

# **DELTA VECTOR CONTROL DISTRICT**

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## **Minutes of the Board of Trustees – Wednesday, February 13, 2019.**

### **1. Roll Call:**

Present: Greg Gomez, President; Belen Gomez, Secretary; Kevin Caskey, Linda Guttierrez and Michael Cavanagh, Rosemary Hellwig, Larry Roberts.

Staff: Michael Alburn, Manager, Mir Bear- Johnson, Scientific Program Manager.

### **2. Oath of Office:**

Belen Gomez (Woodlake) and Kevin Caskey (County At-Large) took the Oath of Office.

### **3. Election of Officers:**

Following discussion, it was moved by Larry Roberts, seconded by Belen Gomez and unanimously carried to elect Greg Gomez, President for the 2019 term.

Following discussion, it was moved by Larry Roberts, seconded by Rosemary Hellwig and unanimously carried to elect Belen Gomez, Secretary for the 2019 term.

### **4. Consent Calendar:**

The Manager provided information on the following items:

#### **December Bills**

32528 Mir attended the Ae. aegypti workshop in Ontario.

Purchased holiday hams from Costco. 100% participation.

32530 Life Technologies annual payment. Previously this was paid on a three-year schedule with no benefit for such, switching to annual payment.

32535 Price Paige and Co. Final invoice, but we still owe for the State Controller, \$1850. The District paid \$8,755 for audit. \$2,500 for GASB 75 and \$1,850 to the State Controller. This is the first audit of three. The next RFP will be for the 20/21 fiscal year.

#### **January Payroll**

32587 Provided \$50 gift cards to 4 employees for the work above and beyond per Policy No. 3011.

#### **Travel**

AMCA Feb 24 – Mar 1. Lab Staff to attend.

VCJPA Mar 7 – 8. Sheri to attend. Expenses paid save travel per diem.

Following discussion, it was moved by Rosemary Hellwig, seconded by Belen Gomez and unanimously carried to approve the Consent Calendar as presented.

**5. Public Forum**

None

**6. Staff Report:**

Mir – Presented her MVCAC PowerPoint presentation.

Annual Report complete. Will be placed on website and mailed to each City Manager and the County Clerk as well as the Grand Jury. This is expected to continue to be a comprehensive program summary and will eventually lead to an approximately 50-page document covering admin, coming research and a bit more of operations.

Mir reported on our efforts to assist UC Davis with a Mark, Release and Recapture effort planned for Dinuba this coming summer.

Jesse is working on a UAV Waiver for Drone flights within 5 mile radius of airports.

Mark Nakata – Studying for FAA Part 107, our plan is to have two certified pilots with licensing due in alternating years.

Source Reduction work ongoing.

Weed Pre-Emergent treatments were unable to be completed due to rain. Using a hot contact mix of Goal and Roundup to get around now. The turnaround is currently 21 days.

Calibration being completed on vehicles, backpacks, other equipment.

NPDES Report being sent to CDWR this week.

CE is complete for all staff. June 30 is end of 2-year cycle.

Hiring is ongoing. Using Indeed.com. Training will take place on labels, etc. on Mar 18<sup>th</sup>.

Switched Internet to Comcast Business due to the many outages we have experienced as well as speed of service.

**7. Quarterly Expense/ Revenue Report**

The Manager went over the current fiscal status report:

- We currently expect \$70K more expenses/ revenues. The budget called for \$185K. Spending has been limited to as needed basis.

**Expenses**

- We are not over our budget expectations in any line items now, but Gasoline is dependent on world markets.
- VCT 1 Intern (Lab)- \$50K carryover expected.
- PERS UAL \$10K carryover expected.
- Travel \$11K carryover expected.
- Professional Services, lab technologies cost will be \$7K rather than \$21 because we opted for annual payment plan.

**Revenues**

- We believe we will receive \$20K more in Current Secured Revenue than budgeted, 104.73% of last year.

The distribution for current secured is 45% December, 9% January, 30% April, and the Balance (16% or less (delinquents)) in July.

**8. Building Project Update:**

The City has the CUP and we await their guidance.

CM Construction has the necessary docs from Hayashida to submit to a project estimator, \$8,500. We should have information from both at the March meeting.

Following discussion, it was moved by Michael Cavanagh, seconded by Belen Gomez and unanimously carried to approve the expense for the estimate.

**9. Flexible Benefit Plan Update:**

The District's administrator for the Section 125 plan has a new document that needs to be memorialized. Following discussion, it was moved by Michael Cavanagh, seconded by Larry Roberts and unanimously carried to approve The Plan.

**10. Closed Session §54957:**

Public Employee Performance Evaluation – General Manager

**11. Adjournment:**

The meeting adjourned at 8:20 p.m.

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Michael W. Alburn, Recording Secretary