

Marin/Sonoma  
Mosquito & Vector Control District  
595 Helman Lane  
Cotati, California 94931  
1-800-231-3236 (toll free) 707-285-2210 (fax)

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## BOARD OF TRUSTEES

### BOARD MEETING AGENDA

DATE: January 15, 2020  
TIME: 7:00 PM  
LOCATION: District Headquarters  
595 Helman Lane  
Cotati, Ca 94931

*Items marked \* are enclosed attachments.  
Items marked # will be handed out at the meeting.*

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL** (*13 members must be present for a quorum*)

Bruce Ackerman, Fairfax	Ranjiv Khush, San Anselmo
Ken Blair, Windsor	Alannah Kinser, Tiburon
Gail Bloom, Larkspur	Matthew Naythons, Sausalito
Tamara Davis, Sonoma Co. at Large	Herb Rowland, Jr., Novato
Art Deicke, Santa Rosa	Ed Schulze, Marin Co. at Large
Laurie Gallian, Sonoma	Richard Snyder, Belvedere
Carol Giovanatto, Cloverdale ( <i>Second V.P.</i> )	Michael Thompson, Rohnert Park
Una Glass, Sebastopol	David Witt, Mill Valley
Pamela Harlem, San Rafael ( <i>Secretary</i> )	Shaun McCaffery, Healdsburg ( <i>President</i> )
Susan Hootkins, Petaluma	

#### **Open Seats:**

Corte Madera, Cotati, one Marin County at Large, Ross and one Sonoma County at Large

*In accordance with the Americans with Disabilities Act, if you require special assistance to participate in this meeting, please contact the Marin/Sonoma Mosquito & Vector Control District (MSMVCD) at 1-800-231-3236.*

*Translators, American Sign Language interpreters, and/or assistive listening devices for individuals with hearing disabilities will be available upon request. A minimum of 48 hours is needed to ensure the availability of translation service.*

*MSMVCD hereby certifies that this agenda has been posted in accordance with the requirements of the Government Code.*

**4. PUBLIC TIME**

*Public Time is time provided by the board so the public may make comment on any item not on the agenda.*

*The public will be given an opportunity to speak on each agenda item at the time the item is presented. Once the public comment portion of any item on this agenda has been closed by the Board, no further comment from the public will be permitted unless authorized by the Board President and if so authorized, said additional public comment shall be limited to the provision of information not previously provided to the Board or as otherwise limited by order of the Board.*

*We respectfully request that you state your name and address and provide the Board President with a Speaker Card so that you can be properly included in the consideration of the item.*

*Please limit your comments to three (3) minutes per person or twenty (20) minutes per subject in total so that all who wish to speak can be heard.*

**5. CONSENT CALENDAR**

**A. APPROVAL OF AGENDA**

**B.\* MINUTES** – Minutes for Board Meeting held on December 15, 2019.

**C.\* FINANCIAL**

Warrants – December 2019

December Payroll: \$187,375.50

December Expenditures: \$342,940.96

Total: \$530,316.46

**ACTION NEEDED**

INFORMATION ENCLOSED

**D. ENDING ACCOUNT BALANCES:**

Operating Fund: \$9,527,352.21

**E.\* 2<sup>nd</sup> QUARTER FINANCIAL STATEMENT FOR FY 2019/20**

INFORMATION ENCLOSED

6. **NEW BUSINESS**

**A. 2020 Trustee Election Nominations and Election of Officers**

The following list of recommendations for Board Officer positions was submitted by the Nominating Committee at the December 11, 2019 Board meeting.

President – Carol Pigoni

1<sup>st</sup> Vice-President – Pamela Harlem

2<sup>nd</sup> Vice-President – Michael Thompson

Secretary – Richard Snyder

**ACTION NEEDED**

**COMMITTEE RECOMMENDATION:** Review and discuss the Nominating Committee's recommendations. Consider a motion to appoint the Board Officers for 2020.

**B. Passing of the Gavel**

**C.\* Committee Assignments**

In the attached draft roster, President Carol Pigoni provides her recommended committee assignments for 2020.

**ACTION NEEDED**

**STAFF RECOMMENDATION:** Review and discuss the nominations. Consider a motion approving the list of Trustee committee assignments.

INFORMATION ENCLOSED

**D. Approve Signature Card for District Bank Account**

**Proposed Signers:** President, 1<sup>st</sup> Vice-President, Secretary, Trustee Davis, Trustee Shaun McCaffery, District Manager Smith, and Assistant Manager Hawk.

**Staff Report**

The change in authorized signers is a routine matter and is due to the change in Board Officers.

**ACTION NEEDED**

**STAFF RECOMMENDATION:** Consider a motion to approve the list of persons authorized to sign checks drawn on the District's Bank Accounts.

**E. Annual presentation by Eric Engh highlighting the activities of the District's Education Program.**

**F.\* Proposed Amendment of FY 2019/20 Annual Budget**

Presentation by Jennifer Crayne, Financial Manager and report to be given by Budget Committee. (*see attached proposed Budget Amendment packet*)

ACTION NEEDED

**RECOMMENDED ACTION:** Review and discuss the proposed budget amendment. Consider a motion to approve the proposed amendment and thereby adopt an amended budget for FY 2019-20.

INFORMATION ENCLOSED

**G.\* Report to Board Following Closure of Bank of America Account Ending in 5919**

**Staff Report:** Pursuant to the Board's directive at the December 11, 2019 meeting to close this surplus account, Trustee McCaffery, Trustee Davis and Manager Smith met with the manager of a local branch to execute the necessary paperwork. As shown on the enclosed transaction reports, the money was immediately redeposited to the County of Marin Treasury and credited to the District's Operating Fund.

INFORMATION ENCLOSED

**7. COMMITTEE & STAFF REPORTS**  
No Committee and Staff Reports

**8.\* MANAGER'S REPORT**

INFORMATION ENCLOSED

**9. WRITTEN COMMUNICATIONS**

CORRESPONDENCE RECEIVED BY THE DISTRICT FROM RESIDENTS OR ANY OTHER PARTY SHALL BE READ ALOUD OR HANDED OUT TO THE BOARD

**10. OPEN TIME FOR BOARD OR STAFF COMMENTS**

**11. ADJOURNMENT**

FOR THE HEALTH AND COMFORT OF ALL, PLEASE REFRAIN FROM WEARING FRAGRANCES AND SCENTED PRODUCTS TO THIS AND ALL MOSQUITO AND VECTOR CONTROL BOARD MEETINGS.

# Marin/Sonoma Mosquito & Vector Control District

Board of Trustees  
595 Helman Lane  
Cotati, CA 94931

December 11, 2019

## MINUTES

1. **CALL TO ORDER**

President McCaffery called the meeting to order at 7:04 pm.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

**Members present:**

Ackerman, Bruce

Bloom, Gail

Davis, Tamara

Deicke, Art

Glass, Una

Giovanatto, Carol

Harlem, Pamela *Arrived at 7:06*

Hootkins, Susan

Khush, Ranjiv

Naythons, Matthew

Rowland Jr., Herb

Schulze, Ed

Snyder, Richard

Witt, David

McCaffery, Shaun

**Members absent:**

Blair, Ken

Gallian, Laurie

Kinser, Alannah

Thompson, Michael

**Open seats:** Corte Madera, Cotati, one Marin County at Large, Ross and one Sonoma County at Large

**Others present:**

Phil Smith, District Manager

Dawn Williams, Confidential Administrative Assistant

Jennifer Crayne, Financial Manager

Janet Coleson, General Counsel

A quorum was present, and due notice had been published.

**4. PUBLIC TIME**

Ms. Deborah Tavares asked to be provided with materials from Dr. Karl Malamud-Roam's talk presented to the Board on July 10, 2019. She also spoke about an issue she heard about at a Sonoma Clean Power meeting, which is that deferred maintenance of PG&E's infrastructure is leading them to transfer of responsibility for maintenance to public ownership of "microgrids." Lastly, she remarked that PG&E is advocating for the electrification of all travel worldwide.

Lou Tavares inquired about rodent issues in Sonoma county and whether the District had suggestions for mitigating the problem, particularly in encampments of persons experiencing homelessness.

**5. CONSENT CALENDAR**

**A. CHANGES TO AGENDA/APPROVAL OF AGENDA**

**B. MINUTES** – Minutes of the Board Meeting held November 13, 2019.

**C. FINANCIAL**

Warrants – November 2019

November Payroll: \$184,255.20

November Expenditures: \$264,767.61

Total: \$449,022.81

**D. ENDING ACCOUNT BALANCES:**

Operating Fund: \$6,651,411.97

*It was M/S Trustee Davis/Trustee Snyder to accept the Consent Calendar:*

*Motion passed with:*

***Ayes:** Trustee Ackerman, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Giovanatto, Trustee Glass, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Naythons, Trustee Rowland, Trustee Schulze, Trustee Snyder, Trustee Witt and Trustee McCaffery*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee Blair, Trustee Gallian, Trustee Kinser and Trustee Thompson*

**6. NEW BUSINESS**

**A. Presentation of Fiscal Year (FY) 2018-19 Financial Audit by Vikki Rodriguez, Partner at Maze & Associates. Report from Audit Committee.**

Ms. Rodriguez reported that Maze conducted the District's financial audit for the fiscal year ending on June 30, 2019. Three reports were provided to the Board, including the Memorandum of Internal Control (MOIC), Required Communications, and the Basic Financial Statements.

Ms. Rodriguez noted that the MOIC, also known as the Management Letter, is where audit findings would have been discussed, had there been any. The

District's internal controls were reviewed and Maze found them to be adequate. There were no material weaknesses detected and there were no significant deficiencies to report. Ms. Rodriguez said she considered the MOIC to be a clean Management Letter and also made the following observations: The Required Communications section discussed how the audit process of the audit went and whether there were any significant changes from the prior year. She also noted that the audit process went very smoothly; there were no difficulties in performing the audit, no significant audit adjustments, no significant past adjustments and no major changes to the reporting.

Ms. Rodriguez explained that the draft of the Basic Financial Statements had been reviewed in detail by the District's Audit Committee. She then gave a page by page explanation of the statements, during which she fielded several questions from Trustees. Ms. Rodriguez further noted that Maze had issued an unmodified audit opinion for FY 2018-19, which is the cleanest possible opinion. She noted that there were no new Government Accounting Standards Board (GASB) pronouncements that had any impact on the report. One change made this audit year pertained to capital assets. The threshold for reporting capital Assets increased to \$5,000 so any assets valued under this amount were removed from the schedule. Interest income had risen due to the general increase in rates during the period audited.

Ms. Rodriguez explained that the pension information in the audit is generated from an actuarial evaluation conducted by the Marin County Employees' Retirement Association (MCERA) and they usually run one year behind, due to the relative timing of the MCERA study and the District's audit process. According to MCERA's figures, the District's share of the net pension liability (NPL) was \$5,121,598 at the present 7% discount rate. Ms. Rodriguez noted the sensitivity of the NPL to a potential increase or decrease in the assumed discount rate.

The District had just received a new actuarial valuation for Other Post-Employment Benefits (OPEB), which was not factored in this report because it was dated July 2019. The effects of this report will be seen in next year's audit. Moreover, the additional payment towards the OPEB liability was made after the measurement date of June 30, 2018. Therefore, it was not factored into this audit but it will reduce the net OPEB liability reported in next year's audit.

Following Ms. Rodriguez's presentation of the FY 2018-19 audit, Trustees asked a series of questions and Ms. Rodriguez responded to them.

Manager Smith extended appreciation to Jennifer Crayne, Financial Manager, for her excellent work associated with preparing the District's portion of the audit tasks. This sentiment was echoed by several Trustees. In addition, Manager Smith thanked Ms. Rodriguez for her expertise and hard work, noting that this was her sixth and final audit of the District's financial affairs. The next audit will be conducted by a different engagement partner at Maze & Associates.

Public Comment: Ms. Deborah Tavares inquired whether the cost of transitioning the District's fleet to electric vehicles was accounted for and whether there would be any allowance for building retrofitting in 2020. She also asked whether there was a reserve account to deal with the effects of climate change due to droughts, fires and floods etc. President McCaffery noted that these issues are being dealt with by staff and Board committees.

*It was M/S Trustee Snyder/Trustee Davis to accept the FY 2018-19 Audit:*

*Motion passed with:*

*Ayes: Trustee Ackerman, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Giovanatto, Trustee Glass, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Naythons, Trustee Rowland, Trustee Schulze, Trustee Snyder, Trustee Witt and Trustee McCaffery*

*No: (none)*

*Abstain: (none)*

*Absent: Trustee Blair, Trustee Gallian, Trustee Kinser and Trustee Thompson*

**B. State Disability Insurance and Paid Family Leave Benefits Policy (Proposed Addition to District Employee Policy Manual)**

Manager Smith explained that as part of the current Memorandum of Understanding (MOU) that was signed in 2017 between the District and Western Council of Engineers (WCE), it was agreed that the District would transition from providing private insurance plans covering short and long term disability to all employees (including the District Manager and Assistant Manager) contributing to and belonging to the State Disability Insurance (SDI) system.

It was subsequently discovered that Paid Family Leave (PFL), which is a program run by the Employment Development Department (EDD), is also available to those who make contributions to SDI. PFL or SDI benefits pay about two-thirds of an employee's salary and employees have the option to pick up the shortfall with their leave balances.

At the time, the parties did not consider the potential need for integration of SDI or PFL benefits with accrued leave balances, thus making employees checks whole for as long as their leave balances permit.

A recent request from an employee to integrate leave balances with PFL highlighted the need for the type of SDI/PFL integration policy that was presented to the Board for review. Concluding his introductory remarks, Manager Smith noted that the District met and conferred with the Western Council of Engineers and their employee representatives, who suggested some valuable improvements to the draft policy, after which it was deemed ready for the Board's consideration.

Manager Smith answered questions from the Board. Several trustees also made comments.



*It was M/S Trustee Snyder/Trustee Witt to:*

- 1. Approve the new State Disability Insurance and Paid Family Leave Benefits Policy and direct staff to incorporate it in the District Employee Policy Manual.*
- 2. Repeal sections L-700 and L-1100 of the existing District Employee Policy Manual.*

*Motion passed with:*

***Ayes:** Trustee Ackerman, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Giovanatto, Trustee Glass, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Naythons, Trustee Rowland, Trustee Schulze, Trustee Snyder, Trustee Witt and Trustee McCaffery*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee Blair, Trustee Gallian, Trustee Kinser and Trustee Thompson*

**C. Mutual Aid Agreement with Other Mosquito Districts.**

Manager Smith explained that the proposed Mutual Aid Agreement was initiated by, and first implemented between Alameda County Mosquito Abatement District and San Mateo County Mosquito & Vector Control District. Other districts have also been invited to join the arrangement. This type of agreement is commonly used by police and fire departments to provide rapid access to skilled staff and equipment in a disaster or other emergency situation. The policy sets forth the provisions for deployment of personnel as well as the financial and logistical considerations associated with requesting staff or loaning staff to another district. The proposed agreement was reviewed by the present participants of the agreement as well as general counsel and the legal counsel of the Mosquito & Vector Control Association of California (MVCAC). It was also provided to the employee representatives and Executive Director of WCE for review along with the side letter of agreement (item D. below) intended to provide temporary language until a successor MOU incorporating this language is approved.

President McCaffery and Manager Smith noted Trustees' comments and addressed questions from the Board.

Public Comment: Ms. Deborah Tavares advised the board to hold off approving the Mutual Aid Agreement, due to the varying property tax costs raising a concern that the District would not be able to recover the full amount of its expenses. Additionally, Ms. Tavares feels that it could increase the District's burden and take away resources that may be needed within its service area.

*It was M/S Trustee Giovanatto/Trustee Snyder to approve the Mutual Aid Agreement and authorize the Manager to sign it:*

*Motion passed with:*

***Ayes:** Trustee Ackerman, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Giovanatto, Trustee Glass, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Naythons, Trustee Rowland, Trustee Schulze, Trustee Snyder, Trustee Witt and Trustee McCaffery*

***No:** (none)*

***Abstain:** (none)*

***Absent:** Trustee Blair, Trustee Gallian, Trustee Kinser and Trustee Thompson*

**D. Mutual Aid Agreement with other Mosquito Districts: Side Letter of Agreement with Western Council of Engineers (WCE).**

Manager Smith explained that the side letter is intended primarily to lay out provisions pertaining to travel expenses, pay, and overnight stays in the jurisdiction of the requesting party. It was mutually agreed between the District and WCE that these provisions are needed to provide temporary language until a successor MOU incorporating appropriate language is approved.

Manager Smith answered comments and questions from the Board.

Public Comment: Ms. Deborah Tavares inquired about the timeframe to repay an employee who incurred expenses when deployed under the proposed agreement.

Manager Smith responded that the District runs accounts payable twice a month and the employee would be reimbursed at the next available accounts payable event.

*It was M/S Trustee Snyder /Trustee Davis to authorize the Board President to execute the agreement with WCE:*

*Motion passed with:*

*Ayes: Trustee Ackerman, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Giovanatto, Trustee Glass, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Naythons, Trustee Rowland, Trustee Schulze, Trustee Snyder, Trustee Witt and Trustee McCaffery*

*No: (none)*

*Abstain: (none)*

*Absent: Trustee Blair, Trustee Gallian, Trustee Kinser and Trustee Thompson*

**E. Revised Agreement with Liebert Cassidy Whitmore for Negotiations and Legal Services.**

Manager Smith reported that the District's MOU Committee narrowed down eight candidates to serve as negotiator to its final recommendation, Ms. Kelly Tuffo of Liebert Cassidy Whitmore. Under terms of the proposed agreement, Ms. Tuffo, two supporting attorneys and additional staff would represent the District during negotiations for a successor MOU in early 2020.

President McCaffery questioned whether there would be a budget impact from enacting the agreement, to which Manager Smith responded that \$28,000 had already been allocated during the annual budget process and staff considered this amount to be adequate.

*It was M/S Trustee Giovanatto/Trustee Snyder to approve the revised agreement with Liebert Cassidy Whitmore and authorize the Board President to sign it with the following changes;*

- On page 2, section 5, Arbitration – insert “certified mail return receipt request”*
- And*
- Switch the words from “will” to “shall throughout agreement*

*Motion passed with:*

*Ayes: Trustee Ackerman, Trustee Bloom, Trustee Davis, Trustee Deicke, Trustee Giovanatto, Trustee Glass, Trustee Harlem, Trustee Hootkins, Trustee Khush, Trustee Naythons, Trustee Rowland, Trustee Schulze, Trustee Snyder, Trustee Witt and Trustee McCaffery*

*No: (none)*

*Abstain: (none)*

*Absent: Trustee Blair, Trustee Gallian, Trustee Kinser and Trustee Thompson*

**F. Closed Session pursuant to California Government Code Section 54957.**

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

**Position: District Manager. Report and recommendations by Executive Committee.**

**G. Reconvene to Open Session. Report from closed session (if any)**

Direction was given to staff.

**7. COMMITTEE & STAFF REPORTS**

**A. Executive Committee**

President McCaffery reported that staff is preparing a budget amendment that will be reviewed by the Budget Committee and presented at the January Board meeting. Included will be a proposal to increase staffing by restoring the third field supervisor position that was left unfilled following a retirement some years ago. Assuming the appointee came from within the District, that person would be replaced by an external hire and one more vector control technician recruited, increasing the total head count by two. The cost of landscape redesign and installation with local native and drought resistant type plants is estimated at \$50,000 and would lower the ongoing costs of water, staff time and landscape maintenance services while improving appearance. NBS' annual financial forecasts are slated to be presented in spring 2020. MRG's capital assets & funding studies will be presented in March. The recruitment for Education Program Specialist closes Friday December 20<sup>th</sup>. The replacement air-conditioning chiller unit has been installed and will be usable in time for next year's summer weather.

**B. Nomination Committee**

Trustee Schulze announced the following nominations for the 2020 Board Officer positions:

- President – Carol Giovanatto
- Vice President – Pamela Harlem
- 2<sup>nd</sup> Vice President – Michael Thompson
- Secretary – Richard Snyder

**8. MANAGER'S REPORT**

Manager Smith advised that he didn't have anything additional to add to his written reports but solicited questions. (*Manager and Assistant Manager's reports were included in the December Board packet*)

Trustee Davis requested that the leaves be swept up off the public parking lot sidewalks as they posed a slip hazard. Manager Smith undertook to have this work performed immediately.

**9. WRITTEN COMMUNICATIONS**

No written communications.

**10. OPEN TIME FOR BOARD OR STAFF COMMENTS**

Trustee Carol Giovanatto informed the Board that she will no longer use the surname Giovanatto and will now be known by her married name of Pigni.

**11. ADJOURNMENT**

There being no further business to come before the Board, it was M/S Trustee Davis/Trustee to adjourn the meeting at 8:57 pm.

\_\_\_\_\_  
*District Representative*  
*MSMVCD*

\_\_\_\_\_  
*Date of Approval*

\_\_\_\_\_  
*Trustee*  
*MSMVCD Board of Trustees*

\_\_\_\_\_  
*Date of Approval*

Marin/Sonoma Mosquito & Vector Control District  
Fulltime Payroll  
Pay Period 12/1-12/15/19

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep
166	Regular	12/13/2019	114	Crayne, Jennifer M	2,970.51	2,970.51
167	Regular	12/13/2019	83	Delsid, Paula A	1,299.33	1,299.33
168	Regular	12/13/2019	87	Smith, Philip D	5,508.06	5,508.06
169	Regular	12/13/2019	81	Williams, Dawn A	1,972.45	1,972.45
170	Regular	12/13/2019	60	Brooks, Sarah M	2,971.70	2,971.70
171	Regular	12/13/2019	64	Holt, Kristen A	2,942.05	2,942.05
172	Regular	12/13/2019	118	Liebman, Kelly A	2,979.84	2,979.84
173	Regular	12/13/2019	62	Beardsley, Kevin G	2,021.63	2,021.63
174	Regular	12/13/2019	86	Beck, David G	2,683.89	2,683.89
175	Regular	12/13/2019	26	Cole, Michael S	2,983.44	2,983.44
176	Regular	12/13/2019	55	Hawk, Erik T	3,998.24	3,998.24
177	Regular	12/13/2019	48	Leslie, Daniel W	2,975.63	2,975.63
178	Regular	12/13/2019	74	Miller, Steven L	2,529.50	2,529.50
179	Regular	12/13/2019	63	Mohrman Jr, John C	2,678.30	2,678.30
180	Regular	12/13/2019	52	Morton, Robert D	2,602.60	2,602.60
181	Regular	12/13/2019	61	Nadale, Marc A	2,605.16	2,605.16
182	Regular	12/13/2019	96	Newman, Jared K	2,263.30	2,263.30
183	Regular	12/13/2019	34	Ohlinger, Bruce R	2,120.34	2,120.34
184	Regular	12/13/2019	58	Petersen, Jeffery R	2,704.91	2,704.91
185	Regular	12/13/2019	93	Peterson, Kasey L	2,235.66	2,235.66
186	Regular	12/13/2019	67	Picinich, Nick A	2,201.41	2,201.41
187	Regular	12/13/2019	40	Reed, Nathen C	3,091.11	3,091.11
188	Regular	12/13/2019	53	Russo Jr, Anthony J	2,775.39	2,775.39
189	Regular	12/13/2019	45	Sequeira, Jason A	3,046.89	3,046.89
190	Regular	12/13/2019	106	Smith, James L	2,444.53	2,444.53
191	Regular	12/13/2019	68	Tescalco, Joseph A	1,591.69	1,591.69
192	Regular	12/13/2019	56	Thomas-Nett, Teresa A	2,394.98	2,394.98
193	Regular	12/13/2019	120	Tyner, Keith W	2,630.62	2,630.62
194	Regular	12/13/2019	54	Wells, Michael L	2,608.74	2,608.74
195	Regular	12/13/2019	28	Delucchi, Steven A	3,816.78	3,816.78
196	Regular	12/13/2019	104	McGovern, Robert A	3,003.72	3,003.72
197	Regular	12/13/2019	76	Engh, Eric S	2,695.44	2,695.44
198	Regular	12/13/2019	37	Sequeira, Nizza N	2,994.79	2,994.79
<b>Totals for Payroll Checks</b>		<b>33 Items</b>			<b>90,342.63</b>	<b>90,342.63</b>

**Summary**

Totals for Payroll Checks	Check Type	Count	Net Amount	Dir Dep
	Regular	33	90,342.63	90,342.63
	<b>Totals</b>	<b>33</b>	<b>90,342.63</b>	<b>90,342.63</b>

**Report Totals**

Check Type	Count	Net Amount	Dir Dep
Regular	33	90,342.63	90,342.63
<b>Totals</b>	<b>33</b>	<b>90,342.63</b>	<b>90,342.63</b>

Marin/Sonoma Mosquito & Vector Control District  
 Seasonal Pay Date Range 11/19-12/05/19  
 Pay Date 12/13/19

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep
202	Regular	12/13/2019	113	Nunez, Monica A	1,337.42	1,337.42
<b>Totals for Payroll Checks</b>		<b>1 Items</b>			<b>1,337.42</b>	<b>1,337.42</b>

**Summary**

<b>Totals for Payroll Checks</b>	Check Type	Count	Net Amount	Dir Dep
	Regular	1	1,337.42	1,337.42
	<b>Totals</b>	<b>1</b>	<b>1,337.42</b>	<b>1,337.42</b>

**Report Totals**

Check Type	Count	Net Amount	Dir Dep
Regular	1	1,337.42	1,337.42
<b>Totals</b>	<b>1</b>	<b>1,337.42</b>	<b>1,337.42</b>

Marin/Sonoma Mosquito & Vector Control District  
Full Time Payroll 12/16-12/31/19

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep
206	Regular	12/31/2019	114	Crayne, Jennifer M	2,970.51	2,970.51
207	Regular	12/31/2019	83	Delsid, Paula A	1,439.11	1,439.11
208	Regular	12/31/2019	87	Smith, Philip D	5,477.53	5,477.53
209	Regular	12/31/2019	81	Williams, Dawn A	1,972.45	1,972.45
210	Regular	12/31/2019	60	Brooks, Sarah M	2,971.70	2,971.70
211	Regular	12/31/2019	64	Holt, Kristen A	2,942.05	2,942.05
212	Regular	12/31/2019	118	Liebman, Kelly A	2,979.84	2,979.84
213	Regular	12/31/2019	62	Beardsley, Kevin G	1,921.63	1,921.63
214	Regular	12/31/2019	86	Beck, David G	2,683.89	2,683.89
215	Regular	12/31/2019	26	Cole, Michael S	3,021.24	3,021.24
216	Regular	12/31/2019	55	Hawk, Erik T	3,998.24	3,998.24
217	Regular	12/31/2019	93	Karinen, Kasey L	2,235.66	2,235.66
218	Regular	12/31/2019	48	Leslie, Daniel W	2,975.63	2,975.63
219	Regular	12/31/2019	74	Miller, Steven L	2,529.50	2,529.50
220	Regular	12/31/2019	63	Mohrman Jr, John C	2,678.30	2,678.30
221	Regular	12/31/2019	52	Morton, Robert D	2,602.60	2,602.60
222	Regular	12/31/2019	61	Nadale, Marc A	2,605.16	2,605.16
223	Regular	12/31/2019	96	Newman, Jared K	2,263.30	2,263.30
224	Regular	12/31/2019	34	Ohlinger, Bruce R	2,120.34	2,120.34
225	Regular	12/31/2019	58	Petersen, Jeffery R	2,704.91	2,704.91
226	Regular	12/31/2019	67	Picinich, Nick A	3,406.83	3,406.83
227	Regular	12/31/2019	40	Reed, Nathen C	3,265.84	3,265.84
228	Regular	12/31/2019	53	Russo Jr, Anthony J	2,775.39	2,775.39
229	Regular	12/31/2019	45	Sequeira, Jason A	3,046.89	3,046.89
230	Regular	12/31/2019	106	Smith, James L	2,444.53	2,444.53
231	Regular	12/31/2019	68	Tescalco, Joseph A	1,591.69	1,591.69
232	Regular	12/31/2019	56	Thomas-Nett, Teresa A	2,394.98	2,394.98
233	Regular	12/31/2019	120	Tyner, Keith W	2,630.62	2,630.62
234	Regular	12/31/2019	54	Wells, Michael L	2,608.74	2,608.74
235	Regular	12/31/2019	28	Delucchi, Steven A	3,816.78	3,816.78
236	Regular	12/31/2019	104	McGovern, Robert A	3,003.72	3,003.72
237	Regular	12/31/2019	76	Engh, Eric S	2,695.44	2,695.44
238	Regular	12/31/2019	37	Sequeira, Nizza N	2,994.79	2,994.79
<b>Totals for Payroll Checks</b>		<b>33 Items</b>			<b>91,769.83</b>	<b>91,769.83</b>

**Summary**

Totals	Check Type	Count	Net Amount	Dir Dep
	Regular	33	91,769.83	91,769.83
	<b>Totals</b>	<b>33</b>	<b>91,769.83</b>	<b>91,769.83</b>

**Report Totals**

Check Type	Count	Net Amount	Dir Dep
Regular	33	91,769.83	91,769.83
<b>Totals</b>	<b>33</b>	<b>91,769.83</b>	<b>91,769.83</b>

Marin/Sonoma Mosquito & Vector Control District  
 Seasonal Payroll Date Range 12/04-12/18/19  
 Pay Date: 12/31/19

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep
243	Regular	12/31/2019	113	Nunez, Monica A	1,366.74	1,366.74
<b>Totals for Payroll Checks</b>		<b>1 Items</b>			<b>1,366.74</b>	<b>1,366.74</b>

**Summary**

<b>Totals for Account 701320459</b>	Check Type	Count	Net Amount	Dir Dep
	Regular	1	1,366.74	1,366.74
	<b>Totals</b>	<b>1</b>	<b>1,366.74</b>	<b>1,366.74</b>

**Report Totals**

Check Type	Count	Net Amount	Dir Dep
Regular	1	1,366.74	1,366.74
<b>Totals</b>	<b>1</b>	<b>1,366.74</b>	<b>1,366.74</b>



Marin/Sonoma Mosquito & Vector Control District  
Trustee Payroll Oct-Dec. 2019

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount	Dir Dep
247	Regular	12/31/2019	1089	Ackerman, Bruce O	184.70	184.70
248	Regular	12/31/2019	1090	Blair, Kenneth W	92.35	92.35
249	Regular	12/31/2019	1083	Bloom, Gail	138.52	138.52
250	Regular	12/31/2019	1038	Davis, Tamara	184.70	184.70
251	Regular	12/31/2019	1077	Gallian, Laurine K	115.44	115.44
252	Regular	12/31/2019	1082	Giovanatto, Carol E	207.79	207.79
253	Regular	12/31/2019	1075	Glass, Una	92.35	92.35
254	Regular	12/31/2019	1079	Harlem, Pamela M	207.79	207.79
255	Regular	12/31/2019	1088	Hootkins, Susan G	230.87	230.87
256	Regular	12/31/2019	1084	Khush, Ranjiv S	230.87	230.87
257	Regular	12/31/2019	1074	McCaffery, Shaun F	230.87	230.87
258	Regular	12/31/2019	1086	Naythons, Matthew E	92.35	92.35
259	Regular	12/31/2019	1072	Rowland Jr, Herbert M	207.79	207.79
260	Regular	12/31/2019	1078	Sagues, Paul	23.09	23.09
261	Regular	12/31/2019	1091	Snyder, Richard N	92.35	92.35
262	Regular	12/31/2019	1093	Thompson, Michael D	42.35	42.35
263	Regular	12/31/2019	1092	Witt, David J	184.70	184.70
1021558775	Regular	12/31/2019	1050	Schulze, Edward R	184.70	
<b>Totals for Payroll Checks</b>		<b>18 Items</b>			<b>2,743.58</b>	<b>2,558.88</b>

### Summary

Totals	Check Type	Count	Net Amount	Dir Dep
	Regular	18	2,743.58	2,558.88
	<b>Totals</b>	<b>18</b>	<b>2,743.58</b>	<b>2,558.88</b>

### Report Totals

Check Type	Count	Net Amount	Dir Dep
Regular	18	2,743.58	2,558.88
<b>Totals</b>	<b>18</b>	<b>2,743.58</b>	<b>2,558.88</b>

Account	Date	Amount	Check	Description
H 7487	12/05/2019	5,000.00	806454052	ALDRICH NETWORK CONSULTING
H 7487	12/05/2019	925.73	806454053	ALDRICH NETWORK CONSULTING
H 7487	12/05/2019	513.13	806454054	ARGO ADVENTURE/LIEWER
H 7487	12/05/2019	208.04	806454055	AT & T
H 7487	12/05/2019	1,364.61	806454056	BAY ALARM COMPANY
H 7487	12/05/2019	766.00	806454057	BEST BEST & KRIEGER, LLC.
H 7487	12/05/2019	1,002.19	806454058	BRODIE'S TIRE & BRAKE INC.
H 7487	12/05/2019	3,492.00	806454059	CALPERS 457 PLAN
H 7487	12/05/2019	2,530.18	806454060	CINTAS CORPORATION
H 7487	12/05/2019	18,401.22	806454061	COUNTY OF MARIN
H 7487	12/05/2019	3,439.16	806454062	DELTA DENTAL OF CALIFORNIA
H 7487	12/05/2019	53.37	806454063	DISH
H 7487	12/05/2019	438.48	806454064	FISHER SCIENTIFIC
H 7487	12/05/2019	182.84	806454065	THE HARTFORD
H 7487	12/05/2019	204.43	806454066	HOME DEPOT CREDIT SERVICES
H 7487	12/05/2019	398.48	806454067	INTERSTATE BATTERY SYSTEM
H 7487	12/05/2019	9,402.00	806454068	LIEBERT CASSIDY WHITMORE
H 7487	12/05/2019	265.40	806454069	MAILFINANCE
H 7487	12/05/2019	660.00	806454070	MVCAC
H 7487	12/05/2019	4,554.74	806454071	NATIONWIDE TRUST COMPANY, FSB
H 7487	12/05/2019	250.00	806454072	NEOFUNDS
H 7487	12/05/2019	6,109.18	806454073	NORTH BAY PETROLEUM
H 7487	12/05/2019	47.14	806454074	RELIABLE HARDWARE AND STEEL CO.
H 7487	12/05/2019	174.16	806454075	SANTA ROSA AUTO PARTS
H 7487	12/05/2019	102.91	806454076	SEBASTOPOL BEARING & HYDRAULIC
H 7487	12/05/2019	103.00	806454077	SONOMA MEDIA INVESTMENTS, LLC
H 7487	12/05/2019	732.03	806454078	SPARK CREATIVE DESIGN
H 7487	12/05/2019	545.75	806454079	STROUPE PETROLEUM MAINTENANCE, INC.
H 7487	12/05/2019	1,012.52	806454080	TASC
H 7487	12/05/2019	746.22	806454081	TEAMSTERS LOCAL UNION NO. 856 HEALTH
H 7487	12/05/2019	1,738.08	806454082	VERIZON WIRELESS
H 7487	12/05/2019	891.33	806454083	VISION SERVICE PLAN (CA)
Total		66,254.32		
Count		32		

A/P 12.05.19

During the signing of these checks  
all supporting documents were provided.

Signature: *Lamara Davis*  
Signature: *R. Guin*

Account	Date	Amount	Check	Description
H 7487	12/19/2019	1,183.20	806454084	AFLAC
H 7487	12/19/2019	1,000.00	806454085	ALL CAL CONSTRUCTION SERVICES
H 7487	12/19/2019	3,500.00	806454086	ALL CAL CONSTRUCTION SERVICES
H 7487	12/19/2019	4,535.00	806454087	AMERICAN MOSQUITO CONTROL ASSOCIATI
H 7487	12/19/2019	5,878.50	806454088	ARGO ADVENTURE/LIEWER
H 7487	12/19/2019	32.65	806454089	AT & T
H 7487	12/19/2019	20,612.50	806454090	BARTEL ASSOCIATES, LLC
H 7487	12/19/2019	150.00	806454091	BARTKIEWICZ, KRONICK & SHANAHAN
H 7487	12/19/2019	500.00	806454092	KEVIN BEARDSLEY
H 7487	12/19/2019	4,442.00	806454093	CALPERS 457 PLAN
H 7487	12/19/2019	8,169.22	806454094	CLARKE MOSQUITO CONTROL PRODUCTS, I
H 7487	12/19/2019	153.42	806454095	COMCAST BUSINESS
H 7487	12/19/2019	67.27	806454096	COMPLETE WELDERS SUPPLY, INC.
H 7487	12/19/2019	200.25	806454097	TAMARA DAVIS
H 7487	12/19/2019	664.78	806454098	DEI-GO TRUCKING
H 7487	12/19/2019	815.39	806454099	DIVERSIFIED LABRATORY REPAIR
H 7487	12/19/2019	343.05	806454100	GREAT AMERICA FINANCIAL SERVICES
H 7487	12/19/2019	217.25	806454101	ERIK HAWK
H 7487	12/19/2019	54,343.11	806454102	KAISER FOUNDATION HEALTH PLAN
H 7487	12/19/2019	2,075.01	806454103	LEADING EDGE ASSOCIATES, INC.
H 7487	12/19/2019	199.50	806454104	KELLY LIEBMAN
H 7487	12/19/2019	118,438.57	806454105	MARIN COUNTY EMPLOYEES RETIREMENT A
H 7487	12/19/2019	50.00	806454106	MARIN INDEPENDENT JOURNAL
H 7487	12/19/2019	1,990.69	806454107	MITEL
H 7487	12/19/2019	8,366.86	806454108	MUNICIPAL RESOURCE GROUP, LLC
H 7487	12/19/2019	3,704.74	806454109	NATIONWIDE TRUST COMPANY, FSB
H 7487	12/19/2019	22,950.00	806454110	NORTH BAY COMMERCIAL SERVICES INC.
H 7487	12/19/2019	257.20	806454111	NORTH MARIN WATER DISTRICT
H 7487	12/19/2019	64.45	806454112	OFFICE DEPOT BUSINESS CREDIT
H 7487	12/19/2019	2,175.27	806454113	P.G. & E.
H 7487	12/19/2019	1,550.00	806454114	PATRICK VON ELM
H 7487	12/19/2019	223.47	806454115	RECOLOGY SONOMA MARIN
H 7487	12/19/2019	146.78	806454116	REDWOOD LOCK LLC
H 7487	12/19/2019	305.29	806454117	RELIABLE HARDWARE AND STEEL CO.
H 7487	12/19/2019	1,095.00	806454118	RICHARD A. SANCHEZ
H 7487	12/19/2019	596.25	806454119	SANTA ROSA AUTO PARTS
H 7487	12/19/2019	200.25	806454120	ED SCHULZE
H 7487	12/19/2019	476.66	806454121	SEBASTOPOL BEARING & HYDRAULIC
H 7487	12/19/2019	81.55	806454122	SIX ROBBLEES' INC.
H 7487	12/19/2019	500.00	806454123	PHILIP SMITH
H 7487	12/19/2019	217.25	806454124	PHILIP SMITH
H 7487	12/19/2019	258.00	806454125	SONOMA MEDIA GROUP
H 7487	12/19/2019	1,012.52	806454126	TASC
H 7487	12/19/2019	1,294.80	806454127	TASC - CLIENT INVOICES
H 7487	12/19/2019	10,378.54	806454128	US BANK
H 7487	12/19/2019	771.00	806454129	VANTAGEPOINT TRANSFER AGENTS-803673
H 7487	12/19/2019	499.40	806454130	VECTOR CONTROL JPA
Total		276,686.64		
Count		47		

A/P 12.19.19

During the signing of these checks  
all supporting documents were provided.

Signature: Tamara Davis

Signature: [Signature]

JOB BALANCE  
STR BALANCE  
ROUNDING- 0

MARIN SONOMA MOSQUITO & VECTOR CONTROL DISTRICT  
STATEMENT OF FINANCIAL CONDITION  
PERIOD ENDING 12/31/19

RUN DATE 1/02/20 PAGE 0001 (GLPRTN)  
RUN TIME 11:30:30

ASSETS

CURRENT ASSETS

0406	OPERATING FUND	9,527,352.21
0408	PAYROLL TAX ACCT (FED & STATE)	0.02
040801	ACH PR DIRECT DEP EXCHANGE BNK	11,909.55
0417	CAPITAL REPLACEMENT FUND	2,000,000.00
0418	MOSQ/VECTOR CNTRL EMRGNCY FUND	1,961,727.00
5200	PETTY CASH	350.00
5250	DEPOSIT CASH (MBR CONTG.FUND)	730,089.00
5260	DEPOSIT (MBR PROP.CNTGKY FUND)	61,671.00
5300	INVENTORY (PESTICIDES)	310,667.24
5410	ACCOUNTS RECEIVABLE	1,177,524.89
5497	OTHER DEBT-AMTS TO BE PROVIDED	425,101.16

-----  
TOTAL CURRENT ASSETS 16,206,392.07

FIXED ASSETS

5530	LAND	675,000.00
5536	SOLAR ADDITION (FY 2011/12)	662,449.90
5540	STRUCTURES & IMPROVEMENTS	5,531,655.16
554001	FISH REARING FCLTY (HELMAN)	73,580.87
554002	LAB CONSTRUCTION 2004	39,779.76
554003	MEN'S LOCKER ROOM 2004	54,498.63
554004	ENCLOSED TRAILER STORAGE	181,643.18
554006	FUEL MONITORING SYS(FY07/08)	20,208.24
554007	PROJECTOR SYS/BRD RM (08/09)	5,755.77
554008	TECH RM WORK STA. (FY 08/09)	26,005.00
554009	AIR COND.- IT ROOM(FY 08/09)	9,266.81
554010	WORK STA.-F/B MGR OFC(08/09)	12,710.00
554014	LAB FLOORING (FY 10/11)	43,395.00
554015	WATER COOLER STA (FY 13/14)	8,494.79
554017	FLOORING- BR CARPET, HALL LOBB	36,218.00
555001	EQUIPMENT-COMPUTER & OFFICE	112,647.10
555011	EQUIPMENT-FURNITURE	37,618.55
555021	EQUIPMENT-LAB/CHICKEN COOPS	274,612.97
555041	EQUIPMENT-VEHICLES	1,293,927.20
555051	EQUIPMENT-EDUCATION/PUB.REL.	0.03
555061	EQUIPMENT-FISH REARING	0.08

Qtr. 2 end  
12/31/19

555101	EQUIPMENT-OFF ROAD/TRAILERS	702,248.87
555111	EQUIPMENT-TOOLS-MANUAL	35,261.66
555121	EQUIPMENT-TOOLS AUTO/FIELDAP	102,201.01
555131	MISC. CONTAINERS	0.04
555141	TANKS	0.17

-----  
TOTAL FIXED ASSETS 9,939,178.79

TOTAL ASSETS 26,145,570.86  
=====

LIABILITIES

CURRENT LIABILITIES

6010	WITHHOLDINGS PAYABLE	0.01-
6020	OTHER EMPLOYEES W/HOLDING	0.01-
6113	DEFERRED REVENUE - A/R	1,048,295.13-
6160	COMPENSATED ABSENCES	425,101.16-

-----  
TOTAL LIABILITIES 1,473,396.31-

EQUITY

FUND BALANCES

6500	NET INVESTMENT- CAPITAL ASSETS	9,939,178.79-
6520	NONSPENDABLE: INVENTORY	127,133.76-
6530	NONSPENDABLE: DEPOSITS W/VCJPA	536,046.00-
6550	UNASSIGNED	9,239,495.66-
6551	NET INCOME - CURRENT YEAR	1,404,193.72
6700	ASSIGNED:FUTURE CAP.REPLACEMNT	3,034,514.06-
6701	COMMITTED: DRY PERIOD FUNDING	3,200,000.00-

TOTAL EQUITY 24,672,174.55-

TOTAL LIABILITIES & EQUITY 26,145,570.86-  
=====

			APPROVED					REMAINING YTD		
			BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
-----										
REVENUES										
1	9001	CURRENT SECURED	4,909,388.00	2,454,694.00		1,512,856.21			1,512,856.21	3,396,531.79
1	9002	CURRENT UNSECURED	117,188.00	58,594.00		87,796.05			87,796.05	29,391.95
1	9003	CUR./PRIOR SECURED DELINQ.				9,542.10			9,542.10	9,542.10-
1	9006	PRIOR UNSECURED	3,247.00	1,623.50						3,247.00
1	9007	SPECIAL ASSESSMENT CURRENT	3,168,870.00	1,584,435.00		1,105,800.53			1,105,800.53	2,063,069.47
1	9010	MARIN ANNEXATION BEGIN FY05/06	162,459.00	81,229.50						162,459.00
1	9011	SONOMA ANNEXATION BGN FY 05/06	836,111.00	418,055.50		453,227.56			453,227.56	382,883.44
1	9019	SUPP.PROP.TAX CY SECURED	95,131.00	47,565.50		12,600.99			12,600.99	82,530.01
1	9042	SUPP.PROP.TAX (RDA RESIDUAL)				122,815.79			122,815.79	122,815.79-
1	9043	SUPP.PROP.TAX RDMPTN SECURED	23,698.00	11,849.00		176,340.41-			176,340.41-	200,038.41
1	9201	INTEREST (INVEST)	90,931.00	45,465.50		49,411.64			49,411.64	41,519.36
1	9280	HOMEOWNERS PROP.TAX RELF-HOPTR	29,788.00	14,894.00						29,788.00
1	9367	OTHER AID STATE				24.91			24.91	24.91-
1	9482	IN LIEU OF TAX - STATE				64.47			64.47	64.47-
1	9502	MISC SERVICES (RANCHERS)	150,000.00	75,000.00	18,698.25	22,021.76			40,720.01	109,279.99
1	9773	REFUNDS & REIMBURSEMENTS				917.23			917.23	917.23-
-----										
TOTAL REVENUES			9,586,811.00	4,793,405.50	18,698.25	3,200,738.83			3,219,437.08	6,367,373.92

QUARTER 2  
 PERIOD ENDING 12/31/19

			APPROVED					REMAINING YTD		
			BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
-----										
SALARIES/EMPL BENEFITS										
PALL	P311	SALARIES	4,015,810.00	2,007,905.00	909,642.21	904,871.10			1,814,513.31	2,201,296.69
PALL	P312	BENEFITS	2,808,244.00	1,404,122.00	1,140,631.72	454,853.69			1,595,485.41	1,212,758.59
-----										
TOTAL SALARIES/EMPL BENEFITS			6,824,054.00	3,412,027.00	2,050,273.93	1,359,724.79			3,409,998.72	3,414,055.28
-----										
OPERATIONS										
3	PD8040	AGRICULTURE	809,475.00	404,737.50	278,432.57	9,526.73			287,959.30	521,515.70
3	PD8041	PEST ABATEMENT SUPPLIES	12,300.00	6,150.00	4,018.14	3,041.02			7,059.16	5,240.84
3	PD8042	SPRAY/FIELD EQUIPMENT	27,175.00	13,587.50	5,153.06	1,590.39			6,743.45	20,431.55
3	PD8043	SOURCE REDUCTION	11,500.00	5,750.00	69.48	2,663.10			2,732.58	8,767.42
1	PD8044	FURNITURE/APPLICANCES/EQUIP	1,000.00	500.00	1,081.42	2,834.35			3,915.77	2,915.77-
1	PD8050	CLOTHING/PERSONAL SUPPLIES	34,145.00	17,072.50	5,913.74	7,253.78			13,167.52	20,977.48
2	PD8055	SAFETY EQUIPMENT	11,750.00	5,875.00	533.40	383.76			917.16	10,832.84
1	PD8060	COMMUNICATIONS	51,405.00	25,702.50	6,874.44	6,748.73			13,623.17	37,781.83
1	PD8080	FOOD	4,120.00	2,060.00	431.35	1,462.04			1,893.39	2,226.61
4	PD8090	HOUSEHOLD SUPPLIES	7,810.00	3,905.00	1,763.89	624.92			2,388.81	5,421.19
1	PD8100	INSURANCE	249,710.00	124,855.00	245,703.92				245,703.92	4,006.08
4	PD8110	PROJECTS	1,500.00	750.00						1,500.00
4	PD8115	MAINTENANCE BOATS/FORKLIFTS	2,000.00	1,000.00	756.56	47.86			804.42	1,195.58
4	PD8116	MAINTENANCE TRAILERS	1,500.00	750.00	114.94	161.52			276.46	1,223.54
4	PD8117	MAINTENANCE ATV'S	33,100.00	16,550.00	1,867.12	14,199.58			16,066.70	17,033.30
4	PD8119	MAINTENANCE LARGE FIELD EQUIP.	3,500.00	1,750.00	158.54				158.54	3,341.46
4	PD8120	MAINTENANCE VEHILCES	28,000.00	14,000.00	6,654.02	4,836.86			11,490.88	16,509.12
4	PD8121	MAINTENANCE SPRAY/FIELD EQUIP	4,700.00	2,350.00	305.81	139.69			445.50	4,254.50
4	PD8122	MAINTENANCE CELL PHONES	1,550.00	775.00						1,550.00
6	PD8123	MAINT./SUPPLIES OFFICE EQUIP	21,300.00	10,650.00	1,067.16	2,354.18			3,421.34	17,878.66
4	PD8124	MAINTENANCE SHOP EQUIPMENT	1,300.00	650.00	93.48				93.48	1,206.52
1	PD8130	MAINT. GROUNDS/STRUCTURES	20,550.00	10,275.00	6,362.42	12,774.58			19,137.00	1,413.00
2	PD8140	LAB	14,950.00	7,475.00	101.30	1,302.93			1,404.23	13,545.77
3	PD8140	FISH	2,975.00	1,487.50	368.57				368.57	2,606.43
2	PD8141	DISEASE SURVEILLANCE	20,700.00	10,350.00	10,609.41	1,494.25			12,103.66	8,596.34
5	PD8150	MEMBERSHIPS	44,309.00	22,154.50	30,810.11	7,615.00			38,425.11	5,883.89
6	PD8170	OFFICE EXPENSE	21,346.00	10,673.00	2,327.79	3,563.23			5,891.02	15,454.98
6	PD8180	PROFESSIONAL SERVICES	351,400.00	175,700.00	116,138.51	104,332.59			220,471.10	130,928.90
1	PD8190	PUBLICATIONS/LEGAL NOTICES	204,000.00	102,000.00	55,081.93	6,351.50			61,433.43	142,566.57
1	PD8200	RENTS & LEASES	6,450.00	3,225.00	1,706.85	1,375.32			3,082.17	3,367.83
4	PD8220	SHOP TOOLS/GARAGE EQUIPMENT	4,500.00	2,250.00	984.10	458.45			1,442.55	3,057.45

MARIN SONOMA MOSQUITO & VECTOR CONTROL DISTRICT  
 STATEMENT OF FINANCIAL CONDITION  
 QUARTER 2  
 PERIOD ENDING 12/31/19

			APPROVED					REMAINING YTD		
			BUDGET	YTD BUDGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	YTD	BUDGET
4	PD8221	BUILDING MAINT.AND IMPROVEMNTS	36,200.00	18,100.00	6,092.65	9,064.24			15,156.89	21,043.11
5	PD8230	DISTRICT SPECIAL EXPENSE	356,088.00	178,044.00	18,241.14	29,096.39			47,337.53	308,750.47
5	PD8231	VIDEO PRODUCTION	11,600.00	5,800.00						11,600.00
1	PD8240	EDUCATION, TRAINING & CLASSES	18,050.00	9,025.00	1,854.07	4,574.27			6,428.34	11,621.66
5	PD8241	EDUCATION/PUBLIC RELATIONS	179,550.00	89,775.00	4,708.84	8,147.61			12,856.45	166,693.55
1	PD8250	TRAVEL & TRANSPORTATION	44,000.00	22,000.00	467.92-	10,873.19			10,405.27	33,594.73
1	PD8251	FUEL & OIL	95,100.00	47,550.00	32,011.67	24,554.98			56,566.65	38,533.35
1	PD8260	UTILITIES	38,971.00	19,485.50	10,987.50	10,073.06			21,060.56	17,910.44
1	PD8299	CAPITAL OUTLAY EXPENSE	195,000.00	97,500.00	38,250.00	22,950.00			61,200.00	133,800.00
TOTAL OPERATING EXPENSES			2,984,579.00	1,492,289.50	897,161.98	316,470.10			1,213,632.08	1,770,946.92
TOTAL SALARIES/BENEFITS/EXPENSES			9,808,633.00	4,904,316.50	2,947,435.91	1,676,194.89			4,623,630.80	5,185,002.20
VARIANCE OF REVENUE & EXPENSES			221,822.00-	110,911.00-	2,928,737.66-	1,524,543.94			1,404,193.72-	1,182,371.72



# Marin/Sonoma Mosquito Vector Control District

## 2020 Committee Roster

### **Executive:**    (*Standing Committee*)

Serve as Board leadership and meet with Manager. Work with Manager to set his/her goals and conduct Manager's performance evaluation. Remain alert to Trustee concerns.

- President – Carol Pigoni
- 1<sup>st</sup> Vice President – Pamela Harlem
- 2<sup>nd</sup> Vice President – Michael Thompson
- Secretary – Richard Snyder
- Immediate Past President – Shaun McCaffery
- At Large – Tamara Davis

### **Budget:**    (*Standing Committee*)

Review proposed annual budget prepared by staff and make recommendations to Board.

- Shaun McCaffery, Chair
- Gail Bloom, Vice Chair
- Ranjiv Khush
- Pamela Harlem
- Art Deicke
- Susan Hootkins

### **Audit:**    (*Standing Committee*)

Review work done by auditors and staff and make recommendations to Board.

- Laurie Gallian, Chair
- Susan Hootkins
- Carol Pigoni
- Vacant \*

### **Policy:**    (*Standing Committee*)

- Herb Rowland, Chair
- Tamara Davis
- Michael Thompson
- David Witt

# Marin/Sonoma Mosquito Vector Control District

## 2020 Committee Roster

### **Fiscal Strategies:**    *(Ad hoc Committee)*

Work with staff and consultants to review and assess the District's long-term financial status. Research potential funding mechanisms and provide recommendations to the Board.

- Carol Pigoni, Chair
- Laurie Gallian
- Shaun McCaffery
- Tamara Davis
- Richard Snyder
- Ranjiv Kush

### **Legislative:**    *(Ad hoc Committee)*

Stay abreast of proposed legislation and MVCAC regulations. Make recommendations to Board.

- Tamara Davis, Chair
- Ed Schulze

### **Nominating:**    *(Ad hoc Committee)*

Nominate Officers for next year's Board

- Ed Schulze
- Tamara Davis
- Herb Rowland

### **Memorandum of Understanding (MOU):**    *(Ad hoc Committee)*

- Herb Rowland, Chair
- Shaun McCaffery
- Laurie Gallian
- Gail Bloom
- Ranjiv Khush
- Susan Hootkins
- Vacant\*

\*Vacant positions may be filled by President appointment based on interest and/or need at any point in the year.

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## MEMORANDUM

DATE: January 15, 2020  
TO: Board of Trustees  
FROM: Budget Committee, Jennifer Crayne, Phil Smith  
SUBJECT: FY 2019-20 Proposed Mid-year Budget Adjustment

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Staff prepared the enclosed list of items to consider for inclusion in the proposed mid-year budget adjustment. The first budget amendment was approved in July 2019 after the decision was made not to move forward with a revenue measure. Costs associated with the revenue measure were removed from the budget at that time. To most accurately depict the financial standing of the District and plan for the remainder of the year, staff asked the Budget Committee to review and consider the proposed second and final budgetary adjustment for Fiscal Year (FY) 2019-20. The resulting proposed amendment is presented tonight for your consideration.

Please note that the following documents are attached:

- Summary of Proposed Budget Amendment with FY 18-19 Actuals and percentage change (one page)
- FY 2019-20 Budget Amendment Items for Consideration and Discussion (one page)
- Draft of the proposed amended budget incorporating all items listed for consideration (25 pages)

Although Financial Manager Crayne will cover each item in the proposed amendment in her presentation, we believe it will prove helpful to provide advance explanations of certain items.

The unscheduled replacement of the HVAC chiller unit was necessitated by the failure of the prior unit dating from the original construction of the building. A similar situation occurred with the two gasoline pumps, which failed within two weeks of one another.

As part of the winter 2019-20 maintenance project list, staff dismantled and disposed of an obsolete modular storage unit in disrepair at the rear of the facilities. Plans for a purpose-built new storage shed are under review at the Cotati Building Department. Following approval, District staff skilled in construction, led by Bruce Ohlinger will pour a reinforced concrete slab floor and build the new facility.

The bid price to replace thirsty and maintenance-intensive landscaping in poor repair with new planter beds featuring low water use plants, is intended to save water, staff time and reduce maintenance costs, in addition to incorporating native plants as well as local pollinator and species habitat. Based on a review of prior expenditures for grounds care, staff estimates the payback time for this project to be slightly less than four years. The three items above are classified as capital expenditures.

Aerial applications are forecast to rise by up to \$50,000 due to the increased need for helicopter-based applications. This category is notoriously difficult to forecast accurately for any given year due to the high variability in the need for large scale applications of larvicide materials.

For several years, Board members and staff have discussed the District's increasing workload and considered the eventual need for additional staffing. Please refer to the graphs below showing the steadily rising trend in service requests. Although many efficiencies have been realized in recent years, a practical limit has now been reached. Additionally, the increasing complexity and additional demands of state and federal regulatory requirements create an additional drain on staff resources.

Recently, management staff studied the issues and consulted the Field Supervisors and line staff to determine how best to increase capacity while controlling costs. Staff and the Budget Committee concurs with the following proposal to increase staffing in the Operations Department:

1. Restore the third Field Supervisor position that was left vacant following a retirement in 2014. For the purposes of financial analysis, we assumed that the appointee would be a current employee of the District. In addition to supervising Operations field staff, Field Supervisors also conduct field work, review proposed development projects and undertake other work.
2. Consistent with the scenario above, the Vector Control Technician (VCT) selected for the supervisor position would be replaced with a new hire VCT subject to the PEPRA pension tier and current hiring provisions per the MOU.
3. One additional VCT subject to the same employment terms would be hired to increase operational capacity.
4. Up to two additional seasonal Field Assistants could be hired to further bolster the workforce.

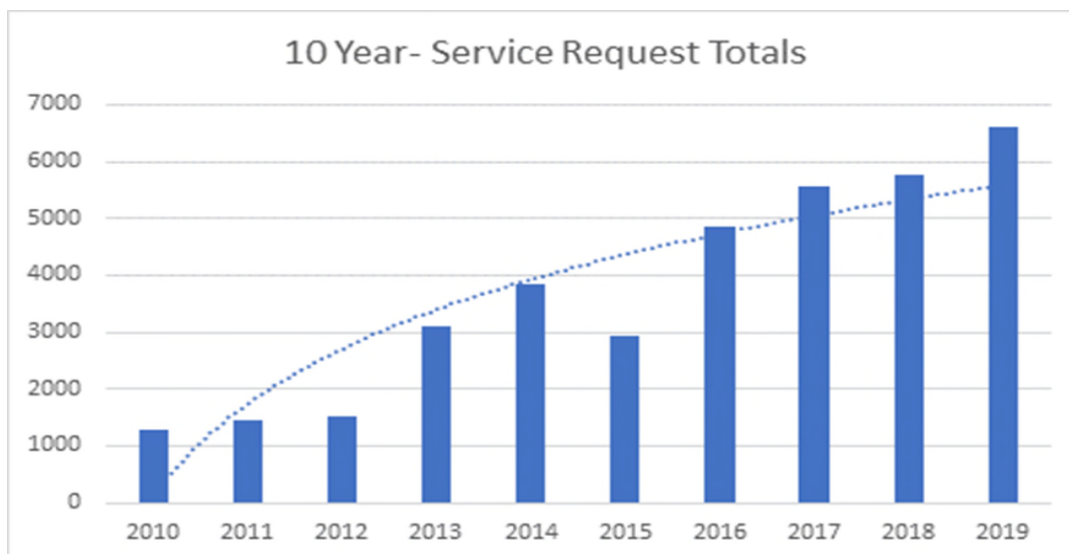
The net result would be a 50% increase in supervisory capacity to provide direction and mentoring to the team of VCT's, as well as a net increase of one full time regular hire VCT and up to two more seasonal assistants. (Operations typically employs four seasonal Field Assistants each year).

Staff considers that the above proposal offers the best value proposition for increasing operations capacity, reducing wait times for service and proactively conducting mosquito surveillance. No further changes are envisaged at the present time.

Cost Estimate: Calculations show that the proposal as outlined above would add approximately \$87,151 in salaries and benefits for technicians and \$6,100 for the additional supervisor during FY 19-20. In a full fiscal year, the additional technicians would add \$264,753 in structural costs. NBS believes that this impact would not significantly or negatively affect the District's overall budget in the foreseeable future. Enough vehicles are already available to support the proposal.

Salary savings were realized by leaving vacant the Environmental Programs Manager position for the remainder of the fiscal year, resulting in an overall decrease in the salary and benefits category of \$80,017.

Following consultations, the Western Council of Engineers and its employee representatives approved this proposal.



<b>Service Request Type</b>	<b>2018</b>	<b>2019</b>
Mosquito	2124	3207
Yellowjacket	2739	2445
Rats	505	459
Fish	402	491
<b>TOTAL</b>	<b>5770</b>	<b>6602</b>

#### Scientific Programs Manager (SPM): One-time Advancement on Salary Scale

Recently, management became aware of a salary compaction issue in which the SPM earns a lower salary than one of her direct reports, the Lead Biologist. This is largely due to the accumulated longevity pay of the Lead Biologist, who has been employed by the District for 16 years. To correct this imbalance, this budget amendment proposes a one-time advancement of the SPM on the salary scale, which will place her at approximately 5% above the Lead Biologist's salary. The cost is \$ 2,388. The Western Council of Engineers and its employee representatives were consulted and gave their approval to this proposal.

#### Overall Financial Impact of the Proposed Amendment

If approved, this second amendment to the FY 19/20 budget would result in a 2.46% overall increase from the first amended budget, with the amount of \$241,773 being added to expenditures. Pursuant to the Budget Committee's recommendation, this budget adjustment uses the audited (actual) revenue figures from FY 18-19 to predict revenue for the current fiscal year. Overall, this mid-year budgetary adjustment would result in a deficit (expenses over revenues), potentially requiring a draw of \$220,052 from net assets.

## Summary of Proposed FY 2019/20 Budget Amendment #2

### Revenues

	Original Approved FY 2019/20 Budget	Amend #1 FY 2019/20 Budget	<b>Proposed Amend #2</b>		% change from Amend #1	FY 2018/19 Actual
Benefit Assessment	4,167,441	4,167,440	<b>4,104,286</b>	<b>-63,154</b>	-1.52%	4,104,286
Ad Valorem	5,178,439	5,178,439	<b>5,233,882</b>	<b>55,443</b>	1.07%	5,233,882
Interest	90,931	90,931	<b>146,914</b>	<b>55,983</b>	61.57%	146,914
Misc District Revenue	150,000	150,000	<b>232,675</b>	<b>82,675</b>	55.12	232,675
Other State Aid			<b>112,598</b>	<b>112,598</b>	100%	112,598
Net Assesst to balance Budget	570,663	221,824	<b>220,052</b>	<b>-1,772</b>	-0.08% **	
<b>Total Revenue:</b>	<b>\$10,157,474</b>	<b>\$9,808,634</b>	<b>\$10,050,407</b>	<b>\$241,773</b>		<b>\$9,830,355</b>

\*\* Ended FY 18/19 (\$68,324)

Revenues under expenses

### Expenditures

	Original Approved FY 2019/20 Budget	Amend #1 FY 2019/20 Budget	<b>Proposed Amend #2</b>		% change from Amend #1	FY 2018/19 Actual
Salaries, Wages and Benefits:	6,824,055	6,824,055	<b>6,743,948</b>	<b>-80,107</b>	-1.17%	7,475,230 *includes Add'l OPEB
Services and Supplies W/O Capital:	3,138,419	2,789,579	<b>2,925,094</b>	<b>135,515</b>	4.86%	2,364,389
Capital Replacement:	195,000	195,000	<b>381,365</b>	<b>186,365</b>	95.57%	59,060
	<b>\$10,157,474</b>	<b>\$9,808,634</b>	<b>\$10,050,407</b>	<b>\$241,773</b>		<b>\$9,898,679</b>

FY 2019/20 Budget Amendment #2: Items for Consideration

Department	Category	Code	Vendor	Description	Increase Amount	Decrease (Amount)
Admin	Furniture/Appliance/Equip	1-8044-11	Herman-Miller	Desk Chair- supervisor	\$1,100	
Admin	Furniture/Appliance/Equip	1-8044-31	Best Buy	Washer/Dryer	\$3,000	
Admin	Food	1-8080-21	Various	Staff or business mtg food	\$250	
Admin	Insurance	1-8100-11	VCJPA	Pooled Liability	\$950	
Admin	Insurance	1-8100-31	VCJPA	Property Insurance	\$800	
Admin	Maint. Grounds/Structures	1-8130-31	Stroupe Petroleum	Replace 2 Fuel Pumps and parts	\$11,500	
Admin	Memberships	1-8150-21	LAFCO	FY 2019/20 Membership	\$460	
Admin	Professional Services	1-8180-04	Paylocity	Payroll/W-2 Processing fees/Implementation	\$5,000	
Admin	Professional Services	1-8180-30	Solutions II (CMI)	Training/projects C. Moret	\$5,000	
Admin	Professional Services	1-8180-62	MRG	Capital Replacemt/Fund Bal Study	\$33,055	
Admin	Professional Services	1-8180-71	Alpine Helicopter	Aerial Applications	\$50,000	
Admin	Professional Services	1-8180-73	Map Vision	system maint/enhancements	\$7,000	
Admin	Ed/Training/Classes	1-8240-01	Various	Employee Training	\$4,000	
Admin	Travel/Transportation	1-8250-41	CSDA	CSDA GM Conference	\$2,400	
Admin	Travel/Transportation	1-8250-71	Various	Misc. Employee Travel	\$300	
Shop/Bldg	Building Maint/Improvemt	4-8221-31	Unknown	Pigeon proofing around solar panels	\$7,000	
Operations	Spray and Field Equip	3-8042-35	Unknown	Field Equip, GPS, Anometer	\$1,200	
Operations	Communications	3-8060-01	Verizon	Need to upgrade plan to 4G	\$2,500	

**\$135,515**

**Capital Items:**

Department	Category	Code	Vendor	Description	Amount	(Amount)
Shop/Bldg	Fixed Asset	1-8299-99	All Cal Construction	Construction of storage shed	\$20,000	
Shop/Bldg	Fixed Asset	1-8299-99	Unknown	Electric Vehicle for Education Specialist	\$39,000	
Shop/Bldg	Fixed Asset	1-8299-99	Unknown	Landscape Project- water use reduction	\$50,865	
Admin Bldg	Fixed Assets	1-8299-99	Northbay Commercial	Replace AC/Heating Unit	\$76,500	

Total: **\$186,365**

**Salaries & Benefits Amendments**

	Salary/ Benefits	Salary/ Benefits
1) Scientific Programs Manager Step 3 effective 2/1/20, Step 4 at anniversary date 4/1/20	2,388	
2) Add Field Supervisor #3 (assume in-house promotion)	6,099	

3) Fill VCT vacancy created by in-house promotion Cost out 3 months <b>(April-June)</b>	43,576	
4) Fill additional VCT position Cost out 3 months <b>(April-June)</b>	43,576	
5) <b>Remove</b> Environmental Programs Manager thru 6/30/20 (remains unfilled)		-175,746
	95,639	-175,746
<b>Total Change to salaries and Benefits:</b>	<b>-80,107</b>	



AMENDED (7/10/19)										
MSMVCD BUDGET OVERVIEW of REVENUE and EXPENSES										
FY 2019/20										
REVENUE			ORIGINAL FY 2019/20 APPROVED REVENUE			7/10/2019	Jan-20	Prior Fiscal Years		
			DISTRICT #1	DISTRICT #2	TOTAL	Approved Amend #1 FY 19/20	Proposed Amend #2 FY 19/20	FY 2016/17 ACTUAL	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL
<b>BENEFIT ASSESSMENT</b>			rates							
	BA #1-MARIN COUNTY= 95,191.50 SFE	\$12.00	1,142,298		1,142,298	1,142,298	1,141,824			1,141,824
	BA #1-SONOMA COUNTY= 168,881 SFE	\$12.00	2,026,572		2,026,572	2,026,572	1,982,853			1,982,853
	BA #2A- MARIN COUNTY= 5,890.48 SFE	\$27.58		162,459	162,459	162,459	155,476			155,476
	BA #2A- SONOMA COUNTY ZONE A= 30,092.31 SFE	\$27.58		829,946	829,946	829,946	824,133			824,133
	BA #2B- SONOMA COUNTY ZONE B= 233.69SFE	\$26.38		6,165	6,165	6,165				
			<b>3,168,870</b>	<b>998,571</b>	<b>4,167,441</b>	<b>4,167,440</b>	<b>4,104,286</b>	<b>3,999,853</b>	<b>4,095,386</b>	<b>4,104,286</b>
<b>AD VALOREM REVENUE (non-assessment)</b>										
<b>(5.0% added for Marin and 3.5% added for Sonoma)</b>										
	AD VALOREM TAXES		5,023,086	155,353	5,178,439	5,178,439	5,233,882			5,233,882
	INTEREST EARNED		90,931	0	90,931	90,931	146,914			146,914
	OTHER STATE AID Wildfire Relief						112,598			112,598
	INCOME-Contracts,Reimburesments,Sale District Property		150,000	0	150,000	150,000	232,675			232,675
	NET ASSETS USED TO BALANCE BUDGET		0	0	570,663	221,824	220,052			
			<b>5,264,017</b>	<b>155,353</b>	<b>5,990,033</b>	<b>5,641,194</b>	<b>5,946,121</b>	<b>4,917,483</b>	<b>5,275,006</b>	<b>5,726,069</b>
	<b>TOTAL REVENUE:</b>		<b>8,432,887</b>	<b>1,153,924</b>	<b>10,157,474</b>	<b>9,808,634</b>	<b>10,050,407</b>	<b>8,917,336</b>	<b>9,370,392</b>	<b>9,830,355</b>
<b>EXPENSES</b>										
			District #1 88%	District #2 12%	Approved FY 19/20 Total Expenses	Approved Amend #1 FY 19/20	Proposed Amend #2 FY 19/20	FY 2016/17 Actual Expenses	FY 2017/18 Actual Expenses	FY 2018/19 Actual Expenses
	Salaries, Wages and Benefits:		6,005,168	818,887	6,824,055	6,824,055	6,743,948	5,480,976	5,705,866	7,475,230
	Services and Supplies W/O Capital:		2,761,809	376,610	3,138,419	2,789,579	2,925,094	1,706,295	2,019,662	2,364,389
	Capital Replacement:		171,600	23,400	195,000	195,000	381,365	115,428	36,218	59,060
	<b>TOTAL EXPENSES:</b>		<b>8,938,577</b>	<b>1,218,897</b>	<b>10,157,474</b>	<b>9,808,634</b>	<b>10,050,407</b>	<b>7,302,700</b>	<b>7,761,746</b>	<b>9,898,679</b>
PERCENTAGE OF BUDGET TO BE SPENT ON PENSION CONTRIBUTIONS FOR FY 2019/20 AFTER AMEND #2: 10.44%										
PERCENTAGE OF BUDGET TO BE SPENT ON OPEB FOR FY 2019/20 AFTER AMEND #2: 6.64%										

CATEGORY	DESCRIPTION	APPROVED BUDGET FY 2019/20	July 10, 2019 AMEND 1 (+/-)	Approved Amend #1 Budget FY 2019/20	Jan 2020 AMEND 2 (+/-)	Proposed Amend #2 Budget FY 2019/20	FY 2018/19 Actuals
<b><u>SALARIES</u></b>							
Regular - Full time							
1-8010	Administrative Salaries	449,966	0	449,966	0	449,966	
	Retirement Cr = 25+ yrs. Service and % portion paid by employer	8,471	0	8,471	0	8,471	
	Anticipated Overtime (100 hours)	3,327	0	3,327	0	3,327	
2-8010	Lab Salaries	347,070	0	347,070	1,961	349,031	
3-8010	Operations Salaries	2,428,478	0	2,428,478	-59,795	2,368,683	
	Retirement Cr = 25+ yrs. Service	11,433	0	11,433	0	11,433	
	3 - Class A License Merit (August on even years)	0	0	0	0	0	
	Anticipated Overtime (650 hours)	37,050	0	37,050	0	37,050	
4-8010	Shop/Facilities	226,630	0	226,630	0	226,630	
	Anticipated Overtime (20 hours)	1,220	0	1,220	0	1,220	
	Retirement Cr = 25+ yrs. Service	12,987	0	12,987	0	12,987	
5-8010	Public Relations and Education	218,418	0	218,418	0	218,418	
	Anticipated Overtime (100 hours)	5,400	0	5,400	0	5,400	
	<b>Sub Total:</b>	<b>3,750,450</b>	<b>0</b>	<b>3,750,450</b>	<b>-57,834</b>	<b>3,692,616</b>	<b>3,336,627</b>
<u>Wages - Seasonal Assistance</u>							
1-8015	Administrative (1500 hrs -1 Recep +880 hrs Temp AA)	47,860	0	47,860	0	47,860	
2-8015	Lab (3000 hours - 2 emp)	51,000	0	51,000	0	51,000	
3-8015	Operations (7500 hours - 5 emp)	142,500	0	142,500	0	142,500	
4-8015	Shop (approx. 1040 hours - 1 emp)	0	0	0	0	0	
	<b>Sub Total:</b>	<b>241,360</b>	<b>0</b>	<b>241,360</b>	<b>0</b>	<b>241,360</b>	<b>134,026</b>
<u>Wages - Trustees</u>							
1-8016	Trustees	24,000	0	24,000	0	24,000	
	<b>Sub Total:</b>	<b>24,000</b>	<b>0</b>	<b>24,000</b>	<b>0</b>	<b>24,000</b>	<b>15,200</b>
	<b>TOTAL SALARIES/WAGES for FISCAL YEAR:</b>	<b>4,015,810</b>	<b>0</b>	<b>4,015,810</b>	<b>-57,834</b>	<b>3,957,976</b>	<b>3,485,853</b>

CATEGORY	DESCRIPTION	APPROVED BUDGET FY 2019/20	July 10, 2019 AMEND 1 (+/-)	Approved Amend #1 Budget FY 2019/20	Jan 2020 AMEND 2 (+/-)	Proposed Amend #2 Budget FY 2019/20	FY 2018/19 Actuals
<b>BENEFITS</b>							
1-8020	Retirement - Employer (Classic 30.18%)	937,186	0	937,186	471	937,657	
1-8020-02	Retirement - Employer (PEPRA 21.78%)	123,109	0	123,109	-12,937	110,172	
1-8022	Medicare 1.45% - Employer portion	58,229	0	58,229	-890	57,339	
1-8023	FICA (S.S.) - Employer portion	16,452	0	16,452	0	16,452	
1-8024	Sentry Life (1 policy) and Hartford Life (ALL FT)	3,452	0	3,452	-22	3,430	
1-8024-01	Employee Assistance Program (44 emp)	2,400	0	2,400	-20	2,380	
1-8025	Employee Boot Allowance (30 + 7 seasonal)	7,400	0	7,400	200	7,600	
1-8027	\$500 Emp. Medical Reimb. (35 emp)	15,000	0	15,000	500	15,500	
1-8029	Teamsters Anthem (1 Employee single rate)	9,187	0	9,187	0	9,187	
1-8030	Group Life Insurance (Marin Co.)	0	0	0	0	0	
1-8031	Retiree Spousal - Teamsters, WHA or UH	35,000	0	35,000	0	35,000	
1-8032	Retiree Spousal - Kaiser	85,714	0	85,714	0	85,714	
1-8033	Retiree Medical Benefit	162,300	0	162,300	0	162,300	
1-8033-01	CALPERS - OPEB Trust	667,000	0	667,000	0	667,000	
1-8033-01	CALPERS - OPEB Trust additional contribution	0	0	0	0	0	Addl OPEB Cont
1-8033-02	RETIREE HEALTH SAVINGS ACCT. (NEW PLAN)	11,100	0	11,100	0	11,100	
1-8034	Kaiser - Active Employees (35 emp)	600,630	0	600,630	-5,608	595,022	
1-8036	Dental - Active Employees (35 emp)	46,350	0	46,350	-492	45,858	
1-8037	Vision Service Plan - Active Emp. (35 emp)	12,235	0	12,235	-78	12,157	
1-8038	State Unemployment (5.0% x 44 emp)	15,500	0	15,500	-3,397	12,103	
	<b>TOTAL BENEFITS</b>	<b>2,808,245</b>	<b>0</b>	<b>2,808,245</b>	<b>-22,273.00</b>	<b>2,785,972</b>	<b>3,989,377</b>
	<b>GRAND TOTAL SALARIES and BENEFITS</b>	<b>6,824,055</b>	<b>0</b>	<b>6,824,055</b>	<b>-80,107</b>	<b>6,743,948</b>	<b>7,475,230</b>

COMBINED OVERVIEW of SERVICES and SUPPLIES for ALL DEPARTMENTS								
DEPT.	PAGE #	CATEGORY	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	Approved Amend #1 Budget FY 2019/20	(+/-) Proposed Amend #2 FY 2019/20	Proposed Budget Amend #2
3	14	8040	Agriculture	568,237	738,180	809,475	0	809,475
3	15	8041	Pest Abatement Supplies	10,208	11,020	12,000	0	12,000
2	12	8041	Insectory Supplies	111	15,404	300	0	300
2 & 3	12 & 15	8042	Spray/Field Equipment (Lab and Ops)	2,114	12,809	27,175	1200	28,375
3	15	8043	Source Reduction Equipment	8,892	4,642	11,500	0	11,500
1	6	8044	Furn,Appliances & Equip	1,869	1,419	1,000	4,100	5,100
1, 2 & 3	6, 12 & 15	8050	Clothing/Personal Supplies	31,230	43,804	34,145	0	34,145
3 & 4	16 & 18	8055	Safety Equipment	6,048	8,916	11,750	0	11,750
1 & 3	6 & 16	8060	Communications	46,473	48,928	51,405	2,500	53,905
1	6	8080	Food	2,642	4,493	4,120	250	4,370
1, 2, 3 & 4	6, 12, 16 & 18	8090	Household	4,562	5,993	7,810	0	7,810
1	7	8100	Insurance	258,490	260,560	249,710	1,750	251,460
4	18	8105	Accidents	9,900	2,727	0	0	0
4	18	8110	Projects	0	2,996	1,500	0	1,500
4	18	8115	Maintenance Boats/Forklift	129	319	2,000	0	2,000
4	18	8116	Maintenance Trailers	852	573	1,500	0	1,500
4	18	8117	Maintenance ATV's	30,855	19,886	33,100	0	33,100
4	19	8119	Maintenance Excavators	204	1,746	3,500	0	3,500
4	19	8120	Maintenance Vehicles	18,365	16,882	28,000	0	28,000
4	19	8121	Maintenance Spray/Field Equip	3,364	2,903	4,700	0	4,700
4	19	8122	Maintenance Cell Phones	767	145	1,550	0	1,550
1,6	7	8123	Maint. & Supplies Office Equipment	29,330	14,660	21,300	0	21,300
4	19	8124	Maintenance Shop Equip	48	794	1,300	0	1,300
1	7	8130	Maintenance Ground/Structures	2,911	14,161	20,550	11,500	32,050
2	12	8140	Lab	8,645	10,370	14,950	0	14,950
3	16	8140	Fish	1,599	1,180	2,975	0	2,975
2	13	8141	Disease Surveillance	14,567	15,404	20,700	0	20,700
1,2,5	7, 13, 16 & 22	8150	Memberships	35,957	41,852	44,309	460	44,769
1, 2, 3 & 6	8, 13, 17 & 23	8170	Office Expense	17,491	15,507	21,346	0	21,346
1, 2 & 6	8-9, 13 & 23	8180	Professional Services	295,553	324,729	351,400	100,055	451,455

<b>COMBINED OVERVIEW of SERVICES and SUPPLIES for ALL DEPARTMENTS (continued)</b>								
<b>DEPT.</b>	<b>PAGE #</b>	<b>CATEGORY</b>	<b>DESCRIPTION</b>	<b>FY 2017/18 ACTUAL</b>	<b>FY 2018/19 ACTUAL</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>(+/-) Proposed Amend #2 FY 2019/20</b>	<b>Proposed Budget Amend #2</b>
1	9	8190	Publications & Legal Notices	97,348	125,525	204,000	0	204,000
1	9	8200	Rents & leases	6,247	5,912	6,450	0	6,450
4	19	8220	Shop Tools & Garage Equip	2,542	1,821	4,500	0	4,500
4	20	8221	Building Maint. & Improvements	53,693	54,987	36,200	7,000	43,200
1	10	8230	District Special Expenses	242,000	301,319	356,088	0	356,088
5	21	8231	Video Productions	5,686	6,195	11,600	0	11,600
1	10	8240	Education/Training/Classes	9,719	13,564	18,050	4,000	22,050
5 ED	22	8241	Educational	10,560	11,090	11,550	0	11,550
5 PR	21	8241	Public Relations	25,456	31,790	168,000	0	168,000
1	11	8250	Travel & Transportation	14,656	18,068	44,000	2,700	46,700
1	11	8251	Fuel & Oil	82,222	103,081	95,100	0	95,100
1	11	8260	Utilities	60,125	48,035	38,971	0	38,971
4	25	8299	Capital Outlay	36,218	59,060	195,000	186,365	381,365
<b>TOTALS with Capital Outlay:</b>				<b>2,057,885</b>	<b>2,423,449</b>	<b>2,984,579</b>	<b>321,880</b>	<b>3,306,459</b>
<b>Totals without Capital Outlay:</b>				<b>2,021,667</b>	<b>2,364,389</b>	<b>2,789,579</b>	<b>135,515</b>	<b>2,925,094</b>

			APPROVED BUDGET FY 2019/20	July 10, 2019 AMEND 1 (+/-)	Approved Amend #1 Budget FY 2019/20	January 2020 AMEND 2 (+/-)	Draft Amend #2 Budget FY 2019/20	FY 2018/19 Actuals
<b>ADMIN - DEPT. 1</b>								
<u>FURNITURE, APPLIANCES &amp; EQUIPMENT</u>								
1	8044-11	FURNITURE	0	0	0	1,100	1,100	616
1	8044-31	APPLIANCES and OFFICE EQUIPMENT	1,000	0	1,000	3000	4,000	803
<b>TOTAL:</b>			<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>4,100</b>	<b>5,100</b>	<b>1,419</b>
<u>CLOTHING AND PERSONAL SUPPLIES</u>								
1	8050-21	COATS	1,200	0	1,200	0	1,200	871
1	8050-94	ADMIN CLOTHING	900	0	900	0	900	723
1	8050-95	HATS	750	0	750	0	750	198
<b>TOTAL:</b>			<b>2,850</b>	<b>0</b>	<b>2,850</b>	<b>0</b>	<b>2,850</b>	<b>1,792</b>
<u>COMMUNICATIONS</u>								
1	8060-11	AT&T	1,500	0	1,500	0	1,500	1,629
1	8060-12	COMCAST	2,100	0	2,100	0	2,100	1,834
1	8060-21	CONFERENCE CALLS	0	0	0	0	0	2,071
1	8060-41	DISH NETWORK	650	0	650	0	650	623
1	8060-71	WEBEX - VIDEO CONFERENCING	155	0	155	0	155	150
1	8060-81	COMMUNICATION/NOTIFICATION SYSTEM	20,000	0	20,000	0	20000	20,000
<b>TOTAL:</b>			<b>24,405</b>	<b>0</b>	<b>24,405</b>	<b>0</b>	<b>24,405</b>	<b>26,307</b>
<u>FOOD</u>								
1	8080-01	TRUSTEE MEETINGS	2,920	0	2,920	0	2,920	3,299
1	8080-21	STAFF or BUSINESS MEETINGS	1,200	0	1,200	250	1,450	1,194
<b>TOTAL:</b>			<b>4,120</b>	<b>0</b>	<b>4,120</b>	<b>250</b>	<b>4,370</b>	<b>4,493</b>
<u>HOUSEHOLD SUPPLIES</u>								
1	8090-11	OFFICE - HOUSEHOLD SUPPLIES	4,000	0	4,000	0	4,000	3,340
1	8090-13	BATTERIES - OFFICE USE	160	0	160	0	160	114
1	8090-31	DRINKING WATER and Yearly rental on dispenser	1,300	0	1,300	0	1,300	918
1	8090-41	SOLID WASTE DISPOSAL	350	0	350	0	350	245
<b>TOTAL:</b>			<b>5,810</b>	<b>0</b>	<b>5,810</b>	<b>0</b>	<b>5,810</b>	<b>4,617</b>

<b>ADMIN - DEPT. 1</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<b>AMEN</b>								
<b>INSURANCE</b>								
1	8100-01	POOLED WORKER'S COMP	152,897	0	152,897	0	152,897	171,631
1	8100-11	POOLED LIABILITY	73,179	0	73,179	950	74,129	65,430
1	8100-21	POOLED AUTO PHYSICAL DAMAGE	3,600	0	3,600	0	3,600	2,397
1	8100-31	GROUP PROPERTY (flood incl.)	3,859	0	3,859	800	4,659	4,498
1	8100-41	GENERAL FUND	10,661	0	10,661	0	10,661	11,894
1	8100-51	GROUP & EMP FIDELITY BOND	1,223	0	1,223	0	1,223	1,150
1	8100-61	BUSINESS TRAVEL ACCIDENT	375	0	375	0	375	0
1	8100-71	AVQUEST - AIRCRAFT EXCESS COV. NON-OWNED	3,916	0	3,916	0	3,916	3560
<b>TOTAL:</b>			<b>249,710</b>	<b>0</b>	<b>249,710</b>	<b>1,750</b>	<b>251,460</b>	<b>260,560</b>
<b>OFFICE EQUIPMENT MAINTENANCE</b>								
1	8123-11	COPY PAPER	1,000	0	1,000	0	1,000	515
1	8123-41	POSTAGE MACHINE SUPPLIES	200	0	200	0	200	0
1	8123-51	LAMINATING SUPPLIES	100	0	100	0	100	255
<b>TOTAL:</b>			<b>1,300</b>	<b>0</b>	<b>1,300</b>	<b>0</b>	<b>1,300</b>	<b>770</b>
<b>MAINTENANCE GROUNDS and STRUCTURES</b>								
1	8130-11	JANITORIAL CONTRACT SERVICES	17,000	0	17,000	0	17,000	13,140
1	8130-21	LANDSCAPE SERVICES	2,200	0	2,200	0	2,200	0
1	8130-31	ABOVEGROUND TANK MAINTENANCE	1,350	0	1,350	11,500	12,850	1,021
<b>TOTAL:</b>			<b>20,550</b>	<b>0</b>	<b>20,550</b>	<b>11,500</b>	<b>32,050</b>	<b>14,161</b>
<b>MEMBERSHIPS</b>								
1	8150-01	MVCAC	11,845	0	11,845	0	11,845	11,500
1	8150-11	CA SPECIAL DISTRICT ASSOC (CSDA)	7,614	0	7,614	0	7,614	7,252
1	8150-21	LAFCO (AB 2838 law)	18,250	0	18,250	460	18,710	17,632
1	8150-41	AMERICAN MOSQUITO CONTROL	4,400	0	4,400	0	4,400	4,100
1	8150-61	COSTCO	250	0	250	0	250	240
1	8150-71	SUBSCRIPTIONS, e.g. newspapers, etc.	1,500	0	1,500	0	1,500	785
1	8150-81	FARM BUREAU	100	0	100	0	100	75
<b>TOTAL:</b>			<b>43,959</b>	<b>0</b>	<b>43,959</b>	<b>460</b>	<b>44,419</b>	<b>41,584</b>

<b>ADMIN - DEPT. 1</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<b>AMEN</b>								
<b>OFFICE EXPENSE</b>								
1	8170-01	OFFICE SUPPLIES	3,621	0	3,621	0	3,621	3,659
1	8170-02	OFFICE PRINTING EXPENSE	400	0	400	0	400	0
1	8170-05	COPIER PRINTING EXPENSE	4,400	0	4,400	0	4,400	4,311
1	8170-11	BUSINESS CARDS	500	0	500	0	500	195
1	8170-21	ENVELOPES	1,000	0	1,000	0	1,000	694
1	8170-31	TECHNICAL BOOKS and REFERENCE LIT.	250	0	250	0	250	240
1	8170-41	POSTAGE COSTS	2,200	0	2,200	0	2,200	1,840
1	8170-64	A/P and PAYROLL CHECKS	350	0	350	0	350	295
1	8170-65	FEES - BANK OF AMERICA (EFTPS)	0	0	0	0	0	28
1	8170-66	FEES - EXCHANGE BANK (DIRECT DEPOSIT ACCT)	100	0	100	0	100	156
<b>TOTAL:</b>			<b>12,821</b>	<b>0</b>	<b>12,821</b>	<b>0</b>	<b>12,821</b>	<b>11,418</b>
<b>PROFESSIONAL SERVICES</b>								
1	8180-04	PAYROLL SERVICE FEES	7,500	0	7,500	5,000	12,500	4,030
1	8180-10	TASC - ANNUAL FEE	1,350	0	1,350	0	1,350	1,295
1	8180-15	LEW EDWARDS GROUP	20,000	-15,000	5,000	0	5,000	2,000
1	8180-21	IBM MAINTENANCE AGREEMENT (CMI)	2,000	0	2,000	0	2,000	1,256
1	8180-30	TRAINING with CHOUINARD & MYHRE	4,000	0	4,000	5,000	9,000	2,500
1	8180-31	AS400 MAINTENANCE AGREEMENT	3,000	0	3,000	0	3,000	2,646
1	8180-41	KAISER OCCUPATIONAL HEALTH	1,500	0	1,500	0	1,500	1,720
1	8180-51	AUDIT - includes GASB OPEB	15,500	0	15,500	0	15,500	13,225
1	8180-61	BACKFLOW TESTING (STATE CERT.)	650	0	650	0	650	520
1	8180-62	MUNICIPAL RESOURCE GROUP	0	0	0	33,055	33,055	0
1	8180-63	PROFESSIONAL NEGOTIATION SERVICES	28,000	0	28,000	0	28,000	0
1	8180-64	BHI CONSULTING INC. (BRENT IVES)	3,500	0	3,500	0	3,500	10,280
1	8180-65	HUMAN RESOURCE SERVICES	0	0	0	0	0	0



<b>ADMIN - DEPT. 1</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<b>AMEN</b>								
<b>PROFESSIONAL SERVICES (continued)</b>								
1	8180-66	ERGONOMICS	1,200	0	1,200	0	1,200	2,204
1	8180-67	PROFESSIONAL SERVICES-IVMP CONSULTANT	0	0	0	0	0	0
1	8180-68	AERIAL SURVEILLANCE- SWIMMING POOLS	10,500	0	10,500	0	10,500	0
1	8180-71	AERIAL APPLICATIONS-HELICOPTER CHARGES	112,000	0	112,000	50,000	162,000	163,035
1	8180-73	OPS. DATA BASE/MAPVISION (yearly costs and enhancements)	12,000	0	12,000	7,000	19,000	10,090
1	8180-74	EQUIPMENT CHARACTERIZATION	0	0	0	0	0	0
1	8180-79	SONOMA COUNTY REGIONAL PARKS FOUNDATION	5,500	0	5,500	0	5,500	9,000
1	8180-80	COASTAL REGION EIR PROJECT	0	0	0	0	0	0
1	8180-81	ANNUAL TESTING for ABOVEGROUND TANK	500	0	500	0	500	0
1	8180-84	LIEBERT CASSIDY WHITMORE	27,500	0	27,500	0	27,500	16,513
1	8180-86	PREFERRED ALLIANCE (DOT consortium)	350	0	350	0	350	0
1	8180-87	SCI (2nd ASSESSMENT)	16,500	0	16,500	0	16,500	15,883
1	8180-88	BRYCE CONSULTING	9,000	0	9,000	0	9,000	0
1	8180-90	TEMPORARY SERVICES (OFFICE HELP)	0	0	0	0	0	0
1	8180-92	LEGAL COUNSEL	24,000	0	24,000	0	24,000	13,338
1	8180-96	NBS	7,900	0	7,900	0	7,900	7,615
1	8180-97	SCI (1st ASSESSMENT)	24,000	0	24,000	0	24,000	23,306
1	8180-99	BAY ALARM	5,000	0	5,000	0	5,000	5,818
<b>TOTAL:</b>			<b>342,950</b>	<b>-15,000</b>	<b>327,950</b>	<b>100,055</b>	<b>428,005</b>	<b>306,274</b>
<b>PUBLICATIONS and LEGAL</b>								
1	8190-01	PUBLIC RELATIONS NEWSPAPER ARTICLES	60,000	0	60,000	0	60,000	30,324
1	8190-02	ADMIN. NEWSPAPER and LEGAL NOTICES	9,000	0	9,000	0	9,000	2,246
1	8190-12	RADIO ADVERTISING (PR)	50,000	0	50,000	0	50,000	23,850
1	8190-13	OUTDOOR ADVERTISING (PR)	85,000	0	85,000	0	85,000	69,105
<b>TOTAL:</b>			<b>204,000</b>	<b>0</b>	<b>204,000</b>	<b>0</b>	<b>204,000</b>	<b>125,525</b>
<b>RENTS and LEASES</b>								
1	8200-01	GREAT AMERICA FINANCIAL SERVICE (copier lease)	4,200	0	4,200	0	4,200	4,192
1	8200-11	NEOPOST (postage machine)	1,300	0	1,300	0	1,300	1,061
1	8200-21	SPECIALTY EQUIPMENT	100	0	100	0	100	0
1	8200-31	RENTAL of EQUIPMENT and VANS for CEU days	850	0	850	0	850	659
<b>TOTAL:</b>			<b>6,450</b>	<b>0</b>	<b>6,450</b>	<b>0</b>	<b>6,450</b>	<b>5,912</b>

<b>ADMIN - DEPT. 1</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<b>AMEN</b>								
<b>DISTRICT SPECIAL EXPENSE</b>								
1	8230-15	SPECIALIZED COMMUNITY OUTREACH	20,000	-15,000	5,000	0	5,000	0
1	8230-25	ALDRICH NETWORK CONSULTING	60,000	0	60,000	0	60,000	60,000
1	8230-26	REMOTE BACKUP SERVICE for NETWORK	11,000	0	11,000	0	11,000	9,504
1	8230-27	RECORDING SECRETARY SERVICES	0	0	0	0	0	0
1	8230-41	OUT of STATE SALES TAX	2,200	0	2,200	0	2,200	1,562
1	8230-42	FUEL TANK PERMIT (BAAQ)	450	0	450	0	450	360
1	8230-57	NPDES PERMIT (Field Ops 5 yrs)	2,288	0	2,288	0	2,288	0
1	8230-59	ACTUARIAL STUDIES	15,500	0	15,500	0	15,500	8,475
1	8230-80	OVERLAY ASSESSMENT FY 19/20	268,840	-268,840	0	0	0	60,000
1	8230-82	EMPLOYEE RECOGNITION	900	0	900	0	900	312
1	8230-90	WASTE DISCHARGE - SWRCB (CAT III)	2,350	0	2,350	0	2,350	2,268
1	8230-91	COLLECTION FEES (MARIN)	110,000	0	110,000	0	110,000	107,151
1	8230-92	COLLECTION FEES (SONOMA)	33,000	0	33,000	0	33,000	29,265
1	8230-96	HAZMAT CLEANING (car wash sump)	8,800	0	8,800	0	8,800	7,762
1	8230-97	HAZMAT PERMIT (Fire & Emergency Services)	1,400	0	1,400	0	1,400	1,177
1	8230-99	AS NEEDED EXPENSES	103,200	0	103,200	0	103,200	13,483
<b>TOTAL:</b>			<b>639,928</b>	<b>-283,840</b>	<b>356,088</b>	<b>0</b>	<b>356,088</b>	<b>301,319</b>
<b>EDUCATION, TRAINING and CLASSES</b>								
1	8240-01	EMPLOYEE TRAINING	12,000	0	12,000	4,000	16,000	12,959
1	8240-02	TRUSTEE TRAINING and EDUCATION	850	0	850	0	850	605
1	8240-03	EMPLOYEE EDUCATION	0	0	0	0	0	0
1	8240-04	PUBLIC RELATIONS TECHNICAL TRAINING	3,200	0	3,200	0	3,200	0
1	8240-09	LAB TRAINING (PCR, bio safety, invasive species)	2,000	0	2,000	0	2,000	0
<b>TOTAL:</b>			<b>18,050</b>	<b>0</b>	<b>18,050</b>	<b>4,000</b>	<b>22,050</b>	<b>13,564</b>

			APPROVED BUDGET FY 2019/20	July 10, 2019 AMEND 1 (+/-)	Approved Amend #1 Budget FY 2019/20	January 2020 AMEND 2 (+/-)	Draft Amend #2 Budget FY 2019/20	FY 2018/19 Actuals
<b>ADMIN - DEPT. 1</b>								
<b>AMEN</b>								
<b>TRAVEL and TRANSPORTATION</b>								
1	8250-01	MVCAC and VCJPA (staff)	20,000	0	20,000	0	20,000	6,087
1	8250-05	TRUSTEE TRAVEL	23,700	0	23,700	0	23,700	11,521
1	8250-41	CSDA (CA SPEC. DIST. ASSOC)			0	2,400	2,400	0
1	8250-71	STAFF MISC. TRAVEL	300	0	300	300	600	460
1	8250-81	STAFF ATTENDANCE for CLASSES	0	0	0	0	0	0
<b>TOTAL:</b>			<b>44,000</b>	<b>0</b>	<b>44,000</b>	<b>2,700</b>	<b>46,700</b>	<b>18,068</b>
<b>FUEL and OIL</b>								
1	8251-01	FUEL - DISTRICT TANK or CARD LOCK	95,000	0	95,000	0	95,000	102,981
1	8251-21	FUEL - CREDIT CARDS or CASH	100	0	100	0	100	100
<b>TOTAL:</b>			<b>95,100</b>	<b>0</b>	<b>95,100</b>	<b>0</b>	<b>95,100</b>	<b>103,081</b>
<b>UTILITIES</b>								
1	8260-01	WASTE COLLECTION (dumpsters)	2,750	0	2,750	0	2,750	2,608
1	8260-11	GAS and ELECTRIC	23,268	0	23,268	0	23,268	34,016
1	8260-21	WATER and SEWER	8,821	0	8,821	0	8,821	7,309
1	8260-31	WATER - IRRIGATION	4,132	0	4,132	0	4,132	4,102
<b>TOTAL:</b>			<b>38,971</b>	<b>0</b>	<b>38,971</b>	<b>0</b>	<b>38,971</b>	<b>48,035</b>
<b>CAPITAL OUTLAY EXPENSE</b>								
1	8299-99	ADMIN - CAPITAL OUTLAY	0	0	0	50,865	50,865	0
<b>TOTAL:</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>50,865</b>	<b>50,865</b>	<b>0</b>
<b>TOTAL EXPENSES for DEPT. 1 with Capital:</b>			<b>1,755,974</b>	<b>-298,840</b>	<b>1,457,134</b>	<b>175,680</b>	<b>1,683,679</b>	<b>1,288,899</b>
<b>TOTAL EXPENSES for DEPT. 1 W/O Capital:</b>					<b>1,457,134</b>	<b>124,815</b>	<b>1,581,949</b>	

LAB - DEPT. 2			APPROVED BUDGET FY 2019/20	July 10, 2019 AMEND 1 (+/-)	Approved Amend #1 Budget FY 2019/20	January 2020 AMEND 2 (+/-)	Draft Amend #2 Budget FY 2019/20	FY 2018/19 Actuals
<u>ANIMAL FOOD and SUPPLIES</u>								
2	8041-13	INSECTARY SUPPLIES	300	0	300	0	300	152
<b>TOTAL:</b>			<b>300</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>300</b>	<b>152</b>
<u>LAB FIELD EQUIPMENT</u>								
2	8042-25	ADULT MOSQUITO TRAPS	1,600	0	1,600	0	1,600	1,132
2	8042-33	FIELD EQUIPMENT	1,000	0	1,000	0	1,000	442
2	8042-34	SPECIAL PROJECT SUPPLIES	600	0	600	0	600	0
<b>TOTAL:</b>			<b>3,200</b>	<b>0</b>	<b>3,200</b>	<b>0</b>	<b>3,200</b>	<b>1,574</b>
<u>LAB CLOTHING AND PERSONAL SUPPLIES</u>								
2	8050-02	UNIFORMS	500	0	500	0	500	485
2	8050-30	RAIN GEAR, GLOVES, RUBBER BOOTS, ETC.	700	0	700	0	700	268
2	8050-71	TYVEK COVERALLS and LAB COATS	200	0	200	0	200	0
<b>TOTAL:</b>			<b>1,400</b>	<b>0</b>	<b>1,400</b>	<b>0</b>	<b>1,400</b>	<b>753</b>
<u>HOUSEHOLD SUPPLIES</u>								
2	8090-12	LAB HOUSEHOLD SUPPLIES	450	0	450	0	450	352
<b>TOTAL:</b>			<b>450</b>	<b>0</b>	<b>450</b>	<b>0</b>	<b>450</b>	<b>352</b>
<u>LAB SUPPLIES</u>								
2	8140-01	CHEMICALS and SOLVENTS	300	0	300	0	300	74
2	8140-11	INSTRUMENTS and EQUIPMENT	500	0	500	0	500	302
2	8140-21	PURIFIED WATER FILTERS	500	0	500	0	500	376
2	8140-31	GLASSWARE	250	0	250	0	250	0
2	8140-41	LAB EQUIPMENT MAINTENANCE	6,500	0	6,500	0	6,500	4,016
2	8140-71	BIO-WASTE COLLECTION	500	0	500	0	500	180
2	8140-81	PESTICIDE EVALUATION SUPPLIES	600	0	600	0	600	0
2	8140-82	LAB SURVEILLANCE SUPPLIES	800	0	800	0	800	506
2	8140-83	RT PCR SUPPLIES	5,000	0	5,000	0	5,000	4,916
<b>TOTAL:</b>			<b>14,950</b>	<b>0</b>	<b>14,950</b>	<b>0</b>	<b>14,950</b>	<b>10,370</b>

LAB - DEPT. 2			APPROVED BUDGET FY 2019/20	July 10, 2019 AMEND 1 (+/-)	Approved Amend #1 Budget FY 2019/20	January 2020 AMEND 2 (+/-)	Draft Amend #2 Budget FY 2019/20	FY 2018/19 Actuals
<b>DISEASE SURVEILLANCE</b>								
2	8141-11	TICK BORNE DISEASES (CDC/CDPH/U.C. DAVIS)	700	0	700	0	700	33
2	8141-21	DISEASE SURVEILLANCE and TESTING (DART)	20,000	0	20,000	0	20,000	15371
<b>TOTAL:</b>			<b>20,700</b>	<b>0</b>	<b>20,700</b>	<b>0</b>	<b>20,700</b>	<b>15,404</b>
<b>MEMBERSHIPS</b>								
2	8150-31	SOCIETY of VECTOR ECOLOGY (SOVE)	100	0	100	0	100	70
<b>TOTAL:</b>			<b>100</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>70</b>
<b>OFFICE EXPENSE</b>								
2	8170-03	LAB PRINTING EXPENSE	200	0	200	0	200	0
2	8170-04	LAB OFFICE SUPPLIES	375	0	375	0	375	228
2	8170-35	LAB REFERENCE BOOKS and MATERIALS	200	0	200	0	200	0
<b>TOTAL:</b>			<b>775</b>	<b>0</b>	<b>775</b>	<b>0</b>	<b>775</b>	<b>228</b>
<b>PROFESSIONAL SERVICES</b>								
2	8180-12	MAG MAX SERVICE AGREEMENT	1,800	0	1,800	0	1,800	1,766
2	8180-13	PCR SERVICE AGREEMENT	5,700	0	5,700	0	5,700	5,391
2	8180-14	LAB RESEARCH PROGRAMS	1,000	0	1,000	0	1,000	0
<b>TOTAL:</b>			<b>8,500</b>	<b>0</b>	<b>8,500</b>	<b>0</b>	<b>8,500</b>	<b>7,157</b>
<b>CAPITAL OUTLAY EXPENSE</b>								
1	8299-99	LAB CAPITAL OUTLAY	0	0	0	0	0	0
<b>TOTAL:</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL EXPENSES for DEPT. 2:</b>			<b>50,375</b>	<b>0</b>	<b>50,375</b>	<b>0</b>	<b>50,375</b>	<b>36,060</b>

<b>OPERATIONS - DEPT. 3</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<b>AGRICULTURE</b>								
3	8040-01	PYROCID	13,000	0	13,000	0	13,000	18,813
3	8040-11	Bti LIQUID	82,500	0	82,500	0	82,500	73,547
3	8040-12	Bti GRANULES	26,500	0	26,500	0	26,500	23,431
3	8040-14	LARVICIDE OIL	9,000	0	9,000	0	9,000	5,198
3	8040-16	ZENIVEX	12,000	0	12,000	0	12,000	11,735
3	8040-21	METHOPRENE LIQUID	52,375	0	52,375	0	52,375	46,206
3	8040-22	METHOPRENE BRIQUETTES	59,000	0	59,000	0	59,000	58,644
3	8040-23	30 DAY BRIQUETTES	3,500	0	3,500	0	3,500	2,079
3	8040-24	METHOPRENE PELLETS	162,000	0	162,000	0	162,000	204,371
3	8040-32	BACILLUS SPHAERICUS FG	100,000	0	100,000	0	100,000	96,991
3	8040-35	BACILLUS SPHAERICUS/Bti GRANULES	150,000	0	150,000	0	150,000	149,528
3	8040-37	BACILLUS SPHAERICUS WDG	15,000	0	15,000	0	15,000	6,019
3	8040-38	BACILLUS SPHAERICUS WSP	2,600	0	2,600	0	2,600	0
3	8040-40	NEW PRODUCTS and TRIALS	1,500	0	1,500	0	1,500	3,135
3	8040-43	Bti WDG	3,500	0	3,500	0	3,500	3,219
3	8040-44	BACILLUS SPHAERICUS/Bti WSP	12,500	0	12,500	0	12,500	9,754
3	8040-45	BVA13	0	0	0	0	0	0
3	8040-46	PYRETHRIN, e.g. Merus 2.0	2,100	0	2,100	0	2,100	0
3	8040-47	SPINOSAD	11,500	0	11,500	0	11,500	13,734
3	8040-48	Bti/METHOPRENE GRANULES	77,000	0	77,000	0	77,000	0
<b>HERBICIDES</b>								
3	8040-41	WEED CONTROL (district grounds)	0	0	0	0	0	0
<b>YELLOWJACKET</b>								
3	8040-51	WASP FREEZE	2,050	0	2,050	0	2,050	1,494
3	8040-53	DRIONE	9,500	0	9,500	0	9,500	8,791
<b>SPECIALTY PRODUCTS</b>								
3	8040-73	FLUSH for FOGGERS	0	0	0	0	0	0
3	8040-81	BAGS of SAND	150	0	150	0	150	0
3	8040-99	MARIN WATER PERMIT (hydrant)	2200	0	2,200	0	2,200	1491
<b>TOTAL:</b>			<b>809,475</b>	<b>0</b>	<b>809,475</b>	<b>0</b>	<b>809,475</b>	<b>738,180</b>

<b>OPERATIONS - DEPT. 3</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<u>PEST ABATEMENT SUPPLIES</u>								
3	8041-01	DRY ICE (Ops and Lab)	12,000	0	12,000	0	12,000	11,020
		<b>TOTAL:</b>	<b>12,000</b>	<b>0</b>	<b>12,000</b>	<b>0</b>	<b>12,000</b>	<b>11,020</b>
<u>SPRAY and FIELD EQUIPMENT</u>								
	<b>SPRAYERS</b>							
3	8042-01	4 gal. BACKPACK SPRAYERS	325	0	325	0	325	279
3	8042-02	1 gal. CAN SPRAYERS	600	0	600	0	600	601
3	8042-04	HIGH VOLUME LARVICIDE SPRAYER	6000	0	6,000	0	6,000	0
3	8042-05	BACKPACK ULV FOGGERS	4,600	0	4,600	0	4,600	7890
3	8042-06	HAND HELD ULV FOGGER	5,000	0	5,000	0	5,000	0
3	8042-07	BACKPACK GRANULATOR	1,800	0	1,800	0	1,800	0
	<b>SEEDERS and LIGHT TRAPS</b>							
3	8042-22	ADULT MOSQUITO TRAPS (replacement traps)	750	0	750	0	750	1338
	<b>FIELD EQUIPMENT</b>							
3	8042-31	FIELD SUPPLIES, e.g., shovels, machetes, bucket	600	0	600	0	600	572
3	8042-32	DIPPERS	250	0	250	0	250	0
3	8042-35	FIELD EQUIPMENT, e.g., GPS, anemometers, etc	3,000	0	3,000	1,200	4,200	228
	<b>YELLOWJACKET</b>							
3	8042-42	YJ FIELD EQUIPMENT	500	0	500	0	500	327
	<b>WATER EQUIPMENT</b>							
3	8042-55	KAYAK and ROWBOATS	250	0	250	0	250	0
3	8042-56	SAFETY EQUIPMENT for BOATS	300	0	300	0	300	0
		<b>TOTAL:</b>	<b>23,975</b>	<b>0</b>	<b>23,975</b>	<b>1200</b>	<b>25,175</b>	<b>11,235</b>
<u>SOURCE REDUCTION</u>								
3	8043-01	SOURCE REDUCTION SUPPLIES	500	0	500	0	500	450
3	8043-10	PERMITS/MAINTENANCE (access to sources)	11000	0	11,000	0	11,000	4192
		<b>TOTAL:</b>	<b>11,500</b>	<b>0</b>	<b>11,500</b>	<b>0</b>	<b>11,500</b>	<b>4,642</b>
<u>CLOTHING AND PERSONAL SUPPLIES</u>								
3	8050-01	UNIFORMS	24,000	0	24,000	0	24,000	24759
3	8050-31	RAIN GEAR	1,350	0	1,350	0	1,350	1856
3	8050-41	WORK GLOVES	420	0	420	0	420	410
3	8050-51	RUBBER BOOTS	1,500	0	1,500	0	1,500	12115
3	8050-61	BEE SUIT and GLOVES	1,200	0	1,200	0	1,200	922

			APPROVED BUDGET FY 2019/20	July 10, 2019 AMEND 1 (+/-)	Approved Amend #1 Budget FY 2019/20	January 2020 AMEND 2 (+/-)	Draft Amend #2 Budget FY 2019/20	FY 2018/19 Actuals
<b>OPERATIONS - DEPT. 3</b>								
<u>CLOTHING AND PERSONAL SUPPLIES (continued)</u>								
3	8050-92	PERSONNEL TRUCK EQUIPMENT	900	0	900	0	900	808
3	8050-93	I.D. CARDS and BADGES	525	0	525	0	525	389
		<b>TOTAL:</b>	<b>29,895</b>	<b>0</b>	<b>29,895</b>	<b>0</b>	<b>29,895</b>	<b>41,259</b>
<u>SAFETY EQUIPMENT - OPERATIONS</u>								
3	8055-01	EYE WEAR and EYE GLASS WIPES	500	0	500	0	500	451
3	8055-11	SAFETY GLOVES	400	0	400	0	400	137
3	8055-21	RESPIRATORS	1,700	0	1,700	0	1,700	1,396
3	8055-41	FIRST AID SUPPLIES and KITS	3,000	0	3,000	0	3,000	4,129
3	8055-42	SPILL KITS	350	0	350	0	350	0
3	8055-43	TICK REPELLENTS	300	0	300	0	300	0
3	8055-44	POISON OAK WIPES, SUNSCREEN and SANIT	400	0	400	0	400	347
3	8055-51	EYE WASH	250	0	250	0	250	45
3	8055-81	EAR WEAR	350	0	350	0	350	145
3	8055-91	ATV HELMETS	1,000	0	1,000	0	1,000	0
		<b>TOTAL:</b>	<b>8,250</b>	<b>0</b>	<b>8,250</b>	<b>0</b>	<b>8,250</b>	<b>6,650</b>
<u>COMMUNICATIONS</u>								
3	8060-01	CELL PHONE CONTRACT	27,000	0	27,000	2,500	29,500	22,621
		<b>TOTAL:</b>	<b>27,000</b>	<b>0</b>	<b>27,000</b>	<b>2,500</b>	<b>29,500</b>	<b>22,621</b>
<u>HOUSEHOLD SUPPLIES</u>								
3	8090-21	VEHICLES	650	0	650	0	650	621
		<b>TOTAL:</b>	<b>650</b>	<b>0</b>	<b>650</b>	<b>0</b>	<b>650</b>	<b>621</b>
<u>FISH SUPPLIES</u>								
3	8140-50	FISH CONTAINERS	50	0	50	0	50	0
3	8140-51	FISH FOOD	200	0	200	0	200	0
3	8140-52	CLEANING SUPPLIES	125	0	125	0	125	0
3	8140-54	WATER QUALITY SUPPLIES	300	0	300	0	300	0
3	8140-56	EQUIPMENT and MAINTENANCE	450	0	450	0	450	398
3	8140-57	FISH FIELD SUPPLIES, e.g. buckets, nets	650	0	650	0	650	407
3	8140-58	PURCHASE MOSQUITO FISH	1,200	0	1,200	0	1,200	375
		<b>TOTAL:</b>	<b>2,975</b>	<b>0</b>	<b>2,975</b>	<b>0</b>	<b>2,975</b>	<b>1,180</b>



<b>OPERATIONS - DEPT. 3</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<u>OFFICE EXPENSE</u>								
3	8170-10	OPERATIONS OFFICE SUPPLIES	250	0	250	0	250	61
		<b>TOTAL:</b>	<b>250</b>	<b>0</b>	<b>250</b>	<b>0</b>	<b>250</b>	<b>61</b>
<u>CAPITAL OUTLAY EXPENSE</u>								
1	8299-99	OPERATIONS - CAPITAL OUTLAY	0	0	0	0	0	0
		<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL EXPENSES for DEPT. 3:</b>			<b>925,970</b>	<b>0</b>	<b>925,970</b>	<b>3,700</b>	<b>929,670</b>	<b>837,469</b>

<b>SHOP/BLDG/GROUNDS - DEPT. 4</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<b>SAFETY EQUIPMENT</b>								
4	8055-61	FIRE EXTINGUISHERS	1,500	0	1,500	0	1,500	1,491
4	8055-71	SAFETY MATERIALS, SUPPLIES and HIPP LAWS	2,000	0	2,000	0	2,000	775
		<b>TOTAL:</b>	<b>3,500</b>	<b>0</b>	<b>3,500</b>	<b>0</b>	<b>3,500</b>	<b>2,266</b>
<b>HOUSEHOLD SUPPLIES</b>								
4	8090-01	HOUSEHOLD SUPPLIES for SHOP	200	0	200	0	200	20
4	8090-02	JANITORIAL SUPPLIES	700	0	700	0	700	383
		<b>TOTAL:</b>	<b>900</b>	<b>0</b>	<b>900</b>	<b>0</b>	<b>900</b>	<b>403</b>
<b>ACCIDENTS</b>								
4	8105-01	VEHICLES	0	0	0	0	0	2,727
4	8105-11	ATV	0	0	0	0	0	0
4	8105-21	ARGO	0	0	0	0	0	0
4	8105-31	TRAILERS	0	0	0	0	0	0
		<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,727</b>
<b>SHOP PROJECTS</b>								
4	8110-81	TRUCK MOUNT WATER TANKS	1,500	0	1,500	0	1,500	2,996
		<b>TOTAL:</b>	<b>1,500</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>1,500</b>	<b>2,996</b>
<b>MAINTENANCE (BOATS and FORKLIFT)</b>								
4	8115-01	REPAIRS on BOATS and FORKLIFT	2,000	0	2,000	0	2,000	319
		<b>TOTAL:</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>319</b>
<b>MAINTENANCE (TRAILERS)</b>								
4	8116-01	REPAIRS on ALL TRAILERS	1,500	0	1,500	0	1,500	573
		<b>TOTAL:</b>	<b>1,500</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>1,500</b>	<b>573</b>
<b>MAINTENANCE (ATV'S)</b>								
4	8117-01	BIKES	3,000	0	3,000	0	3,000	1,567
4	8117-11	ARGO'S (tracks, rims, tires, transmissions)	30,000	0	30,000	0	30,000	18,274
4	8117-13	GATOR	100	0	100	0	100	45
		<b>TOTAL:</b>	<b>33,100</b>	<b>0</b>	<b>33,100</b>	<b>0</b>	<b>33,100</b>	<b>19,886</b>

<b>SHOP/BLDG/GROUNDS - DEPT. 4</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<b>MAINTENANCE (LARGE FIELD EQUIPMENT)</b>								
4	8119-21	LARGE FIELD EQUIPMENT, e.g., LITE FOOT, KOMATSU, PB100	3,500	0	3,500	0	3,500	1,746
		<b>TOTAL:</b>	<b>3,500</b>	<b>0</b>	<b>3,500</b>	<b>0</b>	<b>3,500</b>	<b>1,746</b>
<b>MAINTENANCE (VEHICLES)</b>								
4	8120-01	VEHICLES	28,000	0	28,000	0	28,000	16,882
		<b>TOTAL:</b>	<b>28,000</b>	<b>0</b>	<b>28,000</b>	<b>0</b>	<b>28,000</b>	<b>16,882</b>
<b>MAINTENANCE (SPRAY and FIELD EQUIPMENT)</b>								
4	8121-01	POWER SPRAYERS	1,300	0	1,300	0	1,300	1,015
4	8121-11	4 gal. BACKPACK SPRAYERS	200	0	200	0	200	0
4	8121-31	FOGGERS	1,000	0	1,000	0	1,000	784
4	8121-41	MOSQUITO TRAPS, e.g., MOTORS, BATTERIES	1,000	0	1,000	0	1,000	695
4	8121-51	POWER SEEDERS	200	0	200	0	200	0
4	8121-61	FIELD EQUIPMENT, e.g., GRANULATORS, ETC.	1,000	0	1,000	0	1,000	409
		<b>TOTAL:</b>	<b>4,700</b>	<b>0</b>	<b>4,700</b>	<b>0</b>	<b>4,700</b>	<b>2,903</b>
<b>MAINTENANCE (CELL PHONES)</b>								
4	8122-01	REPAIRS and REPLACEMENTS	1,550	0	1,550	0	1,550	145
		<b>TOTAL:</b>	<b>1,550</b>	<b>0</b>	<b>1,550</b>	<b>0</b>	<b>1,550</b>	<b>145</b>
<b>MAINTENANCE (SHOP)</b>								
4	8124-01	WASTE CYCLE SERVICE	600	0	600	0	600	559
4	8124-11	WELDING SUPPLIES	500	0	500	0	500	235
4	8124-21	SHOP EQUIPMENT	200	0	200	0	200	0
		<b>TOTAL:</b>	<b>1,300</b>	<b>0</b>	<b>1,300</b>	<b>0</b>	<b>1,300</b>	<b>794</b>
<b>SHOP (TOOLS and GARAGE EQUIPMENT)</b>								
4	8220-01	SMALL TOOLS	1,000	0	1,000	0	1,000	21
4	8220-21	GARAGE EQUIPMENT	1,000	0	1,000	0	1,000	855
4	8220-31	POWER TOOLS	500	0	500	0	500	187
4	8220-41	STEEL	1,500	0	1,500	0	1,500	668
4	8220-51	LOCKS and KEYS	500	0	500	0	500	90
		<b>TOTAL:</b>	<b>4,500</b>	<b>0</b>	<b>4,500</b>	<b>0</b>	<b>4,500</b>	<b>1,821</b>

<b>SHOP/BLDG/GROUNDS - DEPT. 4</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<b>BUILDING MAINTENANCE and IMPROVEMENTS</b>								
4	8221-01	SHOP	4,200	0	4,200	0	4,200	4,654
4	8221-11	GARAGE	1,000	0	1,000	0	1,000	561
4	8221-21	ADMIN BUILDING	20,000	0	20,000	0	20,000	28,387
4	8221-31	<b>GROUNDS</b>	6,000	0	6,000	7,000	13,000	18,708
4	8221-51	LAB	500	0	500	0	500	162
4	8221-61	PREVENTIVE MAINTENANCE	4500	0	4,500	0	4,500	2,515
<b>TOTAL:</b>			<b>36,200</b>	<b>0</b>	<b>36,200</b>	<b>7,000</b>	<b>43,200</b>	<b>54,987</b>
<b>CAPITAL OUTLAY EXPENSE</b>								
1	8299-99	Replace Air Conditioning Unit				76,500	76,500	
1	8299-99	Electric Vehicle- Education Program Dept.			0	39,000	39000	
1	8299-99	Construct New Storage Shed			0	20,000	20000	
1	8299-99	SHOP - CAPITAL OUTLAY New Vehicles	195,000	0	195,000	0	195,000	
<b>TOTAL:</b>			<b>195,000</b>	<b>0</b>	<b>195,000</b>	<b>135,500</b>	<b>330,500</b>	<b>59,060</b>
<b>TOTAL EXPENSES for DEPT. 4 W/O Capital:</b>			<b>122,250</b>		<b>122,250</b>	<b>7,000</b>	<b>129,250</b>	<b>108,448</b>
<b>GRAND TOTAL WITH CAPITAL DEPT 4:</b>			<b>317,250</b>		<b>317,250</b>	<b>142,500</b>	<b>459,750</b>	<b>167,508</b>

<b>COMMUNITY OUTREACH - DEPT. 5</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<u>OFFICE EXPENSE</u>								
5	8170-38	TECHNICAL BOOKS	0	0	0	0	0	0
<b>TOTAL:</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<u>VIDEO PRODUCTION</u>								
5	8231-03	COMMUNITY OUTREACH VIDEO	11,600	0	11,600	0	11,600	6,195
<b>TOTAL:</b>			<b>11,600</b>	<b>0</b>	<b>11,600</b>	<b>0</b>	<b>11,600</b>	<b>6,195</b>
<u>OUTREACH AND EDUCATION</u>								
5	8241-11	PRINTING EXPENSE (misc. pamphlets, fish stickers)	9,500	0	9,500	0	9,500	3,022
5	8241-12	PUBLIC OPEN HOUSE	0	0	0	0	0	12,854
5	8241-41	FAIRS in MARIN and SONOMA COUNTY	6,000	0	6,000	0	6,000	5,307
5	8241-61	BILINGUAL PRINTING EXPENSE	500	0	500	0	500	0
5	8241-62	PRESENTATION SUPPLIES	12,000	0	12,000	0	12,000	10,607
5	8241-63	ASSESSMENT INFORMATIONAL MAILERS	190,000	(50,000)	140,000	0	140,000	0
<b>TOTAL:</b>			<b>218,000</b>	<b>-50000</b>	<b>168,000</b>	<b>0</b>	<b>168,000</b>	<b>31,790</b>
<u>CAPITAL OUTLAY EXPENSE</u>								
1	8299-99	PUBLIC RELATIONS - CAPITAL OUTLAY	0	0	0	0	0	0
<b>TOTAL:</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL EXPENSES for PUBLIC RELATIONS DEPT. 5:</b>			<b>229,600</b>	<b>-50000</b>	<b>179,600</b>	<b>0</b>	<b>179,600</b>	<b>37,985</b>

			APPROVED BUDGET FY 2019/20	July 10, 2019 AMEND 1 (+/-)	Approved Amend #1 Budget FY 2019/20	January 2020 AMEND 2 (+/-)	Draft Amend #2 Budget FY 2019/20	FY 2018/19 Actuals
<b>EDUCATION - DEPT. 5</b>								
<u>MEMBERSHIPS</u>								
5	8150-35	ENTOMOLOGICAL SOCIETY of AMERICA	250	0	250	0	250	198
<b>TOTAL:</b>			<b>250</b>	<b>0</b>	<b>250</b>	<b>0</b>	<b>250</b>	<b>198</b>
<u>EDUCATIONAL</u>								
5	8241-01	SCHOOL PRESENTATION SUPPLIES	9,000	0	9,000	0	9,000	9,091
5	8241-02	CONTINUING EDUCATION MATERIALS (in-house)	550	0	550	0	550	0
5	8241-03	TICK EDUCATION PACKETS	2,000	0	2,000	0	2,000	1,999
<b>TOTAL:</b>			<b>11,550</b>	<b>0</b>	<b>11,550</b>	<b>0</b>	<b>11,550</b>	<b>11,090</b>
<u>CAPITAL OUTLAY EXPENSE</u>								
1	8299-99	EDUCATION - CAPITAL OUTLAY	0	0	0	0	0	0
<b>TOTAL:</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL EXPENSES for EDUCATION DEPT. 5:</b>			<b>11,800</b>	<b>0</b>	<b>11,800</b>	<b>0</b>	<b>11,800</b>	<b>11,288</b>

<b>INFORMATION TECHNOLOGY - DEPT. 6</b>			<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>	<b>FY 2018/19 Actuals</b>
<u>OFFICE EQUIPMENT MAINTENANCE</u>								
6	8123-01	COMPUTERS and LAPTOPS	6,000	0	6,000	0	6,000	9,041
6	8123-03	NETWORK APPLIANCES/EQUIPMENT	1,500	0	1,500	0	1,500	531
6	8123-10	PHONE EQUIPMENT	1,000	0	1,000	0	1,000	36
6	8123-21	PRINTERS (ink cartridges, repairs, etc.)	3,500	0	3,500	0	3,500	4,968
6	8123-22	CAMERA SYSTEM	4,000	0	4,000	0	4,000	0
6	8123-81	WEB DESIGN,HOSTING, PHOTOGRAPHY	4,000	0	4,000	0	4,000	854
<b>TOTAL:</b>			<b>20,000</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>	<b>15,430</b>
<u>OFFICE EXPENSE</u>								
6	8170-51	COMPUTER SOFTWARE	6,500	0	6,500	0	6,500	2,219
6	8170-55	COMPUTER STORAGE and HARDWARE	1,000	0	1,000	0	1,000	671
<b>TOTAL:</b>			<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>2,890</b>
<u>PROFESSIONAL SERVICES</u>								
6	8180-70	EDGEWAVE - tags email spam, etc.	1,300	0	1,300	0	1,300	0
6	8180-98	SHORETEL PHONE SYSTEM	13,650	0	13,650	0	13,650	11,298
<b>TOTAL:</b>			<b>14,950</b>	<b>0</b>	<b>14,950</b>	<b>0</b>	<b>14,950</b>	<b>11,298</b>
<u>CAPITAL OUTLAY EXPENSE</u>								
1	8299-99	INFORMATION TECHNOLOGY - CAPITAL OUTLAY	0	0	0	0	0	0
<b>TOTAL:</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL EXPENSES for DEPT. 6:</b>			<b>42,450</b>	<b>0</b>	<b>42,450</b>	<b>0</b>	<b>42,450</b>	<b>29,618</b>

<b>CAPITAL REPLACEMENT (pg. 1 of 2)</b>			<b>Approved 2ND AMEND BUDGET FY 2018/19</b>	<b>APPROVED BUDGET FY 2019/20</b>	<b>July 10, 2019 AMEND 1 (+/-)</b>	<b>Approved Amend #1 Budget FY 2019/20</b>	<b>January 2020 AMEND 2 (+/-)</b>	<b>Draft Amend #2 Budget FY 2019/20</b>
<b>CONSTRUCTION</b>								
0	5540-18	Replace AC Unit Admin Building					76,500	76,500
0	5540-19	Storage Building					20,000	20,000
0	5540-22	Landscape Project					50,865	50,865
		<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>147,365</b>	<b>147,365</b>
		<b>TOTAL FOR CONSTRUCTION PROJECTS 0-5540:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>147,365</b>	<b>147,365</b>
<b>EQUIPMENT: COMPUTERS and OFFICE</b>								
		<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EQUIPMENT: FURNITURE</b>								
		<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EQUIPMENT: LAB/CHICKEN COOPS</b>								
		<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



			Approved 2ND AMEND BUDGET FY 2018/19	APPROVED BUDGET FY 2019/20	July 10, 2019 AMEND 1 (+/-)	Approved Amend #1 Budget FY 2019/20	January 2020 AMEND 2 (+/-)	Draft Amend #2 Budget FY
<b>CAPITAL REPLACEMENT (continued, pg. 2 of 2)</b>								
<b>EQUIPMENT: COMMUNICATIONS</b>								
		<b>TOTAL:</b>	0	0	0	0		0
<b>EQUIPMENT: VEHICLES</b>								
0	5550-41		0	195,000		195,000	39000	234,000
		<b>TOTAL:</b>	0	195,000	0	195,000	39000	234,000
<b>EQUIPMENT: EDUCATION / PUBLIC RELATIONS</b>								
		<b>TOTAL:</b>	0	0	0	0	0	
		<b>TOTAL FOR EQUIPMENT 0-5550:</b>	0	0	0	0	0	
<b>EQUIPMENT: OFF ROAD and TRAILERS</b>								
		<b>TOTAL:</b>	0	0	0	0	0	
<b>EQUIPMENT: TOOLS - MANUAL</b>								
0	5551-11		0	0	0	0	0	
		<b>TOTAL:</b>	0	0	0	0	0	
<b>EQUIPMENT: TOOLS - AUTOMATIC and FIELD APPLICATION EQUIPMENT</b>								
		<b>TOTAL:</b>	0	0	0	0	0	
		<b>TOTAL FOR OTHER EQUIPMENT 0-5551:</b>	0	0	0	0	0	
		<b>GRAND TOTAL for CAPITAL REPLACEMENT:</b>	41,499	195,000	0	195,000	186,365	381,365

Notice to Purchaser - In the event that this check is lost, misplaced or stolen, a sworn statement and 90-day waiting period will be required prior to replacement. This check should be negotiated within 90 days.

Cashier's Check - Customer Copy

No. 0907921881

Void After 90 Days 91-170/1221  
NAZ

Date 12/26/19 12:32:55 PM

ROHNERT PARK  
0003 0001106 0097

00-53-3364B 11-2010

Pay



\*\*Ninety Seven Thousand Three Hundred Eighty and 27/100 Dollars\*\*

**\*\*\$97,380.27\*\***

To The COUNTY OF MARIN  
Order Of

MEMO: CLOSING ACCOUNT FOR MSMVCD

Remitter (Purchased By): MARIN SONOMA MOSQUITO ABATEMENT

Bank of America, N.A.  
PHOENIX, AZ

Not-Negotiable  
Customer Copy  
Retain for your Records

457002931717

CASH RECEIPT INPUT FORM

DEPOSIT DATE: 12/26/19

DEPOSIT TOTAL: \$ 97,380.27

TO: COUNTY OF MARIN,  
OFFICE OF THE AUDITOR CONTROLLER

FROM: MARIN/SONOMA MOSQUITO  
& VECTOR CONTROL DISTRICT  
595 HELMAN LANE, COTATI, CA 94931 (707) 285-2200

MUNIS ORG	REVENUE SOURCE #	DESCRIPTION	AMOUNT
80648831	499999	Cashiers Check Close Bofa Account	97,380.27

FOR TREASURER'S USE ONLY

VERIFIED BY: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

FOR AGENCY'S USE ONLY

INPUT BY: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

CASH RECEIPT #: \_\_\_\_\_

Account Type BUSINESS ADVANTAGE CHK Account Number XXXX5919

Account Title MARIN SONOMA MOSQUITO ABATEMENT

Account Address 595 HELMAN LN  
COTATI CA 94931-9736

Disbursement Amount/Method \$ 97,380.27  Cash  Cashier's Check  Transfer to account ending in \_\_\_\_\_

**What you confirmed with us:**

- You told us there are no pending transactions.
- You told us about the pending transactions listed on page 2 and left a balance in your account to cover them. If additional checks or other debits are outstanding, they may be paid before the transactions you told us about. This would reduce your balance or may cause some transactions to be returned unpaid.

Your account is set to close when your balance reaches zero. However, if a balance remains in your account at the end of 10 business days, we'll begin to process your request to close your account, which may take up to 20 business days. We will close your account even if your account has a balance or transactions you told us about are still outstanding. We'll transfer any positive balance to account ending in \_\_\_\_\_ or if no account is listed, mail a check to you at the address on your account.

- Your account is overdrawn. To close the account, you need to make a deposit to bring the account to zero. We'll cancel all account services, no withdrawals may be made, and only deposits are allowed to the account. We may make collection efforts to collect the overdraft.

**What you need to know:**

**Automatic Deposits and Payments:** After the account closes, we will return checks and other debits, and deposits and other credits, that we receive with a statement that the account is closed, such as "Account Closed." You need to contact the originator who is sending automatic deposits (such as the Social Security Administration or your employer) or automatic payments (such as your phone or insurance company) to make other payment arrangements or cancel the transactions. We listed automatic deposits and payments on page 2 that have posted to your account in the last 34 days.

**Balance Must Reach Zero:** For the account to close, the balance must reach zero. Until the account closes, we may continue to post debits and credits to the account. Debits will be returned unpaid if the account does not have enough available funds to pay them.

**Account Statements:** You may receive one or two additional statements after the account is closed.

**Business Account Customers:** If you use Bank of America Merchant Services, call 1-800-430-7161 to close the separate Merchant Services account. Also, return night deposit bags and keys to your local financial center.

**Bank Information**

Date 12/26/2019

Financial Center Name ROHNERT PARK

Associate's Name Sharon M Guzman

Associate's Phone Number 707-588-2950

## General Journal Entry/Proof [County of Marin]

Back Search Browse Add Update Delete Output Print Display PDF Save Excel Email Schedule Attach Period Modify Lines Menu

### Journal Information

CLFRK: Dea, Edmond

Effective date *	12/26/2019	Short description *	MSQ DEP	WO #	
Fiscal year *	2020	Journal reference	320EDD	Task #	0 ...
Period *	06 DEC	Journal type	B	Vendor	0 ...
Journal	2599	Budget year code	1	<input type="checkbox"/> Project Accounts apply	
Source journal *	GEN	Due to/Due from fund	9999	Transaction type	
Entity code *	1	Reference 2	MSQ DEP		
Auto reverse journal *	N	Reference 3	12/26/2019		
		Approval status	Pending approval		

### Journal Lines

Line	T	Project String	Org	Object	Account Description	Line Description	Ref 1	Effective Date	D/C	Amount
1			9999	100230	TREASBALNC CASH-MC TREA INCOMI	04852602424	320EDD	12/26/2019	D	97,380.27
2			80648831	499999	AGENCY FUND RECEIPTS	MSQ DEPOSIT 12/26/19	320EDD	12/26/2019	C	97,380.27
3			8064	100110	MSQABTMN CASH-EQTY IN PLD CSH	SYSTEM GENERATED DUE TO LINE	320EDD	12/26/2019	D	97,380.27
4			9999	208064	TREASBALNC DUE TO DUE FROM MOS	SYSTEM GENERATED DUE FROM LINE	320EDD	12/26/2019	C	97,380.27

### Journal Totals

Debits	194,760.54
Credits	194,760.54

### Workflow

-

## Manager's Report

- We are coordinating with Municipal Resource Group (capital analysis & financial consulting) and NBS as they prepare reports for the Board. Presently it appears that MRG will present their recommendations at the Board's March meeting and NBS will present their annual financial forecasts at a later meeting.
- A substantial number of applications were received for the position of Education Program Specialist. The process of screening and ranking applications is now complete. Initial interviews will be offered to selected applicants next month. Eric Engh continues to give a reduced number of classroom presentations as he begins training to prepare for appointment to the position of Environmental Biologist.
- Risk Control Manager Tom Kline from the Vector Control JPA will hold a safety training day for District staff on January 21. Among other topics, he will focus on safe driving and train staff on the requirements of the state's new wildfire smoke regulations. We will also conduct an evacuation drill.
- Tracking the rise in the financial markets, the District's OPEB trust fund at CERBT now stands at its highest level to date: \$4,318,335.18. The District is now paying the full actuarially determined cost for other post-employment benefits.
- Trustees Davis and Schulze, along with several staff members will attend the Mosquito & Vector Control Association of California's Annual Conference held from January 26<sup>th</sup> to 30<sup>th</sup>. We will report back on matters of significance.
- Jeff Wickman, the MCERA Administrator, is tentatively scheduled to present an update at the Board's April meeting.
- In late February, Trustee Davis and several staff will participate in the Vector Control Joint Powers Agency annual two-day workshop, training session and Board meeting.
- Having dismantled and disposed of the obsolete modular storage building at the rear of the property, staff are obtaining a building permit for a new and improved storage shed, to be constructed by staff as a winter project.
- The District and the Western Council of Engineers will hold their first joint negotiating session on January 30. Regular progress updates will be provided to the MOU Negotiations Committee and the Board.
- A major revision to the District Employee Policy Manual was recently completed. Staff will meet and confer WCE and employee representatives prior to presenting the revised Manual to the Board in the spring.

## Assistant Manager's Report

- The Vector Control Technicians are performing mosquito surveillance and assessing populations in seasonally flooded low areas, wetlands, and tidal marshes. They are finding substantial populations of *Aedes squamiger* (California salt marsh mosquito) and *Aedes washinoi* (flood water mosquito). The technicians are watching the weather and the fluctuations in water levels closely to plan larvicide treatments at the most strategic times.
- The District is currently receiving service requests for mosquito related issues. For example, technicians have found mosquito production associated with standing water beneath homes in Marin County. The technicians were able to educate the residents regarding long term source reduction measures, perform larvicide treatment, and provide relief from mosquito biting pressure.
- Shop and field staff are working diligently on equipment maintenance and calibration. To date, four Argo ATVs have been disassembled and rebuilt.
- The Rodent Control Specialist continues to receive service requests for rat related issues. He is currently working on a problematic issue in the Brickyard Center Shopping Center in Santa Rosa. Staff are also performing surveillance associated with the ongoing issue along the Joe Rodota Trail in Santa Rosa.
- Laboratory staff have been in the field collecting ticks in Marin and Sonoma counties. They have observed and collected *Ixodes* and *Dermacentor* ticks. Most of the ticks collected have been adults, one tick in the nymphal stage was collected. Typically, nymphs are observed and collected as we move toward, and throughout the spring months. The collection of a nymph in January reminds us that organisms don't always follow the "seasons". Interestingly, ticks have been collected within the Kincaid Fire burn area. Our Scientific Programs Manager anticipates that tick-borne disease testing results and the 2018/19 annual report will be completed in mid-February.
- The Lead Biologist and I are working with the vendor for the District's database on enhancements to the system. The enhancements will allow for more efficient record keeping and data queries. Staff are also working within the database to segregate billable sources of mosquito production.
- The Field Supervisors and I are working with other agencies on mosquito source reduction projects that are underway or in the planning stages. These projects will hopefully reduce mosquito production, the potential for mosquito-borne disease transmission, the need for repeated mosquito control operations, and costs.
- As I write this report, it has been 518 days since we have had a work-related injury! This is a result of staff's safe work practices, safety training, and the good work of the Safety Committee.