economic Interest:** Each trustee received a Statement of Economic Interest Form 700 that is required to be completed and returned to the District Office by April 1, 2021.
- 11. **Quarterly Investment Report:** A motion was made by Trustee Reyna, seconded by Trustee Esraelian and passed by 10 0 1 roll call vote (Brisendine absent) to accept the Quarterly Investment Report for the quarter ending December 31, 2020 as presented by the District Manager.
- 12. **Trustee Attendance Report:** A record of trustee attendance at District meetings during 2020 was presented to the Board.

13. **Warrant to Inspect and Abate:** A motion was made by Trustee Lockhart, seconded by Trustee Munk and passed by 10 - 0 - 1 roll call vote (Brisendine absent) to approve submission of an application to the Fresno County Superior Court for an area-wide Inspection and Abatement Warrant and to authorize use of the Warrant by District staff to enter private property for mosquito surveillance and control purposes.

#### 14. COVID-19 Prevention Program and COVID-19 Leave Provisions:

- a.) A motion was made by Trustee Cardenas, seconded by Trustee Munk and passed by 10-0-1 roll call vote (Brisendine absent) to approve the District COVID-19 Prevention Program as presented and to be amended as necessary to comply with mandates and requirements.
- b.) A motion was made by Trustee Munk, seconded by Trustee Steinhauer and passed by 8-2-1 roll call vote (Reyna and Taylor opposed, Brisendine absent) to approve the following provisions of employee paid leave through March 31, 2021:
- 1. Up to two weeks (80 hours), or part-time employee two-week equivalent, of paid sick leave based on regular rate of pay for employee: (a) subject to COVID-19 quarantine or isolation order; (b) advised by health care provider to quarantine related to COVID-19; or (c) experiencing COVID-19 symptoms and seeking medical diagnosis; and
- 2. For regular full-time employees, up to 12 weeks of paid leave at 2/3 of regular rate of pay for a regular employee who is caring for his/her child whose school or childcare provider is unavailable due to COVID-19 related reasons, commencing April 1, 2020 through March 31, 2021.
- 15. **Transfer of Property to City of Kingsburg:** A motion was made by Trustee Taylor, seconded by Trustee Cardenas and passed by 10 0 1 roll call vote (Brisendine absent) to authorize President Fukuda or Manager Mulligan to execute documents to convey title and transfer the Kingsburg Depot property to the City of Kingsburg.
- 16. **Change February Meeting Date:** A motion was made by Trustee Hill, seconded by Trustee Esraelian and passed by 10 0 1 roll call vote (Brisendine absent) to cancel the regular February 15, 2021 Board meeting and to call for a special Board meeting on February 16, 2021.
- 17. **Board General Discussion:** Trustee Hill reported she was reappointed as a County trustee to the District Board by the Fresno County Board of Supervisors for a four-year term.

Trustee Esraelian requested that outgoing President Munk be presented with a plaque in recognition of his service as President for 2019 – 2020.

Board members were asked to contact the Manager or Administrative Assistant if they want to attend the virtual annual meeting of the AMCA on March 1-5, 2021.

18. **Staff Reports:** The Summary Program Report for 2020 was submitted to the Board.

Manager Mulligan reported that all District staff will attend the virtual annual conference of the MVCAC on February 1-3, 2021.

19. **Adjournment:** The meeting was adjourned at 2:53 PM. The next Board meeting will be held on Tuesday, February 16, 2021.

Mary Anne Hill Vice President/Secretary

#### Consolidated Mosquito Abatement District Payroll Expenses January 2021

	Gross	Net		
Check #	Pay	Pay	Payee	Description
25590	\$2,410.50	\$1,626.00	Amy Garcia	Full-Time Employee
25591	\$2,649.00	\$1,823.45	Brittany Deegan	Full-Time Employee
25592	\$2,649.00	\$1,931.35	Chris Monis	Full-Time Employee
25593	\$2,238.00	\$1,632.31	Conner Schaak	Full-Time Employee
25594	\$2,649.00	\$1,815.54	David Parker	Full-Time Employee
25595	\$2,436.00	\$1,707.07	Devon Cornel	Full-Time Employee
25596	\$3,000.50	\$1,961.01	Emma Lee	Full-Time Employee
25597	\$2,690.16	\$1,869.98	Gha Vang	Full-Time Employee
25598	\$4,350.00	\$3,097.42	Jodi Holeman	Full-Time Employee
25599	\$2,649.00	\$1,580.15	Jose Moreno	Full-Time Employee
25600	\$2,238.00	\$1,598.00	Jovana Benavides	Full-Time Employee
25601	\$2,920.50	\$2,003.37	Karan Cox	Full-Time Employee
25602	\$3,655.00	\$2,310.52	Katherine Ramirez	Full-Time Employee
25603	\$6,000.00	\$4,078.91	Steve Mulligan	Full-Time Employee
25631	\$2,410.50	\$1,626.00	Amy Garcia	Full-Time Employee
25632	\$2,649.00	\$1,823.45	Brittany Deegan	Full-Time Employee
25633	\$2,649.00	\$1,930.90	Chris Monis	Full-Time Employee
25634	\$2,238.00	\$1,632.32	Conner Schaak	Full-Time Employee
25635	\$2,649.00	\$1,815.32	David Parker	Full-Time Employee
25636	\$2,436.00	\$1,707.07	Devon Cornel	Full-Time Employee
25637	\$3,000.50	\$1,961.48	Emma Lee	Full-Time Employee
25638	\$244.56	\$225.86	Gha Vang	Full-Time Employee
25639	\$4,350.00	\$3,097.87	Jodi Holeman	Full-Time Employee
25640	\$2,649.00	\$1,580.39	Jose Moreno	Full-Time Employee
25641	\$2,238.00	\$1,598.01	Jovana Benavides	Full-Time Employee
25642	\$2,920.50	\$2,003.38	Karan Cox	Full-Time Employee
25643	\$3,655.00	\$2,310.52	Katherine Ramirez	Full-Time Employee
25644	\$6,000.00	\$4,078.91	Steve Mulligan	Full-Time Employee
Total	\$82,623.72	\$56,426.56		

#### Consolidated Mosquito Abatement District Payroll Expenses January 2021

#### **Employee Deductions and Liabilities**

Check #	Amount	Payee	Description
25604	\$1,602.79	EDD	State Income Tax
25606	\$7,757.72	CMAD	Federal, Social Security, Medicare
25607	\$2,906.85	CalPERS	Retirement
25608	\$750.00	ICMA	457K Retirement
25609	\$150.00	Valley First Credit Union	Credit Union
25610	\$150.00	California State Disbursement	Garnishment
25645	\$1,596.89	EDD	State Income Tax
25646	\$7,495.26	CMAD	Federal, Social Security, Medicare
25647	\$2,723.21	CalPERS	Retirement
25648	\$550.00	ICMA	457K Retirement
25649	\$150.00	Valley First Credit Union	Credit Union
25651	\$86.96	Mutual of Omaha	Life Insurance
25655	\$277.48	Aflac	Disability Insurance
<b>Total Deductions</b>	\$26,197.16		
Total Net Pay	\$56,426.56		
Total Gross Pay	\$82,623.72		

#### Consolidated Mosquito Abatement District Maintenance and Operations Expenses January 2021

#### **Bank of the West Checks**

Check #	Amount	Payee	Description	
25605	\$1,536.56	EDD	Unemployment Insurance	
25606	\$3,264.72	CMAD	District Social Security & Medicare	
25607	\$3,638.95	CalPERS	District Retirement	
25611	\$200.77	AT&T	Telephone	
25612	\$882.85	AT&T	Internet	
25613	\$252.18	AT&T	Telephone	
25614	\$572.11	City of Clovis	Water Sewer Disposal	
25615	\$7,500.00	Premier Valley Bank	H S A Deductible	
25616	\$750.00	Emma Lee	H S A Deductible	
25617	\$750.00	Chris Monis	H S A Deductible	
25618	\$750.00	David Parker	H S A Deductible	
25619	\$253.00	Matson Alarm Co.	Alarm Systems	
25620	\$825.00	MVCAC	Annual Conference	
25621	\$1,585.00	Pacific Management	Environmental Safety Compliance	
25622	\$643.75	City of Parlier	Water Sewer Disposal	
25623	\$1,537.57	PG&E	Heat Light Power	
25624	\$83.30	City of Reedley	Water Sewer Disposal	
25625	\$35.29	Republic Service	Disposal	
25626	\$102.08	City of Sanger	Water Sewer Disposal	
25627	\$10,860.32	SDRMA	Health Insurance Premium	
25628	\$781.83	SoCal Gas	Heat	
25629	\$792.48	Verizon Wireless	Wireless Cell Phones & Tablets	
25630	\$38.25	Waste Management	Disposal	
25646	\$3,075.26	CMAD	District Social Security & Medicare	
25647	\$3,402.39	CalPERS	District Retirement	
25650	\$201.24	AT&T	Telephone	
25651	\$211.12	Mutual of Omaha	Life Insurance	
25652	\$131.16	PG&E	Heat Light Power	
25653	\$16.27	SoCal Gas	Heat	
25654	\$115.84	Wex Bank - Chevron	Fuel	
25655	\$277.48	American Family Life	Disability Insurance	
25656	\$300.00	All-Pro Janitorial	Janitorial Services	
25657	\$42.02	AutoZone, Inc.	Repair Parts	
25658	\$9.69	Bank of the West	Bank Fees	
25659	\$28.05	Bobcat of Fresno	Repair Parts	
25660	\$41.95	DoorKing, Inc.	Gate Service	
25661	\$271.36	Expert Gate Repair	Gate Repair	
25662	\$636.00	Fresno County Treasurer	Hazardous Waste Fees	
25663	\$579.78	Home Depot	Building & Ground / Field Equipment	

#### Consolidated Mosquito Abatement District Maintenance and Operations Expenses January 2021

Check #	Amount	Payee	Description
25664	\$5,230.34	Jorgensen & Co.	Safety Supplies
25665	\$370.82	Ernest Packaging	Misc Operating Expenses
25666	\$279.10	Lozano Smith	Legal Fees
25667	\$676.07	Mission Uniform Service	Uniforms & Safety
25668	\$15,906.00	MVCAC	Mosquito Testing
25669	\$281.20	Napa Auto Parts	Repair Parts
25670	\$272.82	Nelson's Ace Hardware	Field Equipment
25671	\$164.87	Office Depot	Office Supplies
25672	\$200.00	Ono's Auto Parts	Smog Tests
25673	\$310.77	O'Reilly Auto Parts	Repair Parts
25674	\$2,111.98	PBM Supply & Mfg	Field Equipment
25675	\$556.20	Provost & Prichard	Environmental Site Assessment
25676	\$29.07	Redneck Trailer Supply	Trailer Repairs
25677	\$516.70	Target Specialty Products	Field Equipment
25678	\$273.46	Tifco Industries	Shop Supplies
25679	\$349.47	Tire Hub LLC	Tires
25680	\$2,213.08	Tulare Polaris	Repair Parts
25681	\$977.84	Wizix Technology	Copier Maintenance & Toner
Total	\$77,695.41		

#### **County of Fresno Checks**

Check #	Amount	Payee	Description
292434	\$80,265.93	Consolidated Mosquito	Transfer funds to checking
292435	\$47,147.08	Consolidated Mosquito	Transfer funds to checking
292436	\$32,906.12	Consolidated Mosquito	Transfer funds to checking
	\$160,319.13		

#### **Summary of January Expenses**

January 2021 Salaries & Wages	\$82,623.72
January 2021 Maintenance & Operations	\$77,695.41
Total January 2021 Expenditures	\$160,319.13

#### Consolidated Mosquito Abatement District Monthly Expenditures

ACCOUNT NUMBER	CACCOUNT NAME	BUDGET FY 2020/2021	SPENT TO DATE	BALANCE JAN 31, 2021
	S, WAGES & EMPLOYEE BENEFITS			07.11 0 1, 2021
6101-01	Salaried Wages	\$1,050,000.00	\$571,642.50	\$478,357.50
6101-06	Hourly Wages & Extra Help	\$615,000.00	\$285,142.58	\$329,857.42
6101-02	FICA Employers Contribution	\$130,000.00	\$65,673.15	\$64,326.85
6101-03	Unemployment Insurance	\$24,000.00	\$9,543.24	\$14,456.76
6101-04	Retirement District's Payment	\$160,000.00	\$231,046.76	(\$71,046.76)
6101-05	Group Health Insurance	\$220,000.00	\$105,719.78	\$114,280.22
6101-07	Pre-Employment & Misc. Expenses	\$8,000.00	\$302.75	\$7,697.25
	TOTALS	\$2,207,000.00	\$1,269,070.76	\$937,929.24
OPERATI	NG & MAINTENANCE SUPPLIES & EXPENSE			
6102-01	Insecticides & Herbicides	\$450,000.00	\$137,834.72	\$312,165.28
6102-01	Power Spray & Field Equipment	\$25,000.00	\$7,744.25	\$17,255.75
6102-03	Misc Operating Supplies & Expense	\$8,000.00	\$2,809.61	\$5,190.39
6102-05	Building & Ground Maintenance	\$35,000.00	\$10,191.80	\$24,808.20
6102-06	Airplane Expense	\$3,000.00	\$0.00	\$3,000.00
0102 00	TOTALS	\$521,000.00	\$158,580.38	\$362,419.62
MOTORY	ELICI E CURRUIEC & EVRENCE			
6103-01	EHICLE SUPPLIES & EXPENSE Fuel & Lubricants	¢175 000 00	\$46,303.31	¢129 606 60
6103-01	Repairs & Shop Tools	\$175,000.00 \$50,000.00	\$13,473.14	\$128,696.69 \$36,526.86
6103-02	Tires & Batteries	\$14,000.00	\$3,078.27	\$10,921.73
0103-03	TOTALS	\$239,000.00	\$62,854.72	\$176,145.28
		<b>4200,000.00</b>	<b>402,00 2</b>	<b>4110,110120</b>
	& COMMUNICATIONS			
6104-01	Heat, Light & Power	\$48,000.00	\$18,571.63	\$29,428.37
6104-04	Water Sewer & Disposal	\$20,000.00	\$8,020.66	\$11,979.34
6105-01	Telephone	\$24,000.00	\$10,269.46	\$13,730.54
6105-02	Cellular Phones	\$22,000.00	\$9,090.36	\$12,909.64
	TOTALS	\$114,000.00	\$45,952.11	\$68,047.89
OFFICE S	UPPLIES & EXPENSE			
6106-02	Postage, Printing & Stationery	\$4,000.00	\$711.00	\$3,289.00
6106-04	Repairs & Maintenance	\$8,000.00	\$1,511.36	\$6,488.64
6106-05	Misc Office Supplies	\$15,000.00	\$4,450.94	\$10,549.06
6106-06	Office Equipment & Furniture	\$13,000.00	\$1,776.64	\$11,223.36
	TOTALS	\$40,000.00	\$8,449.94	\$31,550.06
INSURAN	CE			
6107-01	Liability, Property & Auto	\$76,000.00	\$75,536.06	\$463.94
6107-02	Workers Compensation	\$78,000.00	\$75,207.00	\$2,793.00
	TOTALS	\$154,000.00	\$150,743.06	\$3,256.94

#### Consolidated Mosquito Abatement District Monthly Expenditures

ACCOUN'	T ACCOUNT NAME	BUDGET FY 2020/2021	SPENT TO DATE	BALANCE JAN 31, 2021	
TRAVEL & SUBSISTENCE EXPENSE					
6108-01	Meetings & Travel Allowance	\$65,000.00	\$1,171.00	\$63,829.00	
6108-02	Trustee Allowance	\$1,000.00	\$0.00	\$1,000.00	
6108-03	Meal Allowance	\$7,000.00	\$0.00	\$7,000.00	
	TOTALS	\$73,000.00	\$1,171.00	\$71,829.00	
MISCELL	ANEOUS EXPENDITURES				
6109-01	Rent: Land, Buildings and Equipment	\$5,000.00	\$0.00	\$5,000.00	
6109-02	Dues, Subscriptions and Fees	\$30,000.00	\$15,266.39	\$14,733.61	
6109-03	Education & Publicity	\$30,000.00	\$383.95	\$29,616.05	
6109-04	Accounting	\$5,000.00	\$0.00	\$5,000.00	
6109-05	Legal	\$12,000.00	\$1,639.10	\$10,360.90	
6109-06	County Service Charge	\$0.00	\$0.00	\$0.00	
6109-07	Uniforms, Safety Apparel & Equipment	\$23,000.00	\$15,203.25	\$7,796.75	
6109-08	Surveillance & Research	\$65,000.00	\$43,307.57	\$21,692.43	
6109-09	Other Miscellaneous Expenditures	\$0.00	\$0.00	\$0.00	
6109-10	GIS & GPS	\$80,000.00	\$17,033.71	\$62,966.29	
	TOTALS	\$250,000.00	\$92,833.97	\$157,166.03	
	TOTAL OPERATIONAL EXPENDITURES	\$3,598,000.00	\$1,789,655.94	\$1,808,344.06	
0451741	OUT! AV				
CAPITAL		<b>#</b> 40,000,00	<b>#0.00</b>	<b>#</b> 40,000,00	
6110-01	Office & Lab Furniture & Equipment	\$10,000.00	\$0.00	\$10,000.00	
6110-02	Auto Equipment	\$100,000.00	\$0.00	\$100,000.00	
6110-03	Shop Equipment	\$10,000.00	\$0.00	\$10,000.00	
6110-04	Field Equipment	\$15,000.00	\$0.00	\$15,000.00	
6110-05	Building & Ground Improvement	\$50,000.00	\$0.00	\$50,000.00	
6110-06	Loan & Lease Purchase Payments  TOTAL CAPITAL OUTLAY EXPENDITURES	\$290,000.00	\$0.00	\$290,000.00	
	TOTAL CAPITAL OUTLAY EXPENDITURES	\$475,000.00	\$0.00	\$475,000.00	
	TOTAL EXPENDITURES	\$4,073,000.00	\$1,789,655.94	\$2,283,344.06	
SPECIAL	PROJECTS RESERVE	\$250,000.00	\$0.00	\$250,000.00	
	ENT LIABILITY RESERVE	\$300,000.00	\$0.00	\$300,000.00	
	G RESERVE	\$500,000.00	\$0.00	\$500,000.00	
	NT RESERVE	\$200,000.00	\$0.00	\$200,000.00	
	RESERVE	\$3,433,000.00	\$0.00	\$3,433,000.00	
JEHERA	TOTAL RESERVES	\$4,683,000.00	<b>\$0.00</b>	\$4,683,000.00	
		Ψ-1,000,000100	ψ0.00	ψ-1,000,00010 <b>0</b>	
	TOTAL EXPENDITURES AND RESERVES	\$8,756,000.00	\$1,789,655.94	\$6,966,344.06	

#### Consolidated Mosquito Abatement District Monthly Expenditures

FRESNO COUNTY ACCOUNT- BANK OF THE WEST CASH ON HAND, DECEMBER 31, 2020 PROPERTY TAXES WITHHELD BY FRS COUNTY JANUARY REVENUE JANUARY INTEREST TAXES - FRESNO COUNTY / KINGS COUNTY TOTAL REVENUE FOR JANUARY SUB-TOTAL COUNTY ADMIN COST FOR FY WITHHELD BY COUNTY MONEY TRANSFERRED TO CHECKING CASH ON HAND, JANUARY 31, 2021	\$6,103,928.03 \$0.00 \$0.00 \$1,574.97 \$118,750.17 \$120,325.14 \$6,224,253.17 \$0.00 \$160,319.13 \$6,384,572.30
YEARLY REVENUE THROUGH 12-31-20 JANUARY REVENUE YEARLY REVENUE THROUGH 01-31-21	\$1,973,392.99 \$120,325.14 \$2,093,718.13
CMAD CHECKING ACCOUNT - BANK OF THE WEST CASH ON HAND, DECEMBER 31, 2020 MONEY TRANSFERRED FROM FRS CO ACCT JANUARY EXPENDITURES CASH ON HAND, JANUARY 31, 2021	\$135,000.00 \$160,319.13 (\$160,319.13) \$135,000.00
SAVINGS ACCOUNT- CITIBANK CASH ON HAND, DECEMBER 31, 2020 INTEREST EARNED FOR JANUARY CASH ON HAND, JANUARY 31, 2021	\$14,108.75 \$0.72 \$14,109.47

**Supporting Documentation** 

7. Revised Budget Projections

#### REVISED BUDGET MID-YEAR PROJECTION

#### Funds Available to Finance the FY 2020/2021 Budget

Cash on Hand, March 31, 2020	\$4,818,000.00
Income for April, May & June	\$1,963,000.00
Sub-Total	\$6,781,000.00
	(44.474.000.00)
Expenses for April, May & June	<u>(\$1,154,000.00)</u>
Cash Carry-over June 30, 2020	\$5,627,000.00
Actual Cash on Hand June 30, 2020	\$5,669,000.00
<b>Projected</b> Income for Fiscal Year 2020 – 2021	\$3,860,000.00
<b>Projected</b> Funds Available for Fiscal Year 2020 – 2021	\$9,529,000.00

## Revised Budget Projected Income for Fiscal Year 2020 – 2021

(Projected Levies 2020/2021)

#### **District Income**

Current secured	\$3,731,163.00
Unitary secured	\$110,010.00
Administration costs	(\$41,589.00
Redevelopment contribution	(\$224,285.00)
	\$3,575,299.00
<b>Current unsecured</b>	\$161,218.00
	\$3,736,517.00
Homeowners	\$29,802.00
Redevelopment return	\$58,210.00
_	\$3,824,529.00
Interest income	\$25,000.00
Service charges	\$10,000.00
Projected FY 2020/2021 Income	\$3,859,529.00
•	

## Fiscal Year 2020 - 2021 Budget Projected Expenses Revision

ACCOUNT			BUDGET	PROJECTED EXPENSES	INCREASE/
NUMBER	ACCOUNT NAME		FY 2020/2021	FY 2020/2021	(DECREASE)
CALADIEC	WACES & EMDLOYEE DENEEDS				
<b>SALARIES</b> , 6101-01	WAGES & EMPLOYEE BENEFITS Salaried Wages & Trustee Allowance		\$1,050,000	\$1,010,000.00	(\$40,000.00)
6101-06	Hourly Wages & Extra Help		\$615,000	\$535,000.00	(\$80,000.00)
6101-02	FICA Employers Contribution	\$	130,000.00	\$120,000.00	(\$10,000.00)
6101-03	Unemployment Insurance	\$	24,000.00	\$17,000.00	(\$7,000.00)
6101-04	Retirement Districts Payment	\$	160,000.00	\$130,000.00	(\$30,000.00)
6101-05	Group Health Insurance	\$	220,000.00	\$178,000.00	(\$42,000.00)
6101-07	Pre-Employment & Misc. Expenses	\$	8,000.00	\$8,000.00	\$0.00
	TOTALS	•	\$2,207,000.00	\$1,998,000.00	(\$209,000.00)
<b>OPERATIN</b>	G & MAINTENANCE SUPPLIES & EXI	PENSE	<u>.</u>		
6102-01	Insecticides & Herbicides	\$	450,000.00	\$425,000.00	(\$25,000.00)
6102-02	Power Spray & Field Equipment	\$	25,000.00	\$25,000.00	\$0.00
6102-03	Misc Operating Supplies & Expense	\$	8,000.00	\$5,000.00	(\$3,000.00)
6102-05	Building & Ground Maintenance	\$	35,000.00	\$20,000.00	(\$15,000.00)
6102-06	Airplane Expense	\$	3,000.00	\$0.00	(\$3,000.00)
	TOTALS		\$521,000.00	\$475,000.00	(\$46,000.00)
MOTOR VE	CHICLE SUPPLIES & EXPENSE				
6103-01	Fuel & Lubricants	\$	175,000.00	\$128,000.00	(\$47,000.00)
6103-02	Repairs & Shop Tools	\$	50,000.00	\$43,000.00	(\$7,000.00)
6103-03	Tires & Batteries	\$	14,000.00	\$12,000.00	(\$2,000.00)
	TOTALS	·	\$239,000.00	\$183,000.00	(\$56,000.00)
	& COMMUNICATIONS				
6104-01	Heat, Light & Power	\$	48,000.00	\$40,000.00	(\$8,000.00)
6104-04	Water, Sewer & Disposal	\$	20,000.00	\$16,000.00	(\$4,000.00)
6105-01	Telephone	\$	24,000.00	\$21,000.00	(\$3,000.00)
6105-02	Cellular phones	\$	22,000.00	\$22,000.00	\$0.00
	TOTALS		\$114,000.00	\$99,000.00	(\$15,000.00)
OFFICE SU	PPLIES & EXPENSE				
6106-02	Postage, Printing & Stationery	\$	4,000.00	\$3,000.00	(\$1,000.00)
6106-04	Repairs & Maintenance	\$	8,000.00	\$5,000.00	(\$3,000.00)
6106-05	Misc Office Supplies	\$	15,000.00	\$13,000.00	(\$2,000.00)
6106-06	Office Equipment & Furniture	\$	13,000.00	\$6,000.00	(\$7,000.00)
	TOTALS		\$40,000.00	\$27,000.00	(\$13,000.00)
INCIID A NO	E.				
<u>INSURANC</u> 6107-01	<u>E</u> Liability, Property & Auto	\$	76,000.00	\$76,000.00	\$0.00
6107-01	Workers Compensation	\$ \$	78,000.00	\$76,000.00	(\$2,000.00)
0107-02	TOTALS	Ψ	\$154,000.00	\$152,000.00	(\$2,000.00) ( <b>\$2,000.00</b> )
	IUIALD		φ13 <b>7,</b> 000.00	φ1 <i>52</i> ,000.00	(φ∠,υυυ.υυ)

## Fiscal Year 2020 - 2021 Budget Projected Expenses Revision

ACCOUNT NUMBER	ACCOUNT NAME		BUDGET FY 2020/2021	ESTIMATED EXPENSES FY 2020/2021	INCREASE/
NUMBER	ACCOUNT NAME		F 1 2020/2021	F 1 2020/2021	(DECREASE)
TRAVEL &	SUBSISTENCE EXPENSE				
6108-01	Meetings &Travel Allowance	\$	65,000.00	\$10,000.00	(\$55,000.00)
6108-02	Trustee Expenses	\$	1,000.00	\$1,000.00	\$0.00
6108-03	Meal Allowance	\$	7,000.00	\$2,000.00	(\$5,000.00)
	TOTALS		\$73,000.00	\$13,000.00	(\$60,000.00)
MISCELLA	NEOUS EXPENDITURES				
6109-01	Rent: Land, Buildings and Equipment	\$	5,000.00	\$0.00	(\$5,000.00)
6109-02	Dues, Subscriptions and Fees	\$	30,000.00	\$18,000.00	(\$12,000.00)
6109-03	Education & Publicity	\$	30,000.00	\$15,000.00	(\$15,000.00)
6109-04	Accounting	\$	5,000.00	\$4,000.00	(\$1,000.00)
6109-05	Legal	\$	12,000.00	\$8,000.00	(\$4,000.00)
6109-06	County Service Charge	\$	-	\$0.00	\$0.00
6109-07	Uniforms, Safety Apparel & Equipment	\$	23,000.00	\$22,000.00	(\$1,000.00)
6109-08	Surveillance & Research	\$	65,000.00	\$55,000.00	(\$10,000.00)
6109-09	Other Miscellaneous Expenditures	\$	-	\$0.00	\$0.00
6109-10	GIS & GPS	\$	80,000.00	\$55,000.00	(\$25,000.00)
	TOTALS		\$250,000.00	\$177,000.00	(\$73,000.00)
TOTAL OP	ERATIONAL EXPENDITURES		\$3,598,000.00	\$3,124,000.00	(\$474,000.00)
CADITAL	NITTI AN				_
<b>CAPITAL 0</b> 6110-01	Office & Lab Furniture & Equipment	\$	10,000.00	\$10,000.00	\$0.00
6110-02	Auto Equipment	\$	100,000.00	\$250,000.00	\$150,000.00
6110-03	Shop Equipment	\$	10,000.00	\$0.00	(\$10,000.00)
6110-04	Field Equipment	\$	15,000.00	\$15,000.00	\$0.00
6110-05	Building & Ground Improvement	\$	50,000.00	\$10,000.00	(\$40,000.00)
6110-06	Loan & Lease Purchase Payments	\$	290,000.00	\$290,000.00	\$0.00
TOTAL CA	PITAL OUTLAY EXPENDITURES		\$475,000.00	\$575,000.00	\$100,000.00
TOTAL OP	ERATIONAL & CAPITAL OUTLAY	-	\$4,073,000.00	\$3,699,000.00	(\$374,000.00)
				. , ,	· / /
SPECIAL P	ROJECTS RESERVE	\$	250,000.00	\$250,000.00	\$0.00
<b>CONTINGE</b>	ENCY RESERVE	\$	300,000.00	\$300,000.00	\$0.00
<b>BUILDING</b>		\$	500,000.00	\$500,000.00	\$0.00
	NT RESERVE	\$	200,000.00	\$200,000.00	\$0.00
<b>GENERAL</b>		\$	3,433,000.00	\$4,580,000.00	\$1,147,000.00
	TOTAL RESERVES		\$4,683,000.00	\$5,830,000.00	\$1,147,000.00
	TOTAL BUDGET & RESERVES	_	\$8,756,000.00	\$9,529,000.00	\$773,000.00

#### Funds Available to Finance the 2019 – 2020 Budget

Cash on Hand, March 31, 2019	\$3,691,000.00
Estimated Income for April, May & June	\$1,740,000.00
Sub-Total	\$5,431,000.00
Estimated Expenses for April, May & June	(\$1,023,000.00)
Estimated Cash Carry-Over, June 30, 2019	\$4,408,000.00
Estimated Income for Fiscal Year 2019 – 2020	\$3,581,000.00
Estimated Income Debug SOW3 FY 2019 – 2020	\$443,000.00
Estimated Funds Available for Fiscal Year 2019 – 2020	\$8,432,000.00

#### Consolidated Mosquito Abatement District Estimated Income for Fiscal Year 2020 – 2021

(From Schedule of Levies 2019 - 2020)

	District Income	District Income With 5% Revenue Loss
Current secured	\$3,611,791.00	\$3,611791.00
Unitary secured	\$110,010.00	\$110,010.00
Administration costs	(\$41,589.00	(\$41,589.00)
Redevelopment contribution	<u>(\$224,285.00)</u>	(\$224,285.00)
	\$3,455,927.00	\$3,455,927.00
Current unsecured	\$161,218.00	\$161,218.00
	\$3,617,145.00	\$3,617,145.00
Homeowners	\$29,802.00	\$29,802.00
Redevelopment return	\$58,210.00	\$58,210.00
	\$3,705,157.00	\$3,705,157.00
Interest income	\$25,000.00	\$25,000.00
Service charges	\$10,000.00	\$10,000.00
<b>Total Estimated 2020 – 2021 Income</b>	\$3,740,157.00	\$3,740,157.00
Reduction (Loss) of Tax Revenue (5%)		(\$185,258.00)
Revised Estimated 2020-2021 Income		\$3,554,899.00

# 8. CalPERS Unfunded Liability



#### California Public Employees' Retirement System Actuarial Office

400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-3000 | Fax: (916) 795-2744 **888 CalPERS** (or **888**-225-7377) | TTY: (877) 249-7442 | <u>www.calpers.ca.gov</u>

November 19, 2020

CalPERS ID: 1965051103

Employer Name: CONSOLIDATED MOSQUITO ABATEMENT DISTRICT

Rate Plan: MISCELLANEOUS PLAN [3366]

Re: Lump Sum Payment to reduce the Unfunded Accrued Liability

Dear Requestor:

As requested, information on the fiscal year 2021-22 employer contribution requirement following your lump sum payment is shown below.

If you are aware of others interested in this information (i.e. payroll staff, county court employees, port districts, etc.), please inform them.

The information is based on the most recent annual valuation and assumes payment by *December 2, 2020* and no further contractual or financing changes taking effect before June 30, 2021. The Unfunded Accrued Liability (UAL) will be reduced or eliminated by a lump sum payment in the amount of **\$150,000**. The payment will be applied to the Fresh Start 06/30/2015 and Investment (Gain)/Loss 06/30/2016 base(s).

#### There will be no change to your FY 2020-21 contributions.

Valuation as of June 30, 2019	Pre-Payment	Post-Payment
Projected 6/30/2021 Total Unfunded Liability Payment on December 2, 2020	\$ 497,153 \$ 150,000	
Revised 6/30/2021 Total Unfunded Liability		\$ 341,203
FY 2021-22 Employer Contributions		
Base Total Normal Cost for Formula Surcharges for Class 1 Benefit	15.57%	15.57%
None	0.00%	0.00%
Phase out of Normal Cost Difference	<u>0.00%</u>	<u>0.00%</u>
Plan's Total Normal Cost	15.57%	15.57%
Formula's Expected Employee Contribution Rate	<u>6.92%</u>	<u>6.92%</u>
Employer Normal Cost Rate	8.65%	8.65%
Payment on Fresh Start 06/30/2015	\$ 9,552	\$ 0
Payment on Investment (Gain)/Loss 06/30/2016	\$ 6,011	\$ 5,774
Payment on all other bases	<u>\$ 15,655</u>	<u>\$ 15,655</u>
Employer Unfunded Liability Payment	\$ 31,218	\$ 21,429

The attached schedule of the plan's amortization bases includes the additional discretionary payment (s) listed above.

	Fiscal Year
Required Employer Contribution	2021-22
Employer Normal Cost Rate  Plus Either	8.65%
<ol> <li>Monthly Employer Dollar UAL Payment         Or     </li> </ol>	\$ 1,785.75
2) Annual UAL Prepayment Option*	\$ 20,716

The total minimum required employer contribution is the **sum** of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) **plus** the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly in dollars).

\* Only the UAL portion of the employer contribution can be prepaid (which must be received in full no later than July 31). Any prepayment totaling over \$5 million requires a 72-hour notice email to FCSD\_public\_agency\_wires@calpers.ca.gov. Plan Normal Cost contributions will be made as part of the payroll reporting process. If there is contractual cost sharing or other change, this amount will change.

In accordance with Sections 20537 and 20572 of the Public Employees' Retirement Law, if a contracting agency fails to remit the required contributions when due, interest and penalties may apply.

To initiate this payment, the enclosed Lump Sum Payment Request must be completed and returned to the CalPERS Fiscal Services Division with payment by Electronic Funds Transfer (EFT) or wire transfer by December 2, 2020. A copy should be sent to us.

If you have questions, please call (888) CalPERS (225-7377).

TONY CUNY, ASA, MAAA

Associate Pension Actuary, CalPERS

#### **Schedule of Amortization Bases**

Reason for Base	Date Established	Ramp Up/Down 2021-22	Escalat- ion Rate	Amorti -zation Period	Balance 6/30/19	Expected Payment 2019-20	Balance 6/30/20	Expected Payment 2020-21	Balance 6/30/21	Scheduled Payment for 2021-22
FRESH START	06/30/15	No Ramp	2.75%	26	\$149,558	\$9,200	\$150,511	\$155,690	\$0	\$0
NON-INVESTMENT (GAIN)/LOSS	06/30/16	80% <sup>7</sup>	2.75%	27	\$(44,329)	\$(1,198)	\$(46,193)	\$(1,815)	\$(47,549)	\$(2,487)
INVESTMENT (GAIN)/LOSS	06/30/16	80% 2	2.75%	27	\$176,701	\$74,853	\$111,641	\$8,756	\$110,399	\$5,774
ASSUMPTION CHANGE	06/30/16	80% 2	2.75%	17	\$113,291	\$4,182	\$116,895	\$6,364	\$118,495	\$8,719
NON-INVESTMENT (GAIN)/LOSS	06/30/17	60% 2	2.75%	28	\$(9,014)	\$(125)	\$(9,516)	\$(253)	\$(9,920)	\$(390)
INVESTMENT (GAIN)/LOSS	06/30/17	60% 2	2.75%	28	\$(210,781)	\$(2,928)	\$(222,507)	\$(5,915)	\$(231,964)	\$(9,116)
ASSUMPTION CHANGE	06/30/17	60% 2	2.75%	18	\$124,826	\$2,358	\$131,125	\$4,782	\$135,357	\$7,369
NON-INVESTMENT (GAIN)/LOSS	06/30/18	40% 2	2.75%	29	\$26,087	\$26,985	\$0	\$0_	\$0_	\$0
INVESTMENT (GAIN)/LOSS	06/30/18	40% 7	2.75%	29	\$(64,102)	\$0	\$(68,589)	\$(937)	\$(72,421)	\$(1,925)
METHOD CHANGE	06/30/18	40% 2	2.75%	19	\$51,226	\$( <del>44</del> 6)	\$55,273	\$1,031	\$58,076	\$2,118
ASSUMPTION CHANGE	06/30/18	40% 2	2.75%	19	\$185,465	\$(6,746)	\$205,426	\$3,830	\$215,8 <del>44</del>	\$7,871
NON-INVESTMENT (GAIN)/LOSS	06/30/19	No Ramp	0.00%	20	\$26,146	\$0	\$27,976	\$0	\$29,934	\$2,732
INVESTMENT (GAIN)/LOSS	06/30/19	20% /	0.00%	20	\$30,528	\$0	\$32,665	\$0	\$34,952	\$764
TOTAL					\$555,602	\$106,135	\$484,707	\$171,533	\$341,203	\$21,429

This schedule assumes an additional discretionary payment is made in the amount and by the date stated on page 1 of this letter.

9. Resolution to Transfer Funds

#### **RESOLUTION NO. 1-2021**

# A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CONSOLIDATED MOSQUITO ABATEMENT DISTRICT TO TRANSFER MONIES FROM THE CONTINGENT LIABILITY RESERVE TO THE RETIREMENT DISTRICT'S PAYMENT ACCOUNT NO. 6101-04

WHEREAS, the BOARD OF TRUSTEES (Board) of the CONSOLIDATED MOSQUITO ABATEMENT DISTRICT (District) on October 19, 2021 approved and authorized expenditure of funds for lump sum payments to reduce the District's California Public Employees Retirement System (CalPERS) Unfunded Accrued Liability (UAL) of \$150,000 for Classic Miscellaneous Plan and \$1,147 for PEPRA Miscellaneous Plan; and

WHEREAS, monies are held in the Contingent Liability Reserve and made available for specific District expenditure and transferred to respective line item accounts, when such expenditure is approved and authorized by the Board.

NOW, THEREFORE, BE IT RESOLVED, that the BOARD OF TRUSTEES of the CONSOLIDATED MOSQUITO ABATEMENT DISTRICT does hereby approve and authorize the

Transfer of One Hundred Fifty-One Thousand, One Hundred Forty-Seven Dollars (\$151,147) from the Contingent Liability Reserve to the Retirement District's Payment Account No. 6101-04.

PASSED AND ADOPTED by the BOARD OF TRUSTEES of the CONSOLIDATED MOSQUITO ABATEMENT DISTRICT on the 16<sup>th</sup> day of February, 2021 by the following vote:

AYES: NOES: ABSENT:	
	President, Board of Trustees Consolidated Mosquito Abatement District
	Secretary, Board of Trustees Consolidated Mosquito Abatement District

CITI CitiBusine	SS <sup>®</sup>		6109-40 33.5	78 Print Close
			6/08-01 1095	
STEVE MULLIGAN - XXX	X-XXXX-XXX	X-8590	6106-05 449.	2004
Statement Balance:	\$3,706.06		6108-03 165.6	57
Last Payment Amount:	\$1,166.76		6102-02 1303.2	19
Minimal Payment Due			6103-02 491.6	4
on 03/02/21:	\$55.00		6109-08 5.87	
Statement/Closing Date: 02/08/2021		1	6106-02 77.50	
etaternerii, eteering Date.	02/00/202		6109-67 83.7	0
ACCOUNT SUMMARY			QUICK REFERENCE	
Previous Balance		\$1,166.76	Minimum Payment	\$55.00
Payments. Credits, and Ad	justments	\$1,166.76	New Balance	\$3,706.06
Purchases		\$3,706.06	Payment Due Date	03/02/2021
Cash Advances		\$0.00	<b>Business Credit Line</b>	\$50,900.00
ees		\$0.00	Cash Advance Line	\$21,500.00
nterest Charges		\$0.00	Available Credit Line	\$47,193.00
New Balance		\$3,706.06	Available Cash Advance Line	\$21,500.00

#### STATEMENT MESSAGES

Great News. Your Annual account summary is now available online. Please go to www.citicards.com and login to your account online for more details.

Please be sure to pay on time. If you submit your payment by mail, we suggest you mail it no later than 02/23/2021 to allow enough time for regular mail to reach us.

#### FINANCE CHARGE SUMMARY

	Nominal APR	Periodic Finance Change	Transaction Fee/Interest Change
Purchases (Standard Purch)	21.240%	\$0.00	\$0.00
Cash Advances (Standard Adv)	21.240%	\$0.00	\$0.00
TOTAL Interest Charge	\$0.00		

Post Date	Desci	iption			Amount		
01/27	ONLI	NE PAYMENT, THANK Y	E PAYMENT, THANK YOU				
CARDHOLDER SUM	IMARY						
Cardholder		Account Number	Employee	Employee Cash	Total Activity		
		(Last 4 digits)	Credit Line	Advance Line	Amount		
FRED S MULLIGAN		0151	\$15,100	\$0	\$3,706.06		
Transaction	Post	Description:		Charged	Amount:		
Date:	Date:			to:			

02/08 02/08 AMZN MKTP US\*PY9WT2UN3 10 - thumb drives Standard \$33.58 6 109 - 10

		AMZN.COM/BILL WA	Purch	
02/05	02/05	EVENT* AMERICAN MOSQUI 5712268300 VA AMCA Amud meeting	Standard Purch	\$1,095.00 6/08-61
02/04	02/04	AMZN MKTP US+382XX1WK3 AMZN.COM/BILL WA Face Masks, anti-fatigue standing mat	Standard Purch	\$147.06 6106-05 62.10
02/04	02/04	CHIPOTLE ONLINE 1800244768 CA MVCAC annual meeting neal for attende	Standard Purch	\$67.91 6/08-03
02/03	02/03	PANERA BREAD #601329 O 559-325-0290 CA MVCAC annual meeting theal for attenders	Standard Purch	\$97.76 6/08-63
01/29	01/29	HARBOR FREIGHT TOOLS 6 CLOVIS CA Hydraulic Pipe Bender	Standard Purch	\$140.36 6/03-02
01/29	01/29	AMZN Mktp US*RQ4OQ9743 Amzn.com/bill WA Remote Controlled pplicator	Standard Purch	\$384.47 6/02-02
01/27	01/27	AMZN MKTP US*L40YC9OL3  AMZN.COM/BILL WA  Remote controlled applicator	Standard Purch	\$41.40 6/02-02
01/27	01/27	AMZN Mktp US*TZ3KE22K3 Amzn.com/bill WA Remote Controlled applicator	Standard Purch	\$9.80 6102-02
01/27	01/27	AMZN Mktp US*RI2ED3ZU3 Amzn.com/bill WA Charger for remote controlled applicator	Standard Purch	\$163.41 6/02-07
01/27	01/27	AMZN Mktp US*CX6N56033 Amzn.com/bill WARemote Control applicator	Standard Purch	\$430.40 6102-02
01/27	01/27	HARBOR FREIGHT TOOLS 6 CLOVIS CA Replace broken ATV Jack	Standard Purch	\$302.30 6103-02
01/27	01/27	ARGO ATV PARTS 6057752917 SD Steering clamp replacement	Standard Purch	\$48.98 6103-02
01/26	01/26	AMZN Mktp US*EK4N19M33 Amzn.com/bill WA Remote Controlled Pesticide applicator	Standard Purch	\$136.18 b 102-02
01/25	01/25	Payroll & Software update - bi-annually	Standard Purch	\$349.99 <i>6   06 - 05</i>
01/25	01/25	MEMPHIS NET & TWINE 8002386380 TN Minnow traps -	Standard Purch	\$52.67 6102-02
01/23	01/23	AMZN Mktp US*NL2VZ6DG3 Amzn.com/bill WA iso propyl alcohol	Standard Purch	\$5.87 <b>6109-08</b>
01/14	01/14	FREE CONFERENCE CALL G 877- 5531680 CA Board meeting access	Standard Purch	\$3.95 6/06-05
01/13	01/13	USPS PO 0539540631 KINGSBURG CA Mail January Board Packet	Standard Purch	\$77.50 k106-02
01/09	01/09	AMZN Mktp US*4W73M77B3 Amzn.com/bill WA COVID Signs & Stickers	Standard Purch	\$83.70 6109-67
01/08	01/09	INTUIT *CHECKS / FORMS 800-446-8848 CA 1099 form 5	Standard Purch	\$33.77 6106-05
EVE MULICAN		2850 \$50,000 \$21,500		20,00

STEVE MULLIGAN

2859

\$50,900

\$21,500

\$0.00