

**CONSOLIDATED MOSQUITO ABATEMENT DISTRICT**  
13151 E. Industrial Dr., Parlier, CA 93648

**TELECONFERENCE DIAL-IN NUMBER**  
**(508) 924-5256**

**- or -**

**VIDEO CONFERENCE**  
**<https://join.freeconferencecall.com/cmad>**  
**Online meeting ID: cmad**

**AGENDA**

**BOARD OF TRUSTEES MEETING 1:00 PM**

**July 20, 2020**

1. **ROLL CALL:**
2. **INTRODUCTION OF VISITORS:**  
The public may address the Board on each agenda item during consideration of that item.
3. **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 the policy of the Board not to answer any questions impromptu.
4. **APPROVAL OF JUNE MINUTES:**
5. **APPROVAL OF JUNE PAYROLL:**
6. **APPROVAL OF JUNE BILLS:**
7. **QUARTERLY INVESTMENT REPORT:**  
The Manager will submit an investment report for the quarter ending June 30, 2020.
8. **BIENNIAL REVIEW OF CONFLICT OF INTEREST CODE:**  
The Board will review the District's Conflict of Interest Code and consider amendment.

9. **AUTOMOTIVE FLEET LEASE OPTION:**  
The Board will consider an option to replace and upgrade the District's automotive fleet with a leased vehicle plan through Enterprise Fleet Management.
  
10. **JANITORIAL SERVICES AT PARLIER FACILITIES:**  
The Board will consider contracting with a professional janitorial service company for cleaning services at the Parlier headquarters facilities
  
11. **DISTRICT FACILITIES:**  
The Board will consider status of Kingsburg, Reedley, Sanger, Selma and Westside facilities.
  
12. **MEETING REPORTS:**  
Reports on District attendance at authorized meetings will be given by those who attended.
  
13. **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.
  
14. **STAFF REPORTS:**  
This is an opportunity for staff to report on District activities.
  
15. **ADJOURNMENT:**

**MINUTES OF THE BOARD OF TRUSTEES OF  
THE CONSOLIDATED MOSQUITO ABATEMENT DISTRICT  
June 15, 2020**

The regular 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 June 15, 2020.

1. **Roll Call:**

**Trustees Present at the Parlier Office:**

Tokuo Fukuda	Kingsburg
Joe Reyna	Parlier
Karen Steinhauer	Sanger

**Trustees Present by Teleconference:**

Peggy Brisendine	Fresno	
David Cardenas	Fowler	Arrived at 1:15 PM
Pete Esraelian	Selma	
Mary Anne Hill	County of Fresno	
Dan Munk	Reedley	
Karl Peterson	Clovis	
Bruce Taylor	County of Fresno	

**Trustees Absent:**

Charles Lockhart	Orange Cove
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**Others Present:**

Steve Mulligan	District Manager – Present by Teleconference
Karan Cox	Administrative Assistant
Jodi Holeman	Superintendent of Operations – Present by Teleconference

2. **President Munk called the meeting to order at 1:04 PM:**

3. **Public Comments:** None.

4. **Approval of May Minutes:** A motion was made by Trustee Reyna, seconded by Trustee Esraelian and passed by a 9 – 0 – 2 (Cardenas, Lockhart absent) roll call vote to approve the minutes of the May 18, 2020 Board meeting.

5. **Approval of May Payroll:** A motion was made by Trustee Taylor, seconded by Trustee Brisendine and passed by a 9 – 0 – 2 (Cardenas, Lockhart absent) roll call vote to approve the May payroll checks having District numbers 24448, 24480 – 24526, 24540 – 24586, and 24597 in the total amount of \$146,833.68.

6. **Approval of May Bills:** Trustee Cardenas arrived. A motion was made by Trustee Taylor, seconded by Trustee Hill and passed by a 10 – 0 – 1 (Lockhart absent) roll call vote to approve the May commercial checks having District numbers 24519 – 24520, 24527 – 24539, 24580 – 24581, and 24587 – 24630 in the total amount of \$79,818.42.
7. **Approval of Minutes of the Special Meeting of the Budget Committee:** A motion was made by Trustee Fukuda, seconded by Trustee Taylor and passed by a 5 – 0 roll call vote of the Budget Committee to approve the minutes of the June 1, 2020 special meeting of the Budget Committee.
8. **Employee Salary and Wage and Benefits Adjustment:** A motion was made by Trustee Peterson, seconded by Trustee Cardenas and passed by a 10 – 0 – 1 (Lockhart absent) roll call vote to maintain the current Employee Salary and Wage and Benefits Schedule without adjustment.
9. **Budget for 2020 – 2021 Fiscal Year:** A motion was made by Trustee Reyna, seconded by Trustee Brisendine and passed by a 10 – 0 – 1 (Lockhart absent) roll call vote to approve the Budget for Fiscal Year 2020-2021 as presented and amended.
10. **Resolution to Transfer Funds:** A motion was made by Trustee Taylor, seconded by Trustee Esraelian and passed by a 10 – 0 – 1 (Lockhart absent) roll call vote to approve Resolution No. 3-2020 A Resolution of the Board of Trustees of the Consolidated Mosquito Abatement District to Transfer Monies from the General Reserve to Power Spray & Field Equipment (6102-02), Building & Ground Maintenance (6102-05) and Water, Sewer & Disposal (6104-04).
11. **Agreement for Mosquito Control Services at Fresno State:** A motion was made by Trustee Taylor, seconded by Trustee Esraelian and passed by a 10 – 0 – 1 (Lockhart absent) roll call vote to approve a contract agreement with CSU Fresno for reimbursement of funds to the District for mosquito control services on the CSUF campus and farm.
12. **Board General Discussion:** Trustee Cardenas left the meeting at 2:54 PM. Trustee Steinhauer inquired about the current situation of District's depot facilities.
13. **Staff Reports:** A Program Report on current activities was provided and presented to the Board.

14. **Adjournment:** The meeting was adjourned at 2:30 PM. The next Board meeting will be held on Monday, July 20, 2020.

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Karen Steinhauer  
Vice President/Secretary

**Consolidated Mosquito Abatement District**  
**Payroll Expenses**  
**June 2020**

<b>Check #</b>	<b>Gross Pay</b>	<b>Net Pay</b>	<b>Payee</b>	<b>Description</b>
24596	\$360.00	\$332.46	Tara Black	Seasonal Employee
24632	\$1,008.00	\$865.90	Adolfo Mendez	Seasonal Employee
24633	\$2,410.50	\$1,623.42	Amy Garcia	Full-Time Employee
24634	\$1,668.20	\$1,210.76	Anita Munoz	Seasonal Employee
24635	\$1,232.00	\$1,037.05	Anthony Kitauchi	Seasonal Employee
24636	\$2,523.50	\$1,749.60	Brittany Deegan	Full-Time Employee
24637	\$1,276.00	\$1,178.39	Bruce Tracey	Seasonal Employee
24638	\$1,170.25	\$996.32	Capital Moua	Seasonal Employee
24639	\$2,649.00	\$1,926.79	Chris Monis	Full-Time Employee
24640	\$1,364.01	\$1,236.73	Clarita Ramblas	Seasonal Employee
24641	\$2,238.00	\$1,627.74	Conner Schaak	Full-Time Employee
24642	\$1,496.00	\$1,153.60	Daniel Arellano	Seasonal Employee
24643	\$2,649.00	\$1,809.39	David Parker	Full-Time Employee
24644	\$2,040.72	\$1,509.03	Derek Hill	Seasonal Employee
24645	\$2,436.00	\$1,702.41	Devon Cornel	Full-Time Employee
24646	\$1,962.40	\$1,275.85	Don McNiell	Seasonal Employee
24647	\$3,000.50	\$1,955.24	Emma Lee	Full-Time Employee
24648	\$960.00	\$834.23	Eric Ferguson	Seasonal Employee
24649	\$2,649.00	\$1,837.45	Gha Vang	Full-Time Employee
24650	\$847.00	\$738.77	Gisel Cabrera	Seasonal Employee
24651	\$1,275.00	\$1,081.04	Heidi Hubbard	Seasonal Employee
24652	\$1,364.00	\$1,206.22	Jacob Uribe	Seasonal Employee
24653	\$980.00	\$793.67	Jeffrey Carter	Seasonal Employee
24654	\$1,232.00	\$1,137.75	Jesse Hernandez	Seasonal Employee
24655	\$4,350.00	\$3,087.19	Jodi Holeman	Full-Time Employee
24656	\$2,649.00	\$1,577.39	Jose Moreno	Full-Time Employee
24657	\$2,238.00	\$1,593.34	Jovana Benavides	Full-Time Employee
24658	\$1,276.00	\$1,027.74	Justin Lor	Seasonal Employee
24659	\$2,920.50	\$2,000.13	Karan Cox	Full-Time Employee
24660	\$3,655.00	\$2,305.43	Katherine Ramirez	Full-Time Employee
24661	\$1,276.00	\$1,099.33	Kou Moua	Seasonal Employee
24662	\$1,188.00	\$1,082.11	Lewis Nunes	Seasonal Employee
24663	\$2,040.72	\$1,542.75	Michael Scotty Dunn	Seasonal Employee
24664	\$1,193.50	\$1,008.18	Michelle Reyes-Leon	Seasonal Employee
24665	\$1,540.00	\$1,215.19	Robert Martinez	Seasonal Employee
24666	\$1,240.00	\$1,106.14	Roger Vang	Seasonal Employee
24667	\$1,522.50	\$1,113.63	Ronnie Blunt	Seasonal Employee
24668	\$1,276.00	\$1,087.50	Selene Hernandez	Seasonal Employee
24669	\$6,000.00	\$4,068.45	Steve Mulligan	Full-Time Employee
24670	\$1,260.00	\$980.73	Tracy Autrey	Seasonal Employee
24671	\$1,200.00	\$969.90	Tuacheng Vang	Seasonal Employee
24695	\$1,120.00	\$952.54	Adolfo Mendez	Seasonal Employee

**Consolidated Mosquito Abatement District**  
**Payroll Expenses**  
**June 2020**

<b>Check #</b>	<b>Gross Pay</b>	<b>Net Pay</b>	<b>Payee</b>	<b>Description</b>
24696	\$2,410.50	\$1,623.43	Amy Garcia	Full-Time Employee
24697	\$1,931.60	\$1,376.83	Anita Munoz	Seasonal Employee
24698	\$1,232.00	\$1,037.03	Anthony Kitauchi	Seasonal Employee
24699	\$2,523.00	\$1,749.61	Brittany Deegan	Full-Time Employee
24700	\$300.00	\$277.05	Bruce Taylor	Trustee
24701	\$1,276.00	\$1,178.39	Bruce Tracey	Seasonal Employee
24702	\$1,240.00	\$1,048.67	Capital Moua	Seasonal Employee
24703	\$200.00	\$184.70	Charles Lockhart	Trustee
24704	\$2,649.00	\$1,926.78	Chris Monis	Full-Time Employee
24705	\$1,364.00	\$1,236.72	Clarita Ramblas	Seasonal Employee
24706	\$2,238.00	\$1,627.75	Conner Schaak	Full-Time Employee
24707	\$300.00	\$277.05	Dan Munk	Trustee
24708	\$1,445.00	\$1,114.74	Daniel Arellano	Seasonal Employee
24709	\$300.00	\$277.05	David Cardenas	Trustee
24710	\$2,649.00	\$1,809.85	David Parker	Full-Time Employee
24711	\$112.00	\$103.44	David Rodriguez	Seasonal Employee
24712	\$2,040.72	\$1,509.04	Derek Hill	Seasonal Employee
24713	\$2,436.00	\$1,702.41	Devon Cornel	Full-Time Employee
24714	\$1,761.70	\$1,141.30	Don McNiell	Seasonal Employee
24715	\$3,000.50	\$1,955.70	Emma Lee	Full-Time Employee
24716	\$240.00	\$221.64	Eric Ferguson	Seasonal Employee
24717	\$2,649.00	\$1,837.45	Gha Vang	Full-Time Employee
24718	\$1,253.00	\$1,053.51	Gisel Cabrera	Seasonal Employee
24719	\$1,320.00	\$1,115.62	Heidi Hubbard	Seasonal Employee
24720	\$1,364.00	\$1,206.23	Jacob Uribe	Seasonal Employee
24721	\$840.00	\$681.46	Jeffrey Carter	Seasonal Employee
24722	\$1,232.00	\$1,137.75	Jesse Hernandez	Seasonal Employee
24723	\$4,350.00	\$3,087.19	Jodi Holeman	Full-Time Employee
24724	\$300.00	\$277.05	Joe Reyna	Trustee
24725	\$2,649.00	\$1,577.38	Jose Moreno	Full-Time Employee
24726	\$2,238.00	\$1,593.35	Jovana Benavides	Full-Time Employee
24727	\$1,276.00	\$1,027.74	Justin Lor	Seasonal Employee
24728	\$2,920.50	\$2,000.12	Karan Cox	Full-Time Employee
24729	\$300.00	\$277.05	Karen Steinhauer	Trustee
24730	\$300.00	\$277.05	Karl Peterson	Trustee
24731	\$3,655.00	\$2,305.44	Katherine Ramirez	Full-Time Employee
24732	\$1,276.00	\$1,099.34	Kou Moua	Seasonal Employee
24733	\$1,188.00	\$1,082.13	Lewis Nunes	Seasonal Employee
24734	\$300.00	\$277.05	Mary Anne Hill	Trustee
24735	\$1,994.34	\$1,511.08	Michael Scotty Dunn	Seasonal Employee
24736	\$1,232.00	\$1,037.04	Michelle Reyes - Leon	Seasonal Employee

**Consolidated Mosquito Abatement District  
Payroll Expenses  
June 2020**

<b>Check #</b>	<b>Gross Pay</b>	<b>Net Pay</b>	<b>Payee</b>	<b>Description</b>
24737	\$300.00	\$277.05	Peggy Brisendine	Trustee
24738	\$200.00	\$184.70	Pete Esraelian	Trustee
24739	\$1,496.25	\$1,183.69	Robert Martinez	Seasonal Employee
24740	\$1,364.00	\$1,206.22	Roger Vang	Seasonal Employee
24741	\$1,513.75	\$1,107.54	Ronnie Blunt	Seasonal Employee
24742	\$1,276.00	\$1,087.52	Selene Hernandez	Seasonal Employee
24743	\$6,000.00	\$4,068.45	Steve Mulligan	Full-Time Employee
24744	\$300.00	\$277.05	Tokuo Fukuda	Trustee
24745	\$1,496.25	\$1,143.97	Tracy Autrey	Seasonal Employee
24746	\$1,320.00	\$1,061.44	Tuacheng Vang	Seasonal Employee
<b>Total</b>	<b>\$158,288.41</b>	<b>\$118,075.32</b>		

**Employee Deductions and Liabilities**

<b>Check #</b>	<b>Amount</b>	<b>Payee</b>	<b>Description</b>
24672	\$2,115.07	EDD	State Income Tax
24673	\$12,542.12	CMAD	Federal, Social Security, Medicare
24674	\$3,705.46	CalPERS	Retirement
24675	\$750.00	ICMA	457K Retirement
24676	\$150.00	Valley First Credit Union	Credit Union
24677	\$150.00	California State Disbursement	Garnishment
24678	\$186.50	California State Disbursement	Garnishment
24679	\$150.00	California State Disbursement	Garnishment
24680	\$277.48	Aflac	Life Insurance
24747	\$2,145.02	EDD	State Income Tax
24748	\$12,848.96	CMAD	Federal, Social Security, Medicare
24749	\$3,719.02	CalPERS	Retirement
24750	\$750.00	ICMA	457K Retirement
24751	\$150.00	Valley First Credit Union	Credit Union
24752	\$150.00	California State Disbursement	Garnishment
24753	\$186.50	California State Disbursement	Garnishment
24754	\$150.00	California State Disbursement	Garnishment
24761	\$86.96	Mutual of Omaha	Disability Insurance
<b>Total Deductions</b>	<b>\$40,213.09</b>		
<b>Total Net Pay</b>	<b>\$118,075.32</b>		
<b>Total Gross Pay</b>	<b>\$158,288.41</b>		

**Consolidated Mosquito Abatement District  
Maintenance and Operations  
June 2020**

**Bank of the West Checks**

<b>Check #</b>	<b>Amount</b>	<b>Payee</b>	<b>Description</b>
24594	\$100,000.00	CalPERS	Unfunded Liability Payment- Classic Plan
24595	\$5,978.00	CalPERS	Unfunded Liability Payment- Pepra Plan
24631	\$1,798.00	Fresno Fair	Information Booth at the Fresno Fair
24673	\$5,952.12	CMAD	District Social Security & Medicare
24674	\$4,191.45	CalPERS	District Retirement
24681	\$838.30	Central California VCJPA	Dental / Vision Insurance Premium
24682	\$44.98	California Water Service	Water - Selma
24683	\$8,157.24	In-Flight Camera	Aerial Photographic Survey
24684	\$298.50	Matson Alarm Co.	Alarm Systems
24685	\$89.00	Mobile Sprinkler	Backflow Testing
24686	\$1,160.82	City of Parlier	Water Sewer Disposal - 2 months
24687	\$81.12	City of Reedley	Water Sewer Disposal
24688	\$34.93	Republic Services	Disposal
24689	\$2,392.15	PG&E	Heat Light Power
24690	\$103.73	City of Sanger	Water Sewer Disposal
24691	\$9,823.62	SDRMA	Health Insurance Premium
24692	\$92.34	SoCal Gas	Heat
24693	\$1,628.00	Vector-Borne Disease Account	Recertification Fees
24694	\$36.23	Waste Management	Disposal
24748	\$6,184.96	CMAD	District Social Security & Medicare
24749	\$4,207.92	CalPERS	District Retirement
24755	\$42.80	AT&T	Internet - Selma
24756	\$198.35	AT&T	Telephone
24757	\$198.07	AT&T	Telephone
24758	\$49.53	California Water Service	Water - Selma
24759	\$838.30	Central California VCJPA	Dental / Vision Insurance Premium
24760	\$555.49	City of Clovis	Water Sewer Disposal
24761	\$209.74	Mutual of Omaha	Life Insurance
24762	\$47.16	PG&E	Heat Light Power
24763	\$14.13	PG&E	Heat Light Power
24764	\$10.20	PG&E	Heat Light Power
24765	\$22.65	SoCal Gas	Heat
24766	\$447.19	Wex Bank - Chevron	Fuel
24767	\$5,891.28	Verizon Wireless	Cell Phones / Tablets / Equipment
24768	\$35,684.96	Adapco, Inc.	Insecticides
24769	\$35.00	Administrative Solutions Inc.	Cobra Administration
24770	\$882.85	AT&T	Internet - Parlier
24771	\$240.84	AT&T	Telephone - Parlier
24772	\$31.21	AutoZone	Repair Parts

**Consolidated Mosquito Abatement District**  
**Maintenance and Operations**  
**June 2020**

<b>Check #</b>	<b>Amount</b>	<b>Payee</b>	<b>Description</b>
24773	\$505.12	Battery Systems	Batteries
24774	\$133.00	Bellwether, Inc.	Computer Support
24775	\$5,483.91	Clarke Mosquito Control	Insecticides
24776	\$3,382.04	CitiBusiness Card	Repair Parts / Office Supplies / Field Equip
24777	\$300.00	Digital Deployment	Website Development & Maintenance
24778	\$39.95	DoorKing	Gate Service
24779	\$2,571.31	East Bay Tire Co	Tires
24780	\$404.74	FedEx	Mosquito Samples Shipped
24781	\$30.33	Fisher Scientific	Surveillance Supplies
24782	\$177.64	County of Fresno	GIS License
24783	\$320.69	Grainger	Spray Bottles
24784	\$728.36	Home Depot	Shop Supplies / Field Equipment
24785	\$4,270.47	In-Flight Camera	Aerial Photographic Survey
24786	\$1,170.00	Kings Industrial Occupational	Pre-Employment Physicals
24787	\$204.00	Lozano Smith	Legal Fees
24788	\$577.80	Mission Uniform Service	Uniforms & Safety
24789	\$254.00	Mobile Sprinkler Repair	Backflow Testing
24790	\$1,790.33	Napa Auto Parts	Lubricants / Repair Parts / Shop Supplies
24791	\$562.09	Nelson's Ace Hardware	Field Equipment / Building / Shop Supplies
24792	\$97.77	O'Reilly Auto Parts	Repair Parts
24793	\$377.46	Office Depot	Office Supplies
24794	\$25.30	PBM Supply & Mfg	Field Equipment
24795	\$2,467.76	PG&E	Heat Light Power
24796	\$1,797.09	Praxair	Dry Ice
24797	\$20.05	Reedley Lumber	Building & Ground
24798	\$4.14	Sanger Nursery	Field Equipment
24799	\$512.04	SPEX Sample Prep	Surveillance Supplies
24800	\$1,420.54	Swanson Fahrney Ford	Repair Parts
24801	\$1,290.01	Tire Hub	Tires
24802	\$84.34	Uline	Field Equipment
24803	\$9,500.30	Valero	Fuel
24804	\$1,967.64	Verizon Wireless	Cell Phones / Tablets
24805	\$220.96	Wizix	Copier Maintenance
24806	\$55.00	World Oil Environmental	Hazardous Waste Disposal
<b>Total</b>	<b>\$241,239.34</b>		

**Consolidated Mosquito Abatement District  
Maintenance and Operations  
June 2020**

**County of Fresno Checks**

<b>Check #</b>	<b>Amount</b>	<b>Payee</b>	<b>Description</b>
289760	\$106,309.95	Consolidated Mosquito	Transfer funds to checking
289762	\$114,101.64	Consolidated Mosquito	Transfer funds to checking
289763	\$150,000.00	Consolidated Mosquito	Transfer funds to checking
289764	\$0.00	Voided	Voided
289765	\$28,541.16	Consolidated Mosquito	Transfer funds to checking
	<b>\$398,952.75</b>		

**Summary of June Expenses**

Voided Check # 24612	(\$575.00)
June 2020 Salaries & Wages	\$158,288.41
June 2020 Maintenance & Operations	\$241,239.34
<b>Total June 2020 Expenditures</b>	<b>\$398,952.75</b>

## Consolidated Mosquito Abatement District Monthly Expenditures

ACCOUNT NUMBER	ACCOUNT NAME	BUDGET FY 2019/2020	SPENT TO DATE	BALANCE JUNE 30, 2020
<b><u>SALARIES, WAGES &amp; EMPLOYEE BENEFITS</u></b>				
6101-01	Salaried Wages	\$1,014,000.00	\$939,060.08	\$74,939.92
6101-06	Hourly Wages & Extra Help	\$810,000.00	\$690,255.47	\$119,744.53
6101-02	FICA Employers Contribution	\$140,000.00	\$124,823.56	\$15,176.44
6101-03	Unemployment Insurance	\$32,000.00	\$20,592.21	\$11,407.79
6101-04	Retirement District's Payment	\$222,000.00	\$215,937.39	\$6,062.61
6101-05	Group Health Insurance	\$200,000.00	\$164,742.63	\$35,257.37
6101-07	Pre-Employment & Misc. Expenses	\$9,000.00	\$4,688.75	\$4,311.25
	<b>TOTALS</b>	<b>\$2,427,000.00</b>	<b>\$2,160,100.09</b>	<b>\$266,899.91</b>
<b><u>OPERATING &amp; MAINTENANCE SUPPLIES &amp; EXPENSE</u></b>				
6102-01	Insecticides & Herbicides	\$380,000.00	\$376,968.85	\$3,031.15
6102-02	Power Spray & Field Equipment	\$27,000.00	\$22,813.80	\$4,186.20
6102-03	Misc Operating Supplies & Expense	\$8,000.00	\$3,313.25	\$4,686.75
6102-05	Building & Ground Maintenance	\$40,000.00	\$35,075.12	\$4,924.88
6102-06	Airplane Expense	\$3,000.00	\$0.00	\$3,000.00
	<b>TOTALS</b>	<b>\$458,000.00</b>	<b>\$438,171.02</b>	<b>19,828.98</b>
<b><u>MOTOR VEHICLE SUPPLIES &amp; EXPENSE</u></b>				
6103-01	Fuel & Lubricants	\$250,000.00	\$112,574.32	\$137,425.68
6103-02	Repairs & Shop Tools	\$50,000.00	\$42,224.02	\$7,775.98
6103-03	Tires & Batteries	\$12,000.00	\$8,706.62	\$3,293.38
	<b>TOTALS</b>	<b>\$312,000.00</b>	<b>\$163,504.96</b>	<b>\$148,495.04</b>
<b><u>UTILITIES &amp; COMMUNICATIONS</u></b>				
6104-01	Heat, Light & Power	\$48,000.00	\$32,245.28	\$15,754.72
6104-04	Water Sewer & Disposal	\$20,000.00	\$14,219.03	\$5,780.97
6105-01	Telephone	\$24,000.00	\$20,009.05	\$3,990.95
6105-02	Cellular Phones	\$22,000.00	\$20,848.52	\$1,151.48
	<b>TOTALS</b>	<b>\$114,000.00</b>	<b>\$87,321.88</b>	<b>\$26,678.12</b>
<b><u>OFFICE SUPPLIES &amp; EXPENSE</u></b>				
6106-02	Postage, Printing & Stationery	\$9,000.00	\$1,836.33	\$7,163.67
6106-04	Repairs & Maintenance	\$6,000.00	\$3,611.09	\$2,388.91
6106-05	Misc Office Supplies	\$13,000.00	\$11,498.81	\$1,501.19
6106-06	Office Equipment & Furniture	\$13,000.00	\$5,238.21	\$7,761.79
	<b>TOTALS</b>	<b>\$41,000.00</b>	<b>\$22,184.44</b>	<b>18,815.56</b>
<b><u>INSURANCE</u></b>				
6107-01	Liability, Property & Auto	\$60,000.00	\$58,266.00	\$1,734.00
6107-02	Workers Compensation	\$73,000.00	\$71,472.00	\$1,528.00
	<b>TOTALS</b>	<b>\$133,000.00</b>	<b>\$129,738.00</b>	<b>\$3,262.00</b>

**Consolidated Mosquito Abatement District  
Monthly Expenditures**

ACCOUNT NUMBER	ACCOUNT NAME	BUDGET FY 2019/2020	SPENT TO DATE	BALANCE JUNE 30, 2020
<b><u>TRAVEL &amp; SUBSISTENCE EXPENSE</u></b>				
6108-01	Meetings & Travel Allowance	\$70,000.00	\$36,138.23	\$33,861.77
6108-02	Trustee Allowance	\$1,000.00	\$0.00	\$1,000.00
6108-03	Meal Allowance	\$7,000.00	\$1,738.09	5,261.91
	<b>TOTALS</b>	<b>\$78,000.00</b>	<b>\$37,876.32</b>	<b>\$40,123.68</b>
<b><u>MISCELLANEOUS EXPENDITURES</u></b>				
6109-01	Rent: Land, Buildings and Equipment	\$61,000.00	\$41,821.70	\$19,178.30
6109-02	Dues, Subscriptions and Fees	\$27,000.00	\$26,379.00	621.00
6109-03	Education & Publicity	\$30,000.00	\$8,432.87	\$21,567.13
6109-04	Accounting	\$5,000.00	\$4,000.00	\$1,000.00
6109-05	Legal	\$12,000.00	\$7,038.88	\$4,961.12
6109-06	County Service Charge	\$45,000.00	\$41,589.00	\$3,411.00
6109-07	Uniforms, Safety Apparel & Equipment	\$23,000.00	\$15,530.76	\$7,469.24
6109-08	Surveillance & Research	\$65,000.00	\$39,388.11	\$25,611.89
6109-09	Other Miscellaneous Expenditures	\$25,000.00	\$25,000.00	\$0.00
6109-10	GIS & GPS	\$80,000.00	\$51,163.89	\$28,836.11
	<b>TOTALS</b>	<b>\$373,000.00</b>	<b>\$260,344.21</b>	<b>\$112,655.79</b>
<b>TOTAL OPERATIONAL EXPENDITURES</b>		<b>\$3,936,000.00</b>	<b>\$3,299,240.92</b>	<b>\$636,759.08</b>
<b><u>CAPITAL OUTLAY</u></b>				
6110-01	Office & Lab Furniture & Equipment	\$8,000.00	\$0.00	\$8,000.00
6110-02	Auto Equipment	\$100,000.00	\$97,646.09	2,353.91
6110-03	Shop Equipment	\$10,000.00	\$0.00	\$10,000.00
6110-04	Field Equipment	\$15,000.00	\$13,869.73	\$1,130.27
6110-05	Building & Ground Improvement	\$70,000.00	\$51,534.08	18,465.92
6110-06	Loan & Lease Purchase Payments	\$290,000.00	\$287,590.79	2,409.21
	<b>TOTAL CAPITAL OUTLAY EXPENDITURES</b>	<b>\$493,000.00</b>	<b>\$450,640.69</b>	<b>\$42,359.31</b>
<b>TOTAL EXPENDITURES</b>		<b>\$4,429,000.00</b>	<b>\$3,749,881.61</b>	<b>\$679,118.39</b>
<b><u>SPECIAL PROJECTS RESERVE</u></b>		<b>\$80,000.00</b>	<b>\$0.00</b>	<b>\$80,000.00</b>
<b><u>CONTINGENT LIABILITY RESERVE</u></b>		<b>\$174,000.00</b>	<b>\$0.00</b>	<b>\$174,000.00</b>
<b><u>BUILDING RESERVE</u></b>		<b>\$370,000.00</b>	<b>\$0.00</b>	<b>\$370,000.00</b>
<b><u>EQUIPMENT RESERVE</u></b>		<b>\$60,000.00</b>	<b>\$0.00</b>	<b>\$60,000.00</b>
<b><u>GENERAL RESERVE</u></b>		<b>\$3,339,000.00</b>	<b>\$0.00</b>	<b>\$3,339,000.00</b>
	<b>TOTAL RESERVES</b>	<b>\$4,023,000.00</b>	<b>\$0.00</b>	<b>\$4,023,000.00</b>
<b>TOTAL EXPENDITURES AND RESERVES</b>		<b>\$8,452,000.00</b>	<b>\$3,749,881.61</b>	<b>\$4,702,118.39</b>

## Consolidated Mosquito Abatement District Monthly Expenditures

### FRESNO COUNTY ACCOUNT- BANK OF THE WEST

<b>CASH ON HAND, MAY 31, 2020</b>	<b>\$6,067,884.62</b>
PROPERTY TAXES WITHHELD BY FRS COUNTY	\$41,589.00
JUNE REVENUE	\$0.00
JUNE INTEREST	\$0.00
TAXES - FRESNO COUNTY / KINGS COUNTY	\$0.00
TOTAL REVENUE FOR JUNE	\$0.00
<b>SUB-TOTAL</b>	<b>\$6,067,884.62</b>
COUNTY ADMIN COST FOR FY WITHHELD BY COUNTY	\$0.00
MONEY TRANSFERRED TO CHECKING	(\$398,952.75)
<b>CASH ON HAND, JUNE 30, 2020</b>	<b>\$5,668,931.87</b>

<b>YEARLY REVENUE THROUGH 05-31-20</b>	<b>\$4,703,805.34</b>
JUNE REVENUE	.
<b>YEARLY REVENUE THROUGH 06-30-20</b>	<b>\$4,703,805.34</b>

### CMAD CHECKING ACCOUNT - BANK OF THE WEST

<b>CASH ON HAND, MAY 31, 2020</b>	<b>\$10,000.00</b>
MONEY TRANSFERRED FROM FRS CO ACCT	\$398,952.75
JUNE EXPENDITURES	(\$398,952.75)
<b>CASH ON HAND, JUNE 30, 2020</b>	<b>\$10,000.00</b>

### SAVINGS ACCOUNT- CITIBANK

<b>CASH ON HAND, MAY 31, 2020</b>	<b>\$14,100.52</b>
INTEREST EARNED FOR JUNE	\$0.88
<b>CASH ON HAND, JUNE 30, 2020</b>	<b>\$14,101.40</b>

## 2020 Multi-County Agency Biennial Notice

Name of Agency: Consolidated Mosquito Abatement District

Mailing Address: PO Box 784, Parlier, CA 93648

Contact Person: Steve Mulligan Phone No. 559-896-1085

Email: smulligan@mosquitobuzz.net Alternate Email: kcox@mosquitobuzz.net

Counties within Jurisdiction, or for Charter Schools, Counties in which the School is Chartered:  
(if more space is needed, include an attachment):

No. of Employees\* \_\_\_\_\_ No. of Form 700 Filers\* \_\_\_\_\_

*\*Including board and committee members*

**Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.**

Please identify which statement accurately describes your agency's status.

- This agency has reviewed its conflict of interest code. The current code designates all positions which make or participate in making governmental decisions. The designated positions are assigned accurate disclosure categories that relate to the job duties of the respective positions. The code incorporates FPPC regulation 18730 so that all relevant Government Code Sections are referenced.
- This agency has reviewed its conflict of interest code and has determined that an amendment is necessary. An amendment may include the following:
- New positions which involve the making or participating in the making of decisions which may foreseeably have a material impact on a financial interest
  - Current designated positions need renaming or deletion
  - Statutorily required provisions of the code need to be addressed
  - Disclosure categories need revision

### Verification (to be completed if no amendment is required)

*This multi-county agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.*

\_\_\_\_\_  
*Signature of Chief Executive Officer*

\_\_\_\_\_  
*Date*

All multi-county agencies must complete and return this notice, including those agencies whose codes are currently under review. Please return this notice no later than **October 1, 2020** to the FPPC at [biennialnotice@fppc.ca.gov](mailto:biennialnotice@fppc.ca.gov) or 1102 Q Street, Suite 3000, Sacramento, CA 95811.

DECLARATION OF CHIEF EXECUTIVE OFFICER

Multi-County Agency Conflict of Interest Code for

Consolidated Mosquito Abatement District

Name of Agency

The proposed conflict of interest code specifically includes each agency position that involves the making or participation in the making of decisions which may foreseeably have a material financial effect on an economic interest. Positions that do not make or participate in decisions are not included.

The disclosure categories are written to address the agency's current programs and require disclosure of only foreseeable interests that may create a conflict of interest.

The agency has satisfied all of the requirements of Title 2, Division 6 of the California Code of Regulations Section 18750.1 preliminary to approval of the proposed code, including providing a comment period for both employees and the public.

Steve Mulligan

Signature

April 26, 2016

Date

Steve Mulligan

Printed Name

District Manager

Title

NOTICE OF INTENTION TO AMEND THE CONFLICT OF INTEREST CODE  
OF THE CONSOLIDATED MOSQUITO ABATEMENT DISTRICT

NOTICE IS HEREBY GIVEN that the Consolidated Mosquito Abatement District, pursuant to the authority vested in it by section 87306 of the Government Code, proposes amendment to its Conflict of Interest Code. All inquiries should be directed to the contact listed below.

The Consolidated Mosquito Abatement District proposes to amend its Conflict of Interest Code to include employee positions that involve the making or participation in the making of decisions that may foreseeably have a material effect on any financial interest, as set forth in subdivision (a) of section 87302 of the Government Code. The amendment carries out the purposes of the law and no other alternative would do so and be less burdensome to affected persons.

Changes to the Conflict of Interest Code include: addition of Operations Director, Scientific-Technical Services Director, Administrative Assistant and Mechanic as designated positions, include Members of the Board of Trustees and District Manager as positions which manage public investments, make changes to disclosure categories, and also makes other technical changes.

The proposed amendment and explanation of the reasons can be obtained from the agency's contact.

Any interested person may submit written comments relating to the proposed amendment by submitting them no later than June 18, 2016, or at the conclusion of the public hearing, if requested, whichever comes later. At this time, no public hearing is scheduled. A person may request a hearing no later than June 3, 2016.

The Consolidated Mosquito Abatement District has determined that the proposed amendments:

1. Impose no mandate on local agencies or school districts.
2. Impose no costs or savings on any state agency.
3. Impose no costs on any local agency or school district that are required to be reimbursed under Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.
4. Will not result in any nondiscretionary costs or savings to local agencies.
5. Will not result in any costs or savings in federal funding to the state.
6. Will not have any potential cost impact on private persons, businesses or small businesses.

All inquiries concerning this proposed amendment and any communication required by this notice should be directed to:

Steve Mulligan  
District Manager  
Telephone: (559) 896-1085  
Email: [smulligan@mosquitobuzz.net](mailto:smulligan@mosquitobuzz.net)

**CONSOLIDATED MOSQUITO ABATEMENT DISTRICT  
CONFLICT OF INTEREST CODE**

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Consolidated Mosquito Abatement District (District)**.

Individuals holding designated positions shall file their statements of economic interests with the **District**, which will make the statements available for public inspection and reproduction (Gov. Code Section 81008). All statements will be retained by the **District**.

**Consolidated Mosquito Abatement District**

**Conflict of Interest Code**

**Appendix A**

**Designated Positions**

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Operations Director	3
Scientific – Technical Services Director	3
Administrative Assistant	3
Mechanic	3
District Legal Counsel	1, 2
Consultants/New Position	*

Note: The position of District Legal Counsel is filled by an outside consultant, but acts in a staff capacity.

\* Consultants shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Manager may determine in writing that a particular consultant, although a “designated position”, is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Gov. Code Sec. 81008).

The following positions are not covered by the code because the positions manage public investments. Individuals holding such positions must file under Government Code Section 87200 and are listed for informational purposes only. Section 87200 requires disclosure of all investments and business positions in business entities, all income, including gifts, loans and travel payments, and real property.

Members of the Board of Trustees  
District Manager

**Consolidated Mosquito Abatement District**

**Conflict of Interest Code**

**Appendix B**

**Disclosure of Categories**

Designated positions in these categories must report:

Category 1. Investments, business positions, and income, including loans, gifts and travel payments, from sources:

- that provide leased facilities, goods, vehicles, supplies, material, machinery, equipment or services, including consulting and public relations services of the type utilized by the District, or
- that produce, distribute or manufacture products and provide services used in pest abatement or control, or
- that have filed a claim or has a claim pending against the District during the previous two years.

Category 2. Interest in real property within 500 feet of any real property owned or leased by the District.

Category 3. Investments, business positions, and income, including loans, gifts and travel payments, from sources:

- that provide leased facilities, goods, vehicles, supplies, material, machinery, equipment or services, including consulting and public relations services, of the type utilized by the designated position's department, or
- that produce, distribute or manufacture products and provide services used in pest abatement or control.



## FLEET MANAGEMENT

### Account Executive

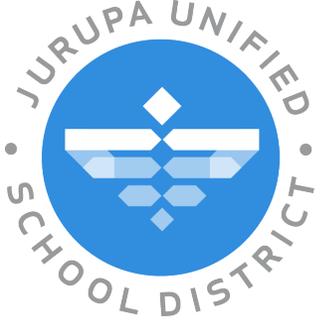
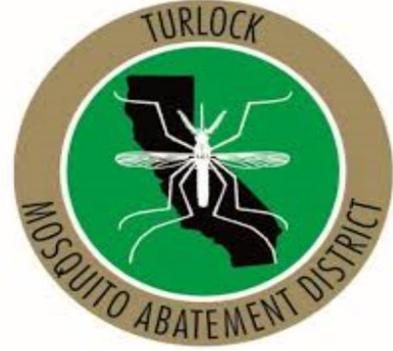
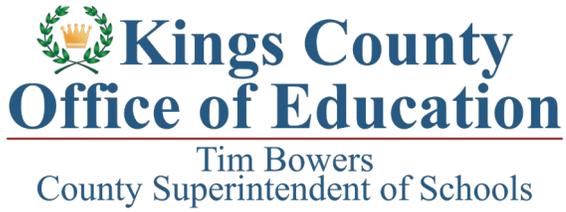
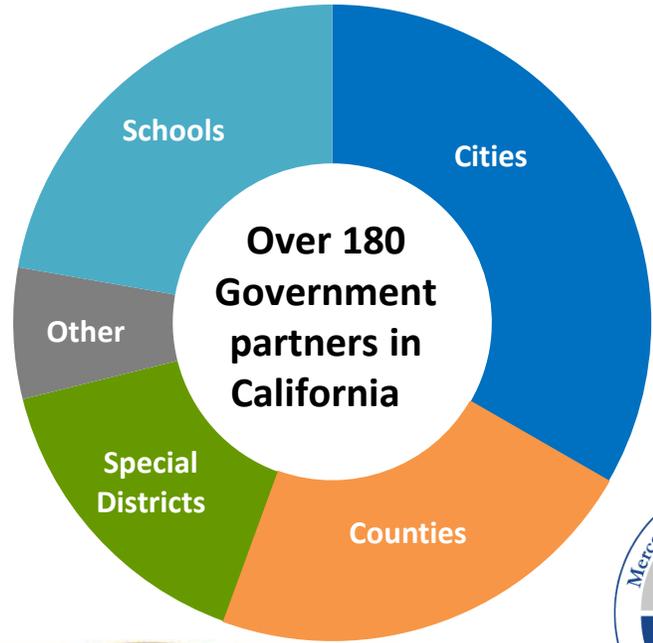
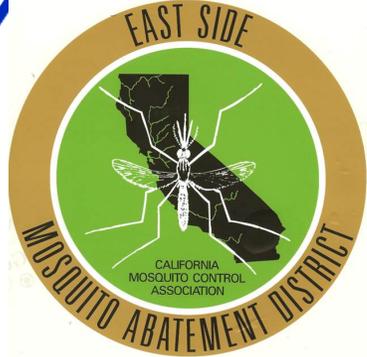
Jason Lifshin

916-297-7406

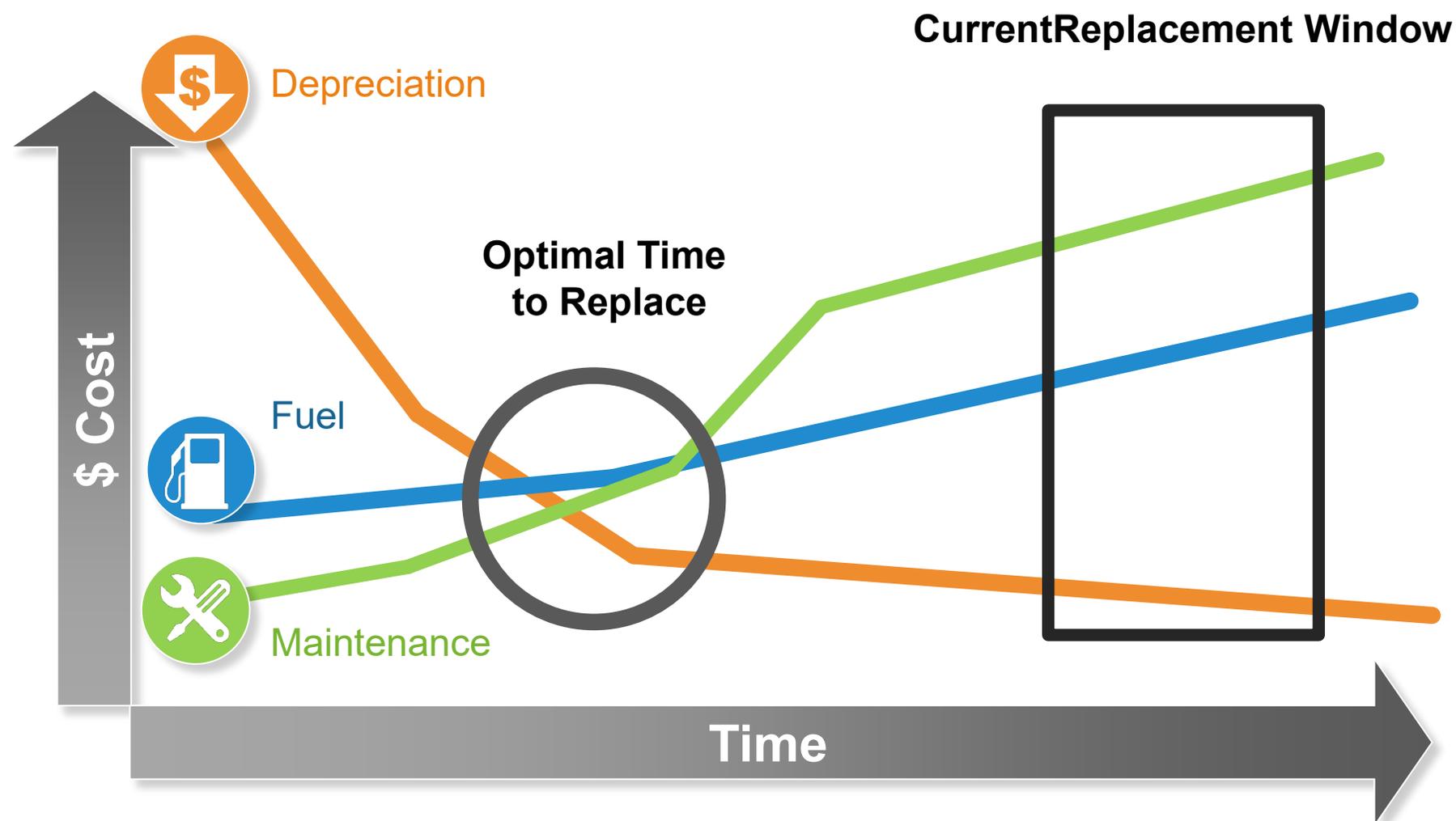
Jason.R.Lifshin@efleets.com



# REFERENCES



# Effective Vehicle Lifecycle



## Key Observations

- Maintenance costs rise substantially as vehicles age
- Fuel costs are 25% - 30% higher or more depending on vehicle type
- Resale values are 70% - 80% lower at your typical replacement interval vs. optimal
- Replacing vehicles at optimal time is cost usually neutral or less total cost than to hold

# Buying Power and Cycling



2020 SUPER DUTY  
F-250 XL

\$41,900 ⓘ  
Estimated Net Price <sup>55</sup>

← FORD'S WEBSITE

**State Contract** Price **\$28,985**

VEHICLE	Odometer	Sale Price	Capital Outlay
2019 Ford F-250 XL Crew Cab 4x4	10282	\$33,400	-\$4,415
2018 Ford F-250 XL Crew Cab 4x4	20655	\$30,300	- \$1,315
2015 Ford F-250 XL Crew Cab 4x4	57,636	\$21,000	\$7,985
2010 Ford F-250 XL Crew Cab 4x4	98,436	\$10,200	\$18,785

# VEHICLE DISPOSAL

**700** DEDICATED  
REMARKETING EMPLOYEES



**150** REMARKETING  
LOTS IN NORTH AMERICA

IN 2019, ENTERPRISE  
**SOLD OVER**  
**1,100,000**  
VEHICLES.

LOCAL REMARKETING  
SALES EXCEEDED AT  
AN AVERAGE OF  
**113.7%**  
**OVER**  
**BLACK BOOK (CVI).**



■ AUCTION **15%**  
■ DIRECT  
TO  
DEALER **85%**

**19,000+**  
UNIQUE BUYERS



# SAFETY

2007

- Front/Side crash test
- Anti-lock brakes
  - Airbags

2012

- Electronic Stability Control
- Lane Departure Warning
  - Rear Video

2017

- Forward Collision Warning
  - Blind Spot Warning
  - Offset-crash test



**5-Star Safety Ratings**  
*More Stars. Safer Cars.*



# Operating Expenses

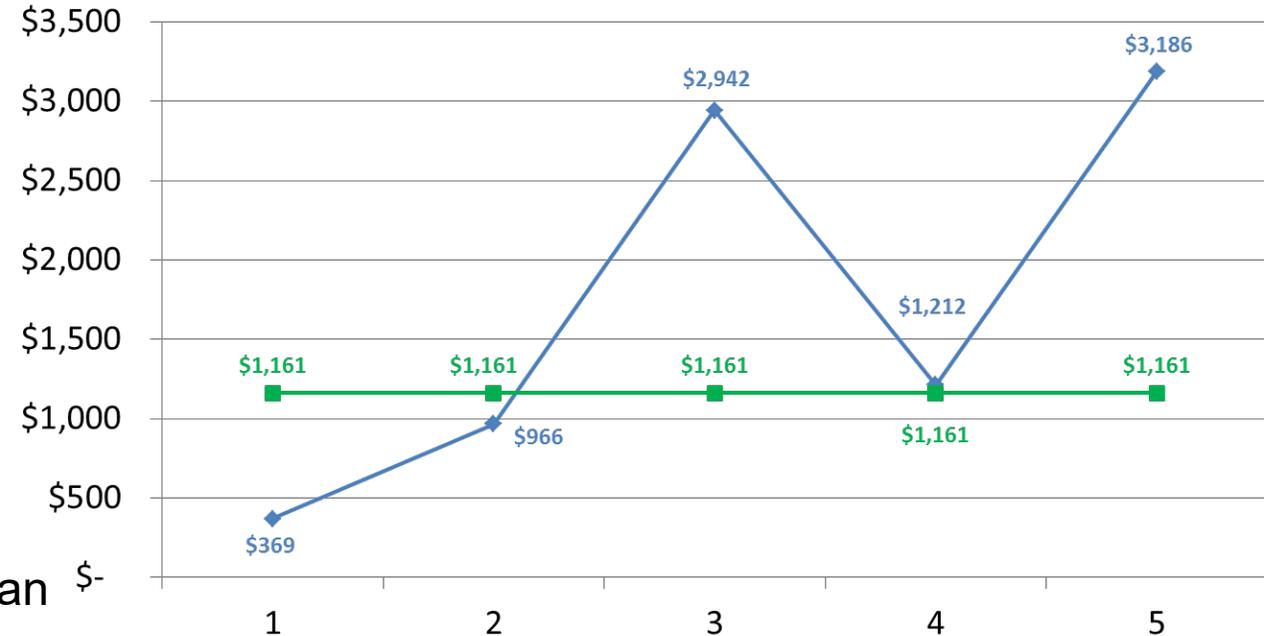
# Maintenance

## Full Maintenance

- Fixed monthly rate
- Simple process for all parties
- Includes: 24/7 Roadside, all major and minor repairs

## National Management/Local Shops

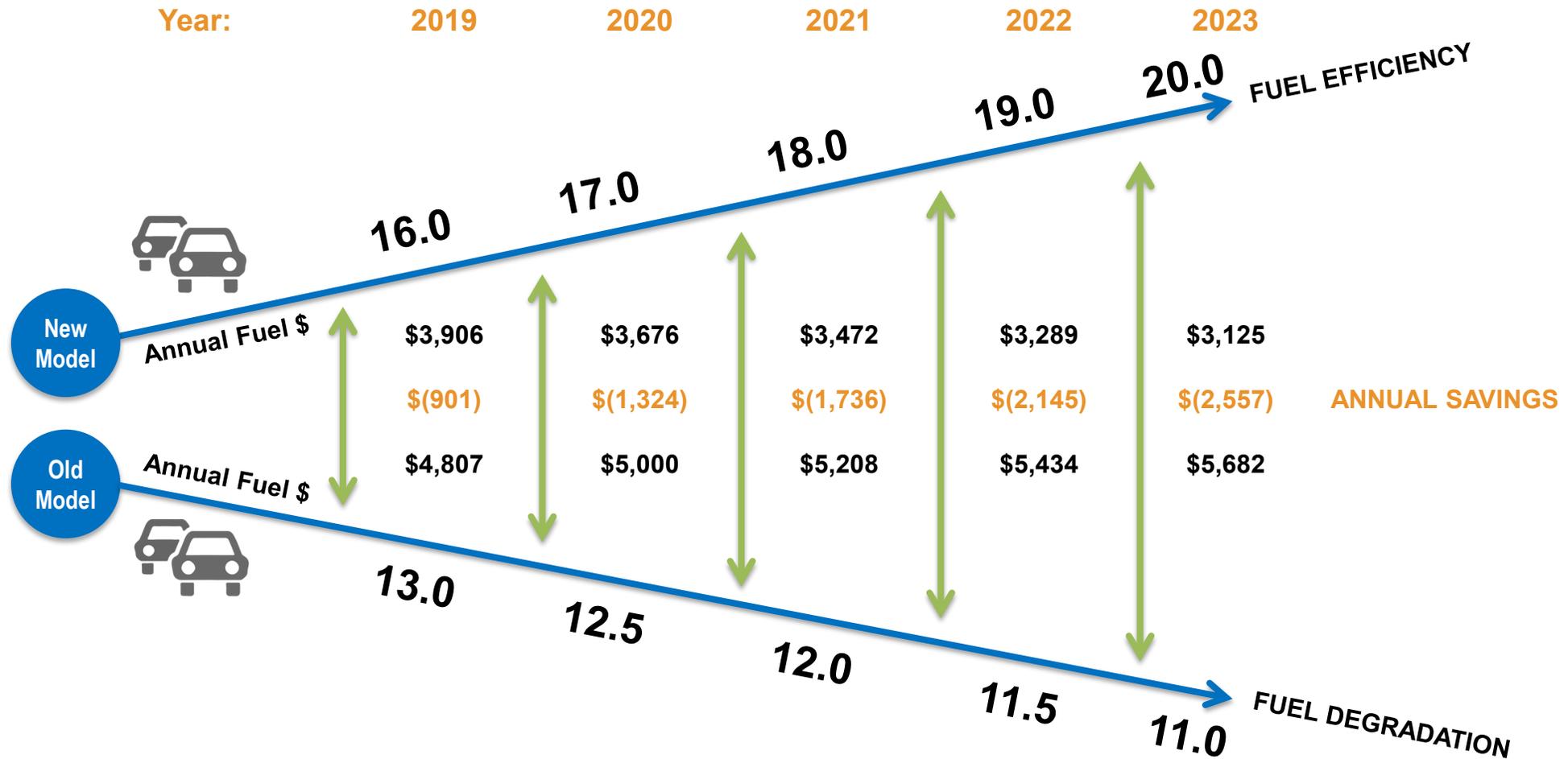
- 146 ASE Certified techs manage your maintenance plan
- National accounts, dealers, local independent shops
- Convenient for your drivers
- Cost controls for the finance team



# OPERATING EXPENSES Fuel

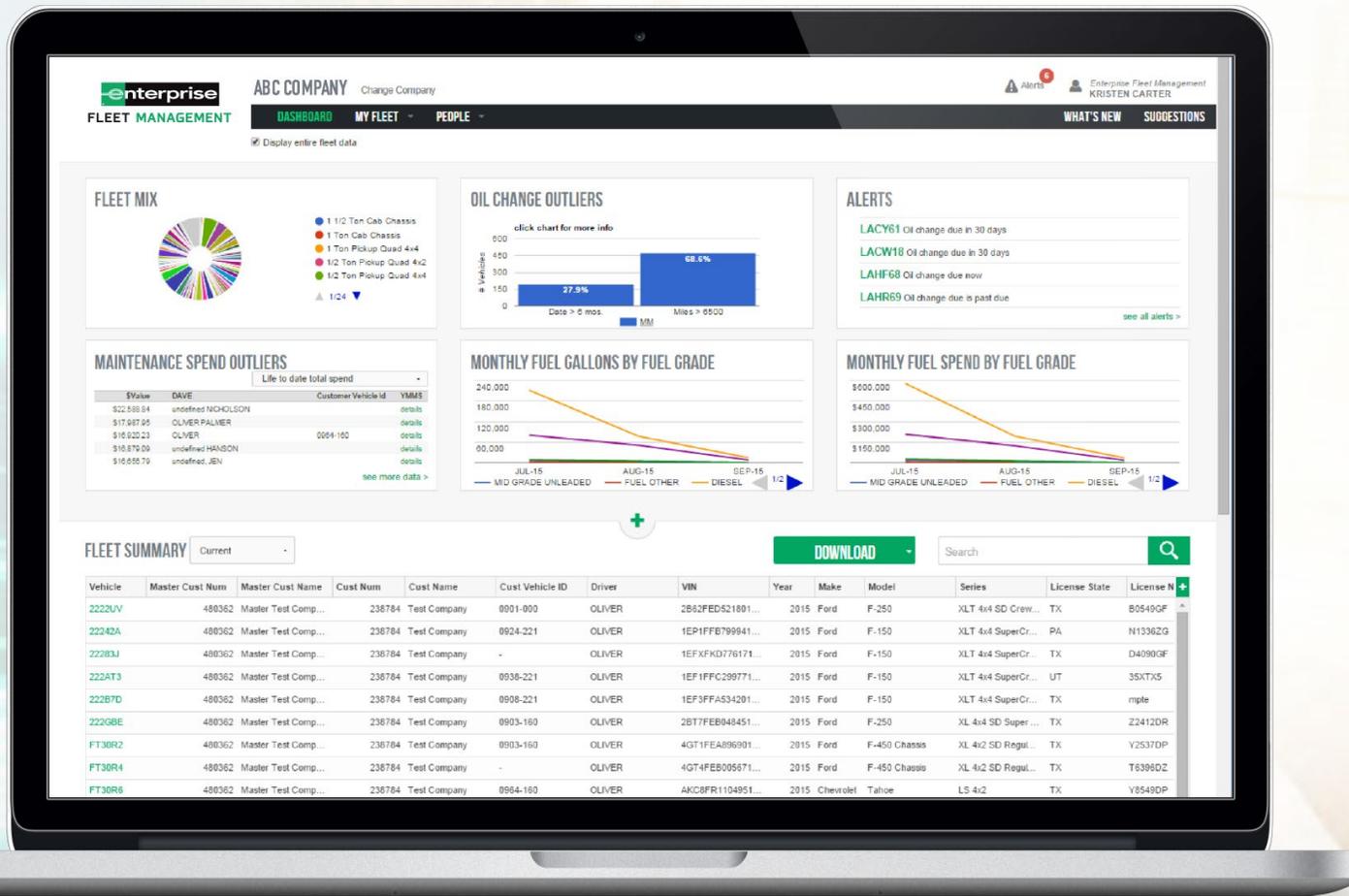
## Vehicle MPG Change

Effects of Newer Fuel Efficient Models vs Fuel Degradation in Older Models



# RESOURCES

## Tracking your Fleet



- Operational Expenses
  - Fuel
  - Maintenance
  - Resale
  - Acquisition

- Do you know how much your fleet costs to operate??

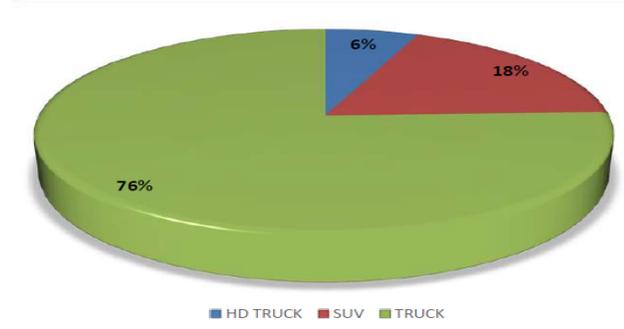
# FLEET PROFILE

## Fleet Profile      Fleet Replacement Schedule      Replacement Criteria

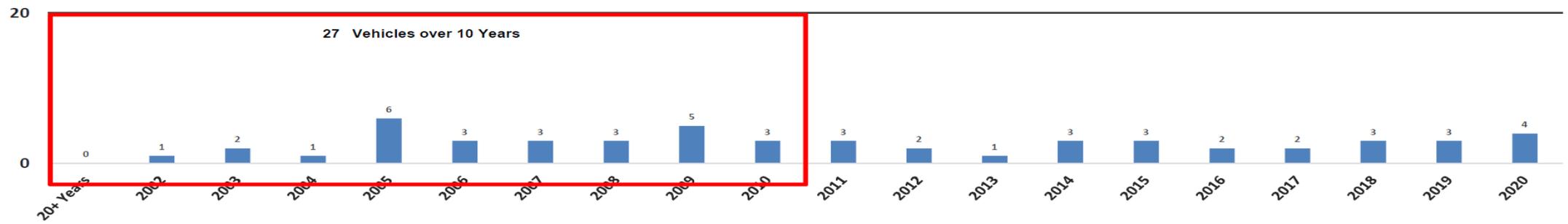
Vehicle Type	# of Type	Average Age (years)	Average Annual Mileage	2020	2021	2022	2023	Under-Utilized
Compact SUV 4x4	6	14.8	7,000	6	0	0	0	0
Full Size SUV 4x4	3	7.9	7,000	1	0	1	1	0
Compact Pickup Reg 4x4	12	12.8	7,000	6	6	0	0	0
1/2 Ton Pickup Reg 4x2	16	5.4	7,000	3	1	1	11	0
1/2 Ton Pickup Reg 4x4	12	7.3	7,000	1	6	2	3	0
1/2 Ton Pickup Quad 4x2	1	4.2	7,000	0	0	0	1	0
3/4 Ton Pickup Reg 4x2	1	17.3	7,000	1	0	0	0	0
1 Ton Pickup Reg 4x4	2	9.8	7,000	1	0	0	1	0
<b>Totals/Averages</b>	<b>53</b>	<b>9.1</b>	<b>7,000</b>	<b>19</b>	<b>13</b>	<b>4</b>	<b>17</b>	<b>0</b>

- \* Fiscal Year 2020 = 12 years old and older, or odometer over 100,000
- \* Fiscal Year 2021 = 8 years old and older, or odometer over 80,000
- \* Fiscal Year 2022 = 6 years old and older, or odometer over 60,000
- \* Fiscal Year 2023 = Remaining Vehicles
- \* Underutilized = Annual Mileage less than 2,500

### Vehicle Types



## Model Year Analysis



# FLEET ANALYSIS SUMMARY

## LEASE COMPONENTS

- Estimated total lease payments for 53 vehicles:
  - \$307,701
- Estimated average return from replacement vehicles
  - \$115,023
- Estimated net lease cost (Sum of lease payments less average return)
  - \$192,678

## OPERATIONAL COMPONENTS

- Estimated annual maintenance cost reduction
  - \$56,225
- Estimated annual fuel cost reduction
  - \$37,100

## SAFETY AND LIABILITY COMPONENTS

- Remove aged fleet with high miles and lesser safety technologies
  - 10 year old vehicles may not have anti-lock brakes, electronic stability control, and rear vision cameras and are generally less reliable than new vehicles

# FLEET ANALYSIS



## FLEET MANAGEMENT

### Fleet Costs Analysis

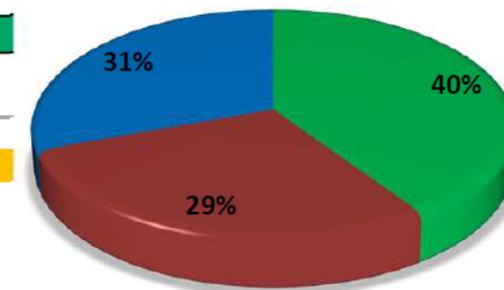
Current Fleet	53	Fleet Growth	0.00%	Proposed Fleet	53
Current Cycle	16.33	Annual Miles	7,000	Proposed Cycle	2.30
Current Maint.	\$125.00			Proposed Maint.	\$36.60
		Current MPG	10	Price/Gallon	\$3.00

Fiscal Year	Fleet Mix			Fleet Cost						Annual		
	Fleet Size	Annual Needs	Owned	Leased	Purchase	Lease*	Equity (Owned)	Equity (Leased)	Maintenance	Fuel	Fleet Budget	Net Cash
Average	53	3.0	53	0	83,965	0			79,500	111,300	274,765	0
'20	53	19	34	19	0	105,928	-19,000	-15,762	59,344	98,000	228,510	46,255
'21	53	18	21	32	0	206,088	-32,500	-34,092	45,553	88,900	273,949	816
'22	53	16	17	36	0	265,698	-16,000	-41,857	41,309	86,100	335,250	-60,485
'23	53	32	0	53	0	307,701	-110,500	-157,965	23,275	74,200	136,711	138,055
'24	53	44	0	53	0	307,701	0	-114,340	23,275	74,200	290,836	-16,070
'25	53	36	0	53	0	307,701		-88,830	23,275	74,200	316,346	-41,580
'26	53	31	0	53	0	307,701		-98,959	23,275	74,200	306,217	-31,452
'27	53	32	0	53	0	307,701		-157,965	23,275	74,200	247,211	27,554

Incl. Tax

8 Year Savings

\$63,094



Fuel Maintenance Purchase

### Current Fleet Equity Analysis

YEAR	2020	2021	2022	2023	Under-Utilized
QTY	19	13	4	17	0
Est \$	\$1,000	\$2,500	\$4,000	\$6,500	\$0
TOTAL	\$19,000	\$32,500	\$16,000	\$110,500	\$0
Estimated Current Fleet Equity**					\$178,000

\* Lease Rates are conservative estimates

\*\*Estimated Current Fleet Equity is based on the current fleet "sight unseen"

and can be adjusted after physical inspection

Lease Maintenance costs are exclusive of tires unless noted on the lease rate quote.

### KEY OBJECTIVES

#### Lower average age of the fleet

51% of the current light and medium duty fleet is over 10 years old

Resale of the aging fleet is significantly reduced

#### Reduce operating costs

Newer vehicles have a significantly lower maintenance expense

Newer vehicles have increased fuel efficiency with new technology implementations

#### Maintain a manageable vehicle budget

Challenged by inconsistent yearly budgets

Currently vehicle budget is underfunded



7/10/2020

**Karan Cox  
Consolidated Mosquito Abatement District  
13151 E Industrial Dr  
Parlier, CA 93648**

Dear Karen,

Thank you for the opportunity to present the *Vanguard Cleaning Systems* proposal for the commercial cleaning of Consolidated Mosquito Abatement District.

The fact that Vanguard has survived and thrived for over 20 years is a leading indication that we have shown great commitment to our clients and adjust to their changing needs.

- **At Vanguard we pride ourselves on dedicated and knowledgeable service providers backed by a superior support staff. Your building will be cleaned by professional, insured and bonded janitors.**
- **Special attention will be made to the hard surfaced and carpeted floors, high/low dusting of all areas, and sanitizing of restrooms with a consistency that meets Vanguard's high standard.**
- **I will personally hand select the right cleaning crew for your facility, and have crews in your area that are available to start service when you are.**

Vanguard, a leader in commercial cleaning since 1984, has approximately 11,000 accounts throughout the United States. We will answer your needs with professional expertise and dedicated service.

We appreciate your interest in Vanguard and we look forward to a long and beneficial relationship.

Best Regards,

**Susan High  
Account Representative  
516 West Shaw Ave Suite 200  
559-473-1790-Office  
559-448-7227-Cell**

## VANGUARD CLEANING SYSTEMS SERVICE SCHEDULE FOR CONSOLIDATED MOSQUITO ABATEMENT DISTRICT

### INTERIOR OFFICE AREAS

#### *Services Performed Each Visit...*

- Dust/wipe furniture, desks, counter tops, chairs, credenzas, tables, and cabinets.
  - *Dust specific office equipment (computer screens, etc.) per client instructions.*
  - *Papers and folders will not be moved unless specifically requested.*
- Empty waste containers and remove trash to the designated area. \*
- Clean entrance glass and internal window glass, removing fingerprints and smudges.
- Vacuum carpeted areas.
- Dust mop ceramic and resilient floor areas and spot clean to remove spills and stains.
- Damp mop ceramic and resilient floors.
- Return chairs, furniture, and waste containers to proper positions.
- Lock designated office doors upon completion of cleaning.
- Dust window ledges, tops of partitions and other low reach areas.
- Wipe and remove debris from metal entrance thresholds.
- Clean and sanitize telephones.

#### *Services Performed Each Month...*

- Dust high reach areas including shelves, ledges, vents, and HVAC grills.
- Dust Venetian blinds.
- Remove cobwebs.
- Clean baseboards, carpet edges and corners.
- Vacuum upholstered furniture.



\*Client is responsible for supplies (trash liners, soap, toilet paper, hand towels, etc). Purchase of these products can be arranged through Vanguard.

## VANGUARD CLEANING SYSTEMS SERVICE SCHEDULE CONTINUED...

### KITCHEN OR BREAK ROOM AREA:

#### *Services Performed Each Visit...*

- Damp wipe tabletops, counters, and exteriors of cabinets.
- Empty trash containers and remove trash to the designated area. \*
- Damp wipe exterior and interior of microwave ovens.
- Sweep or dust mop and damp mop resilient flooring to remove spills and stains.
- Clean and sanitize sinks.
- Wipe exterior of refrigerator.

#### *Services Performed Each Month...*

- Spot clean walls for marks and smudges.

### RESTROOM AREAS:

#### *Services Performed Each Visit...*

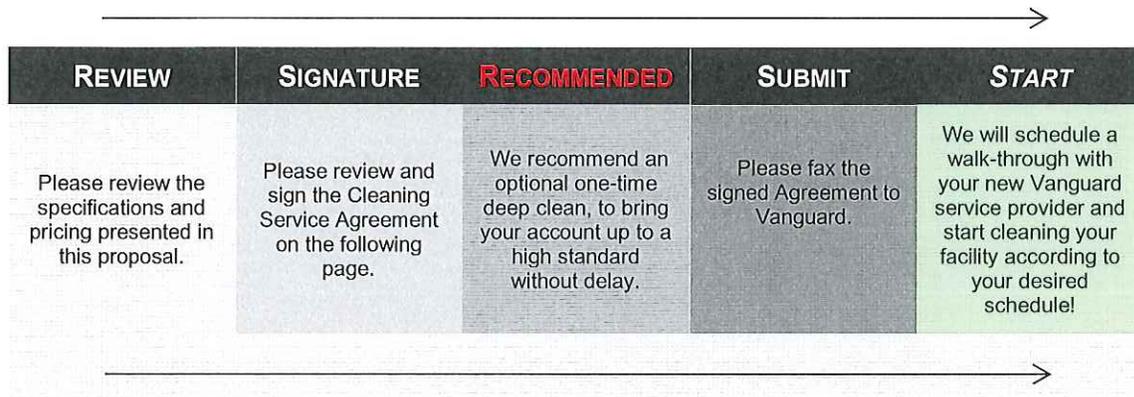
- Restock toilet paper, paper towels, hand soap, and other supplies. \*
- Empty trash containers and remove trash to the designated area.\*
- Sweep or dust mop, and wet mop and sanitize ceramic and resilient floor surfaces.
- Clean and sanitize sinks, counters, and restroom fixtures including toilet bowls, toilet seats, and urinals.
- Clean and polish mirrors, glass and chrome.



\*Client is responsible for supplies (trash liners, soap, toilet paper, hand towels, etc). Purchase of these products can be arranged through Vanguard.

CUSTOMER	SPECIFICATIONS	
Consolidated Mosquito Abatement District 13151 E Industrial Dr Parlier, CA 93648	PRICE	<b>\$500.00 Per Month</b>
	FREQUENCY	<b>1 X Weekly</b>
	START TIME	<b>To be Determined</b>

*To get started with Vanguard Cleaning:*



# **Tri-County Janitorial**

*We do the cleaning you want!*

1348 Lincoln Street  
Kingsburg, California 93631  
(559)897-8310

## **A Simple Agreement**

Presented: July 13, 2020

Prepared for:

### **Consolidated Mosquito Abatement District**

13151 E. Industrial Drive  
Parlier, California 93648  
(559)896-1085

Karen Cox  
*Administrative Assistant*

Prepared by:

Mark L. Jones  
*President/CEO*  
Tri-County Janitorial

**Services Provided:**

Areas to be cleaned: Entire Office Area, Board Room, Entry, and Restrooms.

<b>Task</b>	<b>Cleaning Frequency</b>
Empty all trash receptacles	1 x Week
Dust Mop Floors	1 x Week
Full Wet Mop Floors	1 x Week
Clean and Disinfect Restrooms	1 x Week
Restock All Necessary Dispensers Paper Towels, Toilet Paper, Trash Can Liners, and Soap	1 x Week
Keep the janitors closet in order	1 x Week
High Dust and Remove all Spider Webs in Boardroom and Entry Area	1 x Week
Dust all areas of Boardroom and Entry Area thoroughly Including Base Boards and Window Sills	1 x Week
Dust bookshelves through hallway	1 x Week
Vacuum Boardroom Carpets	1 x Week
Clean Entrance Door Glass	1 x Week
Wipe down outside picnic tables	1 x Week

\*\*No webs or dusting will be done in individual offices.

**Project Schedule:**

Wash windows surrounding entrance door	1 x Month	Included
Wash All Windows Inside and Outside	Per Request	Extra Charge
Carpet Shampoo	Per Request	Extra Charge

**Price Per Month: \$415.00**

Due to upcoming minimum wage increases, there will be 2 annual increases as follows:  
January 1, 2021 to \$440.00  
January 1, 2022 to \$470.00

**Initial Cleanup: \$000.00\***

\*Initial Cleanup includes all routine cleaning necessary to bring the cleaning to your standard and ours and will be done in conjunction with the regular cleaning.

**The initial cleanup will include but not be limited to:**

Thorough dusting of all offices;  
Thorough cleaning of lunch rooms and restrooms;  
Scrub and whiten all porcelain fixtures; these will be maintained using Ajax and Clorox based cleaners;  
Restroom walls will be wiped down and toilets scrubbed;  
Janitorial closets will be cleaned;  
Scrub and wax all vinyl tile floors.

Sample

**Personal Customer Service:**

Your customer service is paramount to us and anything that we can do to make our service better we will do. Our evening starting time, by example, will never be earlier than you want it to be. We provide a much more personalized service than others you have received in the past.

**Benefits:**

You decide when you want to start the service and when to end it. When you want to stop service with us for any reason, you may. We request a 30-day notice but it is not required. We make this stipulation so that you may have the confidence that it is our service that keeps us with you and not a binding contract. Thus ensures our dedication to good cleaning.

You sign an ***agreement***; not a ***contract***.

Your business needs someone who will take close notes on property issues or problems in all areas of your facility and your employee lunchroom area, and offer any ideas that would make your business a better place. Our pledge is to help with these issues toward a cleaner, safer and better place to work. Please allow us to help with this.

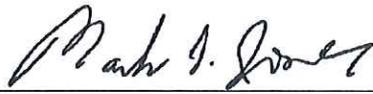
It is traditional for the customer to pay for all useables; trash can liners, soaps, moisturizers, paper supplies such as paper towels, toilet paper, toilet seat covers, tissue paper, and deodorizers. For your convenience we can purchase these supplies and bill you for them.

Should you ever not receive the service you expected, please call us. We will make every effort to correct the problem and to restore you to the service you expect and deserve.

We request that we be assigned two sets of facility keys so that we may provide proper supervision and uninterrupted service for your company.

By the 10<sup>th</sup> day after starting our service, we will send you a bill for service. We expect payment 30 days from receipt of that bill. Should you not receive a bill, for any reason beyond our control, payment will still be expected 30 days from the 10<sup>th</sup> day of each service month.

Tri-County Janitorial, Mark L. Jones, President

Sign: 

Consolidated Mosquito Abatement District,

Sign: \_\_\_\_\_

Start date: \_\_\_\_\_

References:

Steph White Nutrius, LLC.	559-897-5862
Channie Doyle Evangelical Covenant Church of Kingsburg	559-897-3031
Olga Viveros Suncrest Bank	559-802-1070
Dave Lehrman Golden State Farm Credit	559-419-6034

Tri-County Janitorial has liability insurance in place in the amount of \$1,000,000.00. There is also a full workers compensations policy in place. You will find attached to this bid proof of each coverage. If there is anything else you would like me to carry please ask.

# Professional Janitorial Service Proposal

---

Prepared For:

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**Consolidated Mosquito Abatement District  
13151 E. Industrial Dr. Parlier, CA 93648**

---

Submitted by:

**All-Pro Janitorial Serves, Inc.**

**1577 N Hemlock Ave**

**Reedley CA 93654**

Jose A. Camarillo

Account Manager

559-3932096

[allprojanitorialservice@gmail.com](mailto:allprojanitorialservice@gmail.com)

<https://allprojanitorialservices.com>



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All-Pro Janitorial Serves, Inc.  
1577 N Hemlock Ave  
Reedley CA 93654



June 14, 2020

Karan Cox  
Consolidated Mosquito Abatement District.  
13151 E Industrial Dr Parlier, CA 93648

Dear Karen,

Subject: Janitorial Service Proposal: 13151 E Industrial Dr Parlier, CA 93648

Thank you for allowing All-Pro Janitorial Services, Inc. to prepare a professional cleaning service proposal for your consideration. We know it takes considerable time and effort to show any potential contractor your business, and to provide with all necessary information.

Here are a few important highlights:

**Before we work...** All of our Janitors are thoroughly trained on how to perform each cleaning task, as well as on important safety issues. Our goal is to clean each customer's facility, professionally and safely.

**During the work...** We know providing a dependable and worry-free service is important to every customer. So at All Pro Janitorial Services, Inc., we combine up-front preparation and training with strong management and on-site direction to ensure a smooth, successful start-up.

**After the work...** A systematically approach to keep your building looking good! At All-Pro Janitorial Services, Inc. we offer strong management and quality control to plan for and not lose track of the many necessary cleaning details.

We look forward to the opportunity of becoming a trusted and valued partner in improving and maintaining the appearance of your business. Please call if you have any questions, or need additional information as you review our proposal.

Sincerely,

Jose A Camarillo  
Account Manager  
All-Pro Janitorial Services, Inc.

All-Pro Janitorial Services, Inc.

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**All-Pro Janitorial Services, Inc.**  
**Professional Janitorial Service Proposal**  
**General**

---

All-Pro Janitorial Services, Inc. agrees to provide all labor, supervision, material and equipment necessary to assure performance of specified cleaning service for the customer. This shall include all services described in the written specifications attached.

**Compensation**

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One day per week professional Cleaning Service **\$300.00/monthly**

**Special Services**

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Waxable hard surface can be stripped and refinished- - Price quoted upon request.  
Carpet cleaning is available - Price quoted upon request.  
Complete Machine Scrubbing Tile - Price quoted upon request.  
Exterior windows can be cleaned- Price quoted upon request.

**Service Schedule**

---

Cleaning service operations describe in this comprehensive program will perform 1 day per week.

Every effort will be made to eliminate any work interruption to the customer's normal schedule and operation.

The cleaning crew will observe holidays observed by the customer All-Pro Janitorial Service is prepared to adapt this work schedule to coincide with the needs and requests of the customer provided they are mutually agreed to, and do not alter the costs of operations.

**Billing**

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Invoicing will be itemized according to the monthly work or for special tasks. Invoicing will be on the 1<sup>st</sup> of each month payment policy in net 30 days.

**Supervision**

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Adequate personnel and supervision will be furnished to ensure the quality service.

---

### **Supplies**

---

The customer will furnish all consumable products inclusive of but not limited to: toilet tissue, towels trash liners and hand soap. If desired, All-Pro Janitorial Services, Inc. can provide these products and invoice them separately.

All-Pro Janitorial Services, Inc. will furnish all cleaning supplies inclusive of but not limited to cleaning agents, disinfectants, etc.

### **Equipment**

---

All-Pro Janitorial Service, Inc. will furnish and maintain all necessary cleaning equipment inclusive of but not limited to: floor machines, buffers, vacuums, maid carts, mop buckets, wringers, micro fiber dusting clothes and/or materials, mops and brooms. The customer agree to provide a secure space for storage of this equipment, as may necessary.

All-Pro Janitorial Service, Inc will comply with current OSHA regulations and proven procedure pertaining to all work performed at the customer's location.

### **Employee Status**

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Personnel supplied by All-Pro Janitorial Services, Inc. are deemed employees of All-Pro Janitorial Services, Inc and will not for any purpose be considered employees or agents of the customer.

### **Equal Opportunity Employer**

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All-Pro Janitorial Services, Inc. is an equal opportunity employer. All necessary employment forms will be maintained by our office as required by law.

### **Insurance**

---

All-Pro Janitorial Service will furnish all forms of insurance required by law and shall maintain the same in force.

Comprehensive General Liability  
Workers compensation/employer liability

### **Our Philosophy**

---

All-Pro Janitorial Services, Inc. is committed to providing quality Janitorial services that deliver the highest levels of customer satisfaction. We bring together the best people, most effective methods, highest quality supplies and latest equipment to deliver on this commitment.



# CMAD PROGRAM REPORT

## JUNE 2020

STEVE MULLIGAN, DISTRICT MANAGER

**Jodi Holeman**  
*Superintendent of Operations*

**Katherine Ramirez**  
*Science Education Coordinator*

**B. Deegan**  
*Vector Biologist*

**Jovana Benavides**  
*Associate Biologist*

**Conner Schaak**  
*GIS Coordinator*



# TABLE OF CONTENTS

**Operations**



**03**

**Surveillance**



**06**

**Science Education**



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# OPERATIONS

**SERVICE REQUESTS: 214 (+34 increase from May)**

Type	Total	Change
Fish	37	+2
Inspection & Traps	4	+1
Mosquito	58	-15
Pools	23	+1
Traps*	92	+42

\* 78% (72) required follow up on site inspection



City	Total
Clovis	54
Fowler	4
Fresno	82
Kingsburg	8
Laton	1
Parlier	4
Reedley	10
Riverdale	4
Sanger	34
Selma	13

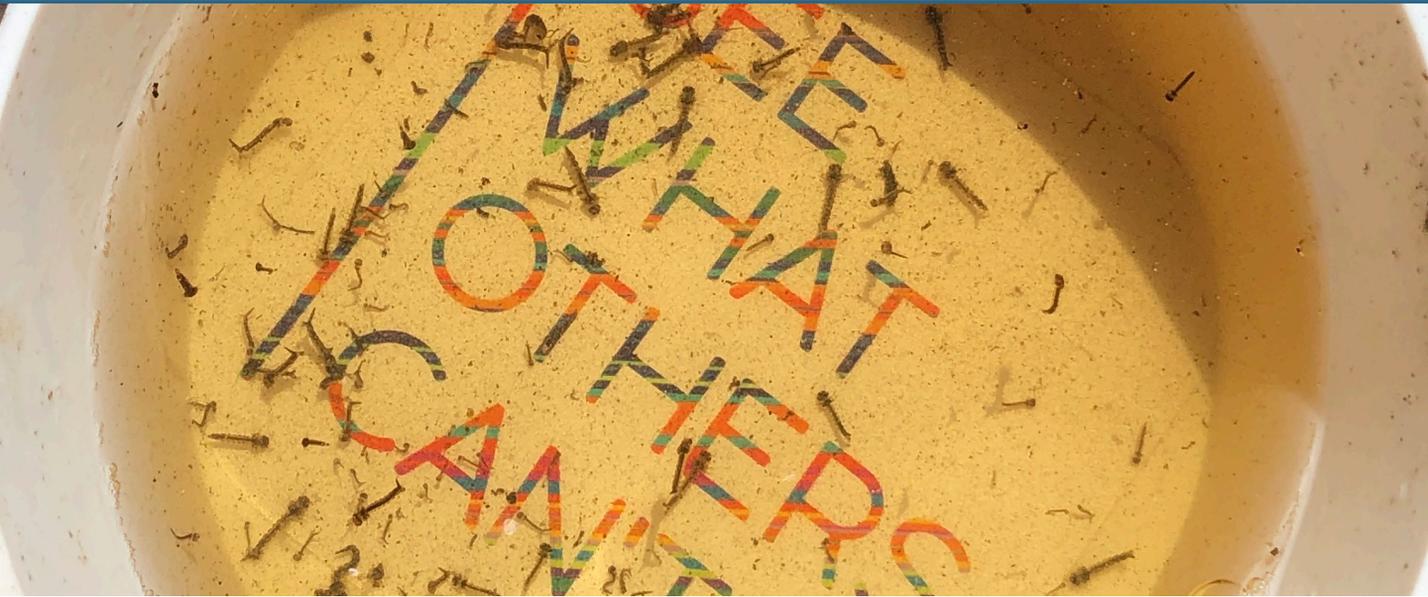
**APPOINTMENTS: 210 (-14 decrease from May)**

Depot	Total
Clovis	145
Reedley	32
Sanger	17
Westside	16

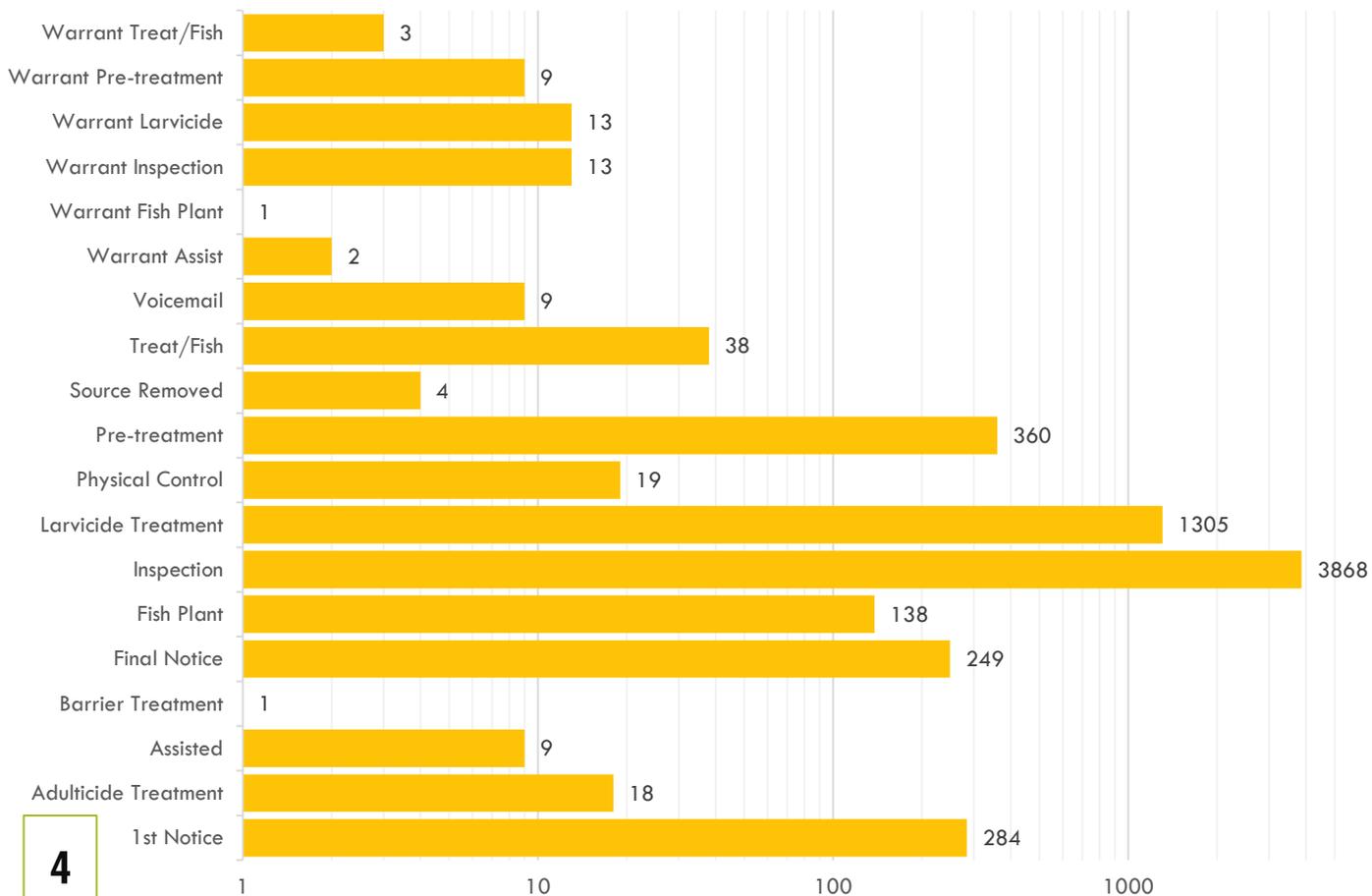
**AERIAL SURVEY: 448 Swimming pools identified**



# OPERATIONS

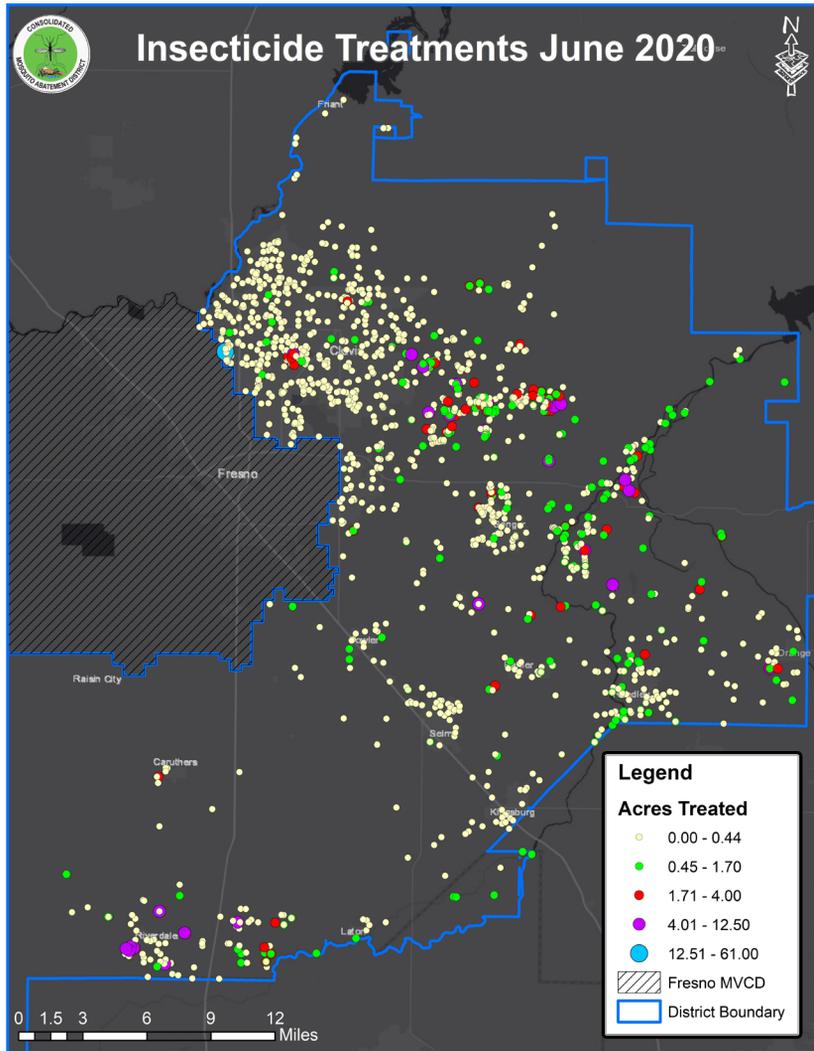


## June 2020 Field Activity



# OPERATIONS

MOSQUITO CONTROL APPLICATIONS: 6,370 TREATMENTS OVER 1,608 ACRES



Product	Applications	Acres Treated
Altosid WSP	1511	3.75
Altosid XR Briquet	51	0.00
Altosid XRG	20	17.13
Aqua-Kontrol 30-30	5	4.74
BVA-2	705	185.20
Cocobear MLO	130	0.88
Fish	190	7.87
FourStar Bti Briquet 45	8	0.00
FourStar CRG	6	4.16
Fyfanon ULV	12	702.40
MetaLarv S-PT	6	11.60
Natular 2EC	10	22.84
Natular G30	466	87.17
Natular G30 WSP	1223	2.71
Sumilarv	1474	3.38
Suspend SC	2	0.14
VectoBac 12AS	214	322.12
VectoBac GR	79	109.36
VectoBac WDG	3	0.28
VectoLex FG	120	58.39
VectoLex WDG	133	64.18
VectoLex WDG	2	0.30

Service Layer Credits: Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community



# SURVEILLANCE

## VECTOR AND DISEASE SURVEILLANCE



**Humans:** There are no West Nile Virus (WNV) or Saint Louis Encephalitis (SLE) cases reported within District boundaries.

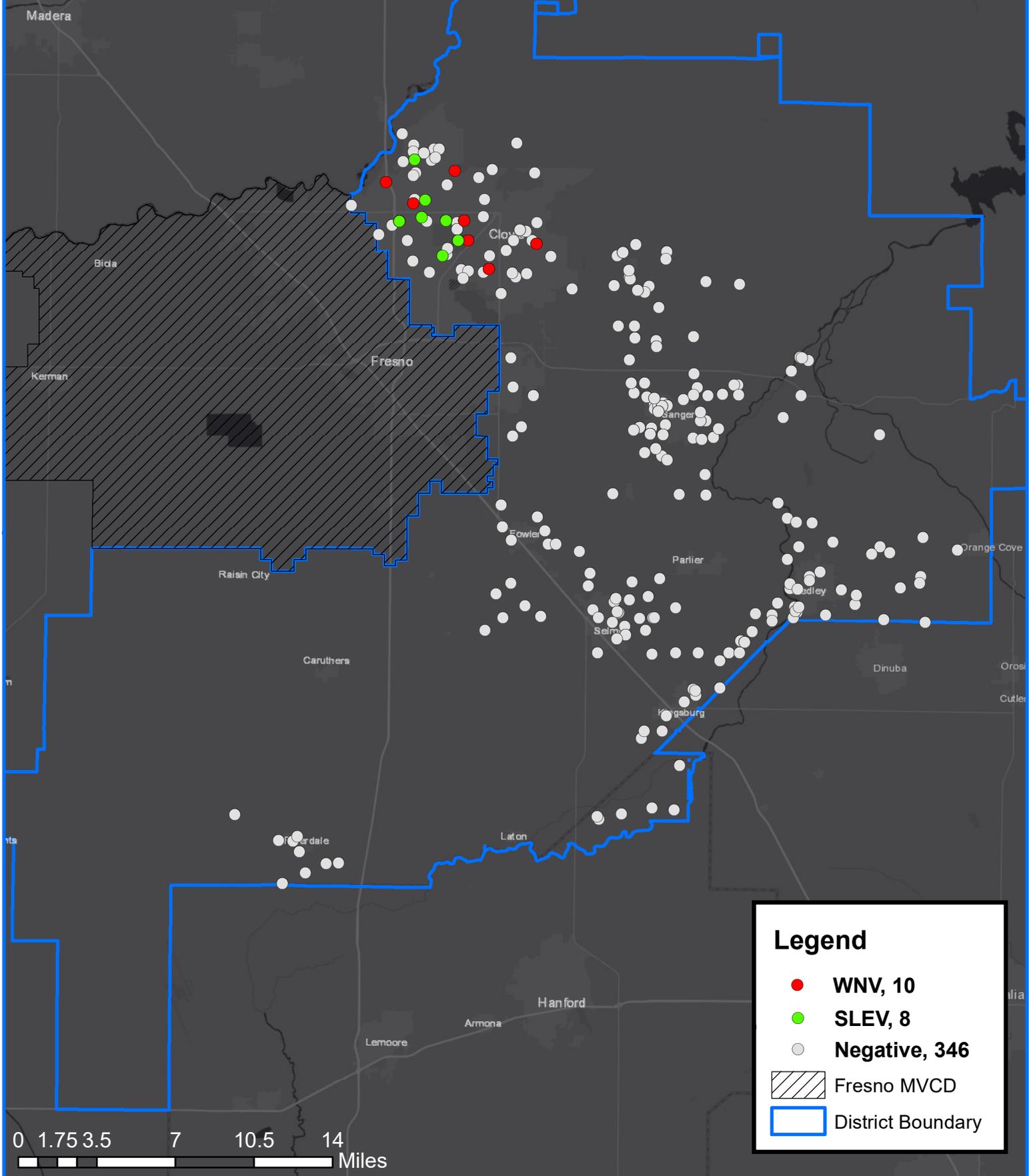


**Mosquitoes:** 364 mosquito samples were tested June 2020, 18 were positive for disease.

Date Collected	City	Trap Type	Species	Disease
2020-06-04	Fresno	GRVD	Culex quinquefasciatus	SLEV
2020-06-09	Fresno	GRVD	Culex quinquefasciatus	SLEV
2020-06-09	Clovis	GRVD	Culex quinquefasciatus	WNV
2020-06-12	Fresno	GRVD	Culex quinquefasciatus	WNV
2020-06-16	Fresno	GRVD	Culex quinquefasciatus	WNV
2020-06-18	Fresno	GRVD	Culex quinquefasciatus	SLEV
2020-06-18	Fresno	GRVD	Culex quinquefasciatus	WNV
2020-06-23	Clovis	GRVD	Culex quinquefasciatus	WNV
2020-06-24	Fresno	CO2	Culex tarsalis	SLEV
2020-06-24	Fresno	GRVD	Culex quinquefasciatus	SLEV
2020-06-24	Fresno	GRVD	Culex quinquefasciatus	SLEV
2020-06-24	Fresno	CO2	Culex tarsalis	WNV
2020-06-26	Fresno	GRVD	Culex quinquefasciatus	SLEV
2020-06-26	Clovis	GRVD	Culex quinquefasciatus	WNV
2020-06-26	Fresno	GRVD	Culex quinquefasciatus	WNV
2020-06-30	Fresno	GRVD	Culex quinquefasciatus	SLEV
2020-06-30	Fresno	GRVD	Culex quinquefasciatus	WNV
2020-06-30	Fresno	GRVD	Culex quinquefasciatus	WNV



# Mosquito Abundance Distribution - June 2020



**Legend**

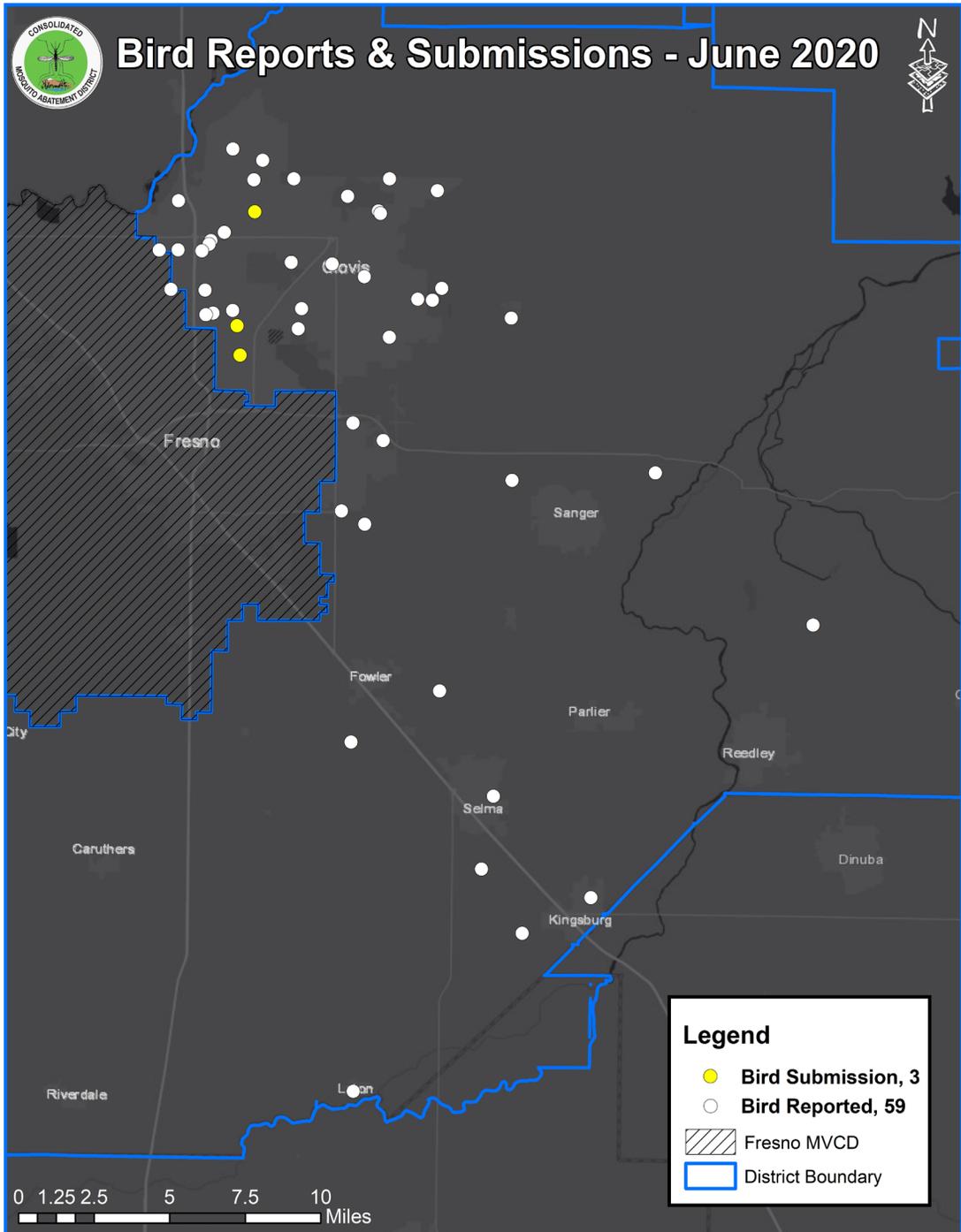
- **WNV, 10**
- **SLEV, 8**
- **Negative, 346**
- ▨ Fresno MVCD
- District Boundary

# SURVEILLANCE

## VECTOR AND DISEASE SURVEILLANCE



Birds: 59 birds were reported to the California Department of Public Health West Nile virus dead bird hotline. Three birds were sent out for submission where follow-up trapping was conducted.



# SURVEILLANCE

## MOSQUITO COLLECTION DATA

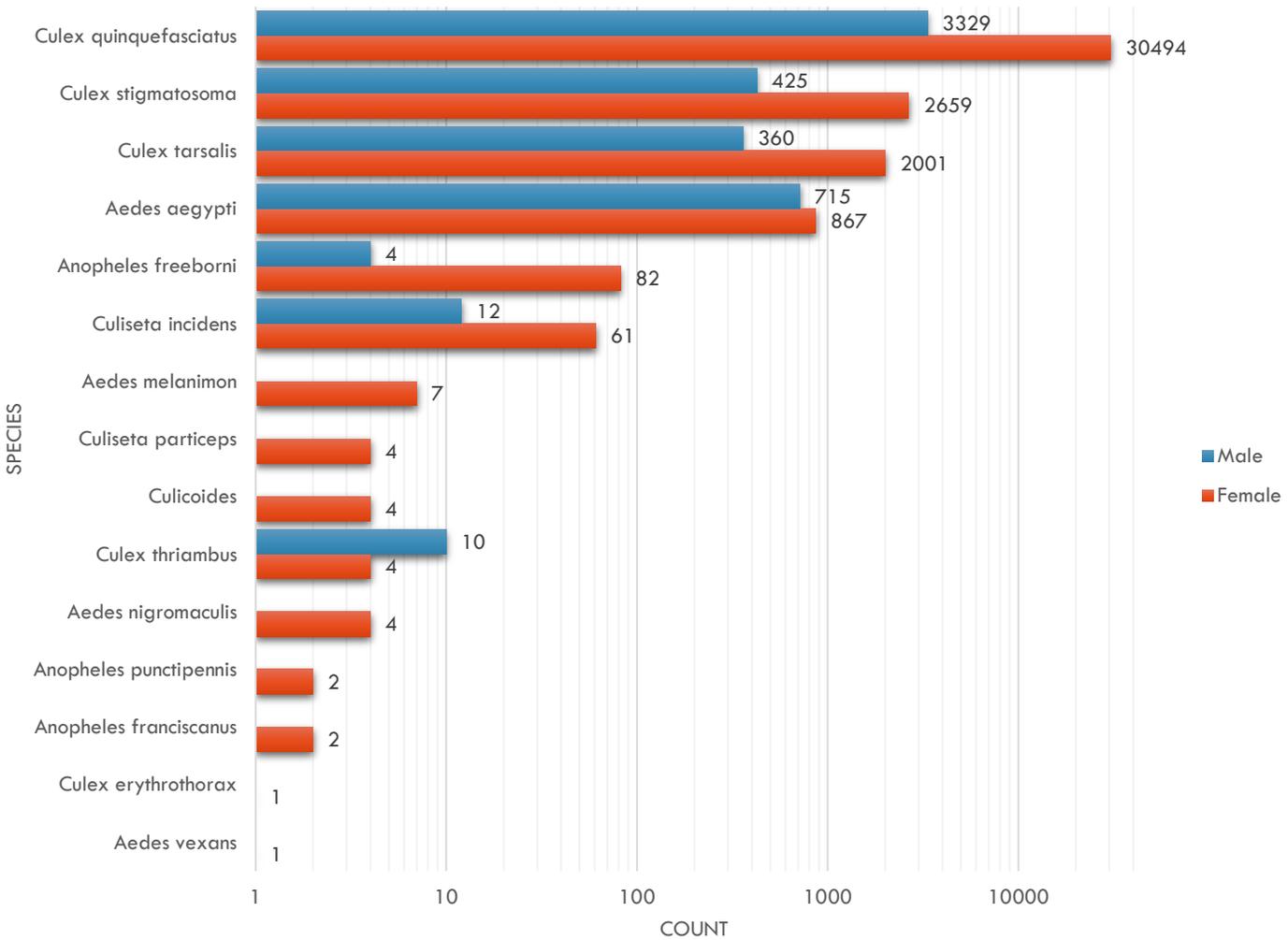


Total number mosquitoes collected and processed in June: 41,048



Total number of trap nights conducted in June: 673

### Mosquitoes Collected June 2020

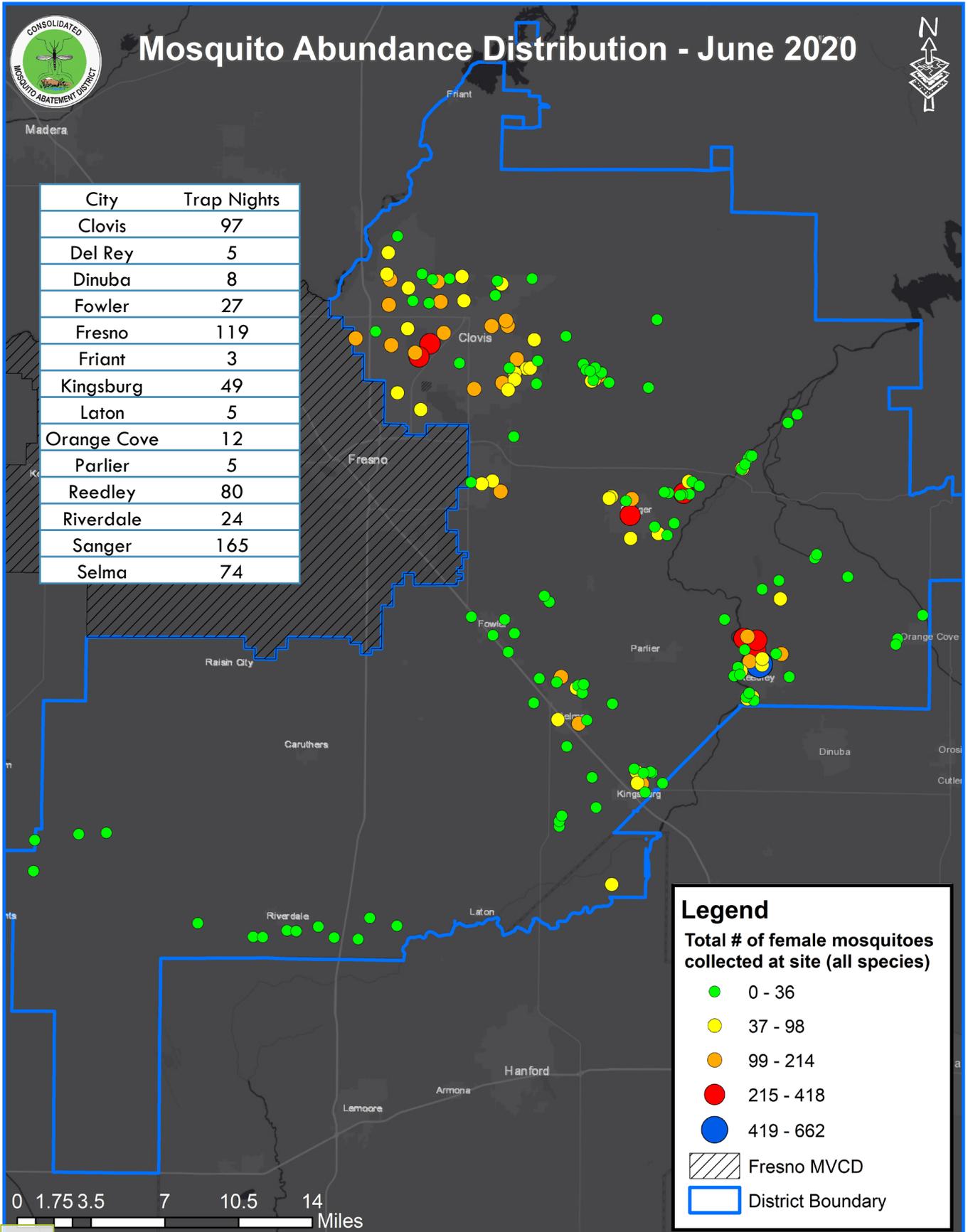




# Mosquito Abundance Distribution - June 2020



City	Trap Nights
Clovis	97
Del Rey	5
Dinuba	8
Fowler	27
Fresno	119
Friant	3
Kingsburg	49
Laton	5
Orange Cove	12
Parlier	5
Reedley	80
Riverdale	24
Sanger	165
Selma	74



**Legend**

Total # of female mosquitoes collected at site (all species)

- 0 - 36
- 37 - 98
- 99 - 214
- 215 - 418
- 419 - 662

Fresno MVCD

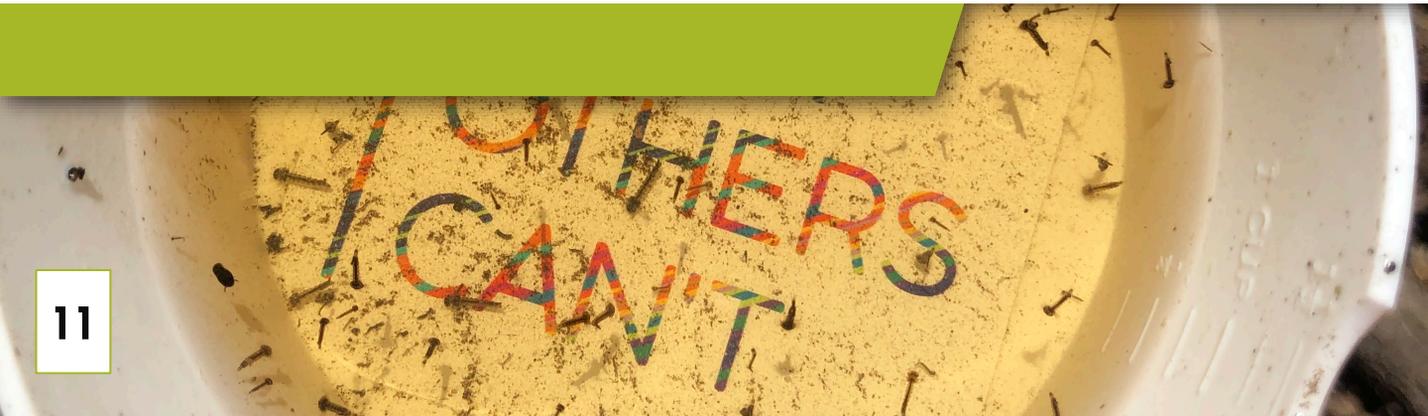
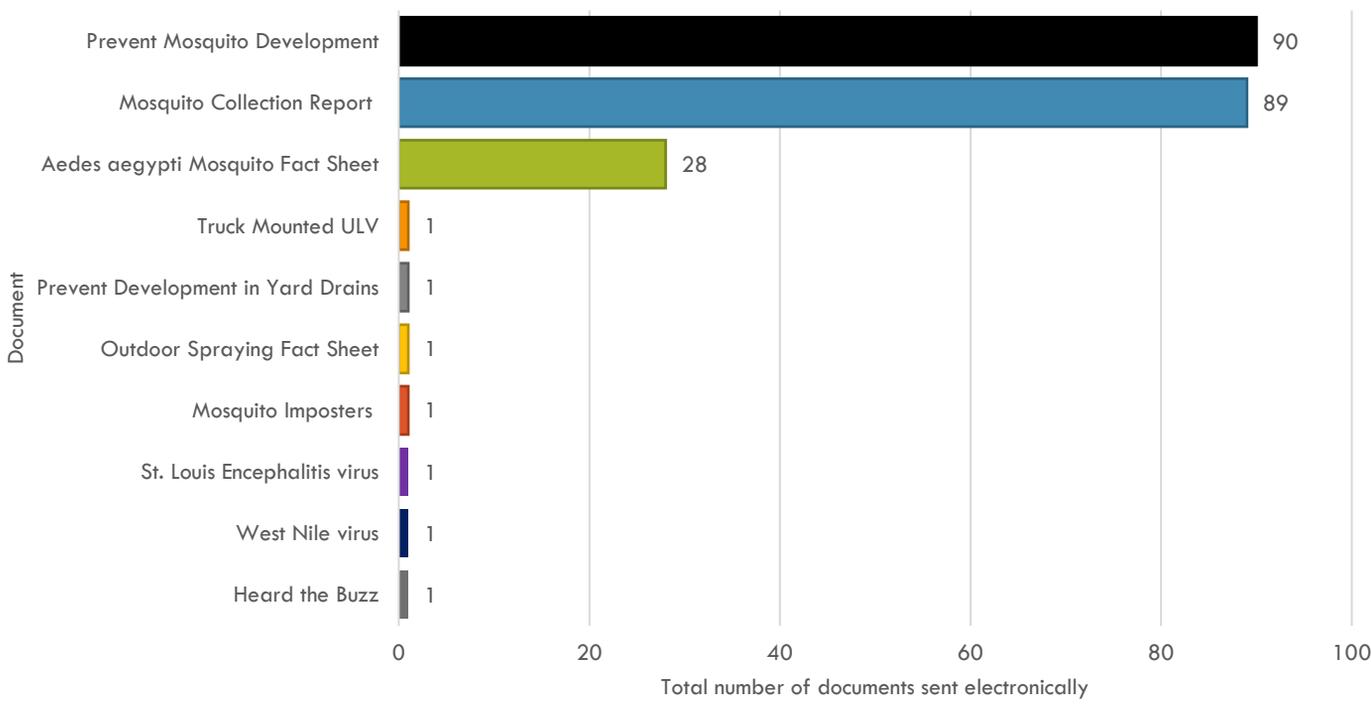
District Boundary

# SCIENCE EDUCATION

## Staff Education

- Pesticide Safety and Handling:
  - Two full time and twelve seasonal employees
- Heat illness and Valley fever prevention training:
  - Three seasonal employees

## Electronic documents sent to residents in June 2020

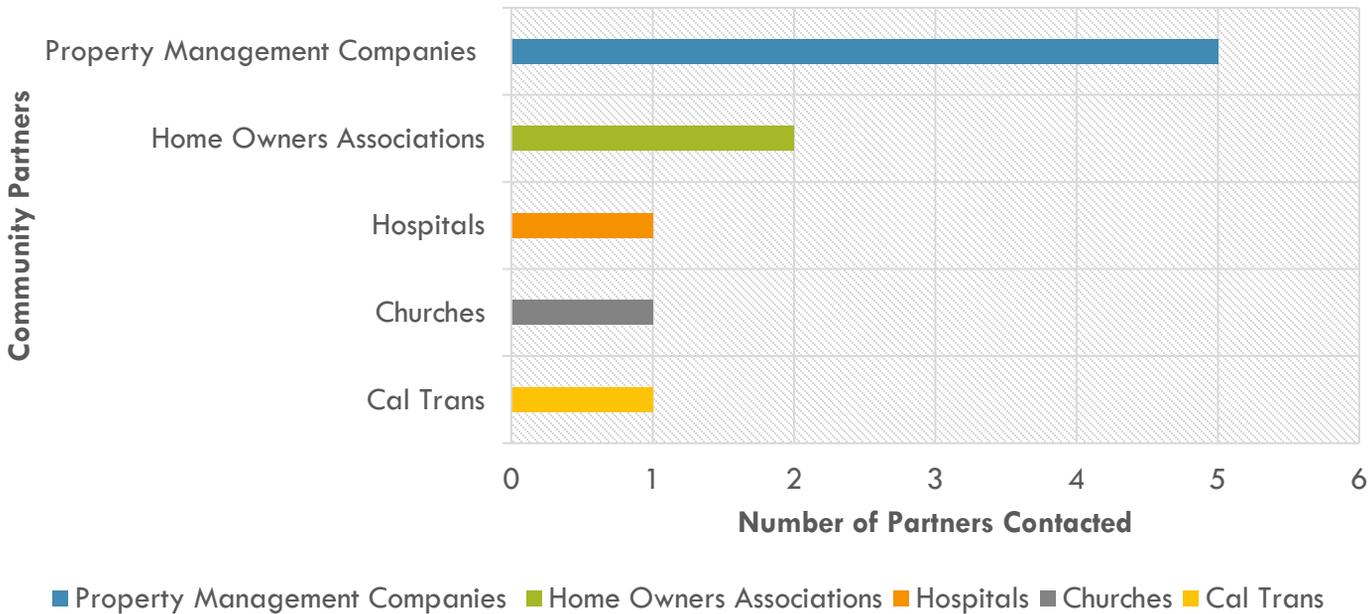


# SCIENCE EDUCATION

## Community Outreach/Presentations

Due to COVID-19 all community outreach was done through the telephone or by email. Ten community partners were contacted, in June, and provided outreach documents for distribution.

### Community Partners Contacted in June



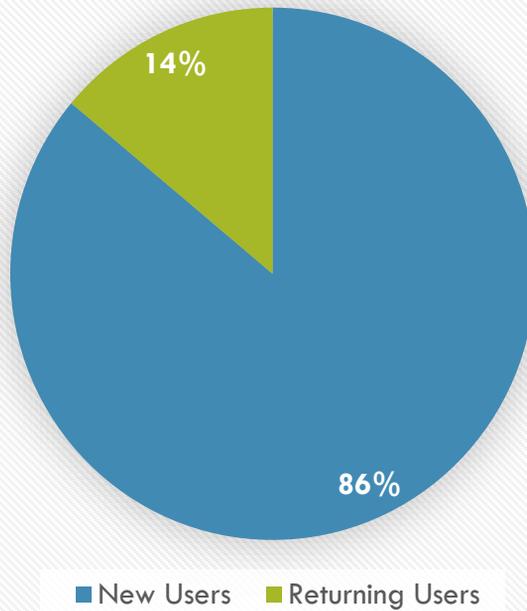
# SCIENCE EDUCATION

## DIGITAL OUTREACH

### Website

During the month of June there were 790 visitors to the District website.

### Website Users in June 2020



Website analytics was used to gather performance data on all education pages combined when compared to all standard web pages combined. A standard web page would be a page that is not part of the education section, such as the homepage.

Category	Percentage of pages viewed from total pages viewed	Most viewed page in category	Percentage of time a visitor entered our website through a page	Average amount of minutes a visitor viewed content on a page
Education website pages combined	17.4%	How to screen yard drains	27.3%	1.48
Standard website pages combined	82.6%	Homepage	72.7%	1.09

## SOCIAL MEDIA

Social Media Platform	Number of Subscribers (change from previous month)	Number of posts	Engagement Rate
Facebook	260(↑19)	10	5.7%
Twitter	188 (↑13)	14	3.6%
Nextdoor	92,884 (↑1658)	14	0.3%

**Consolidated Mosquito Abatement District**  
Published by Katherine Ramirez [?] · Favorites · June 1 ·

Reduce mosquitoes and mosquito bites with two easy steps. Step 1. Eliminate Mosquito Production: Mosquitoes need water to develop. Dump and drain any container holding water at least once per week. Cover all yard drains with window screen or add a drain tube foam insert. Step 2. Protect Yourself: Apply an EPA registered insect repellent to all exposed skin and when possible wear a loose long-sleeved shirt and long pants when outdoors. All it can take is one mosquito bite to transmit West Nile virus! Keep yourself and your family safe this summer.

**Reduce mosquitoes and mosquito bites with two easy steps.**

**STEP 1.**  
**Eliminate Mosquito Production:**  
Dump and drain any container holding water at least once per week.

Cover all yard drain tubes with window screen or add a drain tube foam insert.

\*Buy "drain tube foam insert" online

**STEP 2.**  
**Protect Yourself:**  
Use insect repellent    Cover skin

Look for one of these Active Ingredients:  
**DEET, Picaridin, or Oil of Lemon Eucalyptus.**

Active Ingredient:	
Oil of lemon eucalyptus.....	30%
Other ingredients.....	70%
Total.....	100%

According to the CDC, higher percentages of active ingredient provide longer protection.

**All it can take is one mosquito bite to transmit West Nile virus! Keep yourself and your family safe this summer.**  
[www.mosquitobuzz.net](http://www.mosquitobuzz.net)

2,745 People Reached    160 Engagements    **Boost Post**

**Consolidated Mosquito Abatement District**  
June 12 ·

Our dedicated staff will stop at nothing to check water for mosquitoes #nodipperneeded

387 People Reached    33 Engagements    **Boost Post**

Search Nextdoor

Thank Comment 2 · 97 Impressions

**Consolidated Mosquito Abatement District**  
Superintendent of Operations Jodi Holeman · 19 Jun

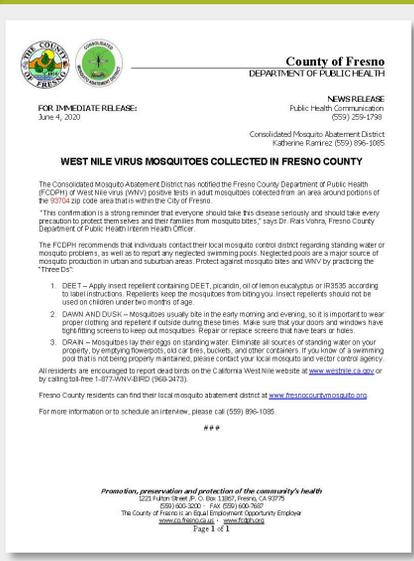
Spraying for adult mosquitoes tonight, Friday 6/19/2020 in some areas between 11:00 PM and 12:30 AM. High numbers of mosquitoes have been detected in this area. All residents need to check around their homes for standing water or water holding containers. Dump any containers holding water. See more...

Posted to Subscribers of Consolidated Mosquito Abatement District in 8 neighborhoods

## NEWS MEDIA

In June, the District was notified of the first collected the first West Nile virus positive mosquitoes (collected May 29<sup>th</sup>) and issued a joint press release with Fresno County Department of Public Health on June 4<sup>th</sup>, 2020. The press release triggered two television interviews, local ABC news channel 30 and local Telemundo news channel 51. Both remote interviews were on June 4<sup>th</sup>, with ABC interviewing District Manager, Steve Mulligan and Telemundo interviewing Science Education Coordinator, Katherine Ramirez.

Steve's interview was later featured in a TikTok video by a member @realadamrose and liked by 1.4 million people. TikTok is a platform that showcases short-form mobile videos. Their mission is to inspire creativity and bring joy. This feature was not the direct effort by the District and was not aimed at educating residents however it's view count is significant and likely resulted in in greater awareness of mosquito borne-disease activity in Fresno County.



# SCIENCE EDUCATION

## Outreach Events

None - due to COVID-19 no community presentations were scheduled.

## Outreach Documents

A new outreach document was created for distribution to Property Management Companies. This document is a checklist for the property manager and maintenance staff to help them identify and minimize mosquito production on the facility grounds.

## Outreach Development

Social media campaign: continuing to develop the social media template focused on one mosquito related topic per week. Also looking at how we can increase usership with sponsored posts.

Digital advertising: continuing to develop a digital advertising plan.

