

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE TULARE  
MOSQUITO ABATEMENT DISTRICT, HELD AT THE OFFICES OF THE DISTRICT,  
MEFFORD FIELD, TULARE, CALIFORNIA ON THE 12<sup>th</sup> DAY OF JUNE 2018, AT  
THE HOUR OF 1:00 P.M. OF SAID DAY**

Present at the meeting called at the time and place above designated were: Charlie Pitigiliano, presiding, Robert Clark, Robert Uchita, Sherry Champagne, and Stan Creelman. Pat Nunes was absent. Also present at the Board Meeting were John Avila, District Manager, and Matt Pierce, counsel for the District.

**Agenda Item No. 1:** Citizen Comments.

Mr. Pitigiliano opened the floor to citizen comments, but there were no comments from the public.

**Agenda Item No. 2:** Review Minutes of May 8, 2018, Board of Trustees Meeting.

The minutes of the meeting held on May 8, 2018, were presented to the board in writing and reviewed. Upon a motion made by Mr. Clark, seconded by Mr. Uchita, and unanimously carried, the minutes of the meeting held on May 8, 2018 were approved as presented.

**Agenda Item No. 3:**

Payment of Check Numbers 5254 – 5265, 5666 – 5271, 5272 – 5287, 5288 – 5294 and 5295 – 5303, Electronic Fund Transfers (EFTPS) from Union Bank to the IRS for Social Security, Medicare and Federal Tax Payments and E Debit payments from the District's Union Bank account.

The board members reviewed the District's Union Bank checking account, check numbers 5254 – 5265, 5666 – 5271, 5272 – 5287, 5288 – 5294 and 5295 – 5303, Electronic Fund Transfers (EFTPS) from Union Bank to the IRS for Social Security, Medicare and Federal Tax Payments and E Debit payments from the District's Union Bank account. Upon a motion duly made by Mr. Clark, seconded by Mr. Uchita and unanimously carried, the Union Bank checking account, check numbers 5254 – 5265, 5666 – 5271, 5272 – 5287, 5288 – 5294 and 5295 – 5303, the electronic fund transfers (EFTPS) for payment of Social Security, Medicare and Federal Tax Payments to the IRS, and the electronic debit payments from the District's Union Bank checking account were approved.

**Agenda Item No. 4:** Progress in selling District's aircraft.

Mr. Avila reported that Dave Johnston says he has an interested buyer who will be coming to test fly the plane sometime before the end of the month. The buyer is aware of the appraised value of the plane at \$75,000.

**Agenda Item No. 5:** SDRMA's Workers Compensation and insurance package for FY 18/19.

Mr. Avila apprised the board of the details of the District's Workers Compensation and insurance premiums for the fiscal year beginning in July. He noted that the WC rate went down from \$8.32/100 in FY 17/18 to \$7.65/100 in FY 18/19, and the insurance premiums have gone down due to the removal of the plane from the District's policies.

**Agenda Item No. 6:** Status of photos taken to identify green swimming pools in the District.

The District's yearly aerial reconnaissance flight discovered 97 new swimming pools and 29

green pools. TMAD made contact with the residents at the 29 properties with green pools, 25 of which had already been cleaned before TMAD techs contacted the residences. The 4 remaining residences were advised to clean their pools and were given brochures on the dangers of standing water.

**Agenda Item No. 7:** Discussion, consideration and action regarding revision of Compensation Plan schedules for all district employees based upon a wage survey according to the proposed Compensation Plan which reflects a change and increase of the annual salary for the District Manager and Operations Director and a 3% COLA for all employees, except the District Manager. If the proposed Compensation Plan is adopted, the District Manager further proposes a reclassification of the District Manager from Step 3 to Step 2, which would result in an increase of the annual salary of the District Manager to \$92,021, at Step 2 of the new adopted Compensation Plan, from \$88,613, at Step 3 of the current Compensation Plan, as of July 1, 2018.

After a presentation by Mr. Avila regarding the proposed Compensation Plan and a discussion of adding additional data to employee time cards, and upon a motion duly made by Mr. Uchita, seconded by Mr. Creelman and unanimously carried, the board unanimously voted to approve the new Compensation Plan, providing a raise for the District Manager to \$92,021 from \$88,613, a raise for the Operations Manager to \$75,225 from \$71,582 and a 3% COLA adjustment for all employees except the District Manager.

**Agenda Item No. 8:** Review planned budget for FY 18/19 and take action to send budget to Tulare County Auditor.

After a brief discussion regarding the need for a new truck as outline in the proposed budget, and upon a motion duly made by Mr. Creelman, seconded by Ms. Champagne and unanimously carried, the board unanimously voted to approve the budget as proposed by Mr. Avila.

**Agenda Item No. 9:** Manager's Report.

- a) SB 2065 – Oppose unless amended: Mr. Avila presented a letter to the board that he was sending, on behalf of the District, to Assemblyman Phil Ting in opposition of SB 2065. This bill would require special districts to offer their land for development prior to leasing the property. The letter requests that the bill be limited to the sale of surplus land so that the District could continue leasing property from the City of Tulare.
- b) Surveillance to date: The relatively cool weather so far this year has kept collection rates in District traps lower than expected, although traps near Tulare Union are full.
- c) Wireless broadband: The new broadband tower on the blue building has greatly improved internet speed and service in the main office.
- d) Chicken Coups – San Gabriel: The District is looking into obtaining chicken coops from San Gabriel. The coops would be free, at no charge to the District. The chickens to be housed in these coops would be regularly tested for encephalitis as an early detection measure.

**Agenda Item No. 10:** Meeting Adjourned.

There being no further business to come before the board, upon a motion duly made by Robert

## Expenses 6/15/2018

Union  
Check #'s  
EFTPS  
E Debits

## Full Time Employees

6001	John Avila				
6001	Michelle Dempsey			2,405.96	5304
6001	Andrew Conard			2,147.52	5305
6001	Armando Gonzalez			1,926.65	5306
6001	Quirino Valencia			2,037.68	5307
6005	Jesse Carver			1,959.90	5308
	Loretta Harper			1,316.70	5309
	Lance James			671.64	5310
	Theron Mims			1,123.45	5311
	Rene Rodriguez			1,246.16	5312
	Brandon Ward			1,229.89	5313
	Victor Zamora			1,085.32	5314
6004	CA Emp Dev Dept	UI, ETT, SDI & PIT		1,802.31	5315
6004	Choice Builders	Monthly premium for employee Dental Vision & Life Insurance		1,465.73	EFTPS
6008	Robert Clark			941.63	5316
6008	Pat Nunes			100.00	5317
6008	Stan Creelman			100.00	5318
6008	Sherry Champagne			100.00	5319
6008	Robert Uchita			100.00	5320
6011	CalPERS (Retirement)	PERS Retirement contribution Employer & Employees		100.00	5321
6012	Union Bank	Federal Inc Tax., Employee/Employer Medicare & SS		1,915.44	EFTPS
	Services & Supplies (2000)			5,790.06	EFTPS
7001	ADAPCO	Teknar SC 1 Tote 264 Gallons		9,810.83	5322
7001	Praxair	Dry Ice Surveillance		506.38	5323
7001	Verizon Wireless	Field Communications	137.57	291.34	5324
7005		Office Phones	153.77		
7009	Culligan	Bottle Water		38.75	5325
7021	C. P. Phelps	Vehicle Fuel		2,796.03	5326
7021	MAS Auto Center	Truck #10 A/C unit Repair		315.32	5327
7036	Cline's Business Equipment	IT support/maintenance	60.00	330.12	5328
7036		Monthly maintenance contract - copier	109.57		
7036		Hard Drive for Michelles Computer	160.55		
7043	McCormick, Kabot, Jenner & Lew	Board Meeting 06/12/18	300.00	400.00	5329
7043		Conference with John re: Equipment Purchase	100.00		
7062	City of Tulare	Land Rent	774.00	882.89	5330
7081		Water & Refuse Pickup Service	108.89		
	Union Bank Credit Card			1,916.04	5331
7001		Vieco - Ovi Cups Surveillance	127.89		
7001		Paypal - Raion Group - Trap Batteries	363.48		
7001		Amazon - Battery Chargers	129.15		
7001		Sampleprep - Sample Vials	146.86		
7001		Fedex Office - Printing of Swim pool Pics	85.25		
7009		Microscope World - Spare Microscope Bulb	53.34		
7021		Frigidaire Appliance Part - Part for Refrigerator	58.09		
7036		Target - New Internet Router	211.70		
7036		ATT Web Solutions - Faxline (monthly)	10.60		
7036		Unwired Broadband - Internet Connection	135.97		
7036		Amazon - Office Supplies	45.02		
7036		Society for Vector Ecology Conference (SOVE)	350.00		
7066		Tenaya Lodging Sove Conference	198.69		

46,853.74

			Union	
			Check #'s	
			EFTPS	
			E Debits	
<b>Full Time Employees</b>				
6001	John Avila		2,405.98	5332
6001	Michelle Dempsey		2,147.53	5333
6001	Andrew Conard		1,926.65	5334
6001	Armando Gonzalez		2,037.68	5335
6001	Quirino Valencia		1,959.90	5338
6004	CA Emp Dev Dept	UI, ETT, SDI & PIT	1,251.54	EFTPS
6004	CalPERS (Health )	Monthly Health Premium	12,520.23	EFTPS
6005	Jesse Carver		1,205.78	5337
	Loretta Harper		550.07	5338
	Lance James		1,028.83	5339
	Theron Mims		1,144.04	5340
	Rene Rodriguez		1,126.11	5341
	Brandon Ward		856.98	5342
	Void Check			
	Victor Zamora	Void		5343
6011	CalPERS (Retirement)	PERS Retirement contribution Employer & Employees	1,915.44	EFTPS
6012	Union Bank	Federal Inc Tax., Employee/Employer Medicare & SS	5,501.09	EFTPS
<b>Services &amp; Supplies (2000)</b>				
7001	Verizon	GPS System Monthly Charge (APRIL)	247.00	5344
7001	Yosemite Linen Supply	Employee uniforms & related laundry service	424.10	5345
7001	Holt Lumber	Sand for Chemical Application	2,216.21	5346
7001	Target Specialty Products	Spray Equipment ( Covered thyr Funding)	3,020.83	5347
7001	Praxair	Dry Ice - Surveillance	172.98	5348
7001	Morris Levin & Son	Rubber Boots	17.31	5349
7010	SDRMA	Liability Insurance	32,862.54	5350
7021	C. P. Phelps	Fuel & Oil For Vehicles	2,931.17	5351
7021	Big Brand Tires	Tires for Trucks #7 & #12 & #14	552.85	5352
7021	Lowe's	Shop Supplies	83.69	5353
7036	Purchase Power	Bitney Bowes Postal Service - 4 Months	20.00	5354
7036	Staples	Office Supplies	46.69	5355
<b>Union Bank Charges &amp; Credits</b>				
7081	SC Edison		220.36	
7081	SoCal Gas		17.54	
7036	Union Bank - Positive Pay and monthly maintenance fees -		75.00	
			<b>312.90</b>	Auto Pay

82,193.61

**TULARE MOSQUITO ABATEMENT DISTRICT**

**FY 17/18 Budget**

<b>June 30, 2018</b>	<b>Appropriations</b>	<b>Expenditures</b>	<b>Remaining</b>
<b>Salaries &amp; Employees Benefits ( 1000 )</b>			
6001 Regular Salaries *	338,800.00	338,495.34	304.66
6004 Benefits			
Health Insurance	183,915.00	161,228.66	22,686.34
EDD Unemployment Insurance 6.2% X 7,000 of employees pay	4,774.00	5,582.08	(808.08)
EDD Disability Insurance 1.0% X of employees salary	4,065.30	4,117.33	(52.03)
EDD Employment Training Tax rate 0%	-	-	-
Life Insurance	2,500.00	1,830.20	669.80
6005 Extra Help	112,900.00	105,617.55	7,282.45
6008 Directors Fees	7,200.00	6,000.00	1,200.00
6011 Retirement PERS			
Classic members 7.2% X Gross Salary	23,146.00	25,291.93	(2,145.93)
New Public Employee Pension Reform Act (PEPRA) members ( 6.533% X Gross Pay )			
6012 Social Security ( 7.65% of employee pay )	34,555.05	32,842.50	1,712.55
6015 Workers' Compensation Insurance	30,000.00	22,883.70	7,116.30
	<u>741,855.35</u>	<u>703,889.29</u>	<u>37,966.06</u>
<b>Services &amp; Supplies ( 2000 )</b>			
7001 Agriculture	782,841.00	196,726.89	586,114.11
7005 Telecommunications	1,802.00	1,642.00	160.00
7009 Household Expense	8,292.00	1,440.88	6,851.12
7010 Insurance	51,500.00	33,789.96	17,710.04
7021 Maintenance of Equipment	166,308.00	43,866.11	122,441.89
7024 Maintenance - Bldg & Improvements	17,055.00	8,883.84	8,171.16
7027 Memberships	13,509.00	13,395.17	113.83
7036 Office Expense	8,206.00	7,311.21	894.79
7043 Professional & Special Expense	16,682.00	10,458.49	6,223.51
7059 Publications and Legal Notices	296.00	-	296.00
7061 Rents & Leases - Equipment	262.00	-	262.00
7062 Rent & Leases - Bldg & Improvements	17,381.00	9,288.00	8,093.00
7065 Small Tools & Instruments	2,297.00	-	2,297.00
7066 District Special Expense	10,862.00	12,217.79	(1,355.79)
7074 Transportation & Travel	7,083.00	228.98	6,854.02
7081 Utilities	7,276.00	3,819.62	3,456.38
	<u>1,111,652.00</u>	<u>343,068.94</u>	<u>768,583.06</u>
<b>Other Charges ( 3000 )</b>			
7407 Contributions to other Agencies	2,500.00	-	2,500.00
7425 Taxes & Assessments	35,850.00	35,501.00	349.00
	<u>38,350.00</u>	<u>35,501.00</u>	<u>2,849.00</u>
<b>Fixed Assets ( 8000-8300 )</b>			
Replacement of Manager's Vehicle (# 3) and (#8)	30,000.00	47,061.87	(17,061.87)
<b>Working Budget</b>	<b>1,921,857.35</b>	<b>1,129,521.10</b>	<b>792,336.25</b>
* Appropriation for Contingencies	288,278.60	-	288,278.60
<b>Total Appropriations</b>	<b>2,210,135.95</b>	<b>1,129,521.10</b>	<b>1,080,614.85</b>
<b>** General Reserves</b>	<b>3,846,230.00</b>	<b>-</b>	<b>3,846,230.00</b>
Reserve for replacement of District aircraft	175,000.00	-	175,000.00
Reserve for replacement of District vehicles	190,000.00	-	190,000.00
<b>Total Budget</b>	<b>6,421,365.95</b>	<b>-</b>	<b>5,291,844.85</b>
Tulare County Account # 778 Balance	5,616,088.67		
Union Bank Account # 2740034408 Balance	<u>3,229.10</u>		
<b>TMAD Current cash balance</b>	<b><u>5,619,315.77</u></b>		

\* 15% of our Working Budget ( Tulare County permits us to carry 15% of our working budget as Appropriations for Contingencies )

\*\* There is no requirement to fund General Reserves at any set amount to be in compliance

#4

**2019 Regional Health Premiums  
Contracting Agencies - Preferred Provider Organization (PPO) Plans Only  
June PHBC Final Proposed Premiums**

Basic	2018			2019			Percent Change
	Single	2-Party	Family	Single	2-Party	Family	
<b>Basic Premium Rates - Bay Area</b>							
Alameda, Amador, Contra Costa, Marin, Napa, Nevada, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Solano, Sonoma, Sutter, and Yuba							
PERS Choice	\$800.27	\$1,600.54	\$2,080.70	\$866.27	\$1,732.54	\$2,252.30	8.25%
PERS Select	717.50	1,435.00	1,865.50	543.19	1,086.38	1,412.29	-24.29%
PERSCare	882.45	1,764.90	2,294.37	1,131.68	2,263.36	2,942.37	28.24%
<b>Basic Premium Rates - Sacramento Area</b>							
El Dorado, Placer, Sacramento, and Yolo							
PERS Choice	\$735.38	\$1,470.76	\$1,911.99	\$798.58	\$1,597.16	\$2,076.31	8.59%
PERS Select	684.90	1,369.80	1,780.74	508.68	1,017.36	1,322.57	-25.73%
PERSCare	797.61	1,595.22	2,073.79	1,027.99	2,055.98	2,672.77	28.88%
<b>Basic Premium Rates - Los Angeles Area</b>							
Los Angeles, San Bernardino, and Ventura							
PERS Choice	\$620.39	\$1,240.78	\$1,613.01	\$654.50	\$1,309.00	\$1,701.70	5.50%
PERS Select	573.21	1,146.42	1,490.35	420.77	841.54	1,094.00	-26.59%
PERSCare	673.73	1,347.46	1,751.70	843.78	1,687.56	2,193.83	25.24%
<b>Basic Premium Rates - Other Southern California</b>							
Fresno, Imperial, Inyo, Kern, Kings, Madera, Riverside, Orange, San Diego, San Luis Obispo, Santa Barbara, and Tulare							
PERS Choice	\$698.96	\$1,397.92	\$1,817.30	\$721.11	\$1,442.22	\$1,874.89	3.17%
PERS Select	654.74	1,309.48	1,702.32	462.71	925.42	1,203.05	-29.33%
PERSCare	733.50	1,467.00	1,907.10	907.29	1,814.58	2,358.95	23.69%
<b>Basic Premium Rates - Other Northern California</b>							
Alpine, Butte, Calaveras, Colusa, Del Norte, Glenn, Humboldt, Lake, Lassen, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Plumas, San Benito, Shasta, Sierra, Siskiyou, Stanislaus, Tehama, Trinity, and Tuolumne							
Anthem EPO Del Norte	\$813.96	\$1,627.92	\$2,116.30	\$866.95	\$1,733.90	\$2,254.07	6.51%
PERS Choice	813.96	1,627.92	2,116.30	866.95	1,733.90	2,254.07	6.51%
PERS Select	691.78	1,383.56	1,798.63	511.34	1,022.68	1,329.48	-26.08%
PERSCare	866.93	1,733.86	2,254.02	1,085.83	2,171.66	2,823.16	25.25%
<b>Basic Premium Rates - Out of State</b>							
PERS Choice	\$661.45	\$1,322.90	\$1,719.77	\$630.41	\$1,260.82	\$1,639.07	-4.69%
PERSCare	718.98	1,437.96	1,869.35	813.47	1,626.94	2,115.02	13.14%

Medicare	2018			2019			Percent Change
	Single	2-Party	Family	Single	2-Party	Family	
<b>Medicare Premium Rates - All Regions</b>							
PERS Choice	\$345.97	\$691.94	\$1,037.91	\$360.41	\$720.82	\$1,081.23	4.17%
PERS Select	345.97	691.94	1,037.91	360.41	720.82	1,081.23	4.17%
PERSCare	382.30	764.60	1,146.90	394.83	789.66	1,184.49	3.28%



**Winner Chevrolet / Elk Grove Auto Group**  
 Bill Kemery | 916-429-4700 | BillK@LasherAuto.com

#5

[Fleet] 2019 Chevrolet Silverado 1500 LD (CC15753) 2WD Double Cab (9)



Note: Photo may not represent exact vehicle or selected equipment.

**Winner Chevrolet / Elk Grove Auto Group**

**Dealership Information**

WINNER CHEVROLET - Bill Kemery, Fleet Dept. Manager -  
 916-429-4700 - billk@lasherauto.com

V8  
 5.3L  
 EcoTec

Prepared By:

Bill Kemery  
 Winner Chevrolet / Elk Grove Auto Group  
 916-429-4700  
 BillK@LasherAuto.com

#10 TRKS

CA. ST. CONTRACT

1-18-23-20

\$22,955.<sup>00</sup> FOB. Del.

1,995.<sup>79</sup> CA. TAX 8 1/4

8.<sup>75</sup> TIRE FEE

300.<sup>00</sup> Delivery

\$25,157.<sup>54</sup>

W&K

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Data Version: 5840. Data Updated: Jun 12, 2018 9:58:00 PM PDT.

# 6

6.1 EMPLOYEE COMPENSATION PLAN

An Employee Compensation Plan shall be established to provide a salary range and/or hourly rate for employees. All persons employed by the District shall be compensated in accordance with the Compensation Plan then in effect. Note: see Appendix D, "Employee Compensation Plan."

6.2 ADMINISTRATION AND REVIEW OF EMPLOYEE COMPENSATION PLAN

The Board of Trustees shall administer the Employee Compensation Plan for the District Manager. The District Manager shall administer the Employee Compensation Plan for all District employees.

6.3 APPLICATION OF SALARY RANGES AND RATES

All initial appointments to salary ranges in the Employee District Compensation Plan shall be at first step of the salary range. An appointment to a higher salary step may be made if in the opinion of the District Manager the appointee's background and experience warrants appointment to a higher step.

6.4 ADVANCEMENT WITHIN SALARY RANGE

An employee shall be considered for salary advancement in accordance with time intervals established in Employee Compensation Plan and the following provisions:

- a. Advancement to steps "2" through "5" in salary range shall be based on merit exhibited by continued improvement and efficient and effective service by the employee in the performance of his/her duties. Such merit advancements shall be made only upon recommendation of the District Manager. Advancement shall be effective on the first day of the pay period in which the time and merit requirement have been met.

Nothing herein prohibits the granting of a special merit salary advancement prior to the normal time intervals established in the Employee Compensation Plan. Advancement shall be effective on the first day of the pay period in which the time and merit requirements have been met.

- c. Time Requirements. For purposes of determining time requirements as specified in the Employee Compensation Plan, time will commence on the first day of the payroll period coinciding with or following entrance into a classification or on salary step.

6.5 EMPLOYEE BENEFITS

All employees are provided with the following benefits as required by law.



- a. The District contributes .062 % of employee's gross pay to Social Security and 1.45 % of employee gross pay to Medicare.
- b. The District pays for California State Unemployment Insurance (UI) at a rate of 6.2 % times employee's gross wages up to \$7,000 and Employment Training Tax (ETT) at a rate of .0% of employee gross wages up to \$7,000.
- c. The District provides California State Disability Insurance (SDI). Our rate is 1.0% of the employee's gross pay up to \$188,995.82.
- d. The District provides Worker's Compensation insurance for District employees through our policy with Special District Risk Management Authority.

Full Time Employees; After completion of 60 days of continuous employment, full time employees are eligible for the following benefits. The amount of all such benefits shall be approved by the Board of Trustees.

- a. California Public Employees Retirement System (PERS). The District has contracted with PERS for a 2% at 60 retirement plan. Contribution rates for employee and employer will be as stated in the contract with PERS Contribution rate are set by PERS on July 1<sup>st</sup> of each year.
- b. California Public Employees Retirement System Health Benefits Program (CALPERS). The District has contracted with CALPERS to provide coverage under Pers Choice. The Pers Choice premium is paid by the District. Coverage includes the employee and his dependents. The contract also allows employees to use any other health coverage offered by CALPERS if the employee pays any difference in premium as a withholding from the employees pay.
- c. Ameritas/Eye Med. The District has contracted for a group plan for dental and vision insurance. Coverage includes the employee and his or her dependents. The premium is paid by the District. The Contract is through Choice Builder via the CCIS Insurance Group.
- d. Assurity life. Term life insurance coverage of \$25,000 is provided to all employees through Choice Builder via the CCIS Insurance Group.

## 6.6 STANDARD WORK PERIODS

Standard work period for District employees shall be as follows:

- a. Standard work day for District Personnel shall begin at a time designated by the District Manager and continue for an eight (8) hour work day. A 30 minute un-compensated lunch break will be allowed in the middle of each day for employees.
- b. The normal work week will be forty hours (consisting of five eight-hour days of Monday through Friday) and overtime will not be credited until after the employee has worked forty hours within the calendar week for which said overtime is to be credited.
- c. District Personnel are provided a fifteen (15) minute rest period for each four hours worked. Rest periods are to be taken as near as possible to the middle of the four hour work period.
- d. During times of heavy mosquito production, full time employees may be, required to work on Saturday's as well as other legal holidays except Sunday.

## **6.7 EXCEPTIONS TO STANDARD WORK PERIODS**

The District Manager is hereby authorized to designate other work periods and working hours for employees when the best interest of District may be served by such adjustments of standard work periods and hours.

## **6.8 PAY PERIOD**

Pay periods for all employees shall be twice each month. Work performed between first and fifteenth day shall be paid for on sixteenth of each month, work performed between sixteenth and last day shall be paid for on first day of each month.

When an employee is not entitled to full payment for any semi-monthly period, payment will be made on a prorated basis computed on the hourly rate which would have been equivalent to his regular salary for the same period.

Payment for such overtime, sick leave and vacation time as may be provided for in the salary schedule shall be made on an hourly rate. Hourly rate shall be derived by dividing employee's yearly salary by 2,080 working hours per year.

An Employee shall be paid for accumulated overtime upon termination of employment provided that:

- a. The employee voluntarily terminates their employment with the District.
- b. Employee is discharged.
- c. Employee dies in which case accumulated over-time will be paid to the Employees estate.

Employees leaving District service will be paid in a time and manner consistent with current laws and regulations and upon clearance of the District Manager that said employee has returned all District owned tools, clothing, keys, and equipment.

The method of distributing payroll checks shall be established by District Manager.

## **6.9 COMPUTATION OF SALARY**

Salary rates for all authorized District positions are set forth in Employees Compensation Plan. Note; see appendix D, "Employee Compensation Plan."

## **6.10 OVERTIME POLICY DEFINITION**

It is the policy of the District that overtime work is to be kept to a minimum consistent with protection of life, property, and the efficient operation and activities of the District.

Overtime work for all eligible employees, except as otherwise provided in Section 6.12 - 6.13, shall be defined as any time worked beyond eight (8) hours in a given day and/or time worked beyond forty (40) hours in a given calendar week.

6.11 OVERTIME COMPENSATION

Overtime shall be compensated for by time off at one and one half times the employee's accumulated time or by receiving salary for accrued compensation time.

The time at which an employee may use accrued compensation time and the amount to be taken at any one time shall be determined by the District Manager at the discretion and convenience of the District, but insofar as possible, considering wishes of employee.

Accrued compensation time must be paid or used by April 1, of the following year.

6.12 OVERTIME COMPUTATION

Employees who are called to work overtime from their day off or other off-duty hours, other than that of standby status, shall be compensated for a minimum of one (1) hour worked as provided in Section 6.10, except as otherwise provided in Section 6.10.

Overtime shall commence at the time an employee reaches the place where employee is directed to report and shall continue until released or the work is completed, whichever is the earlier.

6.13 OVERTIME NOT APPLICABLE

Overtime compensation provisions shall not apply to the District Manager.

6.14 OVERTIME; CONDITIONS OF LOCAL PERIL OR DISASTER

In case of disaster, state of extreme emergency of local peril, overtime procedures herein established shall not be in effect and compensation procedures will be determined at that time for such conditions.

6.15 DEDUCTIONS

Deductions from employee's pay shall be made in accordance with prevailing laws, contract and administrative rules and procedures established by the District Manager.

6.16 PAID HOLIDAYS

Regular holidays for pay purposes. The following holidays are recognized as District holidays for pay purposes and all regular and probationary employees shall have these days off:

1. New Year's Day (January 1)
2. Martin Luther King's Birthday (Third Monday in January)
3. Lincoln's Birthday (February 12)
4. Washington's Birthday (February 22)
5. Memorial Day (Last Monday in May)
6. Independence Day (July 4)
7. Labor Day (First Monday in September)
8. Columbus Day (Second Monday in October)
9. Veteran's Day (November 11)
10. Thanksgiving Day (Fourth Thursday in November)
11. Christmas Eve (December 24)
12. Christmas Day (December 25)
13. New Years Eve (December 31)

When a holiday falls on a Saturday, the preceding Friday shall be deemed to be the holiday in lieu of the day named. When the holiday falls on a Sunday, the following Monday shall be deemed to be the holiday in lieu of the day named.

6.17 COMPENSATION FOR WORK ON PAID HOLIDAYS

Full time and probationary employees assigned to work on holidays shall receive compensating time off or pay for the holiday worked. Compensation shall be double the employees normal rate of pay for the holiday worked or the employee will be granted another day off for the missed holiday.

6.18 COMPENSATION FOR USE OF PRIVATE AUTOMOBILE FOR DISTRICT BUSINESS

In addition to salaries and other benefits provided herein, any official or employee of the District shall receive his necessary traveling expenses and necessary personal expenses while on District business.

Cost of travel by rail, bus or air shall be paid at the lowest rate in effect on the date of travel.

Compensation for use of private automobile on District business shall be at the rate approved by the Internal Revenue Service.

Any official or employee of the District may be reimbursed from the petty cash fund for expenditures incurred while engaged in official business of the District, provided that a listing of such expenditures be made a part of the petty cash disbursements subject to final approval by the Board of Trustees.

## AGENDA

# 9

**1<sup>st</sup> Invasive *Aedes* Teleconference 2018**  
**Topic: Invasive *Aedes* Emergency Planning and Response**  
**Past and Future**

**June 19, 2018**  
**10:00 to 11:30 AM**

Conference call attendees: 866-823-6889, passcode 10561#  
(agenda times are approximate)

- 10:00 Roll Call, Overview of Meeting, *Aedes* Updates  
(Marco Metzger)
- 10:15 Emergency Response to Travel-Associated Cases of Zika,  
2016-Present  
(Nikos Gurfield, San Diego County VCP)
- 10:45 Los Angeles County Zika and *Aedes* Emergency Response  
Team  
(Truc Dever, Greater Los Angeles County VCD)
- 11:15 Additional Items / Discussion
- 11:30 Adjourn



P.O. Box 942715 Sacramento, CA 94229-27  
 888 CalPERS (or 888-225-7377) | Fax: (800  
[www.calpers.ca.gov](http://www.calpers.ca.gov)



California Public Employees' Retirement System

July 01, 2018

Tulare Mosquito Abatement District  
 Michelle Dempsey-Robinson  
 6575 DALE FRY RD.  
 TULARE, CA 93274

Business Unit: 1900  
 CalPERS ID: 5074140349  
 Invoice Number: 100000015348232  
 Invoice Date: July 01, 2018  
 Payment Due Date: July 31, 2018

Description	Amount				
<p>Annual Unfunded Accrued Liability as of the June 30, 2016 Actuarial Valuation for Rate Plan Identifier 1234.</p> <p>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability Contribution Amount.</p> <p>Your agency's monthly amount due toward the Unfunded Accrued Liability is:</p> <table border="0" data-bbox="207 1029 617 1092"> <tr> <td>Amount</td> <td>Due Date</td> </tr> <tr> <td>\$417.56</td> <td>July 31, 2018</td> </tr> </table> <p>If you would like to prepay the entire Annual Payment toward your Plan's Unfunded Accrued Liability, you can submit the Annual Lump Sum Prepayment amount of \$4,836.00 to the invoice number above by July 31, 2018 instead of the monthly amount listed.</p> <p>Please refer to the June 30, 2016 Actuarial Valuation report for the details of this calculation. Reports are available at CalPERS On-Line or by visiting <a href="http://MyCalPERS.CA.GOV">MyCalPERS.CA.GOV</a>.</p> <p>Unfunded Accrued Liability contributions are to be paid in full by the payment due date each month. Payments that are not received in full on or before this date will be assessed interest on the total outstanding balance due (Public Employees' Retirement Law § 20572 (b)). Please note that this monthly statement is a demand for payment in accordance with Public Employees' Retirement Law § 20572 (a).</p> <p><b>For questions concerning your invoice, please call our CalPERS Customer Contact Center at 888 CalPERS (or 888-225-7377) and ask to be referred to the Financial Office.</b></p>	Amount	Due Date	\$417.56	July 31, 2018	
Amount	Due Date				
\$417.56	July 31, 2018				
<b>Total Due</b>	<b>\$417.56</b>				

California Public Employees' Retirement System  
[www.calpers.ca.gov](http://www.calpers.ca.gov)

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P.O. Box 942715 Sacramento, CA 94229-2715  
 888 CalPERS (or 888-225-7377) | Fax: (800) 959-6545  
[www.calpers.ca.gov](http://www.calpers.ca.gov)

California Public Employees' Retirement System

July 01, 2018

Tulare Mosquito Abatement District  
 Michelle Dempsey-Robinson  
 6575 DALE FRY RD.  
 TULARE, CA 93274

Business Unit: 1900  
 CalPERS ID: 5074140349  
 Invoice Number: 100000015348242  
 Invoice Date: July 01, 2018  
 Payment Due Date: July 31, 2018

Description	Amount				
<p>Annual Unfunded Accrued Liability as of the June 30, 2016 Actuarial Valuation for Rate Plan Identifier 26798.</p> <p>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability Contribution Amount.</p> <p>Your agency's monthly amount due toward the Unfunded Accrued Liability is:</p> <table border="0" data-bbox="207 1031 630 1094"> <tr> <td>Amount</td> <td>Due Date</td> </tr> <tr> <td>\$172.67</td> <td>July 31, 2018</td> </tr> </table> <p>If you would like to prepay the entire Annual Payment toward your Plan's Unfunded Accrued Liability, you can submit the Annual Lump Sum Prepayment amount of \$2,000.00 to the invoice number above by July 31, 2018 instead of the monthly amount listed.</p> <p>Please refer to the June 30, 2016 Actuarial Valuation report for the details of this calculation. Reports are available at CalPERS On-Line or by visiting <a href="http://MyCalPERS.CA.GOV">MyCalPERS.CA.GOV</a>.</p> <p>Unfunded Accrued Liability contributions are to be paid in full by the payment due date each month. Payments that are not received in full on or before this date will be assessed interest on the total outstanding balance due (Public Employees' Retirement Law § 20572 (b)). Please note that this monthly statement is a demand for payment in accordance with Public Employees' Retirement Law § 20572 (a).</p> <p>For questions concerning your invoice, please call our CalPERS Customer Contact Center at 888 CalPERS (or 888-225-7377) and ask to be referred to the Financial Office.</p>	Amount	Due Date	\$172.67	July 31, 2018	
Amount	Due Date				
\$172.67	July 31, 2018				
<b>Total Due</b>	<b>\$172.67</b>				

California Public Employees' Retirement System  
[www.calpers.ca.gov](http://www.calpers.ca.gov)

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A.

## Tulare County Fair



Dear Vendor:

Thank you for your interest in the Tulare County Fair! This year's dates are September 12<sup>th</sup> – 16<sup>th</sup>, 2018. We are pleased to share with you that TCF is continuing to grow and our team has lots of very exciting plans to continue to revitalize, reinvigorate and to significantly increase attendance at this year's Fair. We continue to celebrate the return of headliner entertainment at the Fair. To increase value to the Fair entrance fee remains at \$9.00 for adults.

**The 2018 Fair hours are:** 11:00 a.m. – 11:00 p.m. – Wednesday  
11:00 a.m. – 12:00 a.m. – Thursday - Sunday

**Commercial Building and Outside Commercial Booths Hours:**  
11:00 a.m. – 10:00 p.m. – Wednesday – Thursday  
11:00 a.m. – 11:00 p.m. – Friday – Saturday  
11:00 a.m. – 8:00 p.m. – Sunday

**Food Stands:** Will run concurrently with Fair Hours. Food stands may open earlier for the Livestock exhibitors.

Enclosed is an application for the 2018 fair. Be sure to complete each section and enclose a photo of your booth/display. **Incomplete applications will not be processed or considered.**

We will continue to offer a reduced rate inside our commercial building. Cost will be \$525.00 for a 10 x 10 *indoor inline* and \$575.00 for a 10 x 10 *indoor corner*. There are a limited number of *premium indoor spaces* available, please call office for info. **Outdoor space** is \$675.00 for a 10 x 10 booth.

Advance Parking passes are available at a reduced rate on a presale basis only. Parking passes must be purchased before noon on Tuesday, September 11<sup>th</sup>, see Parking Credential request form. Vendor RV parking is also available the daily rate is \$40.00. Please submit Vendor RV registration form. Advance Parking passes are available at a reduced rate on a presale basis only.

Remember that space is assigned on a "first come, first serve" basis based upon receipt of fees and required documentation, so complete your application early. With this year's marketing and planning efforts we anticipate our vendor spaces selling out quickly. All returning inside commercial vendors who would like to retain their previous location must have completed application submitted before on or before April 30, 2018. **Consideration is given to returning vendors only when complete application is on file.**

It is a new day at the Tulare County Fair! We are continuing to make lots and lots of positive changes that will again increase the Fair's attendance. We're looking forward to a fun and entertaining year. For additional information please email me at [pamelafyock@tcfair.org](mailto:pamelafyock@tcfair.org).

Regards,

**PJF**

Pamela J. Fyock

Ph: (559) 686-4707 ~ Fax: (559) 686-7238

*Farms, Food, Family, Fun. Celebrating the Bounty of our County during the 99<sup>th</sup> Annual Tulare County Fair.*



#C

**Minutes from Research Collaboration Meeting between UC Davis Mosquito Control and Research Laboratory and South San Joaquin Mosquito Abatement Districts**  
June 28<sup>th</sup>, 2018 @ 10:00 a.m.

**Aim #1 – Insecticide Resistance Studies: Establish if we can draw congruence between bottle bioassay results and ULV results.**

- Despite numerous insecticide resistance studies done in the past, none have really established this correlation. New insecticide resistance studies are needed to answer this question and can provide districts with confidence that the insecticides being applied will be effective.
- Results from previous studies suggest that *kdr* genotype alone does not provide an accurate prediction of resistance. Other resistance mechanisms must be in play and need to be investigated.
- Most ULV trials to date have evaluated efficacy of applications made in open environments, but these results are unrealistic when compared to real world applications in urban or orchard environments. More work needs to be done to provide realistic control evaluations.
- The development of resistance profiles for various local vectors would provide valuable information to vector control agencies.
- Anthony Cornel is one PI working on the CDC's Center of Excellence (COE) grant to help accomplish these goals. However, he would like to collaborate with local vector control districts on this project to try and provide answers to your most pressing questions. Thus, he suggests prioritizing his study to address the efficacy of the insecticides the local districts utilize most. The following insecticides and their target vectors were suggested at the meeting:
  - Methoprene – *Cx. quinq.* and *Ae. aegypti* (difficult assay, but we can do our best)
  - Spinosid – *Ae. aegypti*
  - B.t.i. – *Cx. quinq.*
  - Sumethrin + PBO – *Cx. quinq.*
  - Pyrethrum + PBO – *Cx. quinq.*
  - Duet – *Cx. quinq.*

If there are others, please feel free to let us know.

- To accomplish these goals, we need your help.
  - First, we would like you to let us know (~1.5 months in advance, if possible) if you are planning on doing a ULV application.
  - We will need your help to collect the targeted vector(s) from as close to the area in which the application will be made. Anton's lab will take these mosquitoes and rear them to the first generation (F1). The F1s will then be used to conduct bottle bioassays and placed in sentinel cages for the ULV trial. In some instances it may be difficult to rear the vector in the lab, so we may have to resort to using wild caught mosquitoes.
  - Contact info:

<ul style="list-style-type: none"><li>▪ <b>Katherine Brisco</b> Staff Research Associate <a href="mailto:katherinekbrisco@gmail.com">katherinekbrisco@gmail.com</a> <a href="mailto:kkbrisco@ucdavis.edu">kkbrisco@ucdavis.edu</a> Lab: (559) 646-6556 Cell: (559) 978-5549</li></ul>	<ul style="list-style-type: none"><li>▪ <b>Noemi Fonseca</b> Staff Research Associate <a href="mailto:noefonseca@ucdavis.edu">noefonseca@ucdavis.edu</a> Lab: (559) 646-6556 Cell: (559) 567-5282</li></ul>
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- Anton's lab will provide sentinel cages, spinners, slides, stakes, and susceptible mosquitoes (when available) for all ULVs. We are also currently designing a system that will rotate the sentinel cages with the direction of the wind. The use of susceptible strains and slide spinners provide two levels of controls. However, the droplet size slide reading system from DropVision is currently too expensive, so we will have to rely on districts that already have the system or DropVision themselves to have the slides read.
- We are currently scheduled to do a ULV with Sac-Yolo District on July 23<sup>rd</sup> using Pyrethrum + PBO and Deltamethrin to target *Cx. pipiens*, *Cx. tarsalis*, and possibly *An. freeborni* on 3 consecutive nights in a rice field.

**Aim #2 – Development of a safe self-limiting GM *Ae. aegypti* that can be used to eliminate this invasive vector.**

- Utilizes CRISPER-Cas9 system to insert clock genes (induce diapause) and Heat-shock proteins (*Hsp*) into the genome of a line of mosquitoes and then drive these genes through a population.
- With any release strategy, prior dispersal studies and population size estimations need to be conducted. This is where Anton's lab comes in. We are scheduled to do two MRRs next year – one in the central valley and one in LA. The current plan is to use dusting because Rubidium labeling and egg albumin protein labeling don't work with *Aedes aegypti* and isotopes often cause public concerns.
  - Additional point of interest: Is it possible to use genetics instead of MRRs to determine population size and dispersal by looking at polymorphisms in private genes, SNPs, or microsatellites?
- Polymorphisms occurring at CRISPER-Cas9 insertions can prevent insertion of desired genes and lead to gene drive resistance and ultimately GM strategy failure if new non-polymorphic insertion points are not located.
- *Ae. aegypti* females have 3 spermatheca and can mate with multiple males. Currently we do not fully understand how sperm is dispersed into these spermatheca after each mating (all sperm into just one spermatheca or all three? Replaces sperm from previous male or not?) or which sperm is used to produce eggs? Evidence involving sympatric *Ae. aegypti* and *Ae. albopictus* in FL has suggests that over several generations *Ae. aegypti* females can select for polyandry – learn not to produce offspring from certain males. This can have serious implications for SIT and GM strategies.
- Erik Blosser at the UC Davis lab and Anton's lab are currently working together to investigate these polymorphism and polyandry questions. We are currently awaiting results from Kingsburg *Ae. aegypti* specimens.
- Polymorphisms can also be used to determine relatedness between populations. Current polymorphism genetic sequencing analysis suggests that there were at least 3 separate *Ae. aegypti* introductions into CA (southern CA, central CA, and San Mateo, CA), with possibly additional introductions in the central valley area. The San Mateo population has since been eliminated.
- We ask that the districts please let us know if *Ae. aegypti* are found in new regions, so we can obtain specimens (preferably at least 20) to use for genetic evaluation and determine if these are new introductions or the result of spreading.

In general, Anton and the UC Davis lab look forward to and always enjoy collaborating with the districts to provide new answers to questions and contribute to improved vector control strategies.