

SAN JOAQUIN COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

7759 SOUTH AIRPORT WAY, STOCKTON, CA 95206

Telephone: (209) 982-4675 Fax: (209) 982-0120

Website: www.sjmosquito.org Email: district@sjmosquito.org

BOARD OF TRUSTEES MEETING

Tuesday, February 20, 2018

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. Minutes of the January 16, 2018 regular meeting of the Board of Trustees
- b. Expenditure and financial reports for January 2018
- c. District activities report for January 2018
- d. Public Information and Outreach Month End report for January 2018
- e. Manager's report
- f. Correspondence

4. MOSQUITO AND VECTOR CONTROL ASSOCIATION OF CALIFORNIA (MVCAC)

- a. Report of MVCAC Annual Conference, January 29-31, 2018
- b. MVCAC Annual Conference Presentations from District Staff
- c. Request for authorization to attend MVCAC Spring Quarterly Meeting, April 26 – 27, 2018

5. 2017 ANNUAL STATEMENTS OF ECONOMIC INTERESTS FILINGS (FPPC FORM 700: DISTRICT POLICY 1020)

6. **RESOLUTION 13/14-05 (DRAFT) OF THE BOARD OF TRUSTEES DIRECTING THE PREPARATION OF THE ENGINEER'S REPORT FOR THE MOSQUITO, VECTOR, AND DISEASE CONTROL BENEFIT ASSESSMENT FOR FISCAL YEAR 2018-2019**
7. **REQUEST FOR AUTHORIZATION TO ACCEPT PROPOSAL FOR ARCHITECTURAL SERVICES TO MODIFY PUBLIC ENTRANCE TO THE DISTRICT'S STOCKTON OFFICE**
Board will consider contract proposal from LDA per scope of work to be performed.
8. **REQUEST FOR AUTHORIZATION TO DEVELOP AN ELIGIBILITY LIST FOR THE POSITION OF MOSQUITO CONTROL TECHNICIAN I, FILL THE CURRENT VACANCY FOR THE POSITION OF VECTOR ECOLOGIST, AND TO FILL THE UPCOMING VACANCY OF THE MECHANIC II POSITION**
9. **UPDATE ON DISTRICT'S APPEAL OF THE CITY OF STOCKTON'S PLANNING COMMISSION DECISION TO ALLOW CONDITIONAL USE PERMIT TO OPERATE A MEDICAL CANNABIS CULTIVATION FACILITY AT 7979 S. AIRPORT WAY**
10. **EXECUTIVE COMMITTEE REPORT**
11. **CLOSED SESSION (Pursuant to CGC §54957)**

Public Employee – Performance Evaluation / Public Appointment
Title: Manager

REPORT OF CLOSED SESSION

12. **COMMENTS FROM TRUSTEES AND STAFF ON NON-AGENDA ITEMS**
13. **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, March 20, 2018
14. **ADJOURN**

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 2/13/2018
Re: February 2018 BOT Meeting, Agenda Item 3

3. CONSENT CALENDER

- a. **Draft minutes of the January 16, 2018 regular meeting of the Board of Trustees**
- b. **Expenditure and Financial reports for January 2018**
- c. **District activities report for January 2018**
- d. **Public Information & Outreach report for January 2018**
- 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

January 16, 2018

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, January 16, 2018, at the District's Stockton office. President Colombini called the meeting to order at 1:11 p.m.

Seating of Officers for the 2018 Board of Trustees

President – Jay Colombini, San Joaquin County
Vice President – Omar Khweiss, City of Lathrop
Secretary – Greg Selna, City of Tracy

Trustees Present:

Marc Warmerdam
Jack Fiori
Glenn Page
Jay Colombini
Francis Groen
Omar Khweiss

Staff Members Present:

Eddie Lucchesi, Manager
John Fritz, Assistant Manager
Jamie Tuggle, Secretary
Emily Nicholas, Administrative Assistant

Trustees Absent:

Mike Manna
Greg O'Leary
Gary Lambdin
Greg Selna
Gary Haskin

Legal Advisor: Chris Eley, Attorney at Law

Other: Pauline Sanguinetti, CSV
Donnie Herrera, CSV

2. Public Comment Period

There was no public comment

3. Consent Calendar

- a. Minutes of the December 19, 2017 regular meeting of the Board of Trustees**
- b. Expenditure and Financial Reports for December 2017.**
- c. District activities report for December 2017.**
- d. Public Information & Outreach report for December 2017.**
- e. Manager's report**
- f. Correspondence**

Following review and discussion of the Consent Calendar, it was moved by Trustee Page, seconded by Trustee Warmerdam, to approve the Consent Calendar as presented; motion passed unanimously.

4. Financial Report and Independent Auditor's report for year ending June 30, 2017.

Manager Lucchesi introduced Pauline Sanguinetti and Donnie Hernandez, CPAs of Croce, Sanguinetti, and Vander Veen, to the Board of Trustees. Ms. Sanguinetti presented to the Board the "Draft" version of District's Financial Statement and Auditor's report for fiscal year 2016-17. She reviewed the Management's Discussion and Analysis and the Net Financial Position and Pension Liability. She informed the Board that her overall findings were that the District was in good standing and there were no outstanding audit issues. President Colombini thanked Ms. Sanguinetti for the detailed report. Following review and discussion of the financial audit report, it was moved by Trustee Groen, seconded by Trustee Fiori, to approve the Financial Statements and Independent Auditor's report as the final draft for the year ending June 30, 2017; the motion was unanimously approved

5. Update on District's appeal of the City of Stockton's Planning Commission decision to allow a conditional use permit to operate a medical cannabis cultivation facility at 7979 S. Airport Way.

Manager Lucchesi reviewed with the Board the District's steps in response to receipt of notice of an application for conditional use permit to operate a medical cannabis cultivation facility located at 7979 S Airport Way. Manager Lucchesi informed the Board that District Legal counsel Chris Eley appealed the city of Stockton's Planning Commission decision to the Stockton City Council as directed by the Board. Mr. Eley briefed the Board on the process of appeal, and stated he received information from the City of Stockton's Planning Department that a tentative date for the appeal hearing would be set for February 27, 2018;

which would be during the regularly scheduled City Council meeting. The District will receive confirmation on the date of the hearing through legal counsel Eley.

6. Executive Committee Report.

President Colombini reported that the Executive Committee met prior to the regular BOT meeting in closed session pursuant to CGC § 54597 to review the performance of the Manager for the time period of January 2017 thru December 2017 as per contract language with the Manager. Mr. Eley then suggested that the Board move on to Agenda Item 7, to discuss the Manager's performance with the full Board.

7. CLOSED SESSION (Pursuant to CGC §54957)

A. Public Employee Performance Evaluation (§54957)

Title: Manager

Prior to convening to closed session, President Colombini announced the reason for the closed session. The Board convened to closed session at 2:11 p.m. and reconvened to open session at 2:27 p.m.

REPORT OF CLOSED SESSION:

President Colombini reported that the Board of Trustees had met in closed session to discuss the performance evaluation of the Manager but no action was taken.

8. Comments from Trustees and Staff on non-agenda items.

None

9. Other Business; Announcement of future Board and Committee meetings.

- Manager Lucchesi announced the next regular meeting of the Board of Trustees will be 1:00 p.m. Tuesday, February 20, 2018.

10. Adjournment

There being no further business, it was moved by Trustee Groen, seconded by Trustee Warmerdam to adjourn the meeting at 2:35 p.m.; the motion passed unanimously.

MR. GREG SELNA, BOARD SECRETARY

MR. EDDIE LUCCHESI, MANAGER

Budget and Actual Comparison

July 2017 through January 2018

	<u>Jul '17 - Jan 18</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES-GENERAL			
MISC REVENUES	\$ 342,030.17	\$ 755,953.00	45.25%
PROPERTY TAXES	2,755,048.01	4,823,603.00	57.12%
INTEREST INCOME	67,045.16	75,750.00	88.51%
INTERGOVERNMENTAL REVENUES	54,914.28	94,222.00	58.28%
CHARGES FOR SERVICES	1,657,412.02	3,120,831.00	53.11%
TOTAL REVENUES	<u>4,876,449.64</u>	<u>8,870,359.00</u>	<u>54.98%</u>
EXPENDITURES			
SALARIES AND WAGES	1,434,063.10	2,641,991.00	54.28%
EMPLOYMENT BENEFITS	1,279,116.95	2,429,162.00	52.66%
GENERAL SERVICES AND SUPPLIES	1,586,996.98	3,047,895.00	52.07%
TOTAL EXPENDITURES	<u>4,300,177.03</u>	<u>8,119,048.00</u>	<u>52.96%</u>
OTHER EXPENDITURES			
OTHER CHARGES	1,000.00	35,610.00	2.81%
CAPITAL EXPENDITURES	25,488.75	393,000.00	6.49%
TOTAL OTHER EXPENDITURES	<u>26,488.75</u>	<u>428,610.00</u>	<u>6.18%</u>
NET CHANGE SURPLUS (DEFICIT)	<u>\$ 549,783.86</u>	<u>\$ 322,701.00</u>	

San Joaquin County Mosquito & Vector Control District
FUND REPORT
January 2018

2/7/2018

	SJC-55401 GEN FUND	SJC-55402 BEN ASSESSMENTS	SJC-55411 CONTINGENCIES	SJC-55412 GEN RESERVE	SJC-55413 Comp Absences	ALL FUNDS TOTAL
DISTRICT OPERATIONS						
TOTAL REVENUES	\$ 136,170.59	\$ 1,558.00	\$ 4,126.00	\$ 7,689.00	\$ 613.00	\$ 150,156.59
TOTAL EXPENDITURES	\$ 498,563.23					\$ 498,563.23
NET CHANGE	\$ (362,392.64)	\$ 1,558.00	\$ 4,126.00	\$ 7,689.00	\$ 613.00	\$ (348,406.64)
REVENUES:						
INTEREST INCOME	\$ 21,587.00	\$ 1,558.00	\$ 4,126.00	\$ 7,689.00	\$ 613.00	
GENERAL REVENUES, TAXES	\$ 64,753.88					
CHARGES FOR SERVICES	\$ 271.12					
INTERGOV'T REVENUES	\$ -					
MISC REVENUES	\$ 49,558.59					
TOTAL REVENUES	\$ 136,170.59	\$ 1,558.00	\$ 4,126.00	\$ 7,689.00	\$ 613.00	\$ 150,156.59
OTHER FINANCING SOURCES						
TRANSFER IN	\$ -	\$ -				
TRANSFER OUT	\$ -	\$ -				
TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BEGINNING BALANCE, On deposit w Auditor's, 12/31/2017	\$ 7,658,314.87	\$ 1,064,387.25	\$ 1,289,497.00	\$ 2,402,075.00	\$ 192,408.00	
ENDING BALANCE, On deposit w Auditor's, 01/31/2018	\$ 7,512,160.61	\$ 1,065,945.25	\$ 1,293,623.00	\$ 2,409,764.00	\$ 193,021.00	
REVOLVING FUND BALANCE, 01/31/2018	\$ 535,645.03					
CALCROD PAYABLE	\$ (9,113.89)					
ADJUSTED ENDING BALANCE, 01/31/2018	\$ 8,038,691.75	\$ 1,065,945.25	\$ 1,293,623.00	\$ 2,409,764.00	\$ 193,021.00	\$ 13,001,045.00
ENDING FUND BALANCE, 01/31/2017	\$ 7,261,180.66	\$ 997,848.21	\$ 1,240,854.00	\$ 2,129,416.00	\$ 427,045.90	\$ 12,056,344.77

San Joaquin County Mosquito & Vector Control District

Expenses by Vendor Summary

2/8/2018

January 2018

	Jan 18
ACE Hardware	\$ 10.36
Airgas	186.74
Amazon Marketplace	496.79
American Mosquito Control Association	2,045.00
AT&T	965.64
Auto Industrial Paint Co.	24.27
Big W Sales	281.76
Bio Rad Laboratories, Inc	67.58
Buttes/Center State Pipe Supply	257.54
CA Dept. of Motor Vehicle	6.00
CA Employment Development Dept.	179.76
California Aquaculture Association	140.00
California Special Districts Association	6,842.00
CalPERS	54,053.60
Capital Rubber Co., Ltd.	27.73
Chem Service Inc.	79.60
City of Lodi	4,249.54
City of Stockton	245.59
City Parkings	3.00
Clutch & Brake Xchange Inc.	461.21
Complete Welders Supply	11.78
Compliance Signs	49.50
De La Vega, Sumiko (EE education reimbursement)	750.00
Delta Dental	4,576.98
Dentoni's Truck Parts Srv. (Dntoni Weldin	94.96
Eley, Christopher K	1,090.00
Ever Bank	273.02
Farwest Steel	411.50
G&K Services	3,195.40
Google Service Apps	66.66
Grainger	36.44
Harbor Freight Tools	84.96
Imperial Building Maintenance	342.85
Iron Circle	1,000.00
J. M. Equipment Co., Inc	270.01
J. Milano Co., Inc.	156.29
Lawson Products	69.06
LDA Partners	1,850.00
Lightborne Riverwick LLC	560.00
London Fog, Inc.	121.20
Marriott Hotel	(218.49)
Mayaco, Marketing&Internet	525.00
Conference, meals	351.41
Mosquito&Vector Control Association of Ca	50.00
Motion Industries	14.96
Office Depot	241.16
Pacific Gas&Electric Co.	2,714.95
Peace & Justice Network	250.00
Raley's	10.08
Richard Chiapparelli Electric	554.00
Sacramento-Yolo Mosquito&Vector Control	28,500.00
Sacramento Koi, Inc.	113.11
Safety-Kleen	191.80
San Joaquin Cty Farm Bureau(Spray Safe)	500.00

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

2/8/2018

January 2018

	<u>Jan 18</u>
Smart&Final	69.01
SouthWest Airline	775.47
Staples	25.34
Star Milling Co.	1,734.43
Stericycle Inc.	204.24
Stockton Auto Parts	356.55
Stockton Filter Supply Co., Inc.	396.43
Stockton Scavengers Association, Inc	219.98
Tanknology/NDE Corp.	2,513.50
Tap Plastics	142.30
Target Specialty Products	7,499.40
TelePacific (Arrival Communications)	(173.45)
The Home Depot CRC/GECE	27.15
Tom Hillier Ford	509.47
Tri-Valley Line X, Inc.	2,071.88
Unum Life Insurance	2,983.93
US Health Works Medical Group	93.00
US Postal Service	87.85
Utility Telecom	459.78
Vision Service Plan CA	706.18
VWR International	161.88
Wal Mart	97.01
Wilbur-Ellis	1,716.46
Yosemite Meat & Deli (meeting)	40.00
TOTAL	<u>\$ 142,150.09</u>

SAN JOAQUIN COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
District Activities Report

January 2018

Work Completed:

CONTINUATION OF SWIMMING POOL INSPECTIONS

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. However, due to a software change they have not been able to generate a pool list for the past several months. They are currently working to solve the problem.

GENERAL FIELD ACTIVITIES

Though we received above average rainfall in January, it all came in a short period of time allowing ample opportunity for Technicians to complete winter projects in the field. Each region maintains a list of pools treated in the past or have come through the foreclosure list that are inspected each year. Late January and February are usually excellent months to get a lot of these pools completed while Technicians don't have many other competing sources that need to be treated.

In addition to pool inspections, Technicians continued to work on some of the last brushing projects in the southern part of the County. Most brushing projects were completed this year due to the dry winter allowing access all year.

Treehole applications for *Aedes sierrensis* were completed in January. Treehole mosquitoes are the vector of dog heartworm and a daytime biting nuisance during the spring, so it is important to get to these sites on a rotating yearly basis.

District Personnel also began completing yearly requirements of safety training. Drivers training and heat illness prevention were complete this month.

Shop personnel continued to calibrate spray equipment and get the new zone trucks ready for service. They will also begin setting up two new London Fogger 18-20 truck mounted ULV sprayers that were recently purchased.

TOTAL TREATMENT WORK CONDUCTED DURING THE MONTH OF JANUARY

GROUND WORK

11 Acs Larviced
0 Acs Adulticed
23 Acs Herbiced

AERIAL WORK

0 Acs Larviced
0 Acs Adulticed

SERVICE REQUESTS

5 Mosquitoes

13 Fish Requests

14 Neglected Pools

WORK SCHEDULED FOR FEBRUARY

- CONTINUE TO INSPECT NEGLECTED SWIMMING POOLS REPORTED FROM THE PUBLIC AND IDENTIFIED ON THE UPDATED LIST OF HOME FORECLOSURES.
- BEGIN CEMETERY URN TREATMENTS.
- CONTINUE TECHNICIAN TRAINING REQUIREMENTS.
- COMPLETE BRUSH REMOVAL FOR SOURCE REDUCTION AND ACCESS.
- CONTINUE SPRAY EQUIPMENT CALIBRATIONS.

PUBLIC INFORMATION & OUTREACH MONTH END REPORT
For month ending January, 2018

To: Ed Lucchesi, Manager

From: Aaron Devencenzi, PIO

Monthly Activities

- A contract was signed with San Joaquin Magazine for advertisement from April through September. The ads are ½ page each month and include two additional write ups on the District.
- For the period of January 1, 2018 through January 31, 2018 there were 12,177 visitors to the District's website. The site averaged 392 visitors per day. For the month, there were 19,095 page views with an average of 1.57 page views per visitor.
- Educational outreach during the month included five presentations to nine classes. Additional presentations were scheduled for February of 2018. A specific request to present information on malaria for two 7-8th grade science Olympiad classes was provided. Topics included biology, malaria (by Sumiko De La Vega), IPM, and mosquito prevention.
- I arranged for specific employees to be fingerprinted for security clearance while assisting in school presentations at Lincoln Unified School District. Background checks are required by LUSD prior to the school district's board approving our application to provide free presentations to 5th and 6th grade classes. The original application was sent in December of 2017.
- All department data was received for the District's 2017 Annual Report. Work began on the creation of the annual report.
- At the request of the District Manager, I provided 2017 flood photos and advertisement samples.
- At the request of the Assistant Manager, I provided safety training for the staff. Training included heat illness prevention, seat belt policy review, driver training videos, and poison oak safety.
- The District attended AgVenture at the San Joaquin County fairgrounds. We gave 26 presentations with 670 students and parents attending.
- I created an online interactive and updated employment application. The application was uploaded to the District website and replaced an older version.
- Safety cabinets were checked for sufficient supplies.

MANAGER'S REPORT

For the period January 10, 2018 – February 14, 2018

- Meetings attended during this period:

1. Mosquito and Vector Control Association of California (MVCAC) 86th Annual Conference held in Monterey, CA January 28 – 31, 2018: The District's Assistant Manager, Entomologist, Assistant Entomologist, Public Information Officer, Fish Hatchery Manager and I were in attendance. During the Plenary session, California Assembly member Anna Caballero was recognized for her support of Assembly Bill 527. This Bill ensures that vector control districts will have the ability to use drones to make pesticide applications without the need for a commercial pilot's license. She acknowledged the MVCAC for our work in protecting public health, and identified how important agriculture employees are to the State of California. The theme of the Plenary Session was mosquito control in response to the 2017 storms in California, and the Hurricanes at the national level. We received a very impassionate talk from the Director of the Harris County Public Health Mosquito and Vector Control Division located in Houston, Texas. Director Mustapha Debboun, provided his perspective as a victim of Hurricane Harvey and as a public health professional charged with the responsibility of protecting the citizens of Houston, Texas from vector-borne diseases. He described the difficulties in doing his job, while ensuring his family was safe, and realizing his home was damaged. I presented a talk on the efforts of our District to control mosquitoes following the 2017 storms, and the subsequent FEMA grant application process. In addition Entomologist Huang and Assistant Entomologist De La Vega, also contributed to the conference program by providing presentations. Their talks included **"Analysis of West Nile Virus Activity and the Correlation Between Varying Levels of Drought in San Joaquin County, California, From 2004-2017."** By Sumiko De La Vega; **"Field Trial of Pyrocyde 7396, a New PBO Synergized Pyrethrin Adulticide Formulation for Aerial Application"** and **"Pesticide Droplet Characterization Using DropVision® Fluorescence System"** both by Shaoming Huang Ph.D.
2. MVCAC – Northern San Joaquin Valley Regional meeting in Modesto, CA re: review of Zika funding grants, status of FEMA awards, discussion on potential MVCAC Administrative Policy changes, and individual district reports. (Report Attached)
3. City Council Meeting, City of Stockton re: Appeal to Conditional Use Permit to operate a Medical Cannabis Cultivation Facility proposed to be developed on Navy Drive in south Stockton. I attended this meeting to gage the City Council's action in response to an appeal from neighbors to this project, since the District is in the appeal process to the same type of proposal for the property south of the District's property. The appeal failed by a 5- 2 vote of the City Council in favor of the Planning Commission's decision. We will be discussing our Appeal process during the meeting. (Agenda Item #9).
4. Spray Safe – San Joaquin, San Joaquin County Ag Commissioner's office: The committee met to secure some loose ends regarding speakers for the upcoming Spray Safe meeting to be held February 22, 2018.

- Continued working with Brent Lesovsky, Architect with LDA Partners, to move forward on a scope of work proposal for the Board's consideration regarding construction modifications to the District's front office lobby. This item will be discussed and reviewed for Board approval during the Board meeting. (Agenda Item #7).
- The Assistant Manager and I have been evaluating staff requirements in response to vacancies in the MCT I position, Vector Ecologist position and due to the planned upcoming retirement of Dave Vana, the Mechanic II position. This information will be reviewed at the Board meeting. (Agenda Item #8).

MVCAC – Northern San Joaquin Valley Region

Region Report for the January 31, 2018 Board of Director's Meeting

- 1. The region met January 22, 2018 at the Fruit Yard restaurant in Modesto, CA In attendance were: David Heft and Roger Jorge, Turlock MAD; Eddie Lucchesi and John Fritz, San Joaquin County MVCD; Greg Hebard, Saddle Creek CSD; Rhiannon Jones, Merced MAD; Mike Niemela and Bryan Jackson, CDPH; Sandra Torry, Univar; John Holick, Central Life Sciences; and Nancy Voorhees, Clarke Mosquito Control Products.**
- 2. The region reviewed the agenda for the MVCAC January 31, 2018 Board of Directors meeting. The primary discussion points included the financial statement, review of information shared during the MVCAC Annual meeting, potential for Association Administrative Policy changes, and an update from David Heft regarding the festivities planned for the Annual Conference banquet.**
- 3. Committee Reports**
 - Legislative Committee - Ed Lucchesi provided reviewed the standing charges and referenced the topics for this year's Legislative Day as being Invasive Aedes and Drones, with the common theme of prior bills AB 896, and AB 718 as additional talking points.**
 - NPDES and Regulatory Affairs – David Heft and Rhiannon Jones briefed the group on upcoming issues and the importance of District involvement to show support for HR 953.**
 - Training and Certification – John Fritz reported that certification cards will be scanned at this year's Annual Conference. He also announced that the Region's Spring CE Program will be April 19th, at the San Joaquin County Ag commissioner's office.**
- 4. District Updates:**
 - Merced MAD – Rhiannon Jones reported the District has finalized a one year contract with an aerial "Pilot" contractor. The contract allows pilots employed by this contractor to fly the District's airplanes. The contract also includes East Side and Fresno Westside Mosquito Abatement Districts. Rhiannon added that they have not received any additional information on their FEMA application for reimbursement funding for the work completed in response to the 2017 storm events.**
 - Turlock MAD – David Heft reported his district is upgrading their field reporting system through the use of Map-Vision, the use of Enterprise Rental services for their field vehicle needs, and that he will need to fill two vacant mosquito control technicians this Spring.**

- Saddle Creek CSD – Greg Hebard reported they have been busy with winter maintenance work and are in the process of adding two new London foggers to their fleet.
 - Eastside MAD – Absent
 - San Joaquin MVCD – Ed Lucchesi updated the Region on the status of the District's FEMA funding application, latest news was not favorable toward mosquito control districts. He added the District will also be purchasing two replacement foggers, and due to attrition, will be filling two mosquito control technician positions, one head mechanic position, and a Vector Ecologist position. All hopefully prior to the start of the mosquito season. John Fritz reminded the Region that NPDES reports are due prior to March 1, 2018.
5. CDPH: Bryan Jackson reported that ELC Zika grant funding awards were announced and that applicant Districts were notified of their awards. Thirteen (13) Tier I districts (presently have detected invasive aedes) and twelve (12) available for Tier II districts (have not detected invasive aedes) will be receiving the additional funds. Mike Niemela announced that the State vector certification exams for the 2018 calendar year will be held on May 17th and November 15th.

6. VENDORS:

- Univar – Sandra Torry thanked everyone for their business and is looking forward to seeing everyone at the conference.
- Central Life Sciences – John Holick announced that Duplex™ G is registered and ready for distribution.
- Clarke – Nancy Voorhees informed the group that the early order program will extend to the end of March 2018, and provided updates on label changes to Natular. This product will now have a “B” category which is actually a toxicity rating below the signal word of “Caution”.

Submitted by Eddie Lucchesi, Northern San Joaquin Valley Region representative

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 2/13/2018
Re: February 2018 BOT Meeting, Agenda Item 4

4. MOSQUITO AND VECTOR CONTROL ASSOCIATION OF CALIFORNIA (MVCAC)

a. Report of MVCAC Annual Conference, January 28-31, 2018.

Trustee Warnerham, along with staff members Huang, Lucchesi, Fritz, De La Vega, Devencenzi and Vignolo; attended the annual conference of the Mosquito and Vector Control Association of California in Monterey, CA, January 28-31, 2018.

Conference attendees will provide either an oral or a written report re: their attendance at this meeting.

b. MVCAC Annual Conference Presentations from District Staff.

For the benefit of Trustees unable to attend the conference, District Staff members **Huang** and **De La Vega** will share their presentations provided at the State Conference. The presentations include:

Entomologist Huang – "Field Trial of Pyrocide 7396, a New PBO Synergized Pyrethrin Adulticide Formulation for Aerial Application"

Assistant Entomologist De La Vega – "Analysis of West Nile Virus Activity and the Correlation Between Varying Levels of Drought in San Joaquin County, California, From 2004 to 2017"

c. Request for authorization to attend MVCAC Spring Quarterly Meeting, April 26 – 27, 2018.

The Spring Board of Directors meeting of the Mosquito and Vector Control Association of California (MVCAC) is scheduled for April 26-27, 2018 in Lake Tahoe, CA

It is requested that the Manager, Assistant Manager, Entomologist, and interested trustees be authorized to attend these meetings.

This item requires Board action.

Attachment



MVCAC

Mosquito and Vector Control Association of California

SPRING QUARTERLY MEETING

April 26- 27, 2018

Lake Tahoe Hotel

AGENDA

Thursday April 26, 2018

10:00-11:00 a.m.

Trustee Council Meeting
Emerald

10:00-11:15 p.m.

Legislative Committee/
Stanford/Blaisdel

12:00 noon-3:00 p.m.

MVCAC Board of Directors Meeting
Stanford/Blaisdel

3:00-3:15 p.m.

Afternoon Break

3:15 – 4:30 p.m.

Regulatory Affairs & NPDES Committee Meeting
Stanford/Blaisdel

Laboratory Technology Committee
Emerald

Friday April 27, 2018

8:00-9:00 a.m.

Training & Certification Committee Meeting
Stanford

Vector & Vector-Borne Disease Committee Meeting
Blaisdel

9:00-10:00 a.m.

Public Relations Committee
Stanford

Vector Control Research Committee Meeting
Blaisdel

10:00-10:15 a.m.

Refreshment Break

10:15-11:15 a.m.

Integrated Vector Management Committee Meeting
Stanford

Information Technology Meeting
Blaisdel

1:00-3:00 p.m.

State Water Board meeting with Regulatory Affairs Committee
Stanford

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 2/13/2018
Re: February 2018 BOT Meeting, Agenda Item 5

5. 2017 ANNUAL STATEMENT OF ECONOMIC INTERESTS (FORM 700) FILINGS

Please find attached information from the San Joaquin County Registrar of Voters re: the 2017 Annual Statements of Economic Interest (Form 700) filings.

These forms need to be filled out by all trustees and designated employees and contractors for the year 2017.

Staff will prepare forms for trustee signatures and make the forms available at the BOT meeting.

This item requires Board action.

Attachment(s)

POLICY TITLE: Conflict of Interest
POLICY NUMBER: 1020

1020.10 The Political Reform Act, Government Code §81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regulations. §18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regulations. §18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix A in which members of the Board of Trustees and employees are designated, and in which disclosure categories are set forth, constitute the conflict of interest code of the San Joaquin County Mosquito and Vector Control District.

1020.20 Designated employees shall file statements of economic interests with the Clerk of the County of San Joaquin and representative City Clerks.

ADOPTED JUNE 15, 1993

AMENDED SEPT. 21, 2004

AMENDED NOV. 16, 2010

AMENDED SEPT. 20, 2016

SAN JOAQUIN COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
CONFLICT OF INTEREST CODE
APPENDIX OF DESIGNATED POSITIONS AND
DISCLOSURE CATEGORIES

I. Designated Positions. The positions listed below includes those persons who are deemed to make, or participated in the making of, decisions which may foreseeably have a material effect on any financial interest. The persons holding the designated positions listed shall disclose interests and investments in accordance with the corresponding disclosure categories, which are defined below.

DESIGNATED POSITIONS DISCLOSURE CATEGORY

Members of Trustees	2, 3, 5, & 6
Manager	1,3,4,5 & 6
Assistant Manager	2,3,4,5 & 6
Bookkeeper / Administrative Assistant	1, 3, 5 & 6
District Legal Counsel	2, 3, 4, &6
Consultant*	1, 2,3,4,5 & 6

II. Disclosure Categories.

1. Investments in business entities doing business in the District and which investment totals more than \$2,000.00.

2. Investments in business entities, and sources of income, which provide services, supplies, materials, machinery or equipment of the type utilized by the District except for ownership of equity or debt securities which are publicly traded, regulated by the Securities Exchange Commission and of which the disclosing party does not hold greater than a 1% interest.

3. Investments, business positions in business entities, and sources of income, which provide services, supplies, materials, machinery or equipment of the type utilized by the District.

4. Interests in real property which is located in whole or in part either within the boundaries of the District, or within two miles of the boundaries of the District except for real property of 5 acres or less used as the principal residence of the reporting party.

5. Loans received by the reporting party or spouse, which loans exceed \$250.00 from a single source which source is a business entity or employee or a business entity which provides services, supplies, material, machinery or equipment of the type utilized by the District.

6. Gifts with an aggregate value of \$50.00 or more from a single source which source is a business entity or employee of a business entity which provides services, supplies, material, machinery or equipment of the type utilized by the District.

*Consultants - Consultants include independent contractors whose services to the District may include giving advice or recommendations to the District on matters which may have a material effect on the expenditures of the District, this will include the District auditor.

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

DRAFT 1 MARCH 16, 1993

DRAFT 2 MARCH 11, 1993

ADOPTED JUNE 15, 1993

AMENDED SEPTEMBER 20, 2016

Board Meeting Information

To: Board of Trustees

From: Eddie Lucchesi, Manager

CC: Chris Eley, Legal Counsel

Date: 2/13/2018

Re: February 2018, BOT Meeting, Agenda Item 6

6. RESOLUTION (DRAFT) OF THE BOARD OF TRUSTEES OF THE SAN JOAQUIN COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2018-19 FOR THE SAN JOAQUIN COUNTY MOSQUITO, VECTOR AND DISEASE CONTROL BENEFIT ASSESSMENT

Attached is a proposed resolution that directs the preparation of the engineer's report for the District's 2018-19 Benefit Assessment.

SCI, the District's consultant and engineer of record for the benefit assessment will create the report and establish the benefit assessment process as agreed to in the current contract between the District and SCI.

It is recommended that the Board adopt draft resolution 17/18-04 (draft) as presented.

This item requires Board action.

Attachment

RESOLUTION 17/18-04

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
SAN JOAQUIN COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT
DIRECTING PREPARATION OF THE ENGINEER'S REPORT
FOR THE CONTINUATION OF THE ASSESSMENTS FOR FISCAL YEAR 2018/19
FOR THE SAN JOAQUIN COUNTY MOSQUITO, VECTOR AND DISEASE CONTROL
ASSESSMENT**

RESOLVED, by the Board of Trustees (the "Board") of San Joaquin County Mosquito and Vector Control District (the "District"), County of San Joaquin, and State of California;

WHEREAS, on November 15, 2005 by its Resolution No. 05/06-5, this Board authorized the levy of assessments for the San Joaquin County Mosquito, Vector and Disease Control Assessment (the "Assessment") pursuant to the provisions of the Health and Safety Code Section 2080 et seq. and Article XIID of the California Constitution; and

WHEREAS, such mosquito and vector 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 District provides vector control services which includes a system of public projects, programs, public improvements and services intended to provide for the surveillance, prevention, abatement and control of vectors throughout its boundaries (collectively "Services").

NOW, THEREFORE, BE IT RESOLVED, that SCI Consulting Group., is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with the provisions of the Health and Safety Code Section 2080 et seq. and Article XIID of the California Constitution. Upon completion, the Engineer shall file the Report with the Secretary of the Board of Trustees for submission to the Board.

PASSED AND ADOPTED this 20th day of February, 2018 by the following vote, to wit:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Jay Colombini, President

Date

Greg Selna, Secretary

**TENTATIVE PROJECT TIMELINE FOR
SAN JOAQUIN COUNTY MOSQUITO, VECTOR AND DISEASE CONTROL
FISCAL YEAR 2018-19 LEVY**

january

s	m	t	w	t	f	s
	1	2	3	4	5	6
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14	15	16	17	18	19	20
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28	29	30	31			

february

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25	26	27	28			

march

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april

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may

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june

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july

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22	23	24	25	26	27	28
29	30	31				

august

s	m	t	w	t	f	s
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

<u>Tentative Date</u>	<u>Tasks to be Completed (Detailed List)</u>	<u>Responsible</u>
Feb 20	Passage of resolution directing the preparation of the Engineer's Report	District
May 14	Submit budget numbers to SCI	District
May 25	Engineer's Report is submitted to District for review	SCI
Jun 8	Complete and file Engineer's Report with District	SCI
Jun 19	Passage of resolution of intention to levy annual assessment, preliminarily accepting Engineer's Report and scheduling the Public Hearing	Board/District
Jul 6	Publish notice of public hearing (Publish Resolution of Intention, must occur at least 10 days before Public Hearing)	SCI
Jul 17	Public Hearing and approval of resolution approving Engineer's Report and levying annual assessments	Board/District
Aug 10	Submission of assessments to County	SCI
September/October	Confirmation of final levies with County	SCI

SCI can meet this timeline; however, the District can also modify it as needed. It is understood that all regular meetings of the District Board are every 3rd Tuesday of each month.

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 2/13/2018
Re: February 2018 BOT meeting; Agenda Item 7

7. REQUEST FOR AUTHORIZATION TO ACCEPT PROPOSAL FOR ARCHITECTURAL SERVICES TO MODIFY PUBLIC ENTRANCE TO THE DISTRICT'S STOCKTON OFFICE

Board will consider contract proposal from LDA per scope of work to be performed.

The Board of Trustees at the July 2017 regular meeting, adopted the expenditure budget for 2017-18 that included the proposed improvements to the front entrance of the District's Stockton office as provided in account 6411001 – (Structure & Improvements - Stockton Office).

Stockton architect Brent Lesovsky, of LDA Partners, was retained to create preliminary design and engineering services for the Stockton office lobby and reception security project. He has met with staff on several occasions to discuss the intended scope for enhanced security to public entrance to the District's front office, and at the December 2017 BOT regular meeting, he provided the Board with draft renderings illustrating modifications for the front lobby area of the office building.

Following Mr. Lesovsky's presentation, the Board directed staff to proceed with further development of the design, including construction plans for further development and specifications for the project. Mr. Lesovsky has provided a proposal for contract services for the Board's consideration.

This item requires Board action.

Attachment



February 9, 2018

Mr. Eddie F. Lucchesi
Mosquito & Vector Control District
San Joaquin County
7759 South Airport Way
Stockton, CA 95206

RE: Proposal for Architectural Services
Lobby and Security Remodel

Dear Mr. Lucchesi:

It has been our pleasure working with you and the Board through the schematic design for enlarging the lobby and enhancing security. This proposal addresses the continuation of architectural and engineering services for the further development of the design and construction documents.

Consulting Engineers for this project include:

Accessibility Consultant: Pacformance
Structural Engineer: J.H. Lawder, Inc.
Electrical Engineer: EJO Electrical Engineering (tentative)

The Architectural Services shall include the following:

-
1. Meet with yourself to review and confirm the design to date, project budget, and schedule.
 2. Proceed with design development.
 3. Issue background drawings to consulting engineers for their use in preparing documents for construction.
 4. Prepare and submit preliminary estimate of probable cost.
 5. Prepare architectural construction documents consisting of drawings and specifications.
 6. Present interior finishes for approval and incorporate into the construction drawings.
 7. Coordinate accessibility, structural, and electrical consultants' work for inclusion into the construction documents. This proposal assumes that the existing HVAC capacity and distribution will not require analysis or alteration to accommodate the proposed work.
 8. Coordinate owner furnished fixtures, furniture and equipment.
 9. Assist Owner in submitting documents to the County for plan review and provide responses to plan check comments.
 10. Field questions and provide addenda throughout the bidding process.
 11. Provide construction administration including five site visits, responses to requests for information, and review of submittals.

Architectural services shall not include:

-
1. Additional services beyond those listed herein.
 2. Invasive or destructive investigations.
 3. Design and documentation for furnishings, equipment, IT, security, and communication systems.
 4. Preparation of General Condition documents for bidding.

5. Required permit and regulatory fees.
6. Any testing, inspections, or soils analysis required by this work.
7. Review of bids and payment requests.
8. Additional services caused by project delays or interruption.
9. Additional services caused by Contractor errors or default in executing the construction project in a proper or timely manner.
10. Detailed inspections or testing before, during, or after construction.
11. Preparation of "as-built" drawings.

Fee Proposal:

The above services shall be performed for the fixed fee of Thirty Three Thousand Five Hundred and Forty Dollars (\$33,540.00).

Authorized additional services provided on an hourly basis shall be in accordance with the billing rate of the Independent Contractor Agreement.

Principal Architect:	\$200.00/hour
Project Architect/Manager:	\$ 165.00/hour
Draftsperson:	\$ 135.00/hour
Clerical/Staff:	\$ 95.00/hour

Reimbursable expenses are in addition to the compensation for basic services and shall include the actual expenditures made by the Architect and his employees in the interest of the project. Reimbursable expenses shall be billed as cost plus 15%, to be as itemized as follows:

Reproduction Costs	Shipping/Postage
Telephone Charges	Computer Plotting
Mileage/Travel outside of San Joaquin County	

General Conditions:

-
1. Changes to the scope of work shall be subject to renegotiation. This proposal is subject to renegotiation if not agreed upon within sixty (60) days.
 2. All work will be billed monthly for service performed to date. All monthly billings not paid within 30 days shall be considered past due, and shall accrue interest from the 31st day at a rate of 1-1/2% per month or 18% per annum.
 3. Should the project be terminated or extended beyond sixty days from the date of this proposal, the Architect shall be compensated for all services performed to date. The Architect may, at his discretion, terminate services if payments are not made within 60 days.
 4. Drawings and specifications as instruments of service, not products, shall remain the property of the Architect, whether the project for which they are intended is executed or not. The Owner shall be permitted to retain copies of Architects work for information and reference in connection with the Owner's use of the project. The Owner or others shall not use the drawings or other work, for other projects, for additions to the project, or completion of the project by others, except by written agreement by Architect.
 5. Services provided by the Architect and his Consultants will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.
 6. Should the project be terminated or extended beyond sixty days from the date of this proposal, the Architect shall be compensated for all services performed to date.

7. LDA Partners, LLP cannot assume responsibility for construction means, methods, techniques, sequences or procedures, safety precautions, programs connected with the work, or for acts and omissions by the Contractor, subcontractors, or others.

If this proposal is acceptable, please sign below and return a copy to our office.

Thank you for the opportunity to submit this proposal. LDA Partners look forward to a continued and successful relationship with yourself and the Mosquito and Vector Control District.

Sincerely,



Brent Lesovsky AIA.
C9733

Representative
San Joaquin County Mosquito & Vector Control
District

Date

BL:pm

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 2/13/2018
Re: February 2018 BOT Meeting, Agenda Item 8

8. REQUEST FOR AUTHORIZATION TO DEVELOP AN ELIGIBILITY LIST FOR THE POSITION OF MOSQUITO CONTROL TECHNICIAN I, FILL THE CURRENT VACANCY FOR THE POSITION OF VECTOR ECOLOGIST, AND TO FILL THE UPCOMING VACANCY OF THE MECHANIC II POSITION

Due the vacancy in the District's Vector Ecologist position, and the planned retirement of our current employee in the Mechanic II position, staff is seeking authorization to fill those two positions. Staff will develop an eligibility list of qualified candidates following exams (written and oral), and conduct interviews and background reviews. Staff will immediately fill each of these two positions once a qualified candidate has been selected from the eligibility list.

Staff is also seeking authorization to develop a Mosquito Control Technician I (MCT I) eligibility list to fill vacancies developed as the result of recent promotions to fill the last two vacant MCT II positions. An eligibility list of qualified candidates will also be developed for this position following exams (written and oral), interviews, and background reviews. The list will establish those qualified to be appointed to any vacant position upon authorization by the Board of Trustees. The eligibility list will be used to fill the position upon its vacancy.

It is requested that the Board of Trustees authorize staff to fill the current vacancy of Vector Ecologist, fill the planned Mechanic II vacancy, and to develop an eligibility list and use that list to fill the current MCT I vacancies, including any upcoming vacancy in the event of a planned employee retirement in the MCT I position during this fiscal year.

This request is consistent with the requirements outlined in District Policy #2900.

This item requires Board Action

Attachments

SAN JOAQUIN COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

POLICY TITLE: Mosquito Control Technician I

POLICY NUMBER: 2350

NATURE OF WORK

This is skilled and specialized work in mosquito control. Work involves inspection of mosquito sources and applying control measures in compliance with State laws, regulations, and district policies. Responsibility for the safe application of pesticides and the efficient operation of spray equipment, motor vehicles, and similar equipment. Work is performed in accordance with established methods and techniques, but employee exercises considerable independent judgment in inspection and spraying assignments. Supervision is received from a supervisor through review of work and reports, and through conferences.

ILLUSTRATIVE TASKS

- Surveys and inspects in assigned areas for mosquito breeding sources and determine stages of growth, types of mosquitoes and other factors important in applying control measures.
- Operates spray equipment, motor vehicles, and similar equipment used in district operations.
- Performs, or supervises small crews in premise inspections, prepares reports, and advises property owners on corrective measures.
- Performs, assists, or supervises small crews in the application of pesticides and assures that applications of pesticides are performed under optimum conditions in order to prevent damage to life, property and the environment.
- Performs, assists or supervises small crews in the dissemination of mosquito fish and/or other biological control agents to mosquito producing waters.
- Prepares and revises operational maps, compiles operational costs, assists in preparing survey maps, and draws sketch maps of mosquito sources.
- Contacts property owners and assists in prevention, reduction, and elimination of mosquito producing sources.
- Performs or supervises small crews in general labor duties in source reduction projects.
- Performs routine maintenance on vehicles and spray equipment, assists in mechanical maintenance, repairs, and fabrication; may be assigned to assist in maintenance and repair of building and installations.
- Makes a daily report of work performed and other information as required.
- Performs related work as required.

KNOWLEDGE, ABILITIES, AND SKILLS

- Considerable knowledge of mosquito biology, life habits, mosquito ecology, and characteristics.
- Ability to be insured and maintenance of insurability, with the District's liability insurance provider.
- Considerable knowledge of the different types of pesticides; methods of mixing, dosage rates, methods of application, and safety precautions.
- Working knowledge of automotive equipment and of the techniques and methods used in servicing and effecting minor repairs.
- Working knowledge of general problems and techniques of mosquito control.
- Some knowledge of effective supervisory techniques.
- Ability to identify the various species of mosquitoes found in San Joaquin County.
- Ability to locate mosquito infested areas, treat such areas with pesticides in a safe but efficient manner.
- Ability to operate and maintain various types of spray equipment.
- Ability to work independently and maintain good cooperative relationship with property owners and other agencies.
- Ability to understand and carry out oral and written instructions.
- Ability to write legibly and make accurate reports
- Ability to understand and apply the elementary procedures of irrigation, drainage and source reduction or physical control procedures.
- Physical strength and ability to work out-of-doors, and occasionally under adverse weather conditions.

PHYSICAL DEMANDS:

- Incumbents may be exposed to hazardous control materials, venomous insects, vectors and vector-borne diseases, rough terrain, inclement weather conditions, vicious animals, poisonous plants and animals, and may deal with irate or antagonistic individuals.
- Under supervision, ability to mix, load, and apply pesticides in containers weighing up to 50 lbs. according to label specifications and established standards.
- Ability to demonstrate measurable visual depth perception and color vision; have a minimum of single ear aided hearing.
- Ability to demonstrate physical stamina to frequently* operate a motor vehicle; show coordination of eye/hand/foot.
- Ability to regularly* traverse uneven ground such as fields, dirt banks, stream beds, and shallow ponds carrying equipment and materials up to 50 lbs.; walk on even surfaces; stand for extended periods of time.
- Ability to wear protective equipment such as hip waders, and rubber boots, and respirators as needed.
- Ability to work alone at times and/or without direct supervision.
- Ability to tolerate insect bites.
- May be required to be vaccinated for various diseases to which incumbent may be exposed in the course of work.

- Ability to occasionally* operate specialized equipment such as boats, all-terrain vehicles, and other mechanized equipment; sit for extended periods of time; bend; use gross manipulation by hand; perform simple grasping and carrying.
- Ability to periodically* perform repetitive motion associated with computer usage; climb a ladder and operate spray equipment; twist; crawl; balance; lift; push; use fine manipulation by hand; power grip; squat/crouch; kneel; reach; climb; pull; smell.

** **Periodically** – Activity or condition exists up to 25 percent of the time.
Occasionally – Activity or condition exists from 25 to 50 percent of the time.
Regularly – Activity or condition exists from 50 to 75 percent of the time.
Frequently – Activity or condition exists 75 percent or more of the time.

EXPERIENCE AND EDUCATION

- Two years of experience in mosquito control or related work, graduation from high school, or equivalent combination of experience and training.
- Possession of a Mosquito Control Technician certificate issued by the State Department of Health.
- Possession of a valid California Driver's License.

DRAFT 1 MARCH 16, 1993
 ADOPTED JUNE 15, 1993
 AMENDED JULY 1995

SAN JOAQUIN COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

POLICY TITLE: Mechanic II

POLICY NUMBER: 2410

SUMMARY

This is skilled work in the diagnostics and repair of District equipment and vehicles, and the repair and maintenance of facilities. Repairs and overhauls automobiles, trucks, and other automotive vehicles, equipment and infrastructure by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES (includes the following. Other duties may be assigned)

- Examines vehicles or equipment and discusses with the operator or supervisor the nature and extent of damage or malfunction. Plans work procedure.
- Coordinates duties of Mechanic I and communicate the status of assignments to the Assistant Manager.
- Raises vehicle, with hydraulic jack or hoist, to gain access to mechanical units to underside of vehicle.
- Removes unit such as engine, transmission, or differential.
- Disassembles unit and inspects parts for wear.
- Repairs or replaces parts such as pistons, rods, valves, and bearings.
- Overhauls or replaces carburetors, blowers, generators, distributors, starts, and pumps.
- Rebuilds parts such as crankshafts and cylinder blocks. Rewires ignition system, lights, and instruments panel.
- Relines and adjusts brakes, repairs or replaces shock absorbers, and repair or replace radiators.
- Mends damages body and frame by welding broken parts.
- Replaces and adjusts headlights, and installs and repairs accessories such as radios, heaters, mirrors, and windshield wipers.
- Devises, fabricates, and assembles new or modified mechanical components or assemblies for vehicles and equipment.
- Arc, wire-feed, and gas welding.
- Perform service calls, provide in-field repairs, and recover stuck or damaged equipment and vehicles from the field.
- Remove, repair, replace, and balance tires and wheels using power tools and equipment.
- Change oil, lube chassis and fittings, perform safety checks, and maintain repair and time records for equipment and labor.
- Calibrate spray equipment, including hand and power operated hydraulic and granule application equipment.
- Ability to operate light duty vehicles (1 ton truck or less), with either a manual or automatic transmission, both on -road and off-road; ability to operate vehicle-mounted power winches used in vehicle recovery.
- Ability to operate powered equipment such as a fork lift and wheeled tractor in the

performance of essential duties.

- Basic Knowledge of computer controls on present day engines.
- Perform repairs, such as plumbing and electrical, to facilities and property.
- Physical strength and ability to work out-of-doors and under adverse weather conditions.
- Able to perform effectively with other employees and the public, regardless of race, ethnic background, religious preference and sexual orientation.
- Responsible to order and purchase parts, supplies, gasoline, fuel and lubricants; participates in the development and implementation of vehicle and equipment specifications used in purchasing and use.
- Responsible for inventory control and reconciliation of parts, supplies, vehicles and equipment.
- Responsible for scheduling and overseeing work of Mechanic I and other personnel assigned to shop or maintenance projects.
- Responsible for equipment and vehicle inspection schedules.
- Responsible for insuring compliance with state, federal, and local laws that pertain to equipment and vehicle safety and maintenance.

SUPERVISOR RESPONSIBILITIES

Provides operational oversight for 1 employee on a regular basis, and for up to 2 additional employees on seasonal basis (less than 10% of total time). Carries out basic supervision in accordance with the District's policies and applicable laws. Responsibilities include training employees; planning, assigning, and directing work; addressing complaints and resolving problems.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Associate's degree (A.A.) or equivalent from two-year college or technical school; or six months to one year related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS

Ability to read and interpret documents such as rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS

Ability to add, subtracts, multiply, and divides in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Must have a valid California Driver's License and meet the insurance requirements of the District. Associate of Arts or technical (trade) school diploma, or automotive repair apprenticeship training certificate.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel, and reach with the hands and arms. The employee frequently is required to walk; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear. The employee is occasionally required to sit and taste or smell. The employee much regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee exposed to moving mechanical parts, fumes or airborne particles, and caustic chemicals. The employee is frequently exposed to risk of electrical shock and vibration. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; and outside weather conditions. The noise level in the work environment is usually loud.

SAN JOAQUIN COUNTY MOSQUITO & VECTOR CONTROL DISTRICT

POLICY TITLE: Vector Ecologist

POLICY NUMBER: 2530

SUMMARY: Under the general direction of the Entomologist or his/her designee, the Vector Ecologist assists with a variety of routine and standard biological and entomological activities to support the District's vector surveillance and control program, vector-borne disease surveillance and prevention program, and relative research projects; and perform related laboratory and field work as required.

ILLUSTRATIVE TASKS (include but are not limited to):

- Prepares, maintains, collects and analyzes vector surveillance traps; sorts, identifies and prepares vector specimen and other related biological materials.
- Assists in the District's pesticide resistance monitoring program.
- Assists in the calibration of pesticide application equipment, and in the operation of related instruments.
- Assists in the District's Invasive *Aedes* surveillance program.
- Assists in testing and evaluating new technology in vector-borne disease surveillance and control, as well as providing assistance and support to other District laboratory and vector control personnel.
- Assists in maintaining laboratory colonies of mosquitoes and other invertebrates used for scientific and operational purposes.
- Maintains detailed and accurate records of surveillance activities, testing, experimental and scientific results; compiles data for reports and scientific publications; uses computer for data input and analysis.
- Uses, maintains and cares for standard laboratory equipment, instruments, tools and facilities used in connection with the work.

MINIMUM QUALIFICATIONS:

Education / Experience: Bachelor's degree or other 4-year college degree in entomology, biology, ecology or other closely related fields, **or**

Graduation from an accredited college or university with completion of college-level laboratory courses in general biology, entomology or closely related fields and three (3) years vector-borne disease surveillance work experience.

License: Possession and maintenance of a valid California Department of Motor Vehicles Driver's License. Incumbent must be insurable and maintain insurability by the District's insurance provider during the course of employment.

Certificate: Possession and maintenance of California Department of Public Health Vector Control Certification in categories “B” (Mosquito Control) and “C” (Terrestrial Invertebrates); required within 12 months of initial employment.

Knowledge of: Basic principles and practices of vector and vector-borne disease surveillance and control; mosquito and vector biology; methods of collecting, rearing, and processing field and laboratory specimens, Biological principles; chemistry and Mathematics; techniques and terminology used in a laboratory; general principles and methodologies involved in scientific investigations; Laboratory hazards; proper safety procedures in both field and lab settings; Safe use and handling of pesticides and other job-related chemicals; use and care of laboratory equipment; quality assurance and quality control procedures; record keeping principles and techniques.

Ability to: Plan and perform the required tasks with minimal supervision and maintain detailed and accurate records; conduct field and laboratory tests and evaluations; maintain insect colonies; perform vector-borne disease surveillance and investigation; provide pesticide resistance testing assistance; operate and maintain lab equipment; follow written and oral direction; perform mathematical calculations and formulations to set and compile results in vector surveillance projects; communicate effectively in English with the public and fellow employees; establish and maintain effective working relationships; use PC-based computers and software (word processing, spreadsheet, database, presentation and statistical analysis). Perform other duties as required.

PHYSICAL AND MENTAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Ability to frequently* lift and/or move up to 10 pounds, regularly* lift and /or move up to 25 pounds, periodically* lift and/or move up to 50 pounds, and occasionally* lift and/or move up to 75 pounds.
- Ability to demonstrate measurable visual depth perception and color vision and have a minimum of single ear aided hearing
- Ability to demonstrate physical stamina to frequently* operate a motor vehicle and show coordination of eye/hand/foot; use fine manipulation by hand
- Ability to regularly* stand for extended periods of time and sit for extended periods of time
- Ability to wear protective equipment such as hip waders, respirator, goggles, and rubber boots and gloves, as needed
- Ability to work alone at times and/or without direct supervision
- Ability to tolerate insect bites
- May be required to be vaccinated for various diseases to which employee may be exposed in the course of work
- Ability to regularly* walk on even surfaces
- Ability to regularly* traverse uneven ground such as fields, dirt banks, stream beds, and shallow ponds perform repetitive motion associated with computer usage, may need to bend,

twist, crawl, balance, lift, push, perform simple grasping, power grip, squat, crouch, kneel, reach, climb, pull, and smell

*Occasionally – Activity or condition exists up to 25 percent of the time

Periodically – Activity or condition exists from 25 to 50 percent of the time

Regularly – Activity or condition exists from 50 to 75 percent of the time

Frequently – Activity or condition exists 75 percent or more of the time

ENVIRONMENTAL CONDITIONS:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works in field settings and is frequently exposed to wet and/or humid conditions, low and/or high temperatures, and other inclement weather conditions.

The employee may be exposed to hazards which include insect bites, toxic or caustic chemicals, fumes, dust, hazardous control materials, vectors and vector-borne diseases, rough terrain, vicious animals, poisonous plants and animals. The noise level in the work environment is usually moderate.

EXAMINATION AND SELECTION PROCESS:

Selection of applicants for interviews will be based on evaluation of training, education and experience related to the class specification for this position. Those candidates selected for interviews will receive an oral interview and panel review to assess training, experience and ability to perform the duties of the position. Selection will be based on a combined overall assessment of the oral interview and panel review.

All qualified applicants will be considered for employment without regard to race, color, national origin, religion, gender, or sexual orientation. Please contact the District at least five (5) working days before a scheduled examination or interview if you require accommodation in the examination or interview process.

1/24/2017

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 2/13/2018
Re: February 2018 BOT Meeting, Agenda Item 9

9. UPDATE ON DISTRICT'S APPEAL OF THE CITY OF STOCKTON'S PLANNING COMMISSION DECISION TO ALLOW A CONDITIONAL USE PERMIT TO OPERATE A MEDICAL CANNABIS CULTIVATION FACILITY AT 7979 S. AIRPORT WAY


As discussed during the January 2018 regular Board meeting, the District appealed the City of Stockton's Planning Commission decision to grant a "Conditional Use Permit" to develop and operate a medical cannabis cultivation facility located at 7979 S Airport Way. This parcel is located next to the District's Stockton facility on the south side.

In review, I attended a Public Hearing held on December 14, 2017 at the Stockton City Planning Commission regarding a "Use Permit" to allow a proposed medical cannabis cultivation facility at this site. During this meeting, I presented the Planning Commission with the District's concerns relative to the use of this property. Following lengthy discussion, the Planning Commission granted the "Use Permit". Following review of the Planning Commission's decision to grant the "Use Permit" at our December 2017 BOT meeting, the District's Trustees, through Board action, directed the Manager and District's Legal Counsel to proceed forward to appeal the Planning Commission's decision to the Stockton City Council.

The District received a "Notice of Public Hearing" on the matter scheduled for February 27, 2018 during the regular meeting of the Stockton City Council.

Manager Lucchesi and Legal Counsel Eley will provide updated information relative to this appeal.

Attachment

 **CITY OF STOCKTON**
OFFICE OF THE CITY CLERK
425 North El Dorado Street
Stockton, CA 95202-2310
WWW.STOCKTONCA.GOV

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CA 957
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**SAN JOAQUIN CO, MOSQUITO DIST
7759 S AIRPORT WY
STOCKTON, CA 95206**

NOTICE OF PUBLIC HEARING
STOCKTON CITY COUNCIL 95206-391859



**CITY OF STOCKTON
CITY COUNCIL
NOTICE OF PUBLIC HEARING**

DATE/TIME OF MEETING: **FEBRUARY 27, 2018** at 5:30 P.M. or as soon thereafter as the matter can be heard

PLACE OF MEETING: Council Chambers, Second Floor, City Hall, 425 North El Dorado Street, Stockton

SUBJECT: Public hearing to consider a request for an appeal of the Planning Commission's approval of a use permit to establish a medical cannabis cultivation site.

Location: 7979 S AIRPORT WAY, STOCKTON, CA 95206 **Case No:** P17-0535

Further information may be obtained by contacting
Assistant Planner Kanoa Kelley at (209) 937-7564 or E-mail Kanoa.Kelley@stocktonca.gov

Proceedings before the Stockton City Council are conducted in English. The City of Stockton does not furnish interpreters and if one is needed, it shall be the responsibility of the person needing one.

In accordance with the Americans with Disabilities Act and California Law, it is the policy of the City of Stockton to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require a copy of a public hearing notice, or an agenda and/or agenda packet in an appropriate alternative format; or if you require other accommodation, please contact the Office of the City Clerk located at 425 North El Dorado Street, Stockton, California 95202 during normal business hours or by calling (209) 937-8459, at least 5 days in advance of the hearing/meeting. Advance notification within this guideline will enable the City/Agency to make reasonable arrangements to ensure accessibility.

Anyone wishing to be heard on the issue may appear before the City Council at the time of the Public Hearing. It deserves to be noted that the legal requirement of Public Notice does not guarantee notice to all persons residing in or otherwise using property in the general vicinity of the property in question. Accordingly, each recipient of this notice is respectfully requested to bring this notice promptly to the attention of others whom the recipient feels would be interested in or affected by this proposal in order that all persons may be given an opportunity to be heard on the issue. If you challenge the proposed action in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the Public Hearing. **DATE OF MAILING: February 8, 2018.**

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 2/14/2018
Re: February BOT Meeting, Agenda Item 10

10. EXECUTIVE COMMITTEE REPORT

As discussed at the January 2018 regular meeting, the Manager and Board of Trustees agreed to have the Executive Committee finalize the Manager's performance evaluation and review a new employment agreement for the position of Manager. The existing agreement expires 3/31/2018, but continues for 30-day periods until a new agreement is signed.

Attached is a copy of the draft meeting agenda. A member of the Executive Committee will provide an oral report at this time on the agenda.

Attachment

San Joaquin County Mosquito & Vector Control District
7759 S. Airport Way
Stockton, CA 95206
(209) 982-4675

**Board of Trustees
Executive Committee Meeting**

**February 20th, 2018
12:00 P.M.**

AGENDA

1. Call to order; roll call
2. Public comment period
3. Closed Session (Pursuant to CGC Section 54957)

Public Employee

Title: Manager

Employee Performance Evaluation / Employment
Contract

Report of Closed Session (Pursuant to CGC 54957.1)

4. Other business; announcement of future committee meeting date(s) and time(s).
5. Adjourn.

Board Meeting Information

To: Board of Trustees
From: Eddie Lucchesi, Manager
CC: Chris Eley, Legal Counsel
Date: 2/14/2018
Re: February 2018 BOT Meeting, Agenda Item 11

11. **CLOSED SESSION (Pursuant to CGC §54957 and §54957.6)**
PUBLIC EMPLOYEE PERFORMANCE EVALUATION / PUBLIC APPOINTMENT
Title: Manager

REPORT OF CLOSED SESSION (Pursuant to CGC §54957.1)

This will be a closed session for the purpose of reviewing the performance of the Manager per District policy # 2170.60 and to negotiate a new employment agreement for the position of Manager.

Re: the performance evaluation of Manager Lucchesi, a year-end report was distributed to the Board for review and discussion at the January 16, 2018 regular meeting. The report was referred to the Board's Executive Committee for further review and analysis. The Executive Committee is expected to meet prior to the February regular meeting.

Re: negotiations for a successor employment contract between the District and Manager, the current employment contract with Manager Lucchesi expires March 31, 2018. The Board will discuss how to proceed with development of a successor contract using Legal Counsel Eley and the Board's executive Committee.

Following the closed session, a person designated by the Board of Trustees will provide a report of closed session. Any action resulting from the discussions in closed session must be taken in open session.