

## **CONSOLIDATED MOSQUITO ABATEMENT DISTRICT**

13151 E. Industrial Dr., Parlier, CA 93648

559-896-1085 | [www.mosquitobuzz.net](http://www.mosquitobuzz.net)

### **Board of Trustees Special Meeting**

Tuesday, January 21, 2025

1:00PM

### **AGENDA**

**1. Roll Call:**

Introduction of Mr. Craig Mellon, new trustee appointment from the City of Fowler.

**2. Public Comments:**

This is an opportunity for public comment on non-agenda items. The President reserves the right to limit the duration of each speaker to five (5) minutes. It is customary for the Board not to answer any questions impromptu.

**3. Announcements, Presentations, and Written Communications:**

Trustee reappointments.

**4. Items of General Consent:**

The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. The President or any member of the Board of Trustees may request an item be pulled from Items of General Consent for a separate discussion.

**A. Approval of December Minutes**

**B. Approval of December Payroll**

**C. Approval of December Bills**

**5. Election of Board Officers for 2025:**

The Board will elect a President and a Vice President/Secretary.

**6. Board of Trustees Committees for 2025:**

The President will discuss committees and trustee appointments for committees.

**7. Authorization of Individuals to Sign Checks:**

The Board will appoint and authorize individuals to sign District checks.

**8. Statement of Economic Interests:**

Statement of Economic Interests Form 700 will be distributed to trustees.

**9. Trustee 2024 Attendance Record:**

The record of trustee attendance at District meetings over the past year will be distributed.

**10. Attorney-Client Agreement:**

The Board will review an attorney-client agreement to secure legal services for the processing of an H1-B visa transfer.

**11. Manager's Report:**

This is an opportunity for the Manager to report on District activities.

**12. Board General Discussion:**

This is an opportunity for Board Members to ask questions for clarification, provide information to staff, request staff to report back on a matter or direct staff to place a matter on a subsequent agenda.

**13. Adjournment:**

**Minutes of the Board of Trustees of the  
Consolidated Mosquito Abatement District  
December 16, 2024**

The regular meeting of the Board of Trustees of the Consolidated Mosquito Abatement District was held at the District Office, in Parlier at 1:00 PM on December 16, 2024.

1. **Roll Call:**

**Trustees Present:**

Tokuo Fukuda	Kingsburg
Mary Anne Hill	County of Fresno – arrived at 1:09 PM
Abe Isaak	Reedley
Charles Lockhart	Orange Cove
Michelle Lopez	Parlier
Ward Scheitrum	Fresno
Karen Steinhauer	Sanger – arrived at 1:03 PM
Bruce Taylor	County of Fresno

**Trustees Absent:**

Leonard Hammer	Fowler
Charles Smith	Selma
Jennifer Willems	Clovis

**Others Present:**

Jodi Holeman	District Manager
Karan Cox	Office Administrator
Steve Mulligan	Sanger resident
Jaribu Nelson	Jaribu W. Nelson, CPA

2. **President Lockhart called the regular meeting to order at 1:01 PM:**

3. **Public Comments:** None.

4. **Items of General Consent:** The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. The President or any member of the Board of Trustees may request an item be pulled from Items of General Consent for a separate discussion.

- A. Approval of November Minutes**
- B. Approval of November Special Meeting Minutes**
- C. Approval of November Payroll**
- D. Approval of November Bills**

A motion was made by Trustee Fukuda, seconded by Trustee Isaak, and passed by unanimous vote to approve the items of General Consent.

5. **Presentation of the 2023/2024 Audit Report:** Jaribu Nelson from the firm of Jaribu W. Nelson, CPA, presented the audit report of financial statements for the year ending June 30, 2024. A motion was made by Trustee Fukuda, seconded by Trustee Taylor, and passed by unanimous vote to approve the Audit Report as presented.
6. **Warrant to Inspect and Abate:** A motion was made by Trustee Isaak, seconded by Trustee Hill, and passed by unanimous vote to authorize the Manager to work with legal counsel to prepare and file necessary documents to apply for an area-wide Warrant to Inspect and Abate for the 2025 mosquito season.
7. **Ethics and Supervisor Training Requirements:** The Board reviewed training requirements to comply with AB 1234 and AB 1825 for Board members. No action was taken.
8. **Resolution 06-2024 Termination of CCVCJPA:** A motion was made by Trustee Isaak, seconded by Trustee Fukuda and passed by a roll call vote of 8 – 0 – 3 (Hammer, Smith, Willems absent) to approve Resolution 06-2024, “A Resolution of the Board of Trustees of the Consolidated Mosquito Abatement District Announcing Its Determination and Desire to Dissolve and Terminate the Central California Vector Control Joint Powers Agency (CCVCJPA)”.
9. **Vehicle Transmission Replacement:** A motion was made by Trustee Taylor, seconded by Trustee Lopez and passed by unanimous vote to approve the purchase and installation of a new transmission for a district 2005 Jeep Wrangler Sport at a cost of \$3,976.19.
10. **Change January and February Meeting Dates:** A motion was made by Trustee Isaak, seconded by Trustee Taylor and passed by unanimous vote to cancel the regular January 20, 2025, and February 17, 2025, meetings, which are District holidays and to schedule special meetings of the Board on January 21, 2025 and February 18, 2025.
11. **Meeting Reports:** Trustee Taylor and District Manager Holeman gave oral reports on their attendance at the MVCAC Planning meeting on December 2 – 4, 2024 in San Diego, Ca.

12. **Board General Discussion:**

13. **Staff Reports:** District Manager Holeman informed the Board that an offer of employment had been made for the GIS/IT Specialist position.

District Manager Holeman gave an update on the solar structure projects at the Parlier and Clovis facilities.

14. **Adjournment:** The meeting ended at 2:10 PM. The next Board meeting will be held on Tuesday, January 21, 2025.

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Attested  
Member, Board of Trustees

**Consolidated Mosquito Abatement District  
Payroll Expenses  
December 2024**

<b>Check #</b>	<b>Gross Pay</b>	<b>Net Pay</b>	<b>Payee</b>	<b>Description</b>
31437	\$3,280.21	\$2,227.33	Amy Garcia	Full-Time Employee
31438	\$3,743.96	\$2,483.25	Brittany Deegan	Full-Time Employee
31439	\$3,759.13	\$2,680.10	Chris Monis	Full-Time Employee
31440	\$3,946.29	\$1,625.35	Derek Hill	Full-Time Employee
	\$0.00	\$0.00	Devon Cornel	Full-Time Employee
31441	\$3,060.54	\$2,213.43	Donald McNeil	Full-Time Employee
31442	\$3,622.50	\$2,563.93	Gha Vang	Full-Time Employee
31443	\$6,041.67	\$3,863.31	Jodi Holeman	Full-Time Employee
31444	\$3,967.00	\$2,342.14	Jose Moreno	Full-Time Employee
31445	\$3,240.54	\$2,180.87	Jovana Benavides	Full-Time Employee
31446	\$4,282.75	\$2,969.99	Karan Cox	Full-Time Employee
	\$0.00	\$0.00	Katherine Brisco	Full-Time Employee
31447	\$4,901.38	\$3,036.84	Katherine Ramirez	Full-Time Employee
31468	\$300.00	\$277.05	Abraham Isaak	Trustee
31469	\$3,280.21	\$2,227.33	Amy Garcia	Full-Time Employee
31470	\$3,743.96	\$2,483.24	Brittany Deegan	Full-Time Employee
31471	\$300.00	\$277.05	Bruce Taylor	Trustee
31472	\$300.00	\$272.05	Charles Lockhart	Trustee
31473	\$200.00	\$184.70	Charles Smith	Trustee
31474	\$3,759.13	\$2,681.49	Chris Monis	Full-Time Employee
31475	\$3,946.29	\$1,625.80	Derek Hill	Full-Time Employee
31476	\$3,622.50	\$2,380.92	Devon Cornel	Full-Time Employee
31477	\$3,060.54	\$2,213.45	Donald McNeil	Full-Time Employee
31478	\$3,622.50	\$2,563.95	Gha Vang	Full-Time Employee
31479	\$6,041.67	\$3,864.53	Jodi Holeman	Full-Time Employee
31480	\$3,967.00	\$2,832.58	Jose Moreno	Full-Time Employee
31481	\$3,240.54	\$2,180.86	Jovana Benavides	Full-Time Employee
31482	\$4,282.75	\$2,969.99	Karan Cox	Full-Time Employee
31483	\$300.00	\$277.05	Karen Steinhauer	Trustee
31484	\$3,359.83	\$2,289.17	Katherine Brisco	Full-Time Employee
31485	\$4,901.38	\$3,036.85	Katherine Ramirez	Full-Time Employee
31486	\$300.00	\$277.05	Mary Anne Hill	Trustee
31487	\$300.00	\$277.05	Michelle Lopez	Trustee
31488	\$300.00	\$277.05	Tokuo Fukuda	Trustee
31489	\$200.00	\$184.70	Ward Scheitrum	Trustee
<b>Total</b>	<b>\$97,174.27</b>	<b>\$63,840.45</b>		

**Consolidated Mosquito Abatement District  
Payroll Expenses  
December 2024**

**Employee Deductions and Liabilities**

Check #	Amount	Payee	Description
31448	\$1,744.84	EDD	State Income Tax
31449	\$8,211.56	CMAD	Federal, Social Security, Medicare
31450	\$3,141.44	CalPERS	Retirement - Employee portion
31451	\$2,250.00	Mission Square	457K Retirement
31452	\$200.00	Valley First Credit Union	Credit Union
31495	\$71.68	Aflac	Disability Insurance
31490	\$2,124.12	EDD	State Income Tax
31491	\$9,906.11	CMAD	Federal, Social Security, Medicare
31492	\$3,141.46	CalPERS	Retirement - Employee portion
31510	\$541.15	CalPERS	Retirement - Employee portion
31493	\$1,650.00	Mission Square	457K Retirement
31494	\$200.00	Valley First Credit Union	Credit Union
31511	\$151.46	Mutual of Omaha	Life Insurance - Employee portion
<b>Total Deductions</b>	<b>\$33,333.82</b>		
<b>Total Net Pay</b>	<b>\$63,840.45</b>		
<b>Total Gross Pay</b>	<b>\$97,174.27</b>		

**Consolidated Mosquito Abatement District  
Maintenance and Operations Expenses**

**BMO Checks**

<b>Check #</b>	<b>Amount</b>	<b>Payee</b>	<b>Description</b>
31449	\$3,362.56	CMAD	Social Security & Medicare - District portion
31450	\$4,131.33	CalPERS	Retirement - District portion
31454	\$426.20	Bruce Taylor	Travel expenses - MVCAC Planning meeting
31455	\$10.66	FedEx	Mosquito sample shipping
31456	\$389.50	Matson Alarm Co	Alarm systems
31457	\$29.11	Mid-Valley Disposal	Disposal - Selma facility
31458	\$88.33	PG&E	Electric & Gas charges - Selma facility
31459	\$37.39	PG&E	Gas charges - Clovis facility
31460	\$624.98	PG&E	Electric charges - Clovis facility
31461	\$15.65	PG&E	Electric charges - Caruthers facility
31462	\$19,079.83	SDRMA	Health, dental & vision premium
31463	\$16.27	SoCal Gas	Gas charges - Caruthers facility
31464	\$2,403.48	Verizon Connect	Vehicle GPS tracking & cameras
31465	\$141,787.25	Westech Systems LLC	Solar project - Parlier
31466	\$10,174.95	Westech Systems LLC	Solar project - Clovis
31467	\$548.00	Jodi Holeman	Wellness funds raffle price money
31491	\$4,085.11	CMAD	Social Security & Medicare - District portion
31492	\$4,131.33	CalPERS	Retirement - District portion
31496	\$685.32	AT&T	Telephone / Internet - Clovis facility
31497	\$40.47	AT&T	800 Number
31498	\$1,032.48	AT&T	Telephone / Internet - Parlier facility
31499	\$100.22	California Water Service	Water - Selma facility
31500	\$1,225.00	Carson Trailer, Inc.	6.5' X 10' utility trailer
31501	\$670.84	City of Clovis	Water sewer disposal - Clovis facility
31502	\$43.95	DoorKing, Inc.	Monthly gate service
31503	\$403.44	Matson Alarm Co	Alarm systems - various locations
31504	\$961.91	City of Parlier	Water sewer disposal - Parlier facility
31505	\$2,085.60	PG&E	Electric charges - Parlier facility
31506	\$38.72	Republic Services	Disposal - Clovis facility
31507	\$514.57	SoCal Gas	Gas charges - Parlier facility
31508	\$10,679.42	Tulare Polaris	Purchase of a new ATV
31509	\$1,868.82	Verizon Wireless	Cell phones / tablets
31510	\$549.52	CalPERS	Retirement - District portion
31511	\$63.71	Mutual of Omaha	Life insurance - District portion
31512	\$300.00	All-Pro Janitorial	Janitorial services
31513	\$3,976.19	AR Transmission	Transmission replacement - Jeep
31514	\$445.16	AutoZone, Inc.	Repair parts
31515	\$746.00	Fresno County Treasurer	Hazardous materials handler fee
31516	\$112.92	GoodSuite	Copier maintenance
31517	\$609.60	Katherine Ramirez	Airfare reimbursement - AMCA Annual Conference
31518	\$540.00	Lozano Smith	Legal fees



**Consolidated Mosquito Abatement District  
Maintenance and Operations Expenses**

<b>Check #</b>	<b>Amount</b>	<b>Payee</b>	<b>Description</b>
31519	\$915.72	Mission Uniform Service	Uniforms & safety
31520	\$292.44	Napa	Repair parts
31521	\$208.99	Nelson's Ace Hardware & Lumber	Field equipment
31522	\$74.55	O'Reilly Auto Parts	Repair parts
31523	\$1,092.81	Ono's Auto Repair	Vehicle repairs
31524	\$549.24	Target Specialty Products	Drone propeller
31525	\$147.96	Tifco Industries	Shop supplies
31526	\$83.40	Tulare Polaris	Repair parts
31527	\$9,282.72	U.S. Bank Corporate Payment	Credit card statement - see transaction list
31528	\$1,577.44	Wex Bank - Valero	Fuel
31529	\$3,260.00	World Oil Environmental Services	Waste vacuum disposal & transportation
<b>Total</b>	<b>\$236,521.06</b>		

**County of Fresno Checks**

<b>Check #</b>	<b>Amount</b>	<b>Payee</b>	<b>Description</b>
309478	\$226,311.88	Consolidated Mosquito	Transfer funds to checking
309479	\$65,747.13	Consolidated Mosquito	Transfer funds to checking
309480	\$41,636.32	Consolidated Mosquito	Transfer funds to checking
	<b>\$333,695.33</b>		

**Summary of December Expenses**

December 2024 Salaries & Wages	<b>\$97,174.27</b>
December 2024 Maintenance & Operations	\$236,521.06
<b>Total December 2024 Expenditures</b>	<b>\$333,695.33</b>

**Consolidated Mosquito Abatement District**  
**Monthly Expenditures**

ACCOUNT NUMBER	ACCOUNT NAME	BUDGET FY 2024/2025	SPENT TO DATE	BALANCE DEC 31, 2024
<b><u>SALARIES, WAGES &amp; EMPLOYEE BENEFITS</u></b>				
6101-01	Salaried Wages	\$1,340,000.00	\$610,067.31	\$729,932.69
6101-06	Hourly Wages & Extra Help	\$750,000.00	\$336,861.54	\$413,138.46
6101-02	FICA Employers Contribution	\$162,000.00	\$72,539.47	\$89,460.53
6101-03	Unemployment Insurance	\$24,000.00	\$1,598.25	\$22,401.75
6101-04	Retirement District's Payment	\$150,000.00	\$66,599.36	\$83,400.64
6101-08	CalPERS UAL Payment	\$26,000.00	\$7,635.00	\$18,365.00
6101-05	Group Health Insurance	\$300,000.00	\$116,398.26	\$183,601.74
6101-07	Pre-Employment & Misc. Expenses	\$9,000.00	\$120.00	\$8,880.00
	<b>TOTALS</b>	<b>\$2,761,000.00</b>	<b>\$1,211,819.19</b>	<b>\$1,549,180.81</b>
<b><u>OPERATING &amp; MAINTENANCE SUPPLIES &amp; EXPENSE</u></b>				
6102-01	Insecticides & Herbicides	\$500,000.00	\$260,904.66	\$239,095.34
6102-02	Power Spray & Field Equipment	\$30,000.00	\$7,185.66	\$22,814.34
6102-03	Misc Operating Supplies & Expense	\$7,000.00	\$4,428.54	\$2,571.46
6102-04	Fish Program	\$10,000.00	\$0.00	\$10,000.00
6102-05	Building & Ground Maintenance	\$30,000.00	\$9,152.65	\$20,847.35
6102-06	Airplane Expense	\$1,000.00	\$0.00	\$1,000.00
	<b>TOTALS</b>	<b>\$578,000.00</b>	<b>\$281,671.51</b>	<b>\$296,328.49</b>
<b><u>MOTOR VEHICLE SUPPLIES &amp; EXPENSE</u></b>				
6103-01	Fuel & Lubricants	\$180,000.00	\$70,756.56	\$109,243.44
6103-02	Repairs & Shop Tools	\$45,000.00	\$20,386.54	\$24,613.46
6103-03	Tires & Batteries	\$15,000.00	\$1,516.29	\$13,483.71
6103-04	Fleet Lease	\$120,000.00	\$0.00	\$120,000.00
	<b>TOTALS</b>	<b>\$360,000.00</b>	<b>\$92,659.39</b>	<b>\$267,340.61</b>
<b><u>UTILITIES &amp; COMMUNICATIONS</u></b>				
6104-01	Heat, Light & Power	\$50,000.00	\$25,627.47	\$24,372.53
6104-04	Water Sewer & Disposal	\$19,000.00	\$10,282.66	\$8,717.34
6105-01	Telephone & Internet	\$25,000.00	\$10,426.79	\$14,573.21
6105-02	Cellular Phones & Tablets	\$30,000.00	\$14,068.43	\$15,931.57
	<b>TOTALS</b>	<b>\$124,000.00</b>	<b>\$60,405.35</b>	<b>\$63,594.65</b>
<b><u>OFFICE SUPPLIES &amp; EXPENSE</u></b>				
6106-02	Postage, Printing & Stationery	\$6,000.00	\$456.15	\$5,543.85
6106-04	Repairs & Maintenance	\$6,000.00	\$740.44	\$5,259.56
6106-05	Misc Office Supplies	\$14,000.00	\$2,635.80	\$11,364.20
6106-06	Office Equipment & Furniture	\$10,000.00	\$1,637.54	\$8,362.46
	<b>TOTALS</b>	<b>\$36,000.00</b>	<b>\$5,469.93</b>	<b>\$30,530.07</b>
<b><u>INSURANCE</u></b>				
6107-01	Liability, Property & Auto	\$125,000.00	\$113,078.36	\$11,921.64
6107-02	Workers Compensation	\$80,000.00	\$73,834.00	\$6,166.00
	<b>TOTALS</b>	<b>\$205,000.00</b>	<b>\$186,912.36</b>	<b>\$18,087.64</b>

**Consolidated Mosquito Abatement District  
Monthly Expenditures**

ACCOUNT NUMBER	ACCOUNT NAME	BUDGET FY 2024/2025	SPENT TO DATE	BALANCE DEC 31, 2024
<b><u>TRAVEL &amp; SUBSISTENCE EXPENSE</u></b>				
6108-01	Meetings & Travel Allowance	\$75,000.00	\$22,107.06	\$52,892.94
6108-02	Trustee Allowance	\$1,000.00	\$0.00	\$1,000.00
6108-03	Meal Allowance	\$5,000.00	\$376.64	\$4,623.36
	<b>TOTALS</b>	<b>\$81,000.00</b>	<b>\$22,483.70</b>	<b>\$58,516.30</b>
<b><u>MISCELLANEOUS EXPENDITURES</u></b>				
6109-01	Rent: Land, Buildings and Equipment	\$2,000.00	\$0.00	\$2,000.00
6109-02	Dues, Subscriptions and Fees	\$30,000.00	\$25,729.06	\$4,270.94
6109-03	Education & Publicity	\$35,000.00	\$9,815.47	\$25,184.53
6109-04	Accounting	\$15,000.00	\$13,500.00	\$1,500.00
6109-05	Legal	\$12,000.00	\$1,957.50	\$10,042.50
6109-06	County Service Charge	\$65,000.00	\$0.00	\$65,000.00
6109-07	Uniforms, Safety Apparel & Equipment	\$25,000.00	\$9,789.54	\$15,210.46
6109-08	Surveillance & Research	\$70,000.00	\$37,457.52	\$32,542.48
6109-09	Other Miscellaneous Expenditures	\$18,000.00	\$1,833.42	\$16,166.58
6109-10	GIS & GPS	\$72,000.00	\$35,262.20	\$36,737.80
	<b>TOTALS</b>	<b>\$344,000.00</b>	<b>\$135,344.71</b>	<b>\$208,655.29</b>
<b>TOTAL OPERATIONAL EXPENDITURES</b>		<b>\$4,489,000.00</b>	<b>\$1,996,766.14</b>	<b>\$2,492,233.86</b>
<b><u>CAPITAL OUTLAY</u></b>				
6110-01	Office & Lab Furniture & Equipment	\$25,000.00	\$8,454.92	\$16,545.08
6110-02	Auto Equipment	\$350,000.00	\$262,148.28	\$87,851.72
6110-03	Shop Equipment	\$15,000.00	\$0.00	\$15,000.00
6110-04	Field Equipment	\$150,000.00	\$21,058.32	\$128,941.68
6110-05	Building & Ground Improvement	\$700,000.00	\$371,337.17	\$328,662.83
6110-06	Loan & Lease Purchase Payments	\$290,000.00	\$0.00	\$290,000.00
	<b>TOTAL CAPITAL OUTLAY EXPENDITUR</b>	<b>\$1,530,000.00</b>	<b>\$662,998.69</b>	<b>\$867,001.31</b>
<b>TOTAL EXPENDITURES</b>		<b>\$6,019,000.00</b>	<b>\$2,659,764.83</b>	<b>\$3,359,235.17</b>
<b><u>Special Projects Reserve</u></b>		<b>\$150,000.00</b>	<b>\$0.00</b>	<b>\$150,000.00</b>
<b><u>MVCAC SSJVR Mutual Aid Reserve</u></b>		<b>\$100,000.00</b>	<b>\$0.00</b>	<b>\$100,000.00</b>
<b><u>Contingency Reserve</u></b>		<b>\$1,000,000.00</b>	<b>\$0.00</b>	<b>\$1,000,000.00</b>
<b><u>Building Reserve</u></b>		<b>\$2,000,000.00</b>	<b>\$0.00</b>	<b>\$2,000,000.00</b>
<b><u>Equipment Reserve</u></b>		<b>\$500,000.00</b>	<b>\$0.00</b>	<b>\$500,000.00</b>
<b><u>General Reserve</u></b>		<b>\$3,208,000.00</b>	<b>\$0.00</b>	<b>\$3,208,000.00</b>
	<b>TOTAL RESERVES</b>	<b>\$6,958,000.00</b>	<b>\$0.00</b>	<b>\$6,958,000.00</b>
<b>TOTAL EXPENDITURES AND RESERVES</b>		<b>\$12,977,000.00</b>	<b>\$2,659,764.83</b>	<b>\$10,317,235.17</b>

**Consolidated Mosquito Abatement District  
Monthly Expenditures**

<b>FRESNO COUNTY ACCOUNT- BANK OF THE WEST</b>	
<b>CASH ON HAND, NOVEMBER 30, 2024</b>	<b>\$7,859,541.47</b>
PROPERTY TAXES WITHHELD BY FRS COUNTY	\$0.00
DECEMBER REVENUE	\$0.00
DECEMBER INTEREST	\$61,160.01
TAXES - FRESNO COUNTY / KINGS COUNTY	\$2,370,853.72
TOTAL REVENUE FOR DECEMBER	<u>\$2,432,013.73</u>
<b>SUB-TOTAL</b>	<b>\$10,291,555.20</b>
COUNTY ADMIN COST FOR FY WITHHELD BY COUNTY	\$0.00
MONEY TRANSFERRED TO CHECKING	(\$333,695.33)
<b>CASH ON HAND, DECEMBER 31, 2024</b>	<b><u>\$9,957,859.87</u></b>

<b>YEARLY REVENUE THROUGH 11-30-24</b>	<b>\$126,728.88</b>
DECEMBER REVENUE	\$2,370,853.72
<b>YEARLY REVENUE THROUGH 12-31-24</b>	<b><u>\$2,497,582.60</u></b>

<b>CMAD CHECKING ACCOUNT - BANK OF THE WEST</b>	
<b>CASH ON HAND, NOVEMBER 30, 2024</b>	<b>\$135,000.00</b>
MONEY TRANSFERRED FROM FRS CO ACCT	\$333,695.33
DECEMBER EXPENDITURES	(\$333,695.33)
<b>CASH ON HAND, DECEMBER 31, 2024</b>	<b><u>\$135,000.00</u></b>

<b>SALE OF REEDLEY DEPOT</b>	<b>\$185,000.00</b>
DOWN PAYMENT	(\$25,000.00)
MONTHLY PAYMENTS PAID TO DATE	(\$46,438.00)
<b>BALANCE DUE AS OF DECEMBER 31, 2024</b>	<b><u>\$113,562.00</u></b>



P.O. BOX 6343  
FARGO ND 58125-6343



**ACCOUNT NUMBER**  
**STATEMENT DATE** 01-06-2025  
**AMOUNT DUE** \$9,282.72  
**NEW BALANCE** \$9,282.72  
PAYMENT DUE ON RECEIPT



000000442 01 SP 106481216873692 S  
CONSOLIDATED MOSQUITO  
ATTN KARAN COX  
13151 E. INDUSTRIAL DR.  
PARLIER CA 93648-9661

**AMOUNT ENCLOSED**  
\$

Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYSTEMS  
P.O. BOX 790428  
ST. LOUIS, MO 63179-0428

Please tear payment coupon at perforation.

**CORPORATE ACCOUNT SUMMARY**

CONSOLIDATED MOSQUIT	Previous Balance	Purchases And Other + Charges	Cash Advances +	Cash Advance Fees +	Late Payment Charges	- Credits	- Payments	New = Balance
Company Total	\$4,152.56	\$9,522.72	\$0.00	\$0.00	\$0.00	\$240.00	\$4,152.56	\$9,282.72

**CORPORATE ACCOUNT ACTIVITY**

CONSOLIDATED MOSQUITO				TOTAL CORPORATE ACTIVITY	
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
12-20	12-20	74798264355435500011269	PAYMENT-THANK YOU Q	4,152.56	CR

**NEW ACTIVITY**

DEVON CORNEL		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$266.14	\$0.00	\$266.14
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
12-23	12-20	24943014356010187071345	THE HOME DEPOT #8529 SELMA CA	74.06	
01-02	12-30	24943014366010200572244	THE HOME DEPOT #0664 CLOVIS CA	192.08	

<b>CUSTOMER SERVICE CALL</b>  800-344-5696	<b>ACCOUNT NUMBER</b>		<b>ACCOUNT SUMMARY</b>	
	<b>STATEMENT DATE</b> 01/06/25	<b>DISPUTED AMOUNT</b> .00	PREVIOUS BALANCE	4,152.56
<b>SEND BILLING INQUIRIES TO:</b> U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	<b>AMOUNT DUE</b>  <b>9,282.72</b>		PURCHASES & OTHER CHARGES	9,522.72
			CASH ADVANCES	.00
			CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	240.00
		PAYMENTS	4,152.56	
		<b>ACCOUNT BALANCE</b>	<b>9,282.72</b>	





Company Name: CONSOLIDATED MOSQUITO
Corporate Account Number:
Statement Date: 01-06-2025

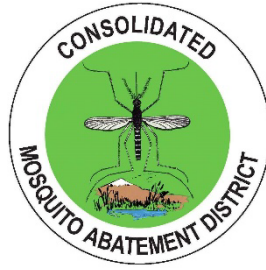
Department: 00000 Total:	\$9,282.72
Division: 00000 Total:	\$9,282.72

Name	Date	Reference Number	Merchant Name	Amount	Item Description	CMAD Account #	Purchase Purpose
D. Cornel	2024/12/20	24943014356010187071345	THE HOME DEPOT #8529	\$74.06	Lg grip hook, T-plate, Cnr Br	6102-02	Drone trailer mounting brkts
D. Cornel	2024/12/30	24943014366010200572244	THE HOME DEPOT #0664	\$192.08	Floor cleaner, wringer bucket	6102-05	polish Clovis office floors
K. Cox	2024/12/09	24064664344000003093060	AMCA* CA	\$1,050.00	91st Annual Meeting Regis.	6108-01	Meeting registration - trustee
K. Cox	2024/12/09	24137464345001752002457	USPS PO 0558560648	\$28.49	First-Class Lg Env	6106-02	Mail Board packet
K. Cox	2024/12/16	24453884352000011300293	SALS MEXICAN	\$81.22	appetizer tray	6108-03	year-end Board snacks
K. Cox	2024/12/16	24692164351109552815053	SQ *BELLA BAKERY	\$39.00	Cupcake Dozen	6108-03	Board meeting refreshments
K. Cox	2024/12/16	24427334352710040579282	SAVEMART #654 KINGS	\$22.27	miscellaneous supplies	6102-03	Board meeting supplies
K. Cox	2024/12/19	24801974355187496235501	Mosquito & Vector Control	\$5,025.00	Annual conference registration	6108-01	MVCAC Annual Conference
J. Moreno	2024/12/05	24943014341010197571936	THE HOME DEPOT #8529	\$20.53	SHEET METAL	6102-02	backpack repair
J. Moreno	2024/12/10	24692164345103736677116	AMZN MKTP US*ZX4OS5	\$51.23	Radiator Cooling Fan	6103-02	replace worn out parts
J. Moreno	2024/12/12	24011344347000110413045	AMAZON MARK* ZX9Y56	\$21.78	backpack sprayer straps	6102-02	replace worn out parts
J. Moreno	2024/12/13	24692164348106841946224	AMZN MKTP US*Z156B6	\$212.49	Caltric Complete Seat Comp	6102-02	replace worn out parts
J. Moreno	2024/12/16	24011344351000113692135	MOTION INDUSTRIES INC.	\$285.13	252A-KIT ORING	6102-02	Repair kit
J. Moreno	2024/12/20	24943014356010187074141	THE HOME DEPOT #8529	\$76.96	Garage works, dew 1x12 rat	6109-07	shop fire extinguishers
J. Moreno	2024/12/22	24011344357000066647908	AMAZON MARK* Z96Z53	\$108.90	backpack sprayer straps	6102-02	replace worn out parts
J. Moreno	2024/12/22	24011344357000019399169	AMAZON MARK* Z96S56	\$81.70	Tie rod end parts	6103-02	replace worn out parts
J. Moreno	2024/12/27	24692164362109404053934	AMZN MKTP US*ZE0JK3	\$189.70	ATV Prop Shaft Assembly	6103-02	replace worn out parts
J. Moreno	2024/12/27	24692164362109470895713	AMZN MKTP US*ZP5TU7	\$52.90	OEM Prop Shaft Coupling	6103-02	replace worn out parts
J. Moreno	2024/12/27	24011344362000090354235	AMAZON MARK* ZE5FD	\$40.56	rear gearcase seal kits	6103-02	replace leaking seals
J. Moreno	2025/01/02	24011345002000086091745	AMAZON MARK* ZE89S	\$25.71	Front wheel bearings	6103-02	replace worn out parts
J. Moreno	2025/01/02	24011345002000054753797	AMAZON MARK* ZD9QB	\$25.05	Polaris air filters	6103-02	replace used filters
J. Holeman	2024/12/10	24492164346500001102228	ACCUWEBHOS* IN 526544	\$89.88	Annual web hosting fee	6109-03	Co of Fresno mosquito website
J. Holeman	2024/12/17	24692164353101572406284	UNITED 0162444345313	\$236.80	Airfare	6108-01	AMCA Annual meeting
J. Holeman	2024/12/17	24035964352113978151026	AMERICAN AIR0012198878	\$191.48	Airfare	6108-01	AMCA Annual meeting
J. Holeman	2024/12/17	24035964352113983077893	AMERICAN AIR0012198877	\$67.30	Airfare	6108-01	AMCA Annual meeting
J. Holeman	2024/12/18	24011344354000026675752	JOINHOMEBASE.COM	(\$240.00)	cancellation	6106-05	timeclock subscription
J. Holeman	2024/12/20	24801974356188606207611	Mosquito & Vector Control	\$575.00	Annual conference registration	6108-01	MVCAC Annual Conference
J. Holeman	2024/12/20	24801974356188606207629	Mosquito & Vector Control	\$575.00	Annual conference registration	6108-01	MVCAC Annual Conference
J. Holeman	2024/12/25	24204294360001100860035	MSFT * E0700UXNCS	\$82.50	Microsoft subscription	6106-05	mntly Microsoft subscription

**Total \$9,282.72**

6102-02	Field Equipment	\$722.89
6102-03	Misc operating expenses	\$22.27
6103-02	Repairs & shop tools	\$466.85
6102-05	Building & ground	\$192.08
6106-02	Postage	\$28.49
6106-05	Office expenses	(\$157.50)
6108-01	Meetings & travel	\$7,720.58
6108-03	Meals	\$120.22
6109-03	Education & publicity	\$89.88
6109-07	Uniforms & safety	\$76.96
<b>Total</b>		<b>\$9,282.72</b>





CONSOLIDATED MOSQUITO ABATEMENT DISTRICT  
**Board of Trustees Committee Appointments**

	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Budget</b>	Esraelian	Fukuda	
	Fukuda	Hammer	
	Hill	Lockhart*	
	Lockhart	Steinhauer	
	Taylor*	Taylor	
<b>Building</b>	Fukuda	Fukuda	
	Hill	Hill	
	Steinhauer	Isaak	
	Taylor*	Lockhart*	
		Willems	
<b>Equipment</b>	Brisendine	Isaak	
	Hammer	Lopez	
	Isaak	Lockhart*	
	Willems	Hill	
	Taylor*		
<b>Policy</b>	Isaak	Hammer	
	Lockhart	Lockhart*	
	Steinhauer	Steinhauer	
	Willems	Taylor	
	Taylor*	Willems	

\*Board President

**Trustee Seniority (years):** Taylor (32); Fukuda (20); Steinhauer (15); Hill (13); Lockhart (5); Willems (4); Isaak (3); Lopez (1.5), Ward (1), Smith (1), Mellon (<1).

**Committee Assignments 2024:** Fukuda (2); Hill (2); Isaak (2); Lockhart (4); Steinhauer (2); Taylor (2), Willems (2), Lopez (1).

**Consolidated Mosquito Abatement District  
Board of Trustees  
2024 Meeting Attendance Record**

Trustee	Appointed Month-Year	Term Expires	Representing	Years Served	Meeting Type	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total Attended	Attendance Rate
Tokuo Fukuda	November 2004	2027	Kingsburg	21	Regular (12) Committee (1)	X	X	X X	X	X	X X	X	O	X	X	X	X	11 2	92% 100%
Leonard Hammer <i>Vice President</i>	January 2023	2024	Fowler	2	Regular (12) Committee (3)	X	O	X X	X	X	X X	X	X X	X	O	O	O	8	67% N/A
Mary Anne Hill	June 2011	2028	County	14	Regular (12) Committee (1)	X	X	X	X	X	X X	O	X	X	X	X	X	11 1	92% 100%
Abe Isaak	February 2022	2026	Reedley	3	Regular (12) Committee (0)	X	X	X	O	O	X	O	X	X	X	X	X	9	75% N/A
Charles Lockhart <i>President</i>	January 2020	2025	Orange Cove	5	Regular (12) Committee (3)	X	X	X X	X	X	X X	X	X X	X	X	X	X	12 3	100% 100%
Michelle Lopez	August 2023	2028	Parlier	1.5	Regular (12) Committee (0)	X	X	X	X	X	X	X	X	X	X	X	X	12	100% N/A
Ward Scheitrum	February 2024	2028	City of Fresno	1	Regular (11) Committee (0)		X	X	X	X	X	X	X	X	O	X	X	10	91% N/A
Charles Smith	February 2024	2027	Selma	1	Regular (11) Committee (0)		X	X X	X	X	X	X	X	X	X	X	O	10 1	91% N/A
Karen Steinhauer	April 2009	2027	Sanger	16	Regular (12) Committee (3)	X	X	X X	X	X	X X	X	X X	X	X	X	X	12 3	100% 100%
Bruce Taylor	August 2004	2026	County	34*	Regular (12) Committee (3)	X	X	X X	X	X	O X	X	X X	X	X	X	X	11 3	92% 100%
Jennifer Willems	September 2021	2026	City of Clovis	4	Regular (12) Committee (2)	O	X	X X	X	O	O X	X	O X	X	O	X	O	6 3	50% 100%
X - Present O - Absent					Regular Meeting Attendance Max Possible Attendees	8 9	10 11	11 11	10 11	9 11	9 11	9 11	9 11	11 11	8 11	10 11	8 11		83%

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***Agenda Item 10: Attorney-Client Agreement***

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**Background:**

In November, the Board approved the expenditure of funds to cover the H1-B visa transfer fees required of the employer, contingent upon the selected candidate being an H1-B visa holder at the conclusion of the hiring process for the GIS/IT Specialist. The hiring committee, consisting of the District Manager, Director of Science and Outreach, and Office Administrator, has identified the best candidate for the position and extended an offer of employment.

The enclosed Client Attorney Agreement has been reviewed by the District's legal counsel, who raised no concerns or issues. This agreement is necessary to move forward with the candidate's H1-B visa transfer to the District.

**Action requested:**

The Board is requested to authorize the District Manager to sign the attorney-client agreement. The fees previously presented to the Board have already received approval.

**Law Offices of Andrew Y. Jin & Associates**  
**Professional Corporation**  
**4010 Moorpark Ave., Ste. 220**  
**San Jose, CA 95117; Tel 408-482-4084**  
[ayjin@ayjinslaw.com](mailto:ayjin@ayjinslaw.com); [www.ayjinslaw.com](http://www.ayjinslaw.com)

## **ATTORNEY-CLIENT AGREEMENT**

This ATTORNEY-CLIENT AGREEMENT ("Agreement") is entered into by and between \_\_\_\_\_ ("Client") and Law Offices of Andrew Y. Jin & Associates, PC ("Attorney").

1. SCOPE AND DUTIES: Client retains Attorney to provide legal services in connection with Temporary Foreign Professional Worker (H-1B Petition) for Client. This Agreement covers preparation and filing of Labor Condition Application, I-129, Supplementary USCIS Forms as needed for Client on its behalf. Attorney is not obligated to appear in person at the local USCIS district office.
2. LEGAL FEES: Client agrees to pay Three Thousand and Five Hundred Dollars (\$3,500.00) for legal services related to H-1B Petition preparation and filing for Salman Sakib. Legal fee covers all costs and expenses Attorney may incur in this representation except as enumerated in Clause 7 and 8 of this Agreement. The legal fees cover all works associated with H-1B Lottery registration, selection process, and H-1B Petition filing. Attorney is not obligated appear at any USCIS offices or US Embassy.
3. MODIFICATIONS: Any modification of the agreement must be in writing and signed by Client and Attorney.
4. PRIOR AGREEMENTS: This Agreement incorporates all prior agreements and understandings between Client and Attorney.
5. GUARANTEE OF PROFESSIONAL COMPETENCE: Attorney agrees to use due diligence in furthering Client's and/or Beneficiary's best interests under the laws. Attorney is liable to Client for Attorney's negligence or incompetence. However, Attorney makes no guarantee of the outcome of the case.
6. CLIENT MUST furnish all necessary documents and information and/or others as Attorney requests and shall AGREE to the methods of communication including (1) electronic mail, (2) telephone and/or cellular phone, and (3) text via cellular phone, and (4) any others that are reasonable and convenient for Attorney and Client.
7. CONFIDENTIALITY: The terms of this Agreement are ABSOLUTELY CONFIDENTIAL. This includes term of legal fee payment and structure, all materials created for this case including but not limited to Attorney's Cover Letter, Reference Letters, and/or any other original materials created and/or drafted by Attorney. Attorney shall not disclose any information pertaining to this case.
8. GOVERNING LAW AND CHOICE OF VENUE: This Agreement and its formation, operation, and performance shall be governed, construed, performed, and enforced in accordance with the laws of the State of California. Both the Client and Attorney agree that any disputes regarding the agreement and its performances should be resolved in Santa Clara County Courts if the Client and Attorney fail to resolve between them.
9. FILING and OTHER FEES: In addition to legal fees, Client agrees to pay all filing fees to USCIS at the time of filing. Mailing fees (USPS Priority Mail) are included in Legal Fee enumerated in Clause 2.

I, the Client, have read this Attorney-Client Agreement. I understand and agree to all of the provisions set forth herein.

**CLIENT:** \_\_\_\_\_

**US Address:** \_\_\_\_\_

**Contact Email:** \_\_\_\_\_, **Phone:** \_\_\_\_\_

**Date:** \_\_\_\_\_, **By (Signature):** \_\_\_\_\_

ATTORNEY: Law Offices of Andrew Y. Jin & Associates, PC  
4010 Moorpark Ave., Ste. 220  
San Jose, CA 95117  
T (408)482-4084

**Date:** \_\_\_\_\_, **By (Signature):** \_\_\_\_\_

Andrew Y. Jin, Esq.