

# **SAN JOAQUIN COUNTY MOSQUITO & VECTOR CONTROL DISTRICT**

7759 SOUTH AIRPORT WAY, STOCKTON, CA 95206

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## **BOARD OF TRUSTEES MEETING**

### **AGENDA**

**Tuesday, June 17, 2014**

**1:00 P.M.**

All proceedings before the Board of Trustees are conducted in English. The District does not furnish interpreters and, if one is needed, it shall be the responsibility of the person needing one. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meetings of the District, please contact the Manager at (209) 982-4675 at least 48 hours prior to the meeting to enable the District to make reasonable arrangements to ensure accessibility.

#### **1. CALL TO ORDER; ROLL CALL**

- 2. PUBLIC COMMENT PERIOD** – This time is reserved for members of the public to address the Board of Trustees relative to matters within the jurisdiction of the San Joaquin County Mosquito & Vector Control District. No action may be taken on non-agenda items unless authorized by law. Speakers should hold comments on items listed as a Public Hearing until the Hearing is opened. Comments will be limited to five minutes per person.

#### **3. CONSENT CALENDER**

- a. Draft Minutes of the May 20, 2014 regular meeting of the Board of Trustees
- b. Expenditure and financial reports for May 2014
- c. District activities report for May 2014
- d. Community Education Program report for May 2014
- e. Manager's report
- f. Correspondence

#### **4. BUDGET COMMITTEE REPORT; PRESENTATION OF THE FIRST DRAFT OF THE 2014-15 EXPENDITURE AND INCOME BUDGETS**

#### **5. RESOLUTION (DRAFT), A RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR FISCAL YEAR 2014-15, PRELIMINARILY APPROVING THE ENGINEER'S REPORT, AND PROVIDING FOR NOTICE OF HEARING FOR THE SAN JOAQUIN COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT'S MOSQUITO, VECTOR AND DISEASE CONTROL ASSESSMENT**

#### **6. REQUEST FOR AUTHORIZATION TO ACCEPT BID PROPOSAL FOR AUDITING AND FINANCIAL REVIEW SERVICES**

**7. DISTRICT PROPERTY, 200 N. BECKMAN RD., LODI, CA (APN 049-050-31)**

Review/discussion regarding procedural options for sale of District property located at 200 N. Beckman Road.

**8. COMMENTS FROM TRUSTEES AND STAFF ON NON-AGENDA ITEMS**

**9. OTHER BUSINESS; ANNOUNCEMENT OF FUTURE BOARD AND COMMITTEE MEETINGS**

- The next regular meeting of the Board of Trustees will be 1:00 p.m. Tuesday, July 16, 2014

**10. ADJOURN**

# Board Meeting Information

**To:** Board of Trustees  
**From:** Eddie Lucchesi, Manager  
**CC:** Chris Eley, Legal Counsel  
**Date:** 6/11/2014  
**Re:** June 2014 BOT Meeting, Agenda Item 3

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### **3. CONSENT CALENDER**

- a. **Draft minutes of the May 20, 2014 regular meeting of the Board of Trustees**
- b. **Expenditure and Financial reports for May 2014**
- c. **District activities report for May 2014**
- d. **Community Education Program report for May 2014**
- e. **Manager's report**
- f. **Correspondence**

The Consent Calendar consists of items that require approval or acceptance but are self-explanatory and generally require no discussion. If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar and discussed separately.

If there are no items that the Board would like to discuss separately, it is recommended that the Board of Trustees approve the Consent Calendar as presented.

Attachments

**SAN JOAQUIN COUNTY MOSQUITO & VECTOR CONTROL DISTRICT  
7759 SOUTH AIRPORT WAY, STOCKTON, CALIFORNIA 95206**

**MINUTES OF THE BOARD OF TRUSTEES MEETING**

**May 20, 2014**

**1. Call to Order**

The regular meeting of the Board of Trustees of the San Joaquin County Mosquito and Vector Control District was held Tuesday, May 20, 2014, at the District's Stockton office. President Marc Warmerdam called the meeting to order at 1:00 p.m.

**Trustees Present:**

Jay Colombini  
Omar Khweiss  
Gary Lambdin  
Chet Miller  
Marc Warmerdam  
Jack Fiori  
Frances Groen  
Mike Manna  
Jack Snyder

**Staff Members Present:**

Eddie Lucchesi, Manager  
John Fritz, Asst. Manager  
Carol Aksland, Acting Secretary  
Jamie Newcomb, Secretary.

**Legal Advisor:**

Christopher K. Eley, Attorney at Law

**Other:** None

**Trustees Absent:**

Joy Meeker  
Greg O'Leary

Following the call to order, Manager Lucchesi introduced new employee Jamie Newcomb to the Board. Ms. Newcomb was hired to fill the vacant Office Secretary position.

**2. Public Comment Period**

No comments

**3. Consent Calendar**

- a. Minutes of the April 15, 2014 regular meeting of the Board of Trustees
- b. Expenditure and Financial Reports for April 2014.
- c. District activities report for April 2014.
- d. Community Education Program report for April 2014.
- e. Manager's report
- f. Correspondence

Following review and discussion of the Consent Calendar, it was moved by Trustee Groen, seconded by Trustee Fiori, to approve the Consent Calendar as presented; the motion was unanimously approved.



**4. Report of the Budget Committee:**

Budget Committee Chairman Groen and Manager Lucchesi reported that the Boards' Budget Committee met prior to the Board of Trustees meeting to review the status of the 2013-14 expenditure budget and income statements, and received preliminary information on the development of the 2014-15 expenditure budget and benefit assessment rates. Chairman Groen reported that the Budget Committee would meet again in June to receive a draft 2014-15 expenditure and income budget.

**5. Request for Authorization to Solicit Proposals for Auditing and Financial Review Services:**

Manager Lucchesi reported that the contract with Croce & Company for auditing and financial review services expired in December 2013. Manager Lucchesi requested authorization to solicit proposals for auditing and financial review services. It was moved by Trustee Fiori, seconded by Trustee Snyder to authorize the Manager to solicit proposals for auditing service. The motion was unanimously approved.

**6. Report/Discussion on Status of 200 N. Beckman Rd., Lodi CA (APN 049-050-31)**

Manager Lucchesi reviewed the process in moving forward to sell 200 N. Beckman Rd. Manager Lucchesi reported the District has not received interest from any local agencies and that the 60-day notice period concludes on June 9, 2014. Legal Counsel Eley reviewed options the District can consider in selling the property and reiterated protocol requirements per Section 6066 of the California State Govt. code. Mr. Eley stated the District could engage in the use of a real estate broker or handle the sale using District staff similar to the process used in selling the Escalon airstrip. Following discussion, the board directed the Manager and legal counsel to develop a preferred option to bring before the Board for consideration at the next BOT meeting.

**7. CLOSED SESSION (Pursuant to CGC§54956.8)**

**A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (CGC§54956.8)**  
Property: 200 N. Beckman Road, Lodi, CA 95240

Agency Negotiator: District Legal Counsel Chris Eley, District Manager Eddie Lucchesi.

Under Negotiation: Instruction to negotiator (s) will concern price and terms of payment.

**B. CONFERENCE WITH LEGAL COUNSEL- Potential Litigations pursuant to subdivision (b) of Sec. CGC§54956.9**

Prior to convening to closed session, President Warmerdam announced the reason for the closed session. The Board convened to closed session at 1:30 p.m. and reconvened to open session at 2:12 p.m.

## **REPORT OF CLOSED SESSION:**

President Warmerdam called upon Legal Counsel Eley to provide a report of the closed session. Legal Counsel Eley reported that the Board of Trustees had met in closed session to discuss Item 7A, the valuation of the 200 N. Beckman Road property and under Item 7B, discussed a matter of potential litigation.

Legal Counsel Eley stated the Board will take action on Item 7A, at which point it was moved by Trustee Groen and seconded by Trustee Snyder to direct the Manager to hire the services of a licensed or certified appraiser to obtain a current market value appraisal of 200 N. Beckman Road. The motion was unanimously approved.

Legal Counsel Eley stated for Item 7B, there was discussion only, and no action was taken.

### **8. Comments from Trustees and Staff on Non-Agenda Items**

Trustee Groen complimented District Staff for the good work they do. He stated their efforts in the field do not go un-noticed and requested the Manager extend the Board's appreciation for their work. The full Board concurred.

### **9. Other Business; Announcement of Future Board and Committee Meetings**

- There will be a budget Committee meeting prior to the regular meeting @ 12:00 p.m.
- The next regular meeting of the Board of Trustees will be 1:00 p.m. Tuesday, June 17, 2014.

### **10. Adjournment**

There being no further business, it was moved by Trustee Colombini, seconded by Trustee Lambdin, to adjourn the meeting at 2:20 p.m.; the motion passed unanimously.

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**MS. JOY MEEKER, SECRETARY**

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**MR. EDDIE LUCCHESI, MANAGER**

**San Joaquin County Mosquito & Vector Control District  
FUND BALANCE REPORT  
May 2014**

	SJC-55401 GEN FUND	SJC-55402 BEN ASSESSMENTS	SJC-55411 CONTINGENT	SJC-55412 GEN RESERVE	ALL FUNDS TOTAL
<b>DISTRICT OPERATIONS</b>					
REVENUES	75,004.63	5,191.35	-	-	-
TRANSFER IN	-	-	-	-	-
<b>NET (EXPENSES) REVENUES</b>	<b>\$ 75,004.63</b>	<b>\$ 5,191.35</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
EXPENSES	633,421.84	-	-	-	-
TRANSFER OUT	-	-	-	-	-
<b>NET (EXPENSES) REVENUES</b>	<b>\$ 633,421.84</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (553,225.86)</b>
REVENUES:					
PROPERTY TAX	-	-	-	-	-
ST-HOMEOWNER PROP TAX	6,480.87	-	-	-	-
INTEREST INCOME	0.85	-	-	-	-
OTHER GOV'T PASS THROUGH	14,293.53	-	-	-	-
SPECIAL ASSESSMENTS CURR	-	5,191.35	-	-	-
MISC. REVENUES	13,491.40	-	-	-	-
**MEDICAL REIMBURSEMENT	40,737.98	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 75,004.63</b>	<b>\$ 5,191.35</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,195.98</b>
<hr/>					
BEGINNING BALANCE, AUDITOR'S, 04/30/14	6,147,548.60	1,215,166.76	1,077,307.00	2,115,614.00	
ENDING BALANCE, AUDITOR'S, 05/31/14	5,955,122.18	1,220,358.11	1,077,307.00	2,115,614.00	
DEPOSIT IN TRANSIT	-	-	-	-	-
REVOLVING FUND BALANCE, 05/31/14	314,954.51	-	-	-	-
CALCRD PAYABLE	(6,865.77)	-	-	-	-
<b>ADJUSTED ENDING BALANCE, 05/31/14</b>	<b>\$ 6,263,210.92</b>	<b>\$ 1,220,358.11</b>	<b>\$ 1,077,307.00</b>	<b>\$ 2,115,614.00</b>	<b>\$ 10,676,490.03</b>
ENDING FUND BALANCE, 05/31/13	5,831,666.21	903,512.41	1,077,232.00	2,630,423.00	10,442,833.62

**Revenue, SJC-55401**

Medical Reimbursement includes the following reimbursements to the District:

- a. District's contribution to EE's Plan 125 used to purchase health insurance, \$27,146.94
- b. EE's out of pocket cost, \$6,635.84

**Expenses, SJC-55401**

Includes the District's contribution to EE's Plan 125, \$28,959.64

**San Joaquin County Mosquito & Vector Control District**  
**Budget and Actual Comparison-Revenues**  
July 2013 through May 2014

	Jul '13 - May 14	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income</b>				
<b>Income</b>				
470000000-MISC. REVENUES				
470600101-OUTLAWED WARRANTS	-	-	-	0.0%
470600201-OUTLAWED WAR.DISTRICT	-	-	-	0.0%
4707000000-OTHER MISC REVENUES				
4707000101-SALES CAPITAL ASSETS	85,788.00	5,000.00	80,788.00	1,715.76%
4707000201-SALES NONCAP ASSETS	2,090.00	150.00	1,940.00	1,393.33%
4707000401-CALCARD REBATE	13,125.94	15,000.00	(1,874.06)	87.51%
4707000501-WC DISABILITY	12,089.16	-	12,089.16	100.0%
4707000601-PAYROLL OTHERS	40.00	-	40.00	100.0%
4707000701-TB ABATED	-	-	-	0.0%
4707001010-OTHERS	16,340.26	5,000.00	11,340.26	326.81%
4707001011-MED INSUR REBATES				
470700101104-MIR EE PLAN 125	320,967.97	412,410.00	(91,442.03)	77.83%
470700101103-MIR EE OUTFOCKET	62,487.22	62,575.00	(87.78)	99.86%
470700101102-MIR RETIREES	53,192.52	59,312.00	(6,119.48)	89.68%
470700101101-MIR TRUSTEES	8,522.79	8,502.00	20.79	100.25%
<b>Total 4707001011-MED INSUR REBATES</b>	<b>445,170.50</b>	<b>542,799.00</b>	<b>(97,628.50)</b>	<b>82.01%</b>
<b>Total 4707000000-OTHER MISC REVENUES</b>	<b>574,643.86</b>	<b>567,949.00</b>	<b>6,694.86</b>	<b>101.18%</b>
<b>Total 470000000-MISC. REVENUES</b>	<b>574,643.86</b>	<b>567,949.00</b>	<b>6,694.86</b>	<b>101.18%</b>
<b>4100000 · PROPERTY TAX</b>				
4101000100-REDEV RESIDU DISTRI	20,955.17	25,390.00	(4,434.83)	82.53%
4100100010-SECURED	3,453,618.94	3,373,405.00	80,213.94	102.38%
4102070 · SECURED SB813	44,917.32	10,000.00	34,917.32	449.17%
4101000 · UNSECURED	217,016.92	224,620.00	(7,603.08)	96.62%
4101070 · UNSECURED SB813	1,122.56	-	1,122.56	100.0%
4101020 · SB813 PRIR	21.23	-	21.23	100.0%
4101030 · UNSECURED PRIOR	42.17	-	42.17	100.0%
<b>Total 4100000 · PROPERTY TAX</b>	<b>3,737,694.31</b>	<b>3,633,415.00</b>	<b>104,279.31</b>	<b>102.87%</b>
<b>4400000 · INTEREST INCOME</b>				
4401204 · CITIZENS BUS BANK MMKT	9.52	10.00	(0.48)	95.2%
4455401 · GEN FUND	12,813.00	11,480.00	1,333.00	111.61%
4455402 · SPEC ASSESSMENTS	2,308.00	870.00	1,438.00	265.29%
4455411 · CONTINGENT	1,967.00	2,640.00	(673.00)	74.51%

San Joaquin County Mosquito & Vector Control District  
Budget and Actual Comparison-Revenues

July 2013 through May 2014

	Jul '13 - May 14	Budget	\$ Over Budget	% of Budget
4455412 · GEN RESERVE	5,614.00	6,610.00	(996.00)	84.93%
Total 4400000 · INTEREST INCOME	22,711.52	21,610.00	1,101.52	105.1%
4400604 · STATE OTHER IN LIEU TX HWY PROP	-	-	-	0.0%
4500000 · AID FRM OTHER GOVT AGENCIES	-	-	-	-
4505110 · STATE IN LIEU TAXES	26.26	-	26.26	100.0%
4505500 · STATE AID HOMEOWNER PROPTX	43,205.80	45,020.00	(1,814.20)	95.97%
4576000 · OTHER GOVT REDEVL P PASS THRU	28,587.16	22,530.00	6,057.16	126.89%
Total 4500000 · AID FRM OTHER GOVT AGENCIES	71,819.22	67,550.00	4,269.22	106.32%
4605000 · CHARGES FOR SERVICES	-	-	-	-
4605116370155401 SPECIAL TAX	1,057,809.54	1,058,075.00	(265.46)	99.98%
4605116370255402- BEN ASSESSMNT	1,782,837.63	1,780,915.00	1,922.63	100.11%
Total 4605000 · CHARGES FOR SERVICES	2,840,647.17	2,838,990.00	1,657.17	100.06%
Total Income	7,247,516.08	7,129,514.00	118,002.08	101.66%

## San Joaquin County Mosquito & Vector Control District Budget and Actual Comparison-Expenditures

July 2013 through May 2014

	May 2014	Jul '13 - May 14	Budget	\$ Over Budget	% of Budget
<b>Ordinary Expense</b>					
<b>Expense</b>					
6000000 · EE SALARIES & WAGES					
6001011 · Manager	10,016.92	115,194.58	125,940.00	(10,745.42)	91.47%
6001012 · Assistant Manager	7,891.80	90,200.16	102,820.00	(12,619.84)	87.73%
6001013 · Public Info Officer	5,896.38	67,813.43	76,655.00	(8,841.57)	88.47%
6001014 · Administrative Assistant	5,092.44	58,567.60	66,205.00	(7,637.40)	88.46%
6001015 · Secretary	3,004.54	3,184.42	48,595.00	(45,410.58)	6.55%
6002011 · Entomologist	7,366.80	84,718.20	95,770.00	(11,051.80)	88.46%
6002012 · Assistant Entomologist	5,068.26	58,284.99	65,890.00	(7,605.01)	88.46%
6002013 · Micro Biologist	3,972.10	45,679.15	58,490.00	(12,810.85)	78.1%
6002014 · Lab. Tech I	4,452.86	51,207.89	57,890.00	(6,682.11)	88.46%
6003011 · Mech II	5,562.60	63,969.90	72,315.00	(8,345.10)	88.46%
6003012 · Mech I	4,593.04	52,819.96	59,710.00	(6,890.04)	88.46%
6004011 · Fishery Manager	5,077.06	58,386.19	66,005.00	(7,618.81)	88.46%
6004012 · Assistant Fish Hatchery	3,323.93	37,393.07	42,425.00	(5,031.93)	88.14%
6005011 · Mosq. Control Supervisor	18,219.08	208,770.72	236,245.00	(27,474.28)	88.37%
6005012 · MC Tech II	13,188.59	186,016.66	209,095.00	(23,078.34)	88.96%
6005013 · MC Tech I	68,641.11	811,525.17	929,210.00	(117,684.83)	87.34%
6006011 · Board of Trustees	2,547.45	9,650.00	13,200.00	(3,550.00)	73.11%
6007011 · REG EXTRA HELP		35,277.52	50,000.00	(14,722.48)	70.56%
6008010 · Veh/Ret/Perf/Ed/Etc.					
6008011-District Veh	120.00	1,380.00	1,560.00	(180.00)	88.46%
6008012-Ed Incentive	512.78	5,887.37	6,670.00	(782.63)	88.27%
<b>Total 6008010 · Veh/Ret/Perf/Ed/Etc.</b>	<b>632.78</b>	<b>7,267.37</b>	<b>8,230.00</b>	<b>(962.63)</b>	<b>88.3%</b>
<b>Total 6000000 · EE SALARIES &amp; WAGES</b>	<b>174,547.74</b>	<b>2,045,926.98</b>	<b>2,384,690.00</b>	<b>(338,763.02)</b>	<b>85.79%</b>
<b>6010000 · EMPLOYEE BENEFITS</b>					
601000000-UNEMPLOYMENT INS	-	10,404.51	15,245.00	(4,840.49)	68.25%
602000000-OTHER-DEF COMP	20.00	290.00	500.00	(210.00)	58.0%
604000000-RET DIST SHARE	53,451.81	603,007.16	684,370.00	(81,362.84)	88.11%
609100000-A3R Plan125 ERContri	207.90	2,457.00	2,650.00	(193.00)	92.72%
605000000-HEALTH INSURANCE	28,959.64	339,299.39	433,010.00	(93,710.61)	78.36%
<b>6051000 · Sick Leave Bank Payable</b>					
6051001 · Dental	2,998.32	19,383.76	35,000.00	(15,616.24)	55.38%
6051002 · MEDICAL	5,472.47	58,714.93	65,295.00	(6,580.07)	89.92%
6051003 · VISION	56,713.15	613,938.20	710,250.00	(96,311.80)	86.44%
<b>Total 605000000-HEALTH INSURANCE</b>	<b>807.65</b>	<b>8,617.04</b>	<b>10,180.00</b>	<b>(1,562.96)</b>	<b>84.65%</b>
<b>Total 605000000-HEALTH INSURANCE</b>	<b>65,991.59</b>	<b>700,653.93</b>	<b>820,725.00</b>	<b>(120,071.07)</b>	<b>85.37%</b>
<b>6050000200-OPEB TRUST CONTRI</b>					
6050000214 EE COMP ABSENCE	-	45,504.00	-	45,504.00	100.0%
<b>6050214-1 Vacation Payout</b>					
6050214-2 Sick Leave Payout	414.96	33,542.84	53,740.00	(20,197.16)	62.42%
<b>Total 6050000214 EE COMP ABSENCE</b>	<b>414.96</b>	<b>39,493.60</b>	<b>59,955.00</b>	<b>(20,461.40)</b>	<b>65.87%</b>

## San Joaquin County Mosquito & Vector Control District Budget and Actual Comparison-Expenditures July 2013 through May 2014

	May 2014	Jul '13 - May 14	Budget	\$ Over Budget	% of Budget
6060200000-DISABLE INS	2,075.16	25,397.02	27,460.00	(2,062.98)	92.49%
60300 · OASDI DISTRICT					
6030000000-SS REG EE					
60300-1 VLP SS Tax	25.73	2,448.61	3,718.00	(1,269.39)	65.86%
6030000000-SS REG EE - Other	10,372.42	120,421.40	147,755.00	(27,333.60)	81.5%
Total 6030000000-SS REG EE	10,398.15	122,870.01	151,473.00	(28,602.99)	81.12%
6030100000-MEDICARE REG					
60301-1 VLP Medicare Tax	6.02	572.66	872.00	(299.34)	65.67%
6030100000-MEDICARE REG - Other	2,425.83	28,343.19	34,700.00	(6,356.81)	81.68%
Total 6030100000-MEDICARE REG	2,431.85	28,915.85	35,572.00	(6,656.15)	81.29%
6030200000-SS UTILITY	-	1,621.18	3,100.00	(1,478.82)	52.3%
6030300000-MEDICAR UTILITY	-	379.15	730.00	(350.85)	51.94%
Total 60300 · OASDI DISTRICT	12,830.00	153,786.19	190,875.00	(37,088.81)	80.57%
Total 6010000 · EMPLOYEE BENEFITS	163,951.06	1,920,292.80	2,234,790.00	(314,497.20)	85.93%
620000 · GEN SRVS&SUPPLIES					
6201000 · OFFICE EXPENSE GEN					
6201001 · GEN OFFICE EXPENSES	777.00	6,504.28	10,000.00	(3,495.72)	65.04%
6201003 · SMALL DEVICES NONCAPITAL	-	360.05	1,000.00	(639.95)	36.01%
Total 6201000 · OFFICE EXPENSE GEN	777.00	6,864.33	11,000.00	(4,135.67)	62.4%
6206000000-COMMUNICATIONS	1,298.07	19,401.48	21,350.00	(1,948.52)	90.87%
6209000 · MEMBERSHIPS	-	17,720.00	18,300.00	(580.00)	96.83%
6211000 · MAINT-EQUIPMENT	2,543.79	50,548.07	50,000.00	548.07	101.1%
6211004 · FUEL, LUBE & OIL	18,123.82	98,775.87	122,500.00	(23,724.13)	80.63%
6214000 · RENTS&LEASES-EQUIP	1,132.52	11,436.68	11,000.00	436.68	103.97%
6217000 · TRANS&TRAVEL					
Total 6217000 · TRANS&TRAVEL	817.13	20,095.36	25,000.00	(4,904.64)	80.38%
6220001 · AUDITORS PAYROLL&AP	-	1,644.00	3,000.00	(1,356.00)	54.8%
6220095 · AUDTR DIR ASSM SRV					
6220195 · 55401- AUDITOR DIR ASSESS CHRG	-	-	12,000.00	(12,000.00)	0.0%
6220295 · 55402-AUDITOR DIR ASSESS CHRG	-	17,637.92	18,000.00	(362.08)	97.99%
Total 6220095 · AUDTR DIR ASSM SRV	-	17,637.92	30,000.00	(12,362.08)	58.79%
6221000 · PROF&SPEC SRVS					
6221001 · LEGAL&ACCTING	1,860.00	39,122.00	65,000.00	(25,878.00)	60.19%
6221002 · CONTR AIRCRAFT	7,606.00	336,645.60	510,000.00	(173,354.40)	66.01%
6221003 · OTHERS	330.00	37,806.26	73,260.00	(35,453.74)	51.61%
Total 6221000 · PROF&SPEC SRVS	9,796.00	413,573.86	648,260.00	(234,686.14)	63.8%



San Joaquin County Mosquito & Vector Control District  
Budget and Actual Comparison-Expenditures  
July 2013 through May 2014

	May 2014	Jul '13 - May 14	Budget	\$ Over Budget	% of Budget
6221012 · TX ADMIN CHRGS	-	82,279.00	85,000.00	(2,721.00)	96.8%
6221050400-LAB EXP	-	96.78	1,500.00	(1,403.22)	6.45%
622150401 SM LAB EQUIP/FURNTR	3,963.57	31,804.02	35,000.00	(3,195.98)	90.87%
6221050400-LAB EXP - Other	3,963.57	31,900.80	36,500.00	(4,599.20)	87.4%
Total 6221050400-LAB EXP					
6226001600-PERMITS/LIC'S OTHER	208.00	6,001.00	6,700.00	(699.00)	89.57%
6226016000-SOFTWARE TECHSUP/LIC	5,000.00	14,724.66	19,150.00	(4,425.34)	76.89%
6226601700-COMMUNITY OUTREACH	3,050.23	17,863.53	40,000.00	(22,136.47)	44.66%
6226019120-ANIMAL/FISH FEED	-	3,685.02	7,000.00	(3,314.98)	52.64%
6226019121-Fish	-	3,685.02	7,000.00	(3,314.98)	52.64%
Total 6226019120-ANIMAL/FISH FEED					
6226000 · DISTRICT SPEC EXP	-	3,919.56	2,500.00	1,419.56	156.78%
6226013 · TRAINING-ED EXPENSES	-	359.95	2,500.00	(2,140.05)	14.4%
6230000 · INSURANCE	-	129,083.00	116,620.00	12,463.00	110.69%
6232010 · INSURANCE-WORKERS COMP	-	80,700.00	82,645.00	(1,945.00)	97.65%
6236000 · INSUR-Prop/Fidelity/NOWaircraft	-	3,600.00	6,400.00	(2,800.00)	56.25%
6230000 · INSURANCE - Other	-	213,383.00	205,665.00	7,718.00	103.75%
Total 6230000 · INSURANCE					
6238000 · MISC EXP	-	1.46	800.00	(798.54)	0.18%
6238001 · BANK CHARGE	-	-	50.00	(50.00)	0.0%
6238002 · CASH SHORT/OVER CASH BOX	29.28	354.74	1,450.00	(1,095.26)	24.47%
6238000 · MISC EXP - Other	29.28	356.20	2,300.00	(1,943.80)	15.49%
Total 6238000 · MISC EXP					
6240000 · CLTHIN&PRSNAL SUPP	1,398.96	11,004.95	14,500.00	(3,495.05)	75.9%
6246000 · HOUSEHOLD EXP	97.70	196.78	600.00	(403.22)	32.8%
6246000101-Haz Mat Dispo	928.01	14,424.98	18,000.00	(3,575.02)	80.14%
6246000 · HOUSEHOLD EXP - Other	1,025.71	14,621.76	18,600.00	(3,978.24)	78.61%
Total 6246000 · HOUSEHOLD EXP					
6249000 · UTILITIES	2,074.16	32,675.00	35,000.00	(2,325.00)	93.36%
6252000000-AGRI/CHEM	-	22,781.42	15,300.00	7,481.42	148.9%
6252000100-FISHERY	235,645.64	962,259.13	1,300,000.00	(337,740.87)	74.02%
6252000000-AGRI/CHEM - Other	235,645.64	965,040.55	1,315,300.00	(330,259.45)	74.89%
Total 6252000000-AGRI/CHEM					

San Joaquin County Mosquito & Vector Control District  
Budget and Actual Comparison-Expenditures  
July 2013 through May 2014

	May 2014	Jul '13 - May 14	Budget	\$ Over Budget	% of Budget
6260000 · MAINT STRUCT&GROUNDS	1,008.08	16,919.40	35,000.00	(18,080.60)	48.34%
6264000 · RENT-STRUCT&GROUND	74.00	4,620.70	2,600.00	2,020.70	177.72%
6269000 · SM TOOL&INSTRMNT	-	125.48	1,200.00	(1,074.52)	10.46%
<b>Total 620000 · GEN SRVS&amp;SUPPLIES</b>	<b>287,965.96</b>	<b>2,097,178.13</b>	<b>2,769,925.00</b>	<b>(672,746.87)</b>	<b>75.71%</b>
<b>Total Expense</b>	<b>626,464.76</b>	<b>6,063,397.91</b>	<b>7,389,405.00</b>	<b>(1,326,007.09)</b>	<b>82.06%</b>
<b>Other Expense</b>					
6300000 · OTHER CHARGES					
6301000 · CONTRI OTHER AGENCY	-	38,160.00	38,160.00	-	100.0%
6301002 · CMVCA RESEARCH FOUNDATION	-	500.00	600.00	(100.00)	83.33%
6301003 · SJC FARM BUREAU	-	-	1,000.00	(1,000.00)	0.0%
6301004 · OTHERS	-	-	39,760.00	(1,100.00)	97.23%
<b>Total 6301000 · CONTRI OTHER AGENCY</b>	<b>-</b>	<b>38,660.00</b>	<b>39,760.00</b>	<b>(1,100.00)</b>	<b>97.23%</b>
6381000 · TXS&ASSMNTS	-	15.90	100.00	(84.10)	15.9%
<b>Total 6300000 · OTHER CHARGES</b>	<b>-</b>	<b>38,675.90</b>	<b>39,860.00</b>	<b>(1,184.10)</b>	<b>97.03%</b>
6400000 · CAPITAL EXPENSE					
6411000 · STRUCT& IMPROVS					
6411001 · STOCKTON	-	71,478.00	80,000.00	(8,522.00)	89.35%
6411005 · WHITE SLOUGH	-	13,483.00	18,000.00	(4,517.00)	74.91%
6411006 · LODI	-	-	-	-	0.0%
6411008 · ESCALON	-	25,779.83	250,000.00	(224,220.17)	10.31%
<b>Total 6411000 · STRUCT&amp; IMPROVS</b>	<b>-</b>	<b>110,740.83</b>	<b>348,000.00</b>	<b>(237,259.17)</b>	<b>31.82%</b>
6451000 · EQUIPMENT					
6451001001-SHOP/VEH REPLACEMNT	-	45,120.72	52,000.00	(6,879.28)	86.77%
6451001002-SOFTWARES/PROGRMS	-	-	10,000.00	(10,000.00)	0.0%
6451001003-EQUIP/LAB	6,957.08	7,172.51	20,000.00	(12,827.49)	35.86%
6451001004-EQUIP/FIELD/FISH	-	40,752.39	32,000.00	8,752.39	127.35%
6451001005-EQUIP/OFFICE	-	7,134.71	10,000.00	(2,865.29)	71.35%
<b>Total 6451000 · EQUIPMENT</b>	<b>6,957.08</b>	<b>100,180.33</b>	<b>124,000.00</b>	<b>(23,819.67)</b>	<b>80.79%</b>
<b>Total 6400000 · CAPITAL EXPENSE</b>	<b>6,957.08</b>	<b>210,921.16</b>	<b>472,000.00</b>	<b>(261,078.84)</b>	<b>44.69%</b>
<b>Total Other Expense</b>	<b>6,957.08</b>	<b>249,597.06</b>	<b>511,860.00</b>	<b>(262,262.94)</b>	<b>48.76%</b>
<b>TOTALS</b>	<b>633,421.84</b>	<b>6,312,994.97</b>	<b>7,901,265.00</b>	<b>(1,588,270.03)</b>	<b>79.9%</b>

# San Joaquin County Mosquito & Vector Control District Expenses by Vendor Summary

May 2014

	<u>May 14</u>
ACE Hardware	6.52
ACME Saw N Industrial Supply	49.98
ACS All City Safety	308.74
Adapco - Fennimore Chemicals	228,449.65
Airgas	430.40
Am Scope (United Scope)	1,242.54
Amazon Marketplace	289.88
Battery Bill, Inc	158.50
Ben Meadows Co	362.12
Big W Sales	168.54
BioQuip	285.84
Business Printing Service	316.10
CA State Dept. Pesticide Regulation	140.00
CalPERS	56,713.15
Capital Rubber Co., Ltd.	73.47
Central Valley Hardware Co.	98.17
Charlie's Day & Nite Inc	14.72
Chase Chevrolet Co.	95.71
City of Lodi	463.85
City of Stockton	198.37
Clutch & Brake Xchange Inc.	158.99
Complete Welders Supply	572.39
Courtyard Marriot	158.46
Creative Outdoor Environments, Inc.	300.00
Cumulus Broadcasting LLC	150.00
De Lage Landen Financial Services	215.28
Delta Dental	5,472.47
Discount Mugs	16.50
Eley, Christopher K	1,860.00
Equipment For Technology & Science, Inc.	1,620.00
Farwest Steel	217.96
FedEx	31.45
French Camp McKinley Fire Protection Dist	74.00
G&K Services	1,309.65
Grainger	160.90
Harbor Freight Tools	88.60
Hewlett-Packard Financial Services Co.	259.58
Horizon Distributor	72.27
Huang, Shaoming	100.20
Hyatt Hotels	308.40
JC Paper	67.72
Lowe's	47.80
Lucas Business Systems	229.25
Mayaco, Marketing&Internet	350.00
Misc. Restaurants	85.55
Modesto PC, First Service Tech	580.32
Motion Industries	16.51
Nationalwide Retirement Solutions	20.00
Nestle Pure Life Direct, Nestle Water	144.17
New Image Sign Co	267.05
Office Team	2,464.83
Petty Cash	68.79
Precissi Flying Service	2,850.00
PSC Environmental Services Group	97.70
Quintara Biosciences	1,525.00
Richard Chiapparelli Electric	465.00
Sacramento-Yolo Mosquito&Vector Control	2,500.00
San Joaquin County, CDD/GIS	5,000.00

# San Joaquin County Mosquito & Vector Control District Expenses by Vendor Summary

May 2014

	<u>May 14</u>
San Joaquin Farm Bureau Federation	500.00
San Joaquin Valley Air Pollution Control	315.00
Sigma Aldrich Inc.	109.20
SJC Mosquito and Vector Control District	15.90
SJCOE Educational Foundation	40.00
Smart&Final	314.37
Stericycle Inc.	129.41
Stockton Filter Supply Co., Inc.	199.76
Technical Instruments	4,094.54
TelePacific (Arrival Communications)	865.01
The Record	148.11
Tokay Tire Service, Inc.	29.16
Univar	5,203.66
Unum Life Insurance	2,283.06
US Health Works Medical Group	83.00
USA Scientific	499.65
Vector Control Joint Powers Agency	39.64
Verizon Wireless	433.06
Vision Service Plan CA	807.65
VWR International	697.96
Wal Mart	42.22
Wilbur-Ellis	2,613.42
<b>TOTAL</b>	<b><u><u>339,256.82</u></u></b>

**SAN JOAQUIN COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT**  
**District Activities Report**

**May**

**Work Completed:**

**CONTINUATION OF SWIMMING POOL INSPECTIONS ON PROPERTIES IN FORECLOSURE**

The District continues to work with the County Assessor's office and the County GIS Department to develop a list of properties with swimming pools that are either in default or full foreclosure. 17 pools were identified from the most recent list, down from 19 the previous month.

**FIELD ACTIVITIES**

Field operations moved into full swing during the month as temperatures increased. Three WNV positive mosquito samples were found at the end of the month indicating that the virus transmission cycle had begun. Technicians inspected and treated a number of river seepage areas along the Stanislaus River to minimize *Ae. vexans* populations. A helicopter was contracted to treat the larger inaccessible seepage sites. In addition, 2,624 acres was adulticided by air along the river to target adult *Ae. vexans* that were able to hatch. Technicians completed initial catchbasin treatments throughout the county during the early part of the month. Potential water restrictions in urban areas may reduce the number of catchbasins holding water as the season progresses.

**RICE FIELD TREATMENTS**

Aerial larvacide treatments to rice began in the Escalon and Delta regions during the latter part of the month. Rice acreage has dropped approximately 900 acres this year as compared to last. Most of the reduction in acreage occurred in Escalon and the North Delta areas.

**TOTAL TREATMENT WORK CONDUCTED DURING MAY**

**GROUND WORK**

1610 Acs Larvicided  
2613 Acs Adulticided  
152 Acs Herbicided

**AERIAL WORK**

1352 Acs Larvicided  
2624 Acs Adulticided

**SERVICE REQUESTS**

122 Mosquitoes

50 Fish Requests

62 Neglected Pools

**WORK SCHEDULED FOR JUNE**

- CONTINUE TO INSPECT NEGLECTED SWIMMING POOLS REPORTED BY THE PUBLIC AND IDENTIFIED ON THE CURRENT HOME FORECLOSURE LIST
- START LONG TERM RESIDUAL CATCHBASIN TREATMENTS
- RESPOND TO WNV POSITIVE MOSQUITO SAMPLES AS APPROPRIATE

**PUBLIC INFORMATION & OUTREACH MONTH END REPORT**  
**For month ending May 2014**

**To: Ed Lucchesi, Manager**

**From: Aaron Devencenzi, PIO**

**Monthly Activities:**

- Five school presentations were given to 300 students including two presentations at a middle school. Four more school presentations are scheduled for June.
- I provided a presentation to San Joaquin Master Gardeners with 60 people present. The presentation topics were, IPM & IMM, potential new invasive species and potential disease on the horizon.
- Hard copies of the 2014 Annual Report were sent to elected officials and county departments.
- Cumulus radio ads are running on the weekends with 60 sec. spots and during the week will traffic billboard on both 103.3 The Kat and 104 The Hawk.
- I worked on and complete a contract with Intervision Radio for Hispanic radio ads. The ads will run on La Tricolor 100.9 which has a large reach throughout San Joaquin and Stanislaus counties. We are cost sharing this campaign with Eastside and Turlock which saves us all substantial advertising dollars. The station will saturated the market on June 23-29, then ads will run July 4<sup>th</sup> weekend and then for 5.5 weeks through the summer ending in mid-September
- The District had a booth at the Micke Grove Park, Senior Awareness Day. Seniors are bused in from other cities creating a high volume of visitors at this event. The District handed out educational material, recyclable bags and DEET wipes. We had 500-600 visitors to our booth.
- I worked on a safety binder for current employee training.
- I developed a mosquitofish distribution schedule for National Mosquito Control Awareness week. All of the seven local cities were contact and subsequently gave permission to use their facilities. Only the city of Manteca insisted we have liability certificates.
- Ads for dumping and draining continue to run during the news hour on KCRA TV with Sac/Yolo and Placer.

over



- The District applied for a booth at the Ag Fest "Water Day" on June 18 during the 4-H and FFA livestock show at the San Joaquin County fairgrounds.
- I continue to keep the safety supplies for the field operators up to date and well supplied.
- I began placing ads in the local newspapers for mosquitofish awareness day.
- The website was updated with Board agenda and minutes, as well as two spray alerts and one news release.
- A news release was sent on 5/29/15 titled "Two Mosquito Samples Test West Nile Virus Positive in San Joaquin County". The news release was sent via GovDelivery. Manteca Bulletin gave us a front page article. All local newspapers printed information from the ad except the Lodi Sentinel.

**Scheduled Tasks for June:** Four school presentations are scheduled. We will be participating in AgFest on June 18, 2014. We will be giving mosquitofish out on June 24 through June 27. A series of brochures are being developed that will brand the District and provide updated information to the public. Safety supplies, and website updates will continue. Newspaper ads and other advertisement of the mosquitofish give away will continue. A budget estimate will be given to Ed and current budget expenditures will be reconciled. The bill board and the radio ads will be changed for the mid-summer messaging.

## MANAGER'S REPORT

For the period May 14, through June 10, 2014

- I continued the procedural steps to sell the Lodi yard, 200 N. Beckman Rd., Lodi. In review, I sent the notice to local governments, per California Govt. Code sections 54220 and 65402. The regulations provide for a 60-day notice before the District can proceed with selling the land on the open market. The notice was sent on April 4, 2014. The 60-day period concluded June 6, 2014. The District did not receive any notice of interest from the agencies notified. I secured an appraiser to appraise the property. The time-frame is approximately 6-8 weeks for presentation of report. It is expected the appraisal will be reviewed by the Board at the August 2014 BOT meeting.
- Emily Nicholas and I continued with the work on the 2014-15 "Draft" budget. We will have the most recent revenue projections from the County Auditor's office in preparation for the upcoming Budget Committee meeting. We worked with SCI Consulting Group to determine the Benefit Assessment rate based on the Bay Area CPI (Consumer Price Index). SCI Consulting group will have an Engineer's Report available for the Board's review at the Board meeting. In addition, we will have that information to review at the Budget Committee meeting prior to the Board meeting.
- I am in the process of completing the questionnaire of the retaliation complaint from the Division of Labor Standards Enforcement (DLSE) branch of the State Department of Industrial Relations. This complaint was filed on behalf of Tiffany Anderson. I am working with the Retaliation Complaint Investigation Unit of the DLSE in cooperation with their investigation. The information is to be completed by June 16, 2014.
- I initiated request for proposals to local Certified Public Accountants specialized in Audit and Financial reviews of local governmental agencies. The District is in need of Audit services for the next three fiscal year periods 2013/14, 2014/15 and 2015/16. This information will be reviewed by the Board during the Board meeting. It is anticipated the Board will award a bid for services during that time.
- We prepared for the retirement of MCT I Steve Azevedo, who will be retiring June 27, 2014, by testing and interviewing candidates for the upcoming vacancy. A candidate was selected and will begin work the week of June 23, 2014.

# Board Meeting Information

**To:** Board of Trustees  
**From:** Eddie Lucchesi, Manager  
**CC:** Chris Eley, Legal Counsel  
**Date:** 6/6/2014  
**Re:** June 2014 BOT Meeting, Agenda Item 3f

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### **3f. Correspondence Information**

1. The District sent a letter to Congressman McNerney asking for his support of HR 935 - Reducing Regulatory Burdens Act. Passing of this bill would reduce or eliminate the duplicative work Mosquito Control districts currently conduct as a requirement of the National Pollutant Discharge Elimination System (NPDES) permit. As repeatedly stated in prior years, it is our stance that federal law does not require water permits for Federal Insecticide Fungicide and Rodenticide Act (FIFRA) - compliant pesticide applications.

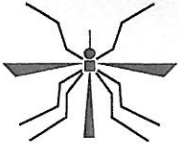
2. Free "Mosquito-Fish" Notice

The attached add will be placed in local newspapers of San Joaquin County to officially announce the District's schedule for the Annual Mosquitofish giveaway program.

Attachments

June 6, 2014

**SAN JOAQUIN  
COUNTY**



**MOSQUITO &  
VECTOR CONTROL  
DISTRICT**

Representative Jerry McNerney  
9<sup>th</sup> Congressional District  
Stockton Office  
2222 Grand Canal Blvd. #7  
Stockton, CA 95207

*copy*

Dear Representative McNerney,

**BOARD OF TRUSTEES**

MARC WARMERDAM  
PRESIDENT  
SAN JOAQUIN COUNTY

GARY LAMBDIN  
VICE PRESIDENT  
CITY OF STOCKTON

JOY MEEKER  
SECRETARY  
CITY OF ESCALON

CITY OF LATHROP  
OMAR KHWEISS

CITY OF LODI  
JACK V. FIORI

CITY OF MANTECA  
JACK SNYDER

CITY OF RIPON  
FRANCIS GROEN

CITY OF TRACY  
CHET MILLER

SAN JOAQUIN COUNTY  
JAY COLOMBINI

SAN JOAQUIN COUNTY  
MIKE MANNA

SAN JOAQUIN COUNTY  
GREG O'LEARY

LEGAL ADVISOR  
CHRISTOPHER K. ELEY

I am contacting you on behalf of the San Joaquin County Mosquito and Vector Control District to support HR 935 which is shortly expected to go to the House floor for a vote. HR 935 will reduce the regulatory burden on public health mosquito control programs across the United States. The Clean Water Act (CWA) NPDES Permits have made mosquito control programs vulnerable to 3<sup>rd</sup> party lawsuits and added layers of duplicative regulations to our already burdened government programs, yet they provide no additional benefit to the environment. Our pesticides are registered under FIFRA to be applied to, over, and near water. NPDES permits are meant to regulate waste, not pesticides used according to their label.

NPDES permits are not strengthening pesticide regulations. They do not decrease the amount of pesticides used or reduce the toxicity of those products. The California permit was the most stringent in the Nation by requiring water testing, but after the initial samples showed that mosquito control did not adversely affect water quality, that provision of the California permit was eliminated.

Why would environmental groups want pesticide applicators regulated under the CWA? They can sue us for a paperwork violation for over \$35,000/day. Under FIFRA they would need to demonstrate that the pesticides caused harm or were misapplied. Since the pesticides labeled for mosquito control are used in low doses by qualified applicators, that would be extremely difficult.

The CWA permits will lead to small town and county government programs paying outrageous legal fees potentially shutting down some programs, especially if the proposed rule by the EPA to define Waters of the United States goes into effect. This will significantly expand Waters of the US, thus increasing the number of pesticide applications that require permits and the number of applicators susceptible to excessive regulation. If mosquito control programs shut down due to burdensome regulations, who will protect your constituents from emerging diseases?

Please feel free to call me if you have any questions.

Respectfully submitted,



Eddie Lucchesi,  
Manager

# Clean Water Act NPDES Permit Impacts on Mosquito Control Programs

**Issue:** Mosquito Control Programs (MCP's) are required to have NPDES permits under the Clean Water Act (CWA) for mosquito control pesticide applications (including both biological pesticides and chemical pesticides) occurring over, near or in waters of the US. These permits are unnecessary since the pesticide product use has already been reviewed and approved by EPA, and the failure to obtain or operate in accordance with a NPDES permit exposes MCPs to substantial CWA penalties including Citizen Suit litigation. These NPDES requirements provide little or no environmental benefit, and can have a chilling effect on the ability of MCPs to protect the public from mosquitoes and mosquito borne diseases.

**Background:** Due to a 2009 court ruling, commencing October 31, 2011, EPA and the states instituted NPDES permit requirements regulating the application of mosquito control pesticides, including both biological pesticides and chemical pesticides where a pesticide residue may potentially affect a water of the US. EPA expects that some portion of every pesticide applied to waters of the United States will leave a residual in those waters. EPA also assumes that every application of chemical pesticides to waters of the United States will trigger the requirement for an NPDES permit. The failure to obtain or comply with the permit can subject MCPs to costly litigation, including those instituted under the citizen suit provisions of the CWA and can result in CWA penalties of up to \$37,500 per day

**Discussion:** While AMCA worked with EPA and authorized states to craft NPDES pesticide general permits that minimize potential impacts on MCP's public health mission, those permits have resulted in scarce public funds being spent on unnecessary and duplicative regulatory requirements. Pesticides are already effectively regulated under the registration process required by the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA). Under FIFRA, EPA requires a wide number of different scientific studies and tests. These concern toxicity studies that could impact water quality and aquatic species, and include, for example, a suite of data and studies on ecological effects (e.g., freshwater fish toxicity, acute toxicity freshwater invertebrates, estuarine and marine organisms, fish early-life stage, fish lifecycle, bioavailability, biomagnification and whole sediment toxicity), environmental fate (e.g., hydrolysis, photodegradation in water, photodegradation in soil, aerobic and anaerobic aquatic metabolism, volatility, absorption and desorption, groundwater monitoring), and residue chemistry. EPA has established test guidelines for applicants to follow to ensure studies are conducted with consistent scientific rigor.

EPA has broad powers to require additional information and does so where necessary to ensure that it thoroughly understands a pesticide's risks. EPA will only approve an application when it is confident that based on the data, there is a reasonable certainty the intended use of the product will not cause unreasonable adverse effects on man or the environment.

The regulation of public health pesticides should continue under FIFRA and duplicative regulation under the CWA is inefficient, costly, and burdensome and should be terminated. Enactment of H.R.935/ S. 802 will help ensure that scarce valuable resources are not wasted and public health missions are not compromised by duplicative regulations such as the NPDES Pesticide Permits for mosquito control.

**Needed Action:** We urge Congress to pass legislation consistent with the goals and objectives of H.R. 935/S. 802 clarifying that pesticide applications for mosquito control in accordance with label requirements are regulated under FIFRA and not the Clean Water Act NPDES program.



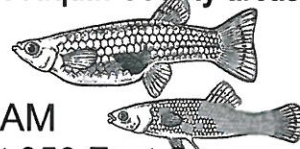
# Free Mosquitofish

San Joaquin County Mosquito and Vector Control District will be distributing mosquitofish free to the residents of Stockton, Lodi, Tracy, Manteca, Escalon, Lathrop, Ripon and surrounding San Joaquin County areas.

## June 24, 2014

City of **Tracy** 9:00 AM - 11:00 AM  
In front of the Tracy Community Center at 950 East St.

City of **Lodi** 12:45 PM - 2:45 PM  
Softball Complex parking lot at 401 N. Stockton St.



## June 25, 2014

City of **Ripon** 9:00 AM - 11:00 AM  
Ripon City Hall parking lot at 259 N. Wilma St.

City of **Escalon** 12:30 PM - 2:30 PM  
Hogan Park parking lot at 1051 Escalon Ave.

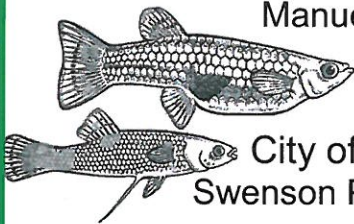
## June 26, 2014

City of **Manteca** 9:00 AM - 11:30 AM  
Manteca Senior Center parking lot, enter at 295 Cherry Ln.

City of **Lathrop** 1:00 PM - 2:00 PM  
Manuel Valverde Park, 15557 Fifth St.

## June 27, 2014

City of **Stockton** 9:00 AM - 1:00 PM  
Swenson Park Golf Course North parking lot at  
6803 Alexandria Place



Mosquitofish will be provided to residents of cities and rural areas within San Joaquin County only. Residents will be asked to provide name, address, and location where fish will be placed. A maximum of 15 fish will be provided to each resident as long as supplies last.

## **Ideal places to use mosquitofish to prevent mosquito development**

- Ornamental ponds
- Neglected swimming pools
- Animal water troughs

**San Joaquin County Mosquito & Vector Control District**  
7759 S. Airport Way, Stockton CA

**(209) 982-4675, 1-800-300-4675 or [www.sjmosquito.org](http://www.sjmosquito.org)**

# Board Meeting Information

**To:** Board of Trustees  
**From:** Eddie Lucchesi, Manager  
**CC:** Chris Eley, Legal Counsel  
**Date:** 6/9/2014  
**Re:** June 2014 BOT Meeting, Agenda Item 4

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**4. BUDGET COMMITTEE REPORT; PRESENTATION OF FIRST DRAFT OF 2014-15 EXPENDITURE AND INCOME BUDGET**

The Board of Trustee's Budget Committee is scheduled to meet at 12:00 p.m. on Tuesday, June 17, 2014. The Budget Committee consists of trustees Groen (Chair), Fiori, Colombini and Miller. Since Chairman Groen will not be present at the meeting, Vice-President Lambdin has agreed to act on his behalf.

Attached is a copy of the meeting agenda and draft minutes of the May 20, 2014 meeting. A member of the Budget Committee will present a first draft of the 2014-15 budget for the Board's information.

This item is for information only, and does not require Board action.

Attachments



**San Joaquin County Mosquito & Vector Control District  
7759 S. Airport Way Stockton, CA 95206**

**Budget Committee Meeting**

**June 17, 2014  
12:00 P.M.**

**AGENDA**

1. Call to order; roll call
2. Public comment period
3. Minutes of May 20, 2014 Budget Committee meeting
4. Review/discussion/recommendation of the first draft of the 2014-15 expenditure and income budgets, including budget account and reserve fund designations, special tax rates, and benefit assessment rates for Zones A, B, and C
5. Other business; announcement of future committee meeting date(s) and time(s).
6. Adjourn.

**San Joaquin County Mosquito & Vector Control District  
7759 S. Airport Way, Stockton 95206**

**Minutes for the Board of Trustees' Budget Committee  
Meeting of May 20, 2014**

A regular meeting of the Budget Committee of the San Joaquin County Mosquito and Vector Control District was held at 11:30 a.m. May 20, 2014 at the District office.

**Committee members present:** Trustee Francis Groen, Chair  
Trustee Jack Fiori  
Trustee Jay Colombini  
Trustee Chet Miller

**Others present:** Eddie Lucchesi, Manager  
Emily Nicholas, Bookkeeper/Administrative Asst.

**1. Call to order**

Chairman Groen called the meeting to order at 11:35 a.m. and reported that all committee members were in attendance.

**2. Public comments**

None

**3. Status report re: 2013-14 budget**

Manager Lucchesi and Bookkeeper/Administrative Assistant Nicholas reviewed the status of expenditures and revenues through April 30, 2014. Items discussed included the status of individual expenditure accounts and the current fund balances.

**4. Proposed changes for the 2014-15 budget**

Manager Lucchesi provided the Committee with information from the Health and Safety Code §2070 that states the requirement to adopt a final budget on or before August 1, of each year. Administrative Assistant Nicholas reviewed information that included several aspects of the projected 2014-15 budget; additionally, the County auditor's office projected an increase in property tax revenue of 3% over last year. Discussion on projected expenditures included salaries and wages, mosquito control products, employee benefits, insurance liability (other than medical) and professional services that include aerial, legal, and accounting.

**5. Other business**

Following review and discussion of the different agenda items, Manager Lucchesi announced he would schedule a meeting of the Budget Committee for 12:00 p.m. on June 17, 2014 (immediately prior to the regular Board of Trustees meeting) so that the committee could receive a comprehensive first draft of the 2014-15 income and expenditure budgets.

**6. Adjourn**

The meeting concluded at 12:52 p.m. by consensus of those in attendance.

# Board Meeting Information

**To:** Board of Trustees  
**From:** Eddie Lucchesi, Manager  
**CC:** Chris Eley, Legal Counsel  
**Date:** 6/12/2014  
**Re:** June 2014 BOT Meeting, Agenda Item 5

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**5. RESOLUTION 13/14-08 (DRAFT), A RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR FISCAL YEAR 2014-15, PRELIMINARILY APPROVING THE ENGINEER'S REPORT, AND PROVIDING FOR NOTICE OF HEARING FOR THE SAN JOAQUIN COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT'S MOSQUITO, VECTOR AND DISEASE CONTROL ASSESSMENT**

Attached is a **revised** proposed resolution that 1) preliminarily approves the engineer's report, and 2) provides notice of a public hearing for the District's Mosquito, Vector and Disease Control assessment. Enclosed is a copy of the Engineer's report for the 2014-15 benefit assessment.

The engineer's report is very similar to that of 2013-14, and includes the additional information for our different zones of benefit created four years ago. The report includes information on the programs and services of the district, different vectors and vector-borne diseases, integrated pest management (IPM), public relations and outreach, research, estimated costs, and the method of assessment.

The resolution recognizes the creation of the engineer's report, the intent of the Board to levy and collect the assessments in 2014-15, the total amount of the assessments, and notice of the public hearing re: levying the assessment that will be held July 15, 2014 in conjunction with the regularly-scheduled Board of Trustees meeting.

It is recommended that the Board thoroughly review the engineer's report and the draft resolution, and following review and discussion, adopt the draft resolution as presented.

This item requires Board action.

Attachments

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF INTENTION TO CONTINUE ASSESSMENTS FOR FISCAL YEAR 2014-15,  
PRELIMINARILY APPROVING THE ENGINEER'S REPORT, AND PROVIDING FOR NOTICE OF HEARING FOR  
THE SAN JOAQUIN COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT  
MOSQUITO, VECTOR AND DISEASE CONTROL ASSESSMENT**

**WHEREAS**, on November 15<sup>th</sup>, 2005 by its Resolution No. 05/06-2, the Board of Trustees of the San Joaquin County Mosquito and Vector Control District (the "Board") authorized the levy of assessments for the Mosquito, Vector and Disease Control Assessment (the "Assessment") pursuant to the provisions of the Health and Safety Code section 2080 et seq. and Article XIII D of the California Constitution; and

**WHEREAS**, such mosquito, vector and disease control services provide tangible health benefits, reduced nuisance benefits and other special benefits to the public and properties within the areas of such services; and

**WHEREAS**, the purpose of the Assessment is for mosquito abatement and vector control projects and programs including, but not limited to, source reduction, larvicide and adulticide applications, disease monitoring, public education, reporting, accountability, research and interagency cooperative activities, as well as capital costs, maintenance and operation expenses (collectively "Services"); and

**WHEREAS**, the San Joaquin County Mosquito and Vector Control District ("the District") is authorized, pursuant to the authority provided in Health and Safety Code Section 2082 and Article XIII D of the California Constitution, to continue to levy assessments for mosquito, vector and disease control services; and

**WHEREAS**, the Assessment was authorized by an assessment ballot proceeding conducted in 2005 and approved by 71.41% of the weighted ballots returned by property owners, and such assessments were levied by the Board by Resolution No. 05/06-2 passed on November 15<sup>th</sup>, 2005; and

**WHEREAS**, an annual adjustment to the Assessment rate equal to the change in the Consumer Price Index-U for the San Francisco Bay Area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 3%, was also authorized by the assessment ballot proceeding conducted in 2005;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the San Joaquin County Mosquito and Vector Control District that:

1. SCI Consulting Group, the Engineer of Work, has prepared an engineer's report in accordance with Article XIII D of the California Constitution and Section 2082, et. seq., of the Health and Safety Code (the "Report"). The Report has been made, filed with the secretary of the board and duly considered by the Board and is hereby deemed sufficient and preliminarily approved. The Report shall stand as the Engineer's Report for all subsequent proceedings under and pursuant to the foregoing resolution.
2. It is the intention of this Board to continue and to collect assessments for the Mosquito, Vector and Disease Control Assessment for fiscal year 2014-15 for the proposed projects and services set forth in the Report. Within the San Joaquin County Mosquito and Vector Control District, the proposed projects and services are generally described as mosquito, vector and disease control services and projects such as surveillance, source reduction, identification and elimination of removable breeding locations, identification and treatment of breeding and source locations, application of materials to eliminate larvae, disease surveillance and monitoring, public education, reporting, accountability, research and

interagency cooperative activities as well as capital costs, maintenance and operation expenses (the "Services").

3. The Assessment may be continued annually and may be adjusted by up to the maximum annual CPI adjustment without any additional assessment ballot proceeding. The change in the CPI in 2013 is 2.57%, which is less than the 3.00% maximum allowed annual increase. The change in the CPI in excess of the maximum annual adjustment accumulated is 0.0%. As a result, the total increase in the CPI that has not been applied to the Assessment rate is 2.57%. Therefore, the maximum authorized increase in the Assessment rate for fiscal year 2014-15 is 2.57%, and the maximum authorized assessment rates are \$8.68 for Zone A, \$8.25 for Zone B, and \$9.14 for Zone C, per single family equivalent benefit unit.
4. The estimated fiscal year 2014-15 cost of providing the Services is \$1,881,317. This cost results in a proposed assessment rate for Zone A, B and C for fiscal year 2014-15 as follows:
  - a. Zone A: EIGHT DOLLARS AND FORTY-TWO CENTS (\$8.42) per single family equivalent unit (SFE).
  - b. Zone B: EIGHT DOLLARS AND ZERO CENTS (\$8.00) per single family equivalent unit (SFE).
  - c. Zone C: EIGHT DOLLARS AND EIGHTY-FIVE CENTS (\$8.85) per single family equivalent unit (SFE).

Reference is hereby made to the Report for a full and detailed description of the proposed assessments upon assessable lots and parcels of land.

5. Notice is hereby given that on July 15, 2014, at the hour of 1:00 p.m. at the San Joaquin County Mosquito and Vector Control District, 7759 South Airport Way Stockton, California; the Board will hold a public hearing to consider the ordering of the Services, and the continuation of the assessments for fiscal year 2014-15.

PASSED and ADOPTED by the Board of Trustees of the San Joaquin County Mosquito and Vector Control District, State of California on June 17, 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Marc Warmerdam, President of the Board of Trustees  
San Joaquin County Mosquito & Vector Control District

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Joy Meeker, Secretary of the Board of Trustees  
San Joaquin County Mosquito & Vector Control District

# Board Meeting Information

**To:** Board of Trustees  
**From:** Eddie Lucchesi, Manager  
**CC:** Chris Eley, Legal Counsel  
**Date:** June 9, 2014  
**Re:** June 2014 BOT Meeting, Agenda Item 6

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## **6. REQUEST FOR AUTHORIZATION TO ACCEPT PROPOSAL FOR AUDITING AND FINANCIAL REVIEW SERVICES**

The Board of Trustees, at the May 2014 regular meeting, authorized the Manager to seek proposals for a new contract for auditing and financial review services. The new contract will cover the next fiscal three-year period of 2013-14 through 2015-16. The Manager will review the proposals and make a recommendation for the Board's consideration.

The selection of an auditing firm to perform the annual audit and financial review is within the purview of the Board of Trustees. Per Health and Safety Code Section 2079, the Board of Trustees is required to provide for regular audits pursuant to Government Code Sections 26909 and 53890.

This item requires Board action.

## **REQUEST FOR PROPOSAL FOR FINANCIAL AUDITING SERVICES ("RFP")**

San Joaquin County Mosquito and Vector Control District ("SJCMVCD") is requesting proposals from qualified certified public accounting firms to perform financial auditing services for the San Joaquin County Mosquito and Vector Control District (SJCMVCD). SJCMVCD is a California special district formed under provisions of Health and Safety Code § 2000 et. seq. Per Health and Safety Code § 2070, the District shall have a system whereby the district's financial condition shall be demonstrated. The system of accounting and auditing shall adhere to generally accepted accounting principles.

Background and General Information:

### **1. The District (History of District)**

The San Joaquin County Mosquito and Vector Control District was organized in 1980, with the consolidation of the Northern San Joaquin County Mosquito Abatement District (1945) and the San Joaquin Mosquito Abatement District (1955). Its mission is to enhance the quality of life for its community by providing effective and environmentally sound vector control and disease prevention programs through research, development, and public awareness. The District covers the geographical region of San Joaquin County, an area of approximately 1400 square miles. Its purpose is to control the spread of disease and injury from mosquitoes and other vectors. An 11-member Board of Trustees governs the District. Trustees are appointed by each of the seven incorporated cities within the boundaries of the District with four seats held by San Joaquin County appointees. The regular meetings of Board of Trustees are held on the third Tuesday of each month at 1:00 p.m. Special meetings are held as needed. The District employs 35 full-time employees.

### **2. Organizational Structure**

The Board of Trustees governs the District. The Manager and administrative staff implement the policies approved by the Board of Trustees and handle the District's day-to-day operations.

### **3. Financial Services**

The District has been contracting for Auditing and Financial review services and other ancillary specialized accounting services that include regulatory requirements as governed by Government Accounting Standards Board (GASB) and statement on Auditing Standards.

Copies of the District's annual report, budget, and audit are available on request at the District office at the following address:

San Joaquin County Mosquito and Vector Control District  
7759 S. Airport Way  
Stockton, CA 95206



#### 4. Name of Contact Person

The Auditor's principal contact with the District will be the Manager, Eddie Lucchesi and Emily Nicholas, Bookkeeper / Administrative Assistant who will coordinate the services to be provided.

#### Scope of Accounting Services to be provided as Financial Auditor:

The District requires a full service accounting firm with prior experience in performing audits for governmental agencies. The District operates on a Fiscal Year Basis – July 1 thru June 30. This contract shall be for a three year period to include FY 2013-14, FY 2014-15 and FY 2015-16.

#### Response Requested:

Your proposal must provide the following information:

1. Submittal Outside Cover Title – Include the RFP title, submittal due date, and the name, address, fax number, and telephone number of principal submitting firm.
2. Cover Letter – Provide a brief (maximum of two pages) submittal cover letter.
  - a. Include a summary describing how the submitter proposes to provide the required services to the District.
3. Identification of Responder
  - a. Provide the legal name and address of the submitter.
  - b. State the legal form of the submitter, i.e. partnership, corporation, joint venture, and so forth. If the submitter is a joint venture, identify the members of the joint venture team and provide all information required under this section for each member. If the submitter is a wholly owned subsidiary of a parent company, identify the parent company and its address.
  - c. Provide the name, title, address, and telephone number of submitter's principal contact person for the RFP.
4. Qualifications of the Certified Public Accountant and, if applicable, the firm, including:
  - a. A description of the firm' qualifications and experience, including areas of expertise, accomplishments, previous employers/clients, etc.
  - b. A description of the accounting firm and support staff, scope (national, Explain the expertise of other members of the firm as it would benefit the District.
  - c. Relevant prior experience, specifically including work as Financial Auditor for public agencies, in particular special districts.
  - d. References from several California public agencies, and special districts (at least five if possible), which have utilized your services including addresses and phone numbers of key agency staff who are familiar with your performance and number of years served.
  - e. A description of financial services performed for public agencies in the San Joaquin County area.

- f. Services, if any, that have not been listed in this RFP that you believe might bring "value-added" to the scope of work proposed by your firm. Value-added includes services that might otherwise be provided by the firm which could be made available to District at no increased cost. Some examples of value-added are: the opportunity to attend firm-sponsored or provided training, a newsletter or annual general accounting update publication, a firm-sponsored client-only research webpage, etc.
5. Fees:  
A full description of proposed fees (and/or retainers required to secure services) for engagement to include preparation of the Special District's Financial Transactions Report, (which must be submitted to the State Controller). Inventory review of mosquito control materials conducted at the beginning of the new Fiscal-Year, and presentation of the Audit report before the District's Board of Trustees.
6. Disclosures:  
Disclosures of actual and potential conflicts of interest, if any, including but Not limited to identifying each and every matter in which the accounting firm has, within the past calendar year, represented any entity or individual with an interest adverse to the District, its Board or staff, or any of the boards, agencies, commissions, or organizations to which the District belongs. Provide a statement concerning other potential areas for conflicts of interest to arise because of your work or the work of others in your firm. Do you require a waiver clause to be signed in advance of commencing this employment?

### Submittal Requirements

- Number of Copies – Submit two fully executed originals, clearly marked on the cover.
- Sealing and Delivery – The submittal must be SEALED, marked CONFIDENTIAL, and RECEIVED on or before June 12, 2014 at 3:30 p.m. at the office of the District:

Attn: Eddie Lucchesi, Manager  
San Joaquin County Mosquito and Vector Control District  
7759 S Airport Way  
Stockton, CA 95206

The District reserves the right to extend the date by which  
The submittals are due.

Evaluation Criteria:

Your proposal will be reviewed and evaluated based on your overall qualifications. Proposals should be concise and to the point to facilitate ease of evaluation. You will be judged on the following criteria, and not solely on the lowest fee.

1. Qualifications of the CPA firm including recent experience providing financial auditing services to public agencies and special districts.
2. Qualification of the Certified Public Accountant and assigned backup / support.
3. Understanding of the engagement.
4. Acceptability of Firm's approach and ability to meet deadlines and commitments.
5. Overall fees.
6. Suggestions or offers of additional services that might be considered as value-added.

Selection Process:

Submit your written proposal by 3:30 p.m. on Thursday, June 12, 2014 to  
San Joaquin County Mosquito and Vector Control District  
7759 S Airport Way  
Stockton, CA 95206  
Attn: Eddie Lucchesi, General Manager.

The District will review the proposals and selected auditors will be asked to participate in an interview. The Board of Trustees will approve the final selection at the June 17, 2014 regular Board of Trustees meeting.

Questions:

Any questions should be directed to Emily Nicholas, Bookkeeper / Administrative Assistant.

At ( 209) 982-4675.

**Terms And Conditions:**

This RFP does not commit the District to award a contract or contracts, to defray any cost incurred in the preparation of a response to this request, or to procure or contract for services. All submittals become the property of the District as public records. All submittals may be subject to public review on request, unless exempted.

The District reserves the right to reject all submittals.

The District reserves the right to cancel, in part or in its entirety, this RFP including, but not limited to, selection schedule, submittal date and submittal requirements. If the District cancels or revises the RFP, the District or District's representative will notify all respondents of record in writing.

The District reserves the right to request additional information and/or clarifications from any or all respondents to this RFP.

# Board Meeting Information

**To:** Board of Trustees  
**From:** Eddie Lucchesi, Manager  
**CC:** Chris Eley, Legal Counsel  
**Date:** 6/9/2014  
**Re:** June 2014 BOT Meeting, Agenda Item 7

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## **7. DISTRICT PROPERTY, 200 N. BECKMAN RD. LODI, CA (APN 049-050-31)**

Review/discussion regarding procedural options for sale of District property located at 200 N. Beckman Road.

The District complied with the requirement to offer the property first to local governments, such as cities and the County, as set forth in California Government Code Sections 54220 and 65402. These regulations provide for a 60 day notice to local governments, allowing them to consider the property for parks, recreation, and low and moderate income housing, before the District proceeds with selling the land on the open market.

On April 4, 2014, the District sent notice to local governments. This action met the Govt. Code requirements for a 60-day notice prior to selling on the open market. The District did not receive interest from any of the local agencies notified. The 60-day period concluded on June 6, 2014.

Per discussion and action at the May 2014 BOT meeting, the Board directed the Manager to requisition an appraisal of 200 N. Beckman Rd. – W.F. Bambas Appraisal Company of Stockton will conduct and develop an appraisal report of the property. The cost for the appraisal is \$3,000, and the completion of the report is estimated to be between 6-8 weeks from the time of engagement.

At the May 2014 BOT meeting, the Board directed the Manager and District Legal Counsel to investigate options to use for the sale of District Property located at 200 N. Beckman Road, Lodi, CA. The Board shall receive information on options to evaluate in determining a process for selling this surplus property. Discussion will include the District selling the property on its own and advertise property sale with local newspaper and State Realtor Associations or utilize the service of a commercial real estate broker.

In 2007, the District utilized the process of listing the property for sale in the Stockton Record newspaper three (3) times, and advertised to numerous real estate brokers and interested parties. In addition, District staff provided property inspection forums during prescribed time frames on four separate days.

Attachments

W. F. BAMBAS APPRAISAL COMPANY  
Real Estate Appraisers • Consultants

COPY

WILLIAM F. BAMBAS, MAI  
bambow@sbcglobal.net

Eddie Luchessi  
San Joaquin County Mosquito Abatement District  
5530 S. Airport Way  
Stockton, CA 95240

June 9, 2014

Via email: [elucchesi@sjmosquito.org](mailto:elucchesi@sjmosquito.org)

Subject: Proposal for Appraisal Services

Dear Mr. Luchessi:

As requested, I am proposing to prepare a real estate appraisal of the property located at 200 N. Beckman Road, Lodi; which is further identified as San Joaquin County APN: 049-050-31. The parcel is shown to contain 3.07 acres, with improvements; and is reported as being owned by the San Joaquin County Mosquito Abatement District.

It is my understanding that the *intended use* of the appraisal is to assist you and/or the District board with internal asset planning, which may include disposition of the real property appraised.

As a state licensed appraiser (General Certified), the appraisal would be developed in compliance with the 2014-15 Uniform Standards of Professional Appraisal Practice (USPAP); in addition to adhering to the Code of Professional Ethics and Standards of the Appraisal Institute, of which I am a member in good standing. For your intended use, I am proposing to provide an Appraisal Report as described in USPAP (SR2-2). The scope of work would include employing all applicable methodology necessary to develop a credible value opinion. The valuation would reflect a 100% ownership interest in the fee simple estate.

My fee for the appraisal would be \$3,000; completion with report delivery likely 6 to 8 weeks from this letter date. Payment of fee is due on completion with report delivery.

If this proposal is acceptable, indicate by signature below and returning a copy to my office at your earliest convenience. Please advise if my understanding of the assignment is incorrect, or call or email with questions. Either way, thank you for considering my firm for this appraisal service.

Respectfully,



Bill Bambas, MAI  
W.F. Bambas Appraisal Co.

  
Eddie Luchessi Date  
San Joaquin County Mosquito Abatement District



*"DRAFT"*

## **Proposed Procedure for Sale of Lodi Property (Handled by District Staff)**

1. Comply with California Govt. Code Sections 54220 and 65402. District to send notice to local governments, such as cities, parks, school districts, etc. of intent to sell surplus real property. Must be sent 60 days prior to selling on the open market.
2. Staff and legal counsel will compile a Buyer's Packet consisting of:
  - a. Buyer's information sheet
  - b. Title report
  - c. Environmental Documents including Phase I, II, and III reports, and other documents relevant to the physical condition of the property
  - d. Form "Offer to Purchase and Contract of Sale"
3. Advertise Property for sale
  - a. Publication per [Section 6066 of the Government Code](#) is required to be met. This requires at least two publications once a week with at least 5 days between the two. However, staff should advertise widely
  - b. Mail notices to neighbors and all those who have expressed an interest in the past
4. A buyer due diligence period begins. Prospective buyers can pick up information packets, do background checking on the property, and view the property during this period. The property should be open for inspection on 1 or 2 specified dates during which time staff can provide tours. The due diligence period should be at least 25 to 30 days. This procedure provides that prospective buyers inspect the site before entering into a contract. The District has much of the information that is needed already such as the title report and the environmental documents. Because the due diligence is performed in advance of the sale, there will be few contingencies in the sales contract. The information sheet should state the deadline date for bringing sealed bids to the office.
5. Deadline for bringing sealed offers to District office. Prospective buyers will turn in sealed bids in the form of signed "Offer to Purchase and Contract of Sale". Other forms of offer will not be accepted. Offers must be turned in by 10:30 a.m. of the Monday before the Board meeting. This meeting should be approximately 6 weeks after the initial publication began. At the Board meeting the Board will be informed of highest offer, and assuming that it meets the minimum qualifications, the Board will accept that offer. The Board will determine the next highest offer. Assuming that the second highest offer meets the minimum



qualifications, it will be accepted as a back up offer in the event that the highest offer does not produce the required initial deposit.

6. Within 3 days of acceptance of the highest offer, escrow is opened and buyer will deposit an amount which equals 5% of the purchase price. If Buyer does not provide the initial deposit, the offer is cancelled and the next highest qualified offer becomes the accepted offer.
7. Escrow should close 30 days after acceptance of the offer. This gives the District 30 days to finalize any contingencies related to the Lodi yard. The contract provides that the District may have an additional 10 business days, rent free, to hold over if necessary. Staff has the discretion to extend the date for close of escrow and agree to other minor modifications without consultation with the Board so long as those agreements do not materially vary the contract. If the sale falls through by reason of the Buyers default, the District shall recover the 5% deposit to cover the expenses associated with default.

Preliminary Time-line:

April 4, 2014	Public Agency Notice mailed.
April 15, 2014	Board discusses sale strategy.
May 20, 2014 (BOT meeting)	Board discusses the value recommendation in closed session. Board directs Manager to have property appraised.
June 6, 2014	Last day for public agencies to express interest. No interest received from those agencies notified.
June 9, 2014	Appraisal of Lodi yard is requisitioned from W.F. Bambas Appraisal Company. Completion with report delivery approximately 6 to 8 weeks.
August 19, 2014 (BOT meeting)	"Closed Session" - Board reviews appraisal report. Discusses the sales price. "Open Session" passes resolution confirming the selling of 200 N. Beckman road and setting minimum bid amount.
Week of August 25, 2014	Begin Advertising both legal notice and notice to real estate brokers. In addition, send out notice to all previously interested parties. ( Prepare Buyers package to hand out to interested parties)
September, 2014	Site inspection forums (Open-House) for prospective bidders.
October 17, 2014	Last day to turn in sealed bids.

October 21, 2014	Present Bids to Board.
October 22, 2014	District receives 5% deposit from buyer.
November ≈ 22, 2014	Last day to close escrow.

## “DRAFT” – Realtors List

### Lodi Board of Realtors

777 S. Ham Lane, Suite B  
Lodi, CA 95242

### Central Valley Board of Realtors

16980 S. Harlan Road  
Lathrop, CA 95330

### The Bay East Association of REALTORS®

7901 Stoneridge Drive, Suite 150  
Pleasanton, California 94588

### Oakland Association of Realtors

1528 Webster Street  
Oakland, CA 94612

### Sacramento Association of Realtors

2003 Howe Ave  
Sacramento, CA 95825

### Beverly Hills/Greater Los Angeles Association of Realtors

8501 Wilshire Blvd., Suite 340  
Beverly Hills, CA 90211

### Silicon Valley Association of Realtors®

19400 Stevens Creek Blvd, Suite 100  
Cupertino, CA 95014

### Santa Clara County Association Of Realtors®

1651 N First St  
San Jose, CA 951250

### San Francisco Association of Realtors®

301 Grove St  
San Francisco, CA 94102-4497

### San Diego County Commercial Association Of Realtors®

1024 Wall St  
La Jolla, CA 92037

### Orange County Commercial Association of Realtors®

3520 Cadillac Ave, Ste B

Costa Mesa, CA 92626

Northern California Commercial Association of Realtors®

569 Laurel St  
San Carlos, CA 94070

Fresno Association of Realtors®

6720 N. West Avenue  
Fresno, CA 93711-1393

Delta Association Of Realtors®

3711 Sunset Ln, Ste A  
Antioch, CA 94509

Contra Costa Association of Realtors®

1111 Civic Dr., Suite 375  
Walnut Creek, CA 94596

California Association of Realtors®

525 S. Virgil Ave.  
Los Angeles, CA 90020

Alameda Association of Realtors®

2504 Santa Clara Ave #1  
Alameda, CA 94501

**DRAFT**

**NOTICE OF INTENTION TO SELL REAL PROPERTY**

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Notice is hereby given that on Tuesday, October 21, 2014 at 1:00 p.m. or there-after, at 7759 South Airport Way, Stockton, CA, the Board of Trustees of the San Joaquin County Mosquito and Vector Control District will meet to consider sealed bids for the sale of the following real property:

1. That certain real property described as 200 North Beckman Road, Lodi, CA (APN 049-050-31), containing approximately 3.03 acres more or less.

Interested parties can receive property information packets and sale information from the District's office at 7759 S. Airport Way, Stockton, CA 95206. Additionally, the District will hold four (4) property inspection forums whereby interested parties can obtain property information packets and sales information, as well as view the property and buildings. Prospective bidders must inspect the site prior to submitting a bid. Site inspection forums for the property at 200 N. Beckman Road, Lodi, CA will be held September 10, September 17, September 24, and October 8, 2014, between the hours of 9:00 a.m. and 11:00 a.m.

Sealed bids must be received by 10:00 a.m. October 20, 2014 at the District office, 7759 S. Airport Way, Stockton, CA 95206. All bids must be submitted on forms supplied by the District.

Price: Minimum bid amount is \$\_\_\_\_\_. Any bid not meeting the minimum requirements set forth in the property sale information packet will be rejected.

Property will be sold in "As-Is" condition without warranty as to its physical condition or fitness for any use.

For information about this notice contact:

Eddie Lucchesi, Manager  
San Joaquin County Mosquito & Vector Control District  
7759 S. Airport Way  
Stockton, CA 95206  
Email: [ELucchesi@sjmosquito.org](mailto:ELucchesi@sjmosquito.org)