



Coachella Valley Mosquito
and
Vector Control District

43420 Trader Place
Indio, CA 92201
Phone (760) 342-8287
www.cvmosquito.org

Board of Trustees Meeting Via Zoom

Tuesday, June 9, 2020

6:00 p.m.

AGENDA

In the interest of maintaining appropriate social distancing and to comply with orders issued by Governor Newsom, the Board encourages the public to participate in this meeting via Zoom by calling 1-888-475-4499 (toll free), Meeting ID: **875 3218 6538 or click this link to join: <https://us02web.zoom.us/j/87532186538>. If you would like to comment on the agenda item or subject matter within the jurisdiction of the Board, please email your public comment to the Clerk of the Board by 3:00 p.m. on June 9, 2020 at gmorales@cvmvcd.org.**

Assistance for those with disabilities: If you have a disability and need accommodation to participate in the meeting, please call the Clerk of the Board at (760) 342-8287 for assistance so the necessary arrangements can be made.

- 1. Call to Order – Franz De Klotz, President**
- 2. Invocation and a Moment of Silence to Honor Mrs. Patricia “Corky” Larson**
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Motion to Excuse Absences**
- 6. Confirmation of Agenda**
- 7. Public Comments**

Those wishing to address the Board should complete a Public Comment Card and provide it to the Clerk of the Board.

A. **PUBLIC Comments — AGENDA ITEMS:** Persons wishing to address the Board on agenda items are requested to do so at this time. When addressing the Board, please come to the podium and give your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person per item has been established.

B. **PUBLIC Comments — NON-AGENDA ITEMS:** Persons wishing to address the Board on items not appearing on the agenda are requested to do so at this time. When addressing the Board, please come to the podium and give your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person has been established. California Government Code Section 54950 prohibits the Executive Committee from taking action on a specific item until it appears on the agenda.

8. **Board Reports**

A. President's Report – **Franz De Klotz, President**

Executive Committee oral report and Minutes for May 26, 2020 meeting **(Pg. 6)**

B. Finance Committee – **Clive Weightman, Treasurer**

Finance Committee oral report and Minutes for May 12, 2020 meeting **(Pg. 12)**

9. **Items of General Consent**

The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. Any member of the Board or the public may request an item be pulled from Items of General Consent for separate discussion.

A. Minutes for May 12, 2020 Budget Workshop and May 12, 2020 Board meeting **(Pg. 17)**

B. Correspondence **(Pg. 29)**

C. Approval of expenditures for May 8, 2020 to June 4, 2020 and Financial Reports **(Pg.32)**

D. Review and Approval of the District's Professional Development Calendar for FY 2020-2021 and Resolution 2020-07 – **Jeremy Wittie, M.S., General Manager (Pg. 43)**

E. Informational Items:

- Board Business Log **(Pg. 50)**
- Department Reports **(Pg. 53)**
- IVM Program Presentations & General Manager's Report (Pg. 71)
 - Surveillance and Quality Control Department – **Jennifer A. Henke, M.S., Laboratory Manager**

- Operations Department – **Roberta Dieckmann, Operations Manager**
- Public Outreach Department – **Tammy Gordon, M.A., Public Information Officer**
- General Manager’s Report – **Jeremy Wittie, M.S., General Manager**

10. Old Business

None

11. New Business

A. Review and Approval of Legislative Advocacy Policy and Resolution 2020-08 – **Jeremy Wittie, M.S., General Manager (Pg. 73)**

B. Final consideration and ratification of Side Letter to Memorandum of Understanding (MOU) between Coachella Valley Mosquito and Vector Control District and Teamsters Local 911 related to a one-year extension of the MOU and 2% base salary increase for FY 2020-2021, and approval of Resolution 2020-09 – **Jeremy Wittie, M.S., General Manager and Lena D. Wade, General Counsel (Pg. 83)**

C. Discussion and/or approval of Resolution 2020-10 Adopting FY 2020-21 Budget – **Jeremy Wittie, M.S., General Manager (Pg. 90)**

D. Discussion and/or approval of Resolution 2020-11 intention to levy assessments for fiscal year 2020-21, preliminary approval of engineer's report, and providing for notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment – **David I’Anson, Administrative Finance Manager (Pg. 106)**

12. Closed Session Public Comments

Persons wishing to address the Board on closed session items are requested to do so at this time. When addressing the Board, please come to the podium and give your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person per item has been established.

- A. **Closed Session:** Conference with Labor Negotiators pursuant to Government Code Section 54957.6

Agency Designated Representatives: *Lena D. Wade, Anita Jones and David I’Anson.*

Employee Organizations: California School Employees Association and Teamsters Local 911.

13. Trustee Comments, Requests for Future Agendas Items, Travel, and/ or Staff Actions

The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency situation exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a). Each presentation is limited to no more than three minutes.

14. Adjournment

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board. All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 43420 Trader Place, Indio, California.

Certification of Posting

I certify that on June 5, 2020, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District and on the District's website, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on June 5, 2020.

Graciela Morales, Clerk of the Board

SECTION

8



BOARD REPORTS

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Executive Committee Meeting Via Zoom Minutes

TIME: 12:00 p.m. Tuesday, May 26, 2020

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

County at Large	Franz De Klotz	La Quinta	Doug Hassett
Indian Wells	Clive Weightman	Palm Desert	Doug Walker

ABSENT:

None

OTHERS PRESENT:

Jeremy Wittie, M.S., General Manager
Graciela Morales, Clerk of the Board

1. Call to Order: *President De Klotz called the meeting to order at 12:02 p.m.*

2. Roll Call: *Roll call indicated four (4) committee members out of four (4) were present.*

3. Confirmation of Agenda: *On motion from Trustee Weightman, seconded by Trustee Hassett, and carried unanimously, the agenda was approved as presented.*

Ayes: President De Klotz, Trustees Hassett, Walker and Weightman.

Noes: None

Abstained: None

Absent: None

4. Public Comments - *Mr. Brad Anderson submitted four public comment letters to be read aloud. The public comments were read aloud by Graciela Morales, Clerk of the Board and are attached for the record.*

5. Review of June 9, 2020 Board Meeting Draft Agenda

The draft June 9 Board meeting agenda was reviewed by the Committee. The Committee directed staff to include three to four slides highlighting the most relevant information of the FY2020-21

budget to be shared during the June 9 meeting. The Committee requested the addition of a Budget Workshop on June 9 at 5:00 p.m. An invitation is to be sent to all Trustees to seek their attendance/participation. Jeremy Wittie, General Manager apprised Trustees that the Board meetings will continue to be via Zoom until further notice and prerecorded presentations for updates on the Integrated Vector Management program will continue to be included in the Board packet.

6. Thermal Property Update

Jeremy Wittie, General Manager informed Committee members of the fire hydrant replacement at the Thermal facility and the other work that was recently completed. A discussion ensued regarding the lease term and other possible options to explore. Jeremy will follow up and give an update at a later time.

7. Closed Session Public Comments

Persons wishing to address the Board on closed session items are requested to do so at this time. When addressing the Board, please come to the podium and give your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person per item has been established.

None

8. Closed Session: Conference with Labor Negotiators pursuant to Government Code Section 54957.6

Agency Designated Representatives: Lena D. Wade, Anita Jones and David I' Anson.

Employee Organizations: California School Employees Association and Teamsters Local 911.

President De Klotz announced there was no business to discuss under closed session.

9. Trustee/Staff Comments: *Vice President Hassett mentioned there was a particular public comment that he thought was concerning. A discussion ensued. There was consensus to have the comments forwarded to general counsel for review.*

10. Confirmation of Next Meeting Date: *The next Executive Committee Meeting was scheduled for Friday, June 26 at 11:00 p.m.*

11. Adjournment: *The meeting was adjourned by President De Klotz at 12:32 p.m.*

Coachella Valley Mosquito and Vector Control District (CVMVCD)
43420 Trader Pl.
Indio, CA. 92201
760.342-8287 - www.cvmvcd.org
Attn: Clerk of the Board (Graciela Morales)

Re: Written Comments to be READ ALOUD and entered in to the Public record for the CVMVCD Executive Committee Meeting held on May 26, 2020 (12:PM) - Item: 4-A in regards to agenda Item: 5 (Draft of June 9, Board meeting agenda) Item: 10-A (New Policy for direct legislative advocacy)

Dear CVMVCD Sub-committee,

Please do not allow the CVMVCD to waste Public resources above what is already used to gain favor through private (Non-Public) organizations that the CVMVCD are member's of and pays fees too. Consider the benefits of allowing the current CVMVCD General Manager and Administrators to focus on local Vector Control measures and operations.

Please allow the paid lobbying groups to continue representing the CVMVCD and have the CVMVCD General Manager and Administrators work here in the Coachella Valley on things that they were employed to perform. Say No to CVMVCD administration staff moonlighting away from there dutys to the local community here in the Coachella Valley.

Sincerely,

Brad Anderson | Rancho Mirage, CA. | 760.409.9434 (Cell)

Coachella Valley Mosquito and Vector Control District (CVMVCD)
43420 Trader Pl.
Indio, CA. 92201
760.342.8287 - www.cvmvcd.org
Attn: Clerk of the Board (Graciela Morales)

Re: Written comment to be "READ ALOUD" and entered in to the Public record for the CVMVCD Executive Committee Meeting held on May 26,2020 (12:PM) - Agenda Item: 4-A in regards to agenda Item: 5 (Draft June 9, Board meeting) Item: 6-A (Public comment on Agenda Items)

Dear CVMVCD Sub-committee,

Please consider responding to my several attempts of Informing the CVMVCD administration and its governing body (appointed Trustees) of the CVMVCD and it's rearranged agendas, with regards to it's Public comments Items. As you are aware, the CVMVCD has not allowed the once permitted Public comments on Agenda Items (consent/action/Public Hearings) and on occasion the CVMVCD closed session topic(s). To be heard during the same time that the Board members are considering the Item. The CVMVCD has disallowed the Public to hear any staff reports prior to being forced to submit Public testimony on any agenda Item. Please allow the Public the same Information at the same time that the Board members are Induces to the agenda Item.

Sincerely,

Brad Anderson | Rancho Mirage, CA. | 760.409.9434 (Cell)

Coachella Valley Mosquito and Vector Control District (CVMVCD)
43420 Trader Pl.
Indio, CA. 92201
(888) 343-9399 - www.cvmvcd.org
Attn: Clerk of the Board (Graciela Morales)

Re: Written comments to be "READ ALOUD" and entered in to the Public record for the CVMVCD Executive Committee Meeting held on the date of May 26, 2020 (12:PM) - Item: 4-A in regards to agenda Item: 5 (Draft - June 9, Board Meeting Item: 10-D (Intention to levy Increased (Precived) benefit assessments)

Dear CVMVCD Board of Trustees,

Please do not Increase the CVMVCD precived Benefit Assessment, as you are aware of the continued massive and deliberated waste of resources that are Intrusted to the CVMVCD to protect the citizens of the Coachella Valley from the possibility of disease carrying Vectors. The administration of the CVMVCD has lacked any sound management performance and has used misleading statements/report's to potentially gain cause for documentation of need, for Increased financial support to the CVMVCD many different budget categories and reserves.

Do not Increase revenue by unnecessary and unwarranted taxes on the backs of People that have already funded the CVMVCD administration extremely extravagant operations for years.

Sincerely,

Brad Anderson | Rancho Mirage, CA. | 760.409.9434 (Cell)

Coachella Valley Mosquito and Vector Control District (CVMVCD)
43420 Trader Pl.
Indio, CA. 92201
888.343.9399 - www.cvmvcd.org
Attn: Clerk of the Board (Graciela Morales)

Re: Written Comments to be "READ ALOUD" and entered in to the Public record for the CVMVCD Executive Committee Meeting held on the date of May 26, 2020 at the schedule time of 12:PM - Agenda Item: 4-B (Non-agenda Public comment)

Dear CVMVCD Executive Committee Member's,

Please strive to perform abatement procedures in the Coachella Valley that will complement the precived Image of the CVMVCD to the Residents that fund the CVMVCD.

Please consider reviewing and employing ethical people that will not continue to place Residents at Increased risks of harm from Vectors in the Coachella Valley.

The CVMVCD has a history of questionable negative actions that has Invited a (Grand Jury) Investigations with a number of suggested remedies.

Having witnessed unqualified people be assigned as CVMVCD Supervisors and Managers. Has of course placed the citizens of the Coachella Valley at great risk. This has been established by years of poor service and lack of administrative control to seek out and eliminate known habitat for Mosquitoes, with No noticeable difference in Vector Control population.

Please - consider that some people (and Animals) will not be able to hide Inside of a shelter and or be able to have windows and doors completely closed - Due to No A/C or the resources to pay the cost's of operating a air conditioning system.

Do your "ONLY JOB" - reduce/eliminate Vectors (Mosquitoes) in the Coachella Valley.

Sincerely,

Brad Anderson | Rancho Mirage, CA. | 760.409.9434 (Cell)

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Finance Committee Meeting Via Zoom
Minutes**

TIME: 3:30 p.m. **DATE:** May 12, 2020

LOCATION: 43420 Trader Place Indio, CA 92201 and Via Zoom

COMMITTEE MEMBERS PRESENT:

Indian Wells	Clive Weightman
Rancho Mirage	Isaiah Hagerman
County at Large	Bito Larson

OTHER TRUSTEES PRESENT:

County at Large	Franz De Klotz
Cathedral City	Sergio Espericueta
Palm Desert	Doug Walker (joined the meeting at 3:53 p.m.)

STAFF PRESENT:

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Edward Prendez, Information Technology Manager
Graciela Morales, Executive Assistant/Clerk of the Board

MEMBERS OF THE PUBLIC PRESENT:

No members of the public were present.

1. Call to Order: *Treasurer Weightman called the meeting to order at 3:37 p.m.*

2. Roll Call: *Roll call indicated three (3) committee members out of three (3) were present. President De Klotz, Trustees Espericueta and Walker joined the meeting as well.*

3. Confirmation of Agenda: *Treasurer Weightman indicated he wished to discuss Draft FY 2020-2021 Budget prior to the Budget Workshop. Trustee Hagerman and Trustee Larson agreed. On motion from Trustee Larson, seconded by Trustee Hagerman, the Agenda was approved.*

Ayes: Trustees Hagerman, Larson, and Weightman.

Noes: None.

Abstained: None.

Absent: None.

4. Public Comments: *One public comment received from Mr. Brad Anderson was read aloud. His public comment is attached for the record.*

5. Items of General Consent:

Approval of Minutes from May 1, 2020 Finance Committee Meeting.

On motion from Trustee Hagerman seconded by Trustee Larson, the minutes were approved as presented.

Ayes: Trustees Hagerman, Larson, and Weightman.

Noes: None.

Abstained: None.

Absent: None.

6. Discussion and/or Review:

- A. Review of Check Report from Abila MIP for the period of April 10, 2020 to May 8, 2020

The Check Report was reviewed by the Committee and staff. A few inquiries regarding certain expenses were asked and staff provided more information.

- B. CalCard Charges – March 25-April 23, 2020

The Cal Card Report for the period above were reviewed by the Committee.

- C. Review of April 2020 Financials and Treasurer's Report

Treasurer Wightman asked if the District is going to close the fiscal year about \$700,000 under budget. David l'Anson, Administrative Finance Manager explained there are still some obligations to pay such as retiree healthcare, payroll for the remaining weeks in May and June, and payments for aerial applications. David l'Anson said this figure may be closer to \$300,000.

7. Old Business:

- A. Discuss Draft FY2020-2021 Budget

Treasurer Weightman started the discussion by inquiring if all members of the Committee supported to move forward with the current Budget version. A discussion ensued. Jeremy Wittie, General Manager, explained the District's revenue for FY2020-21 is not expected to be affected by current events because the District participates in the Teeter Plan. In the case we did face a situation in which our revenue is affected, he could look to contingency funds and make adjustments to certain expenses, such as, research and professional development. The Committee also discussed the District's emergency

reserve, the proposed benefit assessment increase of \$1.00, and property taxes. The Committee concurred on moving forward with recommending the approval of the draft FY2020-21 Budget as proposed.

8. New Business

None

9. Schedule Next Meeting: *The next Finance Committee meeting was scheduled for Tuesday, June 9, 2020 at 4:30 p.m.*

10. Trustee and/or Staff Comments/Future Agenda Items:

None

11. Adjournment: *The meeting was adjourned by Treasurer Weightman at 4:03 p.m.*

DRAFT

Coachella Valley Mosquito and Vector Control District (CVMVCD)
43420 Trader Pl.
Indio, CA. 92201
(888) 343-9399
Attn: Clerk of the Board (Graciela Morales)

Re: Written letter (email) to be "READ ALOUD AT THIS MEETING " and entered in to the Public record for the CVMVCD Finance Committee Meeting held on the date of May 12, 2020 (3:30PM) - Agenda Item: 4-B (Non-Agenda Public comment)

Dear CVMVCD Board of Trustees,

Please do not Increase the CVMVCD precived Benefit Assessment by any financial amount. Take the necessary arrangements to eliminate the current CVMVCD Benefit Assessment that has been used to Increase the CVMVCD Budget with No noticeable difference in the Coachella Valley's Increased quality of life for its Residents or guests from the threats of Mosquitoes and diseases.

Please consider the benefit to the citizens of the Coachella Valley by reviewing the CVMVCD administration for expenses that have yet to be utilized fully if at all.

(example: New mobile computer/system for staff/trustees)

Stop all unnecessary spending of Public funds plus suspending any and all administrative employment hiring/promotions.

Sincerely,

Brad Anderson | Rancho Mirage, CA. | 760.409.9434 (Cell)

SECTION

9



ITEMS OF GENERAL CONSENT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Budget Workshop Via Zoom
Minutes**

CALLED TO ORDER: 4:31 P.M. MAY 12, 2020

LOCATION: 43420 Trader Place, Indio, CA 92201 and Via Zoom

TRUSTEES PRESENT:

County at Large	Franz De Klotz	Indio	Ben Guitron
County at Large	Bito Larson	Palm Desert	Doug Walker
Cathedral City	Sergio Espericueta	Rancho Mirage	Isaiah Hagerman
Indian Wells	Clive Weightman		

TRUSTEES ABSENT:

Coachella	Philip Bautista	La Quinta	Doug Hassett
Desert Hot Springs	Gary Gardner	Palm Springs	Dr. Doug Kunz

OTHERS PRESENT:

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Bobbie Dieckmann, Operations Manager
Edward Prendez, IT Manager
Jennifer Henke, Laboratory Manager
Kim Hung, Vector Ecologist
Tammy Gordon, Public Information Officer
Grace Morales, Executive Assistant/Clerk of the Board

- 1. Call to Order:** *President De Klotz called the meeting to order at 4:31 p.m.*
- 2. Roll Call:** *Roll call indicated seven (7) Trustees out of eleven (11) were present.*
- 3. Confirmation of Agenda:** *On Motion from Trustee Espericueta, seconded by Treasurer Weightman, the Agenda was confirmed as presented.*

Ayes: President De Klotz, Trustees Espericueta, Guitron, Hagerman, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Bautista, Gardner, Hassett and Kunz.

4. **Public Comment:** *One public comment received from Mr. Brad Anderson was read aloud. His public comment is attached for the record.*
5. **Overview/Discussion of Draft FY 2020-2021 Budget:** *Treasurer Weightman provided an overview of the draft budget. A discussion ensued. Administrative Finance Manager, David l'Anson, also presented a budget summary. Key areas discussed were: Capital Reserves Forecast, Major Assumptions, Operating and Capital Budgets, Revenue, organizational changes, Thermal funding schedule, Equipment funding schedule and the reserve study. The workshop was an interactive presentation with questions, answers, and opinions shared among attendees.*
6. **Trustee/Staff Comments:** *Trustee Guitron thanked Committee members and Staff for their work on the budget. Trustee Espericueta also thanked the Committee and Staff for putting together a thorough budget with information that was easy for him to understand. Trustee Walker asked what was the rationale on increasing the benefit assessment. Jeremy Wittie, stated it was necessary to have a small increase to maintain a balanced budget, in order to maintain stability, our long term commitments to our staff, and due to our capital reserves. Treasurer Weightman stated the revenue is forecasted to increase by 2.7%; on the expense side, total expenses are forecasted to increase only by 1%. 70% of expenses are within the payroll category and that does not leave much flexibility due to Union contracts.*
7. **Adjournment:** *The meeting was adjourned by President De Klotz at 5:17 p.m.*

Coachella Valley Mosquito and Vector Control District (CVMVCD)
43420 Trader Pl.
Indio, CA. 92270
(888) 343-9399
Attn: Clerk of the Board (Graciela Morales)

Re: Written letter (email) to be "READ ALOUD AT THIS MEETING" and entered into the Public record for the CVMVCD Budget Workshop scheduled for the date of May 12, 2020 (4:30PM) - Agenda Item: 4-A in regards to Item: 5 (Draft FY 2020-2021 Budget)

Dear CVMVCD Board of Trustees,

Please consider the people that have suffered over the past few years due to the CVMVCD administration lack of control over its management department supervisors and their poor performance. Due to the CVMVCD ineffective methods to truly control Vector populations throughout the Coachella Valley with ever increasing spending on CVMVCD travel and meals it's really not surprising that Residents have seen very little reductions in the overall control of Vectors in this region of California.

The Board's opinion to raise taxes (Benefit Assessment) by what appears to be a randomly generated amount that would sound acceptable to the Public - is disharting.

Do not continue taxing for services that are not delivered to the Residents of the Coachella Valley. Do not promote administrative staff and/or create new employment positions. And please reduce CVMVCD proposed legal fee increases that are misrepresented to illustrate "Potential litigation" that was also made reference to in the last CVMVCD Budget for the very same reason (only potentially used to remove people from CVMVCD employment)

Cut All costs of the CVMVCD overinflated budget and share the misfortune that the CVMVCD has helped to cause by not performing acceptable work results in the Coachella Valley by deploying management employees that are not suitable to perform the services that are required to truly combat elements of Public safety.

Sincerely,

Brad Anderson | Rancho Mirage, CA. | 760.409.9434 (Cell)

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Board of Trustees Meeting Via Zoom
Minutes**

MEETING TIME: 6:00 p.m. May 12, 2020

LOCATION: 43420 Trader Place, Indio, CA 92201 and Via Zoom

TRUSTEES PRESENT:

PRESIDENT: Franz De Klotz	County at Large
VICE PRESIDENT: Doug Hassett	La Quinta <i>(joined the meeting after roll call)</i>
SECRETARY: Doug Walker	Palm Desert
TREASURER: Clive Weightman	Indian Wells
Sergio Espericueta	Cathedral City
Bito Larson	County at Large
Gary Gardner	Desert Hot Springs
Ben Guitron	Indio
Dr. Doug Kunz	Palm Springs
Isaiah Hagerman	Rancho Mirage

TRUSTEES ABSENT:

Philip Bautista Coachella

STAFF AND COUNSEL PRESENT:

Jeremy Wittie, General Manager
Lena Wade, Legal Counsel, SBEMP
David l'Anson, Administrative Finance Manager
Edward Prendez, Information Technology Manager
Jennifer Henke, Laboratory Manager
Kim Hung, Vector Ecologist
Roberta (Bobbye) Dieckmann, Operations Manager
Mike Martinez, Field Supervisor
Tammy Gordon, Public Information Officer
Graciela Morales, Executive Assistant/Clerk of the Board

- 1. Call to Order:** *President De Klotz called the meeting to order at 6:03 p.m.*
- 2. Pledge of Allegiance:** *President De Klotz led the Pledge of Allegiance.*
- 3. Roll Call:** *Roll call indicated nine (9) Trustees out of eleven (11) were present. (Trustee Hassett joined the meeting after roll call).*
- 4. Motion to Excuse Absences**

On motion from Trustee Hagerman, seconded by Trustee Guitron, and passed by unanimous roll call vote, the Board of Trustees excused the absence of Trustees Bautista and Hassett. Trustee Hassett arrived after roll call.

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hagerman, Kunz, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Bautista. (Trustee Hassett joined the meeting after roll call).

5. Confirmation of Agenda

On motion from Trustee Gardner, seconded by Trustee Hagerman, and passed by unanimous roll call vote, the Board of Trustees approved the Agenda as presented.

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hagerman, Kunz, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Bautista. (Trustee Hassett joined the meeting after roll call).

6. Public Comments:

Two public comments received from Mr. Brad Anderson were read aloud. His public comments are attached for the record.

Lena Wade, General Counsel, expressed her objection to the written public comments Mr. Anderson submitted to the Clerk of the Board for the May 1, 2020 Executive Committee and which are included in the May 12, 2020 Board agenda packet. She stated the comments regarding Administrative Finance Manager and the Human Resources Manager were speculative, incorrect, misleading, and defamatory.

7. Board Reports

A. President's Report:

President De Klotz stated the minutes were included in the Board packet. President De Klotz thanked all Board members for their ongoing commitment, participation, and community service. He also thanked Tammy Gordon, Public Information Officer, for providing talking points for the Giant Asian Hornets.

B. Finance Committee Oral Report:

Treasurer Weightman reported the District has about two months left in the current fiscal year and highlighted the District anticipates closing the fiscal year with a surplus of approximately \$300,000. The Finance Committee met earlier and decided the surplus will remain as a contingency along with reserves to get us through at least the first six months of next fiscal year. As far as investments, the interest rate is yielding about 1.5%, down from around 2.1%, and this has been factored into the next year budget.

8. Items of General Consent

The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. Any member of the Board or the public may request an item be pulled from Items of General Consent for separate discussion.

- A. Minutes for March 10, 2020 Board Meeting and March 23, 2020 Special Board Meeting
- B. Correspondence
- C. Approval of expenditures for March 6, 2020 to May 12, 2020 and Financial Reports
- D. Informational Items:
 - Board Business Log
 - Approval of Proclamation supporting the designation of the week of May 17-23, 2020 as California Special Districts Week – **Tammy Gordon, Public Information Officer**
 - Presentations:
 - General Manager’s Report – **Jeremy Wittie, M.S., General Manager**
 - IVM Program:
 - Surveillance and Quality Control Department – **Jennifer A. Henke, M.S., Laboratory Manager**
 - Operations Department – **Roberta Dieckmann, Operations Manager**
 - Public Outreach Department – **Tammy Gordon, M.A., Public Information Officer**

President De Klotz provided a brief summary of the proclamation supporting the designation of the week of May 17-23, 2020 as California Special District's week and asked if any Board members had any questions regarding the staff presentations that were included in the Board packet. Trustees Weightman and Hagerman expressed they liked the presentations and that they are prerecorded and available for viewing prior to meetings.

On motion from Trustee Hagerman, seconded by Trustee Gardner, and passed by the following roll call votes, the Board of Trustees approved all Items of General Consent.

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hagerman, Kunz, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Bautista. (Trustee Hassett joined the meeting after roll call).

9. Old Business

A. Approval of Resolution 2020-06 Adoption of the 2020 CVMVCD Mosquito-borne Surveillance and Emergency Response Plan – Jennifer A. Henke, M.S., Laboratory Manager

Jennifer Henke provided information regarding the annual adoption of the District's Mosquito-borne Surveillance and Emergency Response Plan. She stated the response plan is primarily to ensure the document is in line with the California Department of Public Health plan, it is also updated with the most recent weather factors for the year and includes an up-to-date inventory of what we have on hand and what we expect to have on hand during the season.

On motion from Trustee Guitron, seconded by Trustee Walker, and passed by the following roll call votes, the Board of Trustees approved Item # 9A.

Ayes: President De Klotz, Trustees Espericueta, Gardner, Guitron, Hagerman, Kunz, Larson, Walker and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Bautista. (Trustee Hassett joined the meeting at 6:23 p.m.)

10. New Business

A. Ad hoc Research Committee Appointment – Franz De Klotz, President of the Board of Trustees

President De Klotz stated current members were Hassett, Kunz, Walker, and himself. He extended the invitation to all other Board members to join. He said that with Jennifer's help the committee is doing great work in directing research.

Committee members of the ad hoc Research Committee remain the same.

B. The Vector Control Joint Powers Agency (VCJPA) seeks an Alternate Trustee Representative to represent all regions on the VCJPA Board of Directors – Jeremy Wittie, M.S., General Manager

Jeremy Wittie briefly went over the details and asked Trustees if they were interested in submitting a nomination to the VCJPA.

There was no interest expressed from Trustees to submit a nomination to the VCJPA.

Vice President Doug Hassett joined the Zoom meeting at the time of 6:23 p.m.

C. Discussion regarding the Budget Workshop held before the Board meeting – Jeremy Wittie, M.S., General Manager and Clive Weightman, Treasurer

Clive Weightman shared information regarding the Zoom Budget Workshop held prior to this meeting to review the Draft FY 2020-2021 Budget. It was the third review by the Finance Committee after a series of interactions and a thorough analysis. Committee members and Staff have invested a lot of time and effort in preparing the budget. The Committee approved the \$1 dollar increase to the benefit assessment and is aware of the economic environment we are facing. On the revenue side, they are fairly confident of the forecasted revenue. They worked with Jeremy Wittie, General Manager, on staff additions noting that we have flexibility to not fill them if warranted. The four reserve funds are within reasonable good funding. Mr. Weightman also shared some of the facility improvement projects have been postponed due to the possible modifications to office and meeting spaces post COVID-19 and closed by reiterating the Committee supports the recommendation to approve FY 2020-21 Budget on June 9.

President De Klotz thanked the Committee and Staff for their work and comprehensive review. Jeremy Wittie also thanked the Committee, Treasurer Weightman, President De Klotz, Administrative Finance Manager David l'Anson, Department Managers and everyone else involved for their valuable insights during the budget development.

11. Closed Session Public Comments:

Persons wishing to address the Board on closed session items are requested to do so at this time. When addressing the Board, please come to the podium and give your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person per item has been established.

There were no public comments related to Closed Session.

A. *Closed Session: Conference with Labor Negotiators pursuant to Government Code Section 54957.6*

Agency Designated Representatives: Lena D. Wade, Anita Jones and David I' Anson.

Employee Organizations: California School Employees Association and Teamsters Local 911.

Upon returning from Closed Session, President De Klotz and Lena Wade, General Counsel announced there was no reportable action.

12. Trustee Comments, Requests for Future Agendas Items, Travel, and/ or Staff Actions

Trustee Guitron asked if the Giant Hornet was expected to become a problem in California. Jeremy Wittie said he did not believe so. Trustee Hagerman thanked David I'Anson, Jeremy Wittie and all staff who helped in putting together the budget. Trustee Walker also thanked the Finance Committee, Staff and IT for their help.

13. Adjournment – *President De Klotz adjourned at 6:49 p.m.*

Franz De Klotz
President

Doug Walker
Secretary

Coachella Valley Mosquito and Vector Control District (CVMVCD)
43420 Trader Pl.
Indio, CA. 92201
(888) 343-9399
Attn: Clerk of the Board (Graciela Morales)

Re: Written letter (email) to be "READ ALOUD AT THIS MEETING" and entered in to the Public record for the CVMVCD Board of Trustees Meeting held on the date of May 12, 2020 (6:PM) - Agenda Item: 6-B (Non-Agenda Public comment)

Dear CVMVCD Board of Trustees,

Please be advised that it appears that CVMVCD Trustees have been receiving CVMVCD staff assistance in procurement of documents (record's) that were not accessible or known to exist by the Public, prior to the scheduled CVMVCD Public meetings. Please consider becoming more transparent with CVMVCD communications, including the e-mailing of Publicly unknown documents to CVMVCD appointed Trustees.

Sincerely,

Brad Anderson | Rancho Mirage, CA. | 760.409.9434 (Cell)

Coachella Valley Mosquito and Vector Control District (CVMVCD)
43420 Trader Pl.
Indio, CA. 92201
(888) 343-9399
Attn: Clerk of the Board (Graciela Morales)

Re: Written letter (email) to be "READ ALOUD AT THIS MEETING" and entered in to the Public record for the CVMVCD Board of Trustees Meeting held on the date of May 12, 2020 (6:PM) - Item: 6-A in regards to Item: 10-A (Ad-hoc appointments/research)

Dear CVMVCD Board of Trustees,

Please consider reviewing and suspending the 2020-2021 years research grant(s) that's administered through the CVMVCD with financial resources (Benefit Assessment Monies). As you are aware of the appointments of unqualified people to oversee to whom Public Monies are awarded for programs that appears to have very little to No benefit to the community that are taxed to support the redistribution of Local tax collect Moines for precived Research directed by the CVMVCD administration. The appointment of a CVMVCD Ad-hoc committee (at Increased costs to the taxpayer's) to an element of the CVMVCD operation that has No plausible reason to exist outside of higher educational Institutions.

Please consider the Health and financial crisis that has gripped our Nation. Reduce/stop the overall excessive spending of Public resouces to enrich organizations/people that have No direct benefit to the community that are served by the CVMVCD.

Sincerely,

Brad Anderson | Rancho Mirage, CA. | 760.409.9434 (Cell)



CORRESPONDENCE

From: Michael Martinez
Sent: Friday, March 6, 2020 7:31 AM
To: DistrictWideGroup
Subject: Compliment Call

I received a call from Linda, a resident in Sun City. She wanted to thank **Ramon** for working with her on resolving her fountain issue. She explained she lives in Boston and needed time to hire the right company to fill in fountain. Ramon provided advise on what to do and worked with her until she could fly out from Boston to fix problem. She said "Ramon was wonderful, kind, respectful and appreciated that he understood she was in Boston and would follow up on fountain until resolved". She added he was a great assent to the district. Great Job Ramon! Thank you for representing the district so well.

Michael Martinez
Field Supervisor

From: Diana Reyes
Sent: Thursday, May 14, 2020 11:02 AM
To: DistrictWideGroup
Subject: District Employee and District Services Recognition

I received a call from a resident in La Quinta, she wanted to give the district a big "Thank you!"

Last week **Trinidad Haro** and **Carlos Hernandez** inspected her property for mosquitoes and she is so happy with the inspections and treatments that were provided because she is no longer getting bites and is seeing less mosquitoes. Her and her family are again so happy and grateful for the services we provide and our employees.

Great Job Trinidad and Carlos for helping out this resident and providing great service!!!

Keep up your great work!!!

Thank you,

Diana Reyes

Administrative Clerk

From: Diane Greeman
Sent: Friday, May 15, 2020 1:19 PM
To: DistrictWideGroup
Subject: Compliment

Dorothy from Marrakesh Country Club called to compliment **Marisa** and thank her for her excellent work. She shared that Marisa was so helpful, knowledgeable and very pleasant to work with.

Good work Marisa!

Diane Greeman

Administrative Clerk

From: Tammy Gordon
Sent: Tuesday, May 19, 2020 8:04 AM
To: DistrictWideGroup
Subject: Compliment call

Good morning,

I received a call from Tim who told me that he knows so often people call to complain but he wanted to call and let me know how lucky I am to have a team member like **Erica**. He said that she went above and beyond any expectations he had of requesting service. She was kind, professional, and went the extra mile to explain what was happening and what he could do. He is even going to share the information she taught him with his neighbors – just like she said he should do.

Great job Erica, truly sharing great information, protecting the Valley, and making it the best place to live. Well done!

Tammy Gordon

Public Information Officer

From: Erica Frost

Sent: Tuesday, May 26, 2020 12:13 PM

To: DistrictWideGroup

Subject: Jonathan Leung

Mr. Gallagher called in to state that **Jonathan L.** is a wonderful employee. He is very kind and has great customer service and he is very grateful for his patience and work.

He said Jonathan is an asset to this district!!

Way to go Jonathan!!

Erica Frost

Administrative Clerk

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

May 8 - June 4, 2020

<u>Check No</u>	<u>Payable To</u>	<u>Description</u>	<u>Check Amount</u>	<u>Total Amount</u>
	Payroll Disbursement	May 15, 2020	184,559.56	
	Payroll Disbursement	May 29, 2020	187,324.14	
				371,883.70
Pre-Approved Expenditures Utilities/Benefits:				
42995	ICMA Retirement Trust	457 Plan Contributions 4/25/2020, 5/9/2020	17,668.04	
42996	Principal Life Insurance Co.	Dental/Life Insurance 6/2020	9,117.54	
42997	Standard Insurance Company	LTD Premium 6/2020	2,996.25	
42998	Vision Service Plan (CA)	Vision Care Plan 5/2020	857.56	
42999	CalPERS Healthcare Acct	Healthcare Retired/Active 06/2020	75,912.19	
43000	CalPERS Retirement Acct	Retirement Contributions 04/12 - 04/25/2020, 04/26 - 05/9/2020	52,265.74	
				158,817.32
Pre-Approved Expenditures less than \$10,000.00:				
42991	Coachella Valley Mosquito & Vector Control District	Fund Transfer New Accounts	300.00	
Cash - First Foundation Bank Checking				300.00
Cash - First Foundation Bank Checking				
42992	Winner Chevrolet	Capital Equipment Replacement	29,814.63	
42993	U.S. Bank	CalCard 05/22/2020	96,013.75	
42994	Salton Sea Air Service	Aerial Application	30,027.99	
Cash - First Foundation Bank Check Run Total to be Approved				155,856.37
Total Expenditures: May 8, 2020 - June 4, 2020				686,857.39

Franz De Klotz, President

Clive Weightman, Treasurer

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended May 31, 2020

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	10,004,587	815,854	10,820,441
CASH	695,800	(211,198)	484,601
INVESTMENTS & CASH	10,700,387	604,656	11,305,042
CURRENT ASSETS	1,196,885	3,119,620	4,316,505
FIXED ASSETS	10,624,757	-	10,624,757
OTHER ASSETS	4,969,170	-	4,969,170
TOTAL ASSETS	27,491,199	3,724,276	31,215,475
TOTAL LIABILITIES	5,431,233	(90,729)	5,340,504
TOTAL DISTRICT EQUITY	22,054,127	3,820,844	25,874,971
TOTAL LIABILITIES & EQUITY	27,485,360	3,730,114	31,215,475
RECEIPTS			
		\$ 1,258,621	
CASH DISBURSEMENTS			
Payroll	\$ 558,499		
General Admin	\$ 98,400		
Total Cash Disbursements		\$ (656,899)	
NON-CASH ENTRIES:			
Accrual Modifications -		\$ 3,122,554	
Changes in A/P, A/R & Pre-paid insurance		_____	
Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments		\$ 3,724,276	

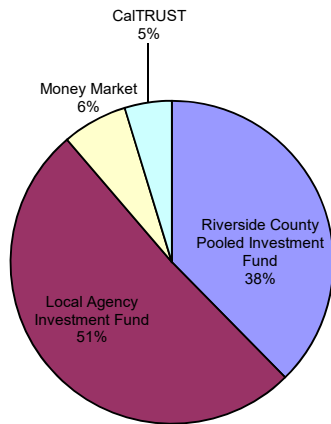
CVMVCD
 Cash Journal - deposits
 From 5/1/2020 Through 5/31/2020

Effective ...	Transaction Description	Deposits	Payee/Recipient Name
5/1/2020	May Receipts - SBE	64,025.08	Riverside County
5/5/2020	May Receipts - HOX	13,413.01	Riverside County
5/30/2020	Benefit Assessment Handbill	1.68	
5/30/2020	Property Taxes - Prior Supp	1,785.89	Riverside County
5/30/2020	Property Taxes CY Secured	1,158,466.18	Riverside County
5/30/2020	Property Taxes CY Sup	18,917.01	Riverside County
5/30/2020	Reimbursement	6.50	
5/31/2020	May Receipts - Bank Interest	205.18	First Foundation Bank
5/31/2020	Mosquito Testing	<u>1,800.00</u>	Riverside County Department of Environmental Health
Report Total		<u><u>1,258,620.53</u></u>	

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
INVESTMENT FUND BALANCES AS OF MAY 31, 2020**

INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	General Fund	Thermal Capital Fund	Capital Equipment Replacement Fund	Capital Facility Replacement Fund	BALANCE
	Investment Fund Balance				7,431,367	44,030	1,426,648	1,918,395	\$ 10,820,441
LAIF	Common Investments			1.38%	3,797,167	22,498	728,967	980,232	\$ 5,528,865
Riverside County	Funds 51105 & 51115			1.15%	2,796,299	16,568	536,824	721,860	\$ 4,071,550
CalTRUST	Medium Term Fund			1.00%	351,503	2,083	67,480	90,740	\$ 511,806
First Foundation	Market Rate			0.25%	486,398	2,882	93,377	125,563	\$ 708,219
	Total Investments				7,431,367	44,030	1,426,648	1,918,395	\$ 10,820,440

**PORTFOLIO COMPOSITION AS OF MAY 31, 2020
WEIGHTED YIELD 1.20%**



In compliance with the California Code Section 53646; the Finance Administrator of the Coachella Valley Mosquito and Vector Control District hereby certifies that sufficient liquidity and anticipated revenue are available to meet the District's budgeted expenditure requirements for the next six months.

Investments in the report meet the requirements of the Coachella Valley Mosquito and Vector Control District's adopted investment policy

Respectfully submitted

NOTED AND APPROVED

CVMVCD
Statement of Revenue and Expenditures
May 31, 2020

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Revenues									
4000 Property Tax - Current Secured	3,825,113	3,698,933	3,747,313	48,380	1,274,359	1,222,491	(51,867)	(77,800)	(2)%
4010 Property Tax - Curr. Supplmntl	45,034	33,885	18,917	(14,968)	12,734	18,917	6,183	(26,117)	(58)%
4020 Property Tax - Curr. Unsecured	170,237	161,531	159,276	(2,255)	0	0	0	(10,961)	(6)%
4030 Homeowners Tax Relief	42,209	35,881	32,574	(3,307)	14,775	13,413	(1,362)	(9,635)	(23)%
4070 Property Tax - Prior Supp.	27,704	0	16,741	16,741	0	1,786	1,786	(10,963)	(40)%
4080 Property Tax - Prior Unsecured	8,493	0	0	0	0	0	0	(8,493)	(100)%
4090 Redevelopment Pass-Thru	4,478,852	4,478,852	4,558,329	79,477	2,239,426	2,274,404	34,978	79,477	2 %
4520 Interest Income - LAIF/CDs	200,000	150,000	144,295	(5,705)	0	205	205	(55,705)	(28)%
4530 Other Miscellaneous Receipts	63,000	57,750	45,801	(11,949)	5,250	0	(5,250)	(17,199)	(27)%
4551 Benefit Assessment Income	2,147,755	2,064,994	2,059,071	(5,923)	913,142	877,639	(35,504)	(88,684)	(4)%
Total Revenues	11,008,397	10,681,826	10,782,318	100,492	4,459,686	4,408,855	(50,831)	(226,079)	(2)%
Expenditures									
Payroll Expenses									
5101 Payroll - FT	4,848,777	4,444,713	4,165,234	279,479	404,065	367,047	37,018	683,544	14 %
5102 Payroll Seasonal	205,140	188,045	186,139	1,906	17,095	11,736	5,360	19,001	9 %
5103 Temporary Services	6,900	6,325	6,900	(575)	575	0	575	0	0 %
5105 Payroll - Overtime Expense	18,700	17,142	19,529	(2,388)	1,558	383	1,175	(829)	(4)%
5110 FFCRA Wage Credit	0	0	(3,618)	3,618	0	(2,606)	2,606	3,618	0 %
5150 CalPERS State Retirement	1,221,020	1,182,413	1,083,478	98,935	38,607	(18,509)	57,116	137,542	11 %
5155 Social Security Expense	304,643	279,256	273,488	5,768	25,387	24,024	1,363	31,155	10 %
5165 Medicare Expense	71,247	65,310	65,152	158	5,937	5,655	282	6,095	9 %
5166 FFCRA Medi Credit	0	0	(52)	52	0	(38)	38	52	0 %
5170 Cafeteria Plan	1,093,206	1,002,106	978,091	24,015	91,101	3,445	87,655	115,115	11 %
5172 Retiree Healthcare	352,420	323,052	30,381	292,671	29,368	0	29,368	322,039	91 %
5180 Deferred Compensation	105,231	96,462	55,358	41,104	8,769	(10,496)	19,265	49,874	47 %
5195 Unemployment Insurance	32,066	29,394	34,433	(5,039)	2,672	776	1,896	(2,367)	(7)%
Total Payroll Expenses	8,259,352	7,634,217	6,894,513	739,704	625,135	381,417	243,718	1,364,839	17 %

CVMVCD
Statement of Revenue and Expenditures
May 31, 2020

	YTD Annual Budget	Current YTD Budget	Current YTD Actual	YTD Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget	Annual Budget	Percent Annual Budget
Administrative Expenses										
5250 Tuition Reimbursement	15,000	13,750	11,524	2,226	1,250	1,044	206	3,476	23 %	
5300 Employee Incentive	10,000	9,167	6,209	2,958	833	0	833	3,791	38 %	
5301 Employee Support	3,500	3,208	3,173	35	292	382	(90)	327	9 %	
5302 Wellness	600	550	1,395	(845)	50	0	50	(795)	(133)%	
5305 Employee Assistance Program	3,500	3,208	3,290	(81)	292	284	8	211	6 %	
6000 Property & Liability Insurance	114,911	103,168	110,102	(6,933)	11,743	11,856	(114)	4,809	4 %	
6001 Workers' Compensation Insurance	180,303	161,528	114,598	46,930	18,775	18,765	10	65,705	36 %	
6050 Dues & Memberships	28,500	28,083	28,663	(581)	418	0	418	(163)	(1)%	
6060 Reproduction & Printing	26,750	24,521	7,677	16,844	2,229	309	1,921	19,073	71 %	
6065 Recruitment/Advertising	7,000	6,417	5,281	1,136	583	0	583	1,719	25 %	
6070 Office Supplies	19,200	17,600	11,941	5,659	1,600	914	686	7,259	38 %	
6075 Postage	5,500	5,042	1,566	3,475	458	0	458	3,934	72 %	
6080 Computer & Network Systems	5,000	4,583	3,831	752	417	0	417	1,169	23 %	
6085 Bank Service Charges	120	110	22	88	10	10	0	98	82 %	
6090 Local Agency Formation Comm.	1,200	1,200	2,287	(1,087)	0	0	0	(1,087)	(91)%	
6095 Professional Fees	52,500	48,125	52,081	(3,956)	4,375	4,757	(382)	419	1 %	
6100 Attorney Fees	49,000	44,917	63,305	(18,389)	4,083	4,633	(549)	(14,305)	(29)%	
6106 HR Risk Management	4,500	4,125	4,725	(600)	375	0	375	(225)	(5)%	
6110 Conference Expense	53,500	49,967	27,761	22,206	3,533	(7)	3,540	25,739	48 %	
6115 In-Lieu	13,200	12,100	12,100	0	1,100	1,100	0	1,100	8 %	
6120 Trustee Support	4,800	4,400	4,251	150	400	0	400	550	11 %	
6200 Meetings Expense	4,620	4,235	1,756	2,479	385	278	107	2,864	62 %	
6210 Promotion & Education	26,500	24,292	19,569	4,722	2,208	701	1,507	6,931	26 %	
6220 Public Outreach Advertising	45,000	41,250	3,663	37,587	3,750	1,877	1,873	41,337	92 %	
6500 Benefit Assessment Expenses	96,000	96,000	84,970	11,030	0	0	0	11,030	11 %	
Total Administrative Expenses	770,704	711,544	585,742	125,803	59,160	46,902	12,258	184,962	25 %	
Utilities										
6400 Utilities	105,000	96,250	92,140	4,111	8,750	1,742	7,008	12,861	12 %	
6410 Telecommunications	11,000	10,083	28,271	(18,188)	917	166	750	(17,271)	(157)%	
Total Utilities	116,000	106,333	120,411	(14,077)	9,667	1,908	7,759	(4,411)	(4)%	

CVMVCD
Statement of Revenue and Expenditures
May 31, 2020

	YTD Budget	Current Period Budget	YTD Actual	Variance	Current Period Budget	Current Period Actual	Variance	Annual Budget	Percent Annual Budget
Operating									
7000 Uniform Expense	30,500	27,975	37,385	(9,410)	2,525	1,554	971	(6,885)	(23)%
7050 Safety Expense	25,000	22,917	16,985	5,931	2,083	823	1,261	8,015	32 %
7100 Physican Fees	5,000	4,583	4,795	(212)	417	0	417	205	4 %
7150 IT Communications	40,000	36,667	36,234	433	3,333	3,117	217	3,766	9 %
7200 Household Supplies	4,000	3,667	2,937	730	333	51	283	1,063	27 %
7300 Repair & Maintenance	42,000	38,500	37,149	1,351	3,500	2,552	948	4,851	12 %
7310 Maintenance & Calibration	7,800	7,150	5,462	1,688	650	0	650	2,338	30 %
7350 Permits, Licenses & Fees	21,750	19,938	3,605	16,332	1,813	141	1,672	18,145	83 %
7400 Vehicle Parts & Supplies	39,600	36,300	28,331	7,969	3,300	3,804	(504)	11,269	28 %
7420 Offsite Vehicle Maint & Repair	17,000	15,583	25,462	(9,879)	1,417	361	1,056	(8,462)	(50)%
7450 Equipment Parts & Supplies	15,500	14,208	11,030	3,178	1,292	434	858	4,470	29 %
7500 Small Tools Furniture & Equip	1,700	1,558	3,480	(1,922)	142	0	142	(1,780)	(105)%
7550 Lab Supplies & Expense	36,500	33,458	25,721	7,737	3,042	2,053	988	10,779	30 %
7570 Aerial Pool Surveillance	25,000	22,917	54	22,863	2,083	0	2,083	24,946	100 %
7575 Surveillance	52,000	47,667	49,801	(2,134)	4,333	1,786	2,548	2,199	4 %
7600 Staff Training	87,250	79,979	34,005	45,974	7,271	1,100	6,171	53,245	61 %
7650 Equipment Rental	1,000	917	887	30	83	110	(27)	113	11 %
7675 Contract Services	154,800	141,900	116,765	25,135	12,900	10,363	2,537	38,035	25 %
7700 Motor Fuel & Oils	80,200	73,517	72,577	939	6,683	0	6,683	7,623	10 %
7750 Field Supplies	9,400	8,617	7,563	1,054	783	0	783	1,837	20 %
7800 Control Products	785,000	719,583	804,419	(84,836)	65,417	45,216	20,200	(19,419)	(2)%
7850 Aerial Applications	124,500	114,125	190,304	(76,179)	10,375	28,698	(18,323)	(65,804)	(53)%
8415 Capital Outlay	53,300	48,858	42,251	6,608	4,442	12,920	(8,478)	11,049	21 %
8510 Research Projects	150,000	150,000	130,454	19,546	0	0	0	19,546	13 %
9000 Contingency Expense	150,000	137,500	34,398	103,102	12,500	0	12,500	115,602	77 %
Total Operating	1,958,800	1,808,083	1,722,056	86,027	150,717	115,080	35,637	236,744	12 %
Contribution to Capital Reserves									
8900 Transfer to other funds	503,547	461,585	461,585	0	41,962	41,962	0	41,962	8 %
Total Contribution to Capital Reserves	503,547	461,585	461,585	0	41,962	41,962	0	41,962	8 %
Total Expenditures	11,608,403	10,721,763	9,784,306	937,457	886,640	587,269	299,371	1,824,097	16 %
Net revenue over/(under) expenditures	(600,006)	(39,937)	998,012	1,037,949	3,573,046	3,821,587			

CVMVCD
Balance Sheet
As of 5/31/2020

		Current Year
Assets		
Cash and Investments		
1000	Cash - Investments	10,820,440.52
1012	Cash - Clearing Account	300.00
1016	Petty Cash	500.00
1017	Petty Cash Checking	1,500.00
1025	First Foundation - General	53,576.62
1026	First Foundation - Payroll	428,724.87
	Total Cash and Investments	11,305,042.01
Current Assets		
1050	Accounts Receivable	3,172,302.47
1085	Inventory	510,872.04
1168	Prepaid Insurance	45,706.28
1169	Deposits	587,624.00
	Total Current Assets	4,316,504.79
Fixed Assets		
1170	Construction in Progress	7,050.00
1300	Equipment/Vehicles	2,124,325.38
1310	Computer Equipment	450,521.22
1311	GIS Computer Systems	301,597.91
1320	Office Furniture & Equipment	1,218,124.91
1330	Land	417,873.30
1335	Oleander Building	5,665,861.83
1336	Signage	23,651.39
1340	Structures & Improvements	3,026,125.52
1341	Bio Control Building	6,998,161.74
1342	Bio Control Equip/Furn	43,986.77
1399	Accumulated Depreciation	(9,652,522.60)
	Total Fixed Assets	10,624,757.37
Other Assets		
1520	Resources to Be Provided	3,514,102.32

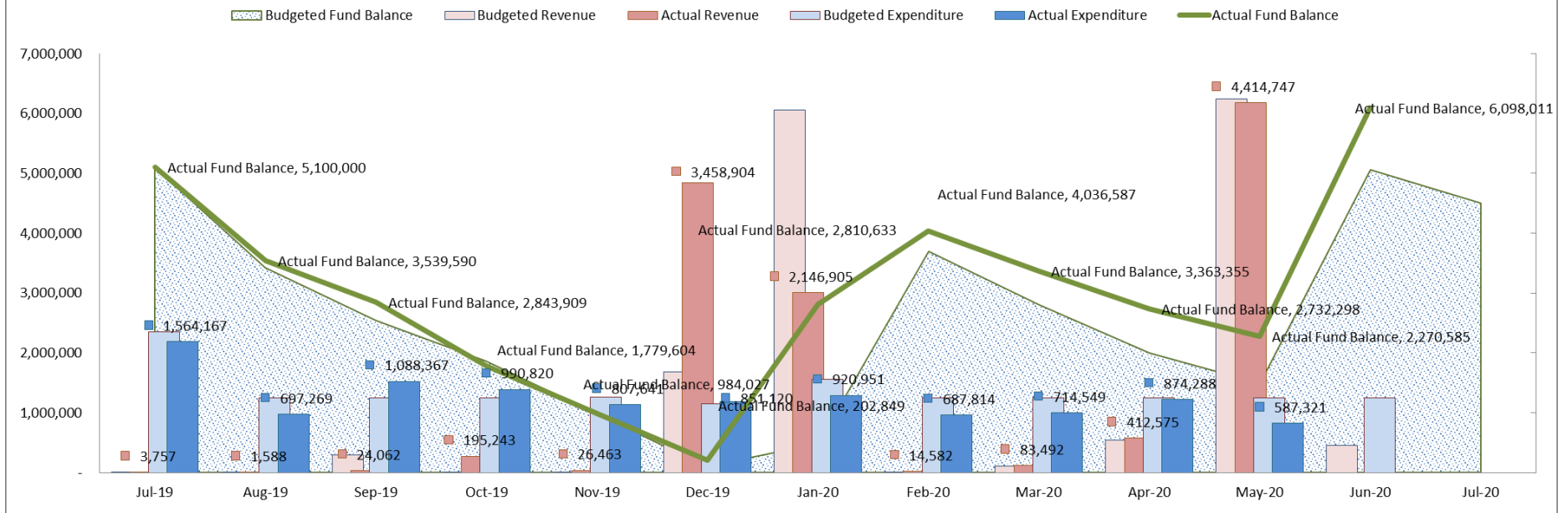
CVMVCD
Balance Sheet
As of 5/31/2020

		Current Year
1525	Deferred Outflows of Resources	1,142,648.00
1530	Deferred Outflows of Resources - OPEB	312,420.00
1900	Due to/from	0.11
	Total Other Assets	4,969,170.43
	Total Assets	31,215,474.60
Liabilities		
Short-term Liabilities		
Accounts Payable		
2015	Credit Card Payable	87,364.39
2020	Accounts Payable	44,267.24
2030	Accrued Payroll	0.06
2040	Payroll Taxes Payable	65.37
2185	Employee Dues	(65.85)
	Total Accounts Payable	131,631.21
	Total Short-term Liabilities	131,631.21
Long-term Liabilities		
2100	Pollution Remediation Obligation	2,100,000.00
2200	Net Pension Liability	1,585,309.00
2210	Deferred Inflows of Resources	118,606.00
2300	Net OPEB Liability	715,923.00
2500	Compensated Absences Payable	689,034.56
	Total Long-term Liabilities	5,208,872.56
	Total Liabilities	5,340,503.77
Fund Balance		
Non Spendable Fund Balance		
3920	Investment in Fixed Assets	10,698,793.35
3945	Reserve for Prepaids & Deposit	1,373,799.43
3960	Reserve for Inventory	532,128.63
	Total Non Spendable Fund Balance	12,604,721.41

CVMVCD
Balance Sheet
As of 5/31/2020

		Current Year
	Committed Fund Balance	
3965	Public Health Emergency	4,103,640.00
	Total Committed Fund Balance	4,103,640.00
	Assigned Fund Balance	
3910	Reserve for Operations	4,500,000.00
3925	Reserve for Future Healthcare Liabilities	877,253.00
3955	Thermal Remediation Fund	463,724.00
3970	Reserve for IT Replacement	277,991.00
3971	Reserve for Vehicle Replacement	344,376.00
3990	Reserve for Future Constructio	(315.00)
	Total Assigned Fund Balance	6,463,029.00
	Unassigned Fund Balance	
3900	Fund Equity	1,745,084.30
3999	P&L Summary	213,934.75
	Total Unassigned Fund Balance	1,959,019.05
	Current YTD Net Income	744,561.37
	Total Current YTD Net Income	744,561.37
	Total Fund Balance	25,874,970.83
	Total Liabilities and Net Assets	31,215,474.60


General Fund Operational Cash Flow Fiscal Year 2019 - 2020



The **General Fund Operational Cash Flow** graph outlines the District's working capital for the fiscal year July 1 2019 to June 30 2020. The beginning fund balance is \$5.1 million and ending fund balance is \$4.5 million. Expenditure is approximately divided by 12 equal months, with some differences accounting for the seasonality of the program for example control products and seasonal employment which are greater in the mosquito breeding season. July expenditure is higher than average because of the prefunding lump sum of \$750,000 for CalPERS unfunded liability. The budget also accounts for prepayments. The revenue follows a different pattern, Riverside County distribute the property tax revenue in January and May with advancements in December and April.

The *shaded area* represents the **Budgeted Fund Balance** which has a formula of (beginning) **Fund Balance** plus **Revenue** minus **Expenditure**. The *green line* represents the **Actual Fund Balance** and is graphed against the *shaded area* **Budgeted Fund Balance**.

The graph shows for June 1 the \$5.1 million **Fund Balance** plus total Revenue for July 1 to May 31, 2020 of \$10.8 million minus total Expenditure of \$9.8 million is \$1.0 million. For planning purposes the District is under budget, showing expenditure is \$886,640 less than budgeted. Revenue is higher than budgeted by \$100,492, with Property tax receipts higher than anticipated. As long as the green line stays out of the shaded area the District is within budget, as of May 31, 2020, the line is outside the shaded area. In July and August there are some expenses accrued back to June which will reduce the budget variance to closer \$300,000.

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>June 9, 2020</p>
<p>Agenda Item: Items of General Consent</p> <p>Approval of Resolution 2020-07 Authorizing Attendance of Professional Development Conferences and Meetings by Members of the Board of Trustees and Employees of the District for Fiscal Year 2020-2021 – Jeremy Wittie, M.S., General Manager</p>		
<p>Background:</p> <p>In 2009, an ad hoc travel committee comprised of the Board of Trustees directed staff to develop a travel resolution for Board adoption of the types of travel by Board members and employees to be authorized on an as needed basis. Resolution 2009-05, Authorizing Attendance of Professional Development Conferences and Meetings by Members of the Board of Trustees and Employees of the District for Fiscal Year 2009-2010, was approved at the May 2009 Board Meeting and accomplished this purpose.</p> <p>Resolution 2020-07 would authorize attendance at conferences and meetings for Fiscal Year 2020-2021. Schedule “A” of Resolution 2020-07 contains a list of professional conferences and meetings that staff and/or Board members would be authorized to attend, based on need, between July 1, 2020 and June 30, 2021, and also designates which staff and Board members would be authorized to attend each conference or meeting.</p> <p>Resolution 2020-07 would also limit Board members to a maximum of two (2) conferences or meetings that involve overnight travel, and would limit staff to a maximum of two (2) conferences or meetings per function performed by the employee. An exception to this limitation would be made for meetings and conferences where it is necessary to carry out a committee assignment for the Mosquito and Vector Control Association of California.</p> <p>All non-essential travel as of the June Board meeting continues to be cancelled. Travel to District proposed professional growth conferences will only be permitted once federal and state guidelines begin to permit such events as the pandemic continues to subside.</p>		
<p>Staff Recommendation:</p> <ul style="list-style-type: none"> • Staff recommends that the Board approve Resolution 2020-07. 		
<p>Exhibits:</p> <ul style="list-style-type: none"> • Resolution 2020-07 • 2020-2021 Professional Development Conferences & Meetings 		

RESOLUTION NO. 2020-07

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT AUTHORIZING ATTENDANCE OF PROFESSIONAL DEVELOPMENT CONFERENCES AND MEETINGS BY MEMBERS OF THE BOARD OF TRUSTEES AND EMPLOYEES OF THE DISTRICT FOR FISCAL YEAR 2020-2021

WHEREAS, the Coachella Valley Mosquito and Vector Control District (“District”) is a political subdivision of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 *et. seq.*, and is also a “local agency” within the meaning of Section 53600 of the California Government Code; and

WHEREAS, pursuant to Health and Safety Code Section 2051 and the District's adopted Travel and Expense Policy, the Board of Trustees (“Board”) of the District may authorize members of the Board and District employees to attend professional, educational, or vocational meetings, and cause the District to pay their actual and necessary traveling expenses while on official business.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Authorization and Approval for Attendance.

Subject to Section 3 hereof, the Board hereby authorizes and approves the conference and meeting list attached hereto and incorporated herein by this reference as Exhibit “A,” for the fiscal year 2020-2021, for attendance by Board members and/or employees of the District as designated therein. The Board finds that the list of conferences and meetings satisfies the criteria set forth in Health and Safety Code Section 2051 and the District’s Travel and Expense Policy, and that the proposed attendance at the conferences and meetings on the list will result in a benefit to the District.

Section 3. Limitations.

In order to preserve the District's finances, Board members shall attend no more than two conferences or meetings per fiscal year which involve overnight travel. Employees shall attend no more than two conferences or meetings per function performed by the employee. These limitations shall not apply where attendance at a meeting or conference is necessary to carry out a committee assignment, such as in the case of at the Mosquito and Vector Control Association of California committee assignment.

Section 4. Severability.

The Board declares that, should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution as hereby adopted shall remain in full force and effect.

Section 5. Repeal of Conflicting Provisions.

All the provisions of any resolution or policy as heretofore adopted by the District or the Board that are in conflict with the provisions of this Resolution are hereby repealed.

Section 6. Effective Date.

This Resolution shall take effect upon its adoption.

Section 7. Certification.

The Clerk of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

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PASSED, ADOPTED AND APPROVED, this 9th day of June, 2020.

**Franz De Klotz, President
Board of Trustees**

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

Professional Development July 1, 2020 - June 30, 2021

Abila MIP Fund Accounting Training	Administrative Finance Manager, Accounting Technician I, Accounting Technician II	TBA	San Diego, CA
American Mosquito Control Association	General Manager, Public Information Officer, Laboratory Manager, Vector Ecologist, Laboratory Staff (1), Operations Manager, Field Supervisors (2), Trustees	March 1-5, 2021	Salt Lake City, UT
California Special District Association Annual Conference	General Manager, Administrative Finance Manager, Trustees	CANCELED	-
California Special District Association General Manager Leadership Summit, Various Seminars, Clerk of the Board Conference and Webinars	General Manager, Clerk of the Board, Staff and Trustees	TBA	TBA
CALPELRA Conference	Human Resources Manager, Human Resources Specialist	November 16-20,2020	Monterey, CA
CalPERS Educational Forum	Administrative Finance Manager, Accounting Technician II	CANCELED	-
CAPIO Annual Conference	Public Information Officer	April 26 - 29, 2021	Olympic Valley, CA
California Specialized Training Institute – Emergency Management	Public Information Officer	TBA	San Luis Obispo, CA
Entomological Society of America Annual Conference	Laboratory Manager, Vector Ecologist	November 15-18, 2020	Orlando, FL
Environmental Systems Research Institute Annual Conference	Information Technology Manager	TBA	San Diego, CA
Liebert Cassidy Whitmore Conference	General Manager, Administrative Finance Manager, Human Resources Manager, Human Resources Specialist	February 17-19, 2021	San Diego, CA
Local Agency Investment Fund Annual Conference	General Manager, Administrative Finance Manager	TBA	TBA
Master Public Information Officer Program	Public Information Officer	December 7-10, 2020 April 26-30, 2021 – TBD	Emmitsburg, Maryland

Municipal Information Systems Association of California	Information Technology Manager	TBA	TBA
Mosquito & Vector Control Association of California	General Manager, Administrative Finance Manager, Information Technology Manager, Public Information Officer, Laboratory Manager, Vector Ecologist, Laboratory Staff (2) with a talk or poster, Operations Manager, Field Supervisor (2), Lead Technician (1), Vector Control Technician (1), Trustees	January 31-Feb 2, 2021	Monterey, CA
Mosquito & Vector Control Association of California Quarterly Meetings	General Manager, Administrative Finance Manager, Information Technology Manager, Laboratory Manager, Vector Ecologist, Operations Manager, Trustee Representative	November 5-6, 2020 Spring: TBA	Costa Mesa, CA TBA
Mosquito & Vector Control Association of California Legislative Day	General Manager, Trustee Representative(s)	Spring: TBA	Sacramento, CA
Mosquito & Vector Control Association of California Planning Session	General Manager, Administrative Finance Manager, Laboratory Manager, Trustee Representative	TBA	TBA
National Association of Government Communicators Communication School	Public Information Officer	Spring: TBA	TBA
National Conference on Urban Entomology and Invasive and Pest Ant Conference	Laboratory Manager or Vector Ecologist, Operations Manager or designee, Field Supervisor (1), Biologist (1)	May 23-26, 2021	Mobile, AL
Pacific Branch – Entomological Society of America Meeting	Laboratory Manager	April 11-14, 2021	Waikoloa Beach, HI
Society of Vector Ecology Annual Conference	Vector Ecologist, Trustees	CANCELED	-

Vector Control Joint Powers Agency Annual Workshop	General Manager or designee	TBA	TBA
Western Region International Public Management Association for Human Resources Annual Conference	Human Resources Manager	May 9-13, 2021	Portland, OR

Board Business Status Log 2020

Board Action Item / Description	Month	Status	Comment	
Agreements				
	Cleaning Services Agreement with CleanExcel	January	Completed	
	Adulticiding and Larviciding Aerial Applications Agreement with Salton Sea Air Service	February	Completed	
	MOU between CVAG and City of Indio		In progress	Awaiting agreement with CVWD regarding destruction of standpipes.
Resolutions And Proclamations				
	Resolution No. 2020-01 Adopting the District's Social Media Policy and Resolution	January	Completed	
	Proclamation Supporting Participation in the 2020 Census	January	Completed	
	Resolution No. 2020-02 Approving the District's Pay Schedule	February	Completed	
	Resolution No. 2020-03 Authorizing the Closure of Demand Deposit Accounts with First Foundation Bank	March	Completed	
	Resolution No. 2020-04 Authorizing the Opening of Demand Deposit Accounts	March	Completed	

	with California Bank & Trust Bank			
	Resolution No. 2020-05 Proclaiming and Ratifying the Existence of a Local Emergency	March	Completed	
	Resolution No. 2020-06 Adopting 2020 CVMVCD Mosquito-Borne Surveillance and Emergency Response Plan	May	Completed	
	Proclamation supporting the designation of the week of May 17-23, 2020 as California Special Districts Week	May	Completed	
Other				
	IT Security Awareness Training Program Kickoff	October (2019)	Ongoing	
	General Manager Employment Agreement	January	Completed	
	General Counsel Evaluation	February	Completed	
	Prerecorded Presentations: IVM Program and General Manager Updates	May	Ongoing	



DEPARTMENT REPORTS

Human Resources

New Employees

- *The following began work in March/April in the position of Seasonal Vector Control Operator:*
 - *Michael Caro*
 - *Alfredo Carranza*
 - *Michael Chylik*
 - *Manuel De La Torre*
 - *Jaime Rafael Solorzano*

Promotions

- *Roberta (Bobbie) Dieckmann* began work in the position of Operations Manager on March 23rd. Bobbye worked as Operations Biologist for four years and as a Field Supervisor for seven and one-half years.
- *Christopher Cavanaugh* began work in the position of Field Supervisor on May 18th. Chris worked as a Biologist for the District for seven years and as a Vector Control Technician I for one year.

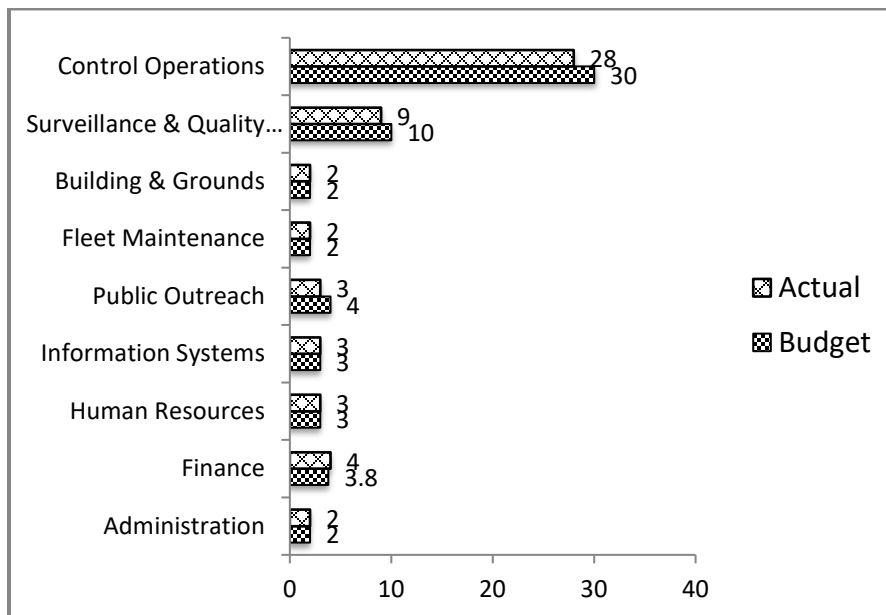
Recruitment

- Recruitment is continuing for the positions of Biologist and Seasonal Vector Control Operator.

Human Resources Department Goals for 2020 – Due December 2020

- Revise performance evaluation forms for all job classes.
- Develop a supervisory employee professional development program.
- Update Personnel Policies, Procedures and Regulations Manual.

Regular Employee Headcount by Program



FINANCE

The financial reports show the balance sheet, receipts, and the revenue and expenditure reports for the month ending May 31, 2020. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2019 to May 31, 2020 is \$9,784,307; total revenue is \$10,782,318 resulting in excess revenue over (under) expenditure for the year to May 31, 2020 of \$998,011.

THREE YEAR FINANCIALS

	Actual 5/31/2020	Budget	Actual 5/31/2019	Actual 5/31/2018
Revenue	10,782,318	10,681,826	10,305,027	9,543,570
Expenses				
Payroll	6,894,513	7,634,217	6,295,094	6,193,465
Administrative Expense	585,742	711,544	600,105	557,458
Utility	120,411	106,333	97,819	88,031
Operating Expense	1,722,056	1,808,083	1,196,987	1,188,204
Contribution to Capital Reserves	461,585	461,585	442,396	
Total Expenses	9,784,307	10,721,762	8,632,401	8,027,158
Profit (Loss)	998,011	(39,936)	1,672,626	1,516,412

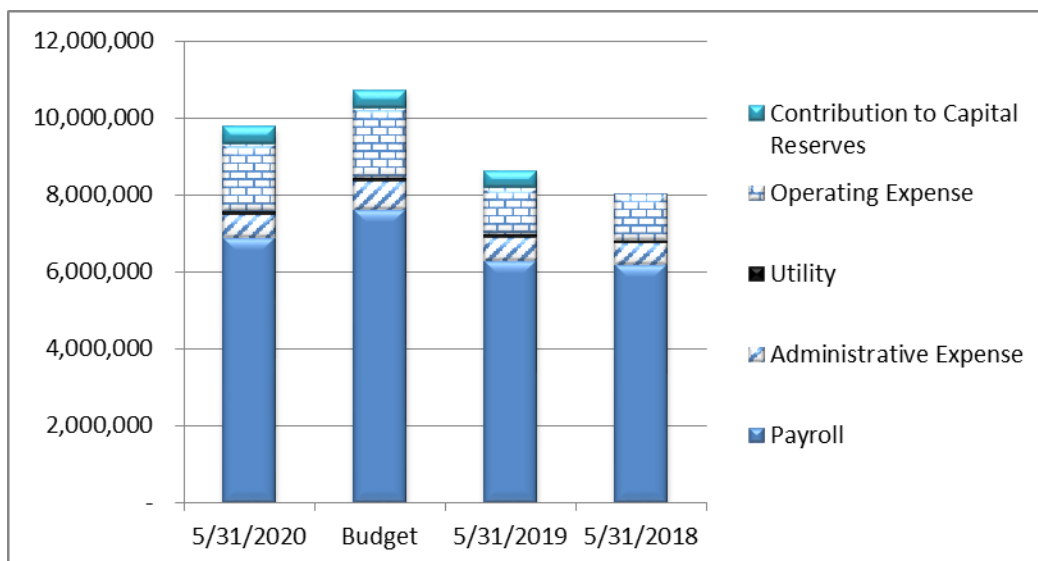


Figure 1 - Three Year Expenditure

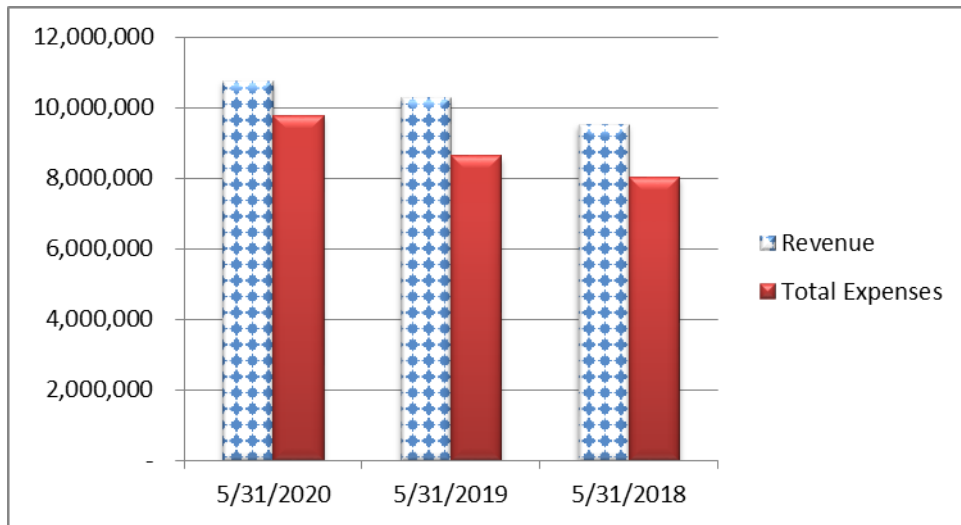


Figure 2 - Three Year Revenue & Expenditure

THREE YEAR CASH BALANCE

Cash Balances	5/31/2020	5/31/2019	5/31/2018
Investment Balance	10,820,441	14,290,419	13,592,292
Checking Account	53,877	133,321	11,049
Payroll Account	428,725	64,319	301,393
Petty Cash	2,000	2,000	2,000
Total Cash Balances	11,305,042	14,490,059	13,906,734

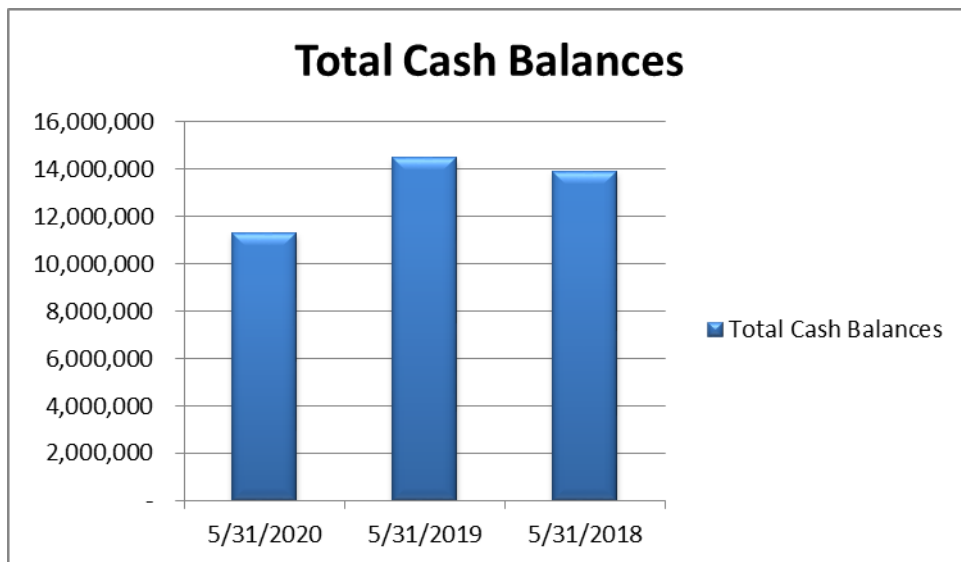


Figure 3 - Cash Balances

DISTRICT INVESTMENT PORTFOLIO 5/31/2020

The District’s investment fund balance for the period ending May 31, 2020 is \$10,820,441. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 51% of the District’s investments; the Riverside County Pooled Investment Fund is 38% of the total. The LAIF yield for the end of May was 1.38% and the Riverside County Pooled Investment Fund was 1.15%; this gives an overall weighted yield for District investments of 1.20%.

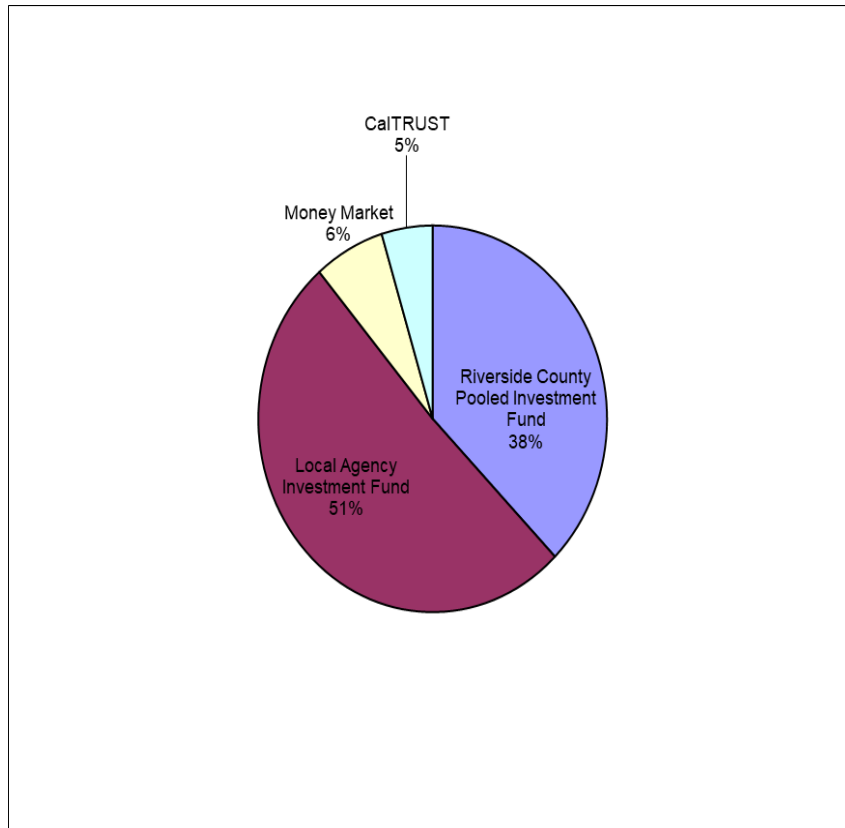


Figure 4 - Investment Portfolio 4-30-20

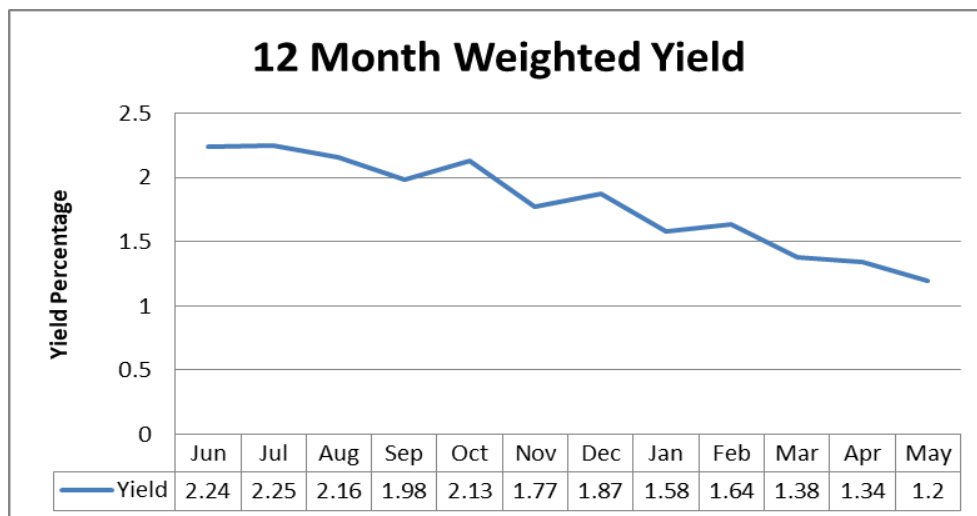
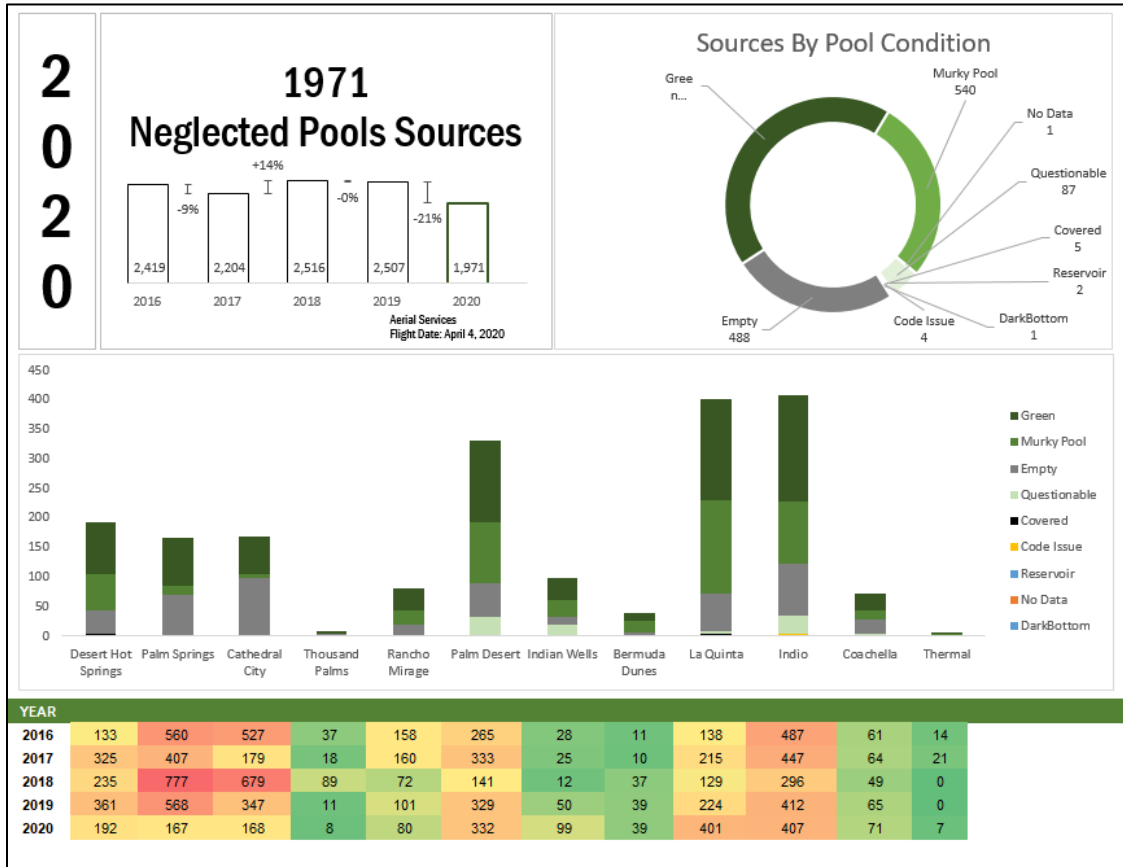


Figure 5 - District Investments Weighted Yield

Information Technology

Neglected Pool Flight: Aerial Services performed an aerial reconnaissance of the Coachella Valley for neglected water features. The aerial resulted in identifying 1,971 neglected water features, a 21% decrease from 2019.



Email Security Awareness: Two training modules have been added to end-user training to reinforce the concepts of security awareness: Phishing Fundamentals and COVID-19 Post-Click Education Message. The videos are 2 to 12 minutes long. The Phishing Fundamentals training module includes real-life examples of how phishing works, how it's different from spam, and what organizations can do to defend against all forms of attacks, whereas, the COVID-19 Post-Click training module informs employees of the real threats that are out there, and that we are conducting simulated phishing tests to prepare them. Out of 222 Phishing emails sent to employees, only 13 emails were clicked, 5%.

FLEET SERVICES

Vehicle Status Update: Five of the six units approved for purchase at the November 12, 2019 Board of Trustee Meeting have been received. All five trucks are full-size, four-wheel drive and are being outfitted with hazard lights, water tanks, chemical boxes, and District logos. These vehicles are to be assigned to the Operations Department.



The last vehicle due for delivery in July is a Ford Connect Cargo Van, which is to be assigned to the Public Outreach Department.

Utility Vehicle: Fleet services acquired a new Polaris Ranger for the Operations Department to perform surveillance and application control primarily along the shoreline and agricultural areas of the Coachella Valley. This unit will also be used to perform barrier applications in urban environments.



ULV Missions: Fleet Services and IT/GIS Departments assisted the Operations Department in calibrating and preparing for two Ultra-Low (ULV) Volume truck mounted applications at Trilogy La Quinta. Each ULV machine's software and hardware are road-tested before being released to the Operations ULV Crew.

Damage Update: On May 6, 2020, unit #34 clipped a security gate arm, while performing a U-turn breaking the passenger side headlamp housing and denting the passenger side fender. The estimated repair cost for the headlamp housing is \$1,059.85. Fleet Services will forgo the repair to the fender.



During a routine fleet inspection, unit #64 was found to have various white scrapes along the driver side bumper. The driver was requested to fill out a Vehicle Accident Form to describe the incident when the vehicle damage occurred. Fleet Services has noted damages and reviewed possible cosmetic repairs. Fleet Services has started to document and mark all vehicle damage with two-inch reflective circles during preventive maintenance to address any abnormal wear.



SURVEILLANCE AND QUALITY CONTROL MANAGEMENT PROGRAM

The vector-borne statewide surveillance program was established in 1969. The District began encephalitis surveillance in the early 1980s and the surveillance program has been in place since 1990. The District program includes the monitoring of vector and vector-borne diseases and the implementation, evaluation, and analysis of integrated vector management strategies in the Coachella Valley. The information generated by this department is used by District Operations staff to ensure control measures are efficiently implemented in the field and by Public Outreach staff to prioritize messages for the public.

DISEASE SURVEILLANCE (As of 5/29/2020)

California

	WNV – Positive 2020 YTD	WNV - Positive 2019 YTD	WNV – 5 year Average	WEE 2019 YTD	SLEV 2019 YTD
Positive Counties	7	4	10	0	0
Human Cases	0	0	0	0	0
Positive Dead Birds / # Tested	6/313	1/425	30	0	0
Positive Mosquito Pools / # Tested	4/5,557	41/6,665	43	0	0

ARBOVIRUS SURVEILLANCE TESTING – COACHELLA VALLEY

		March	April	May	2020 YTD	2019 YTD	5 year Average YTD
Humans		0	0	0	0	0	0
Dead Birds		0	0	0	0	0	0
Mosquito Pools	WNV	0	0	2	2	40	11.8
	SLEV	0	0	19	19	0	0
	# Tested	306	840	973	2,208	2,574	1,987

ENDEMIC MOSQUITO SURVEILLANCE

CO₂ TRAPS

During the normal mosquito season (March through mid-November) the District Laboratory staff maintains 109 CO₂ (carbon dioxide) traps through the District to monitor the mosquito populations. Extra emphasis is placed on mosquito species that are known to be vectors of viruses that cause disease in people. These vector species in the Coachella Valley are *Culex tarsalis* and *Cx. quinquefasciatus*. In the rural areas *Cx. tarsalis* is the most abundant vector species. CO₂ traps release carbon dioxide to attract mosquitoes looking to obtain a blood meal and are very effective at collecting *Culex* mosquitoes. The average number of vectors captured per trap per night is monitored and used to guide the operational activities of the District. The number of mosquitoes collected in half-month periods is compared to the previous 5-year average to determine anomalies in mosquito abundance. The surveillance program mosquito abundance is broadly reported in two areas – Urban and Rural. These Urban and Rural areas are also broken down into smaller zones to look at more specific regions of the Districts when planning mosquito control activities.

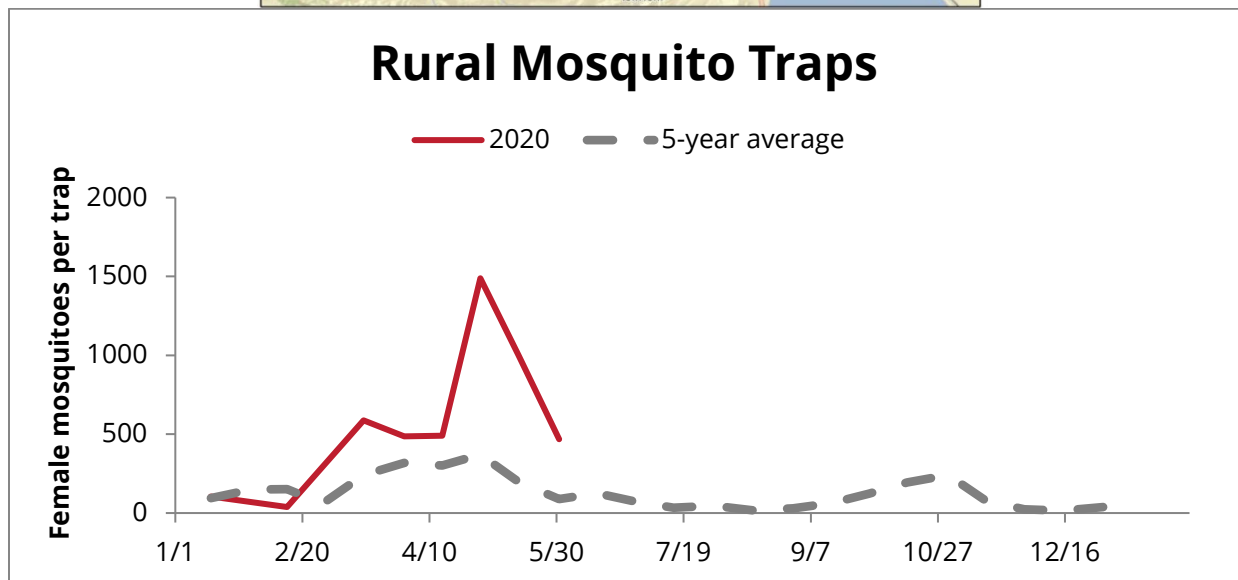
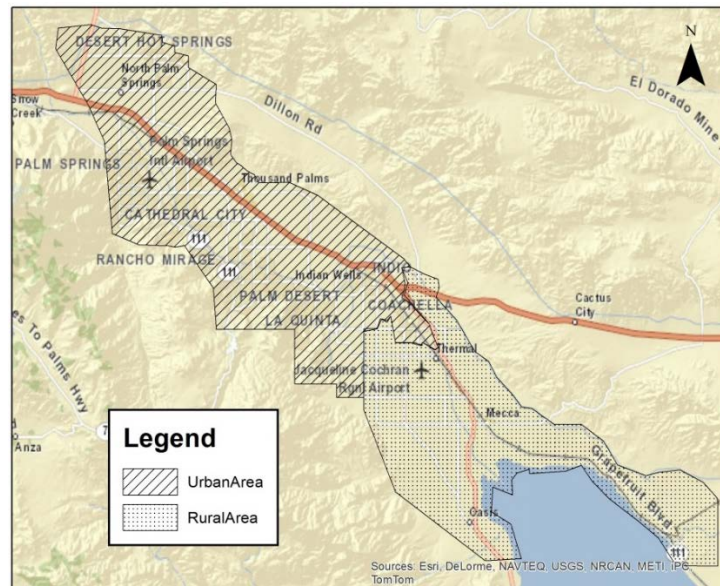


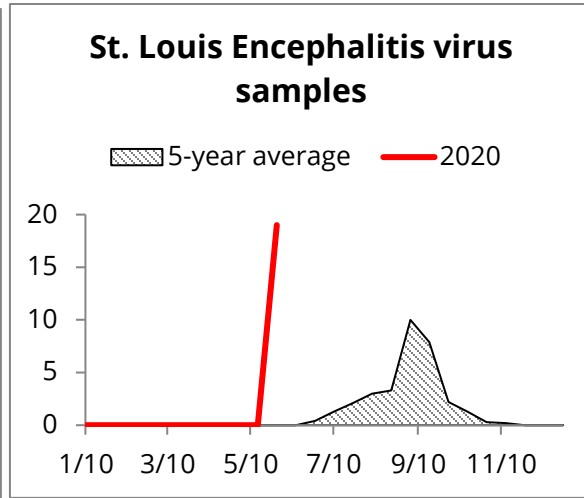
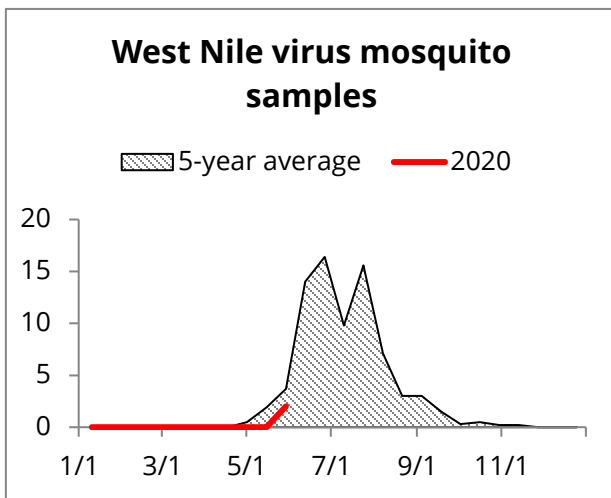
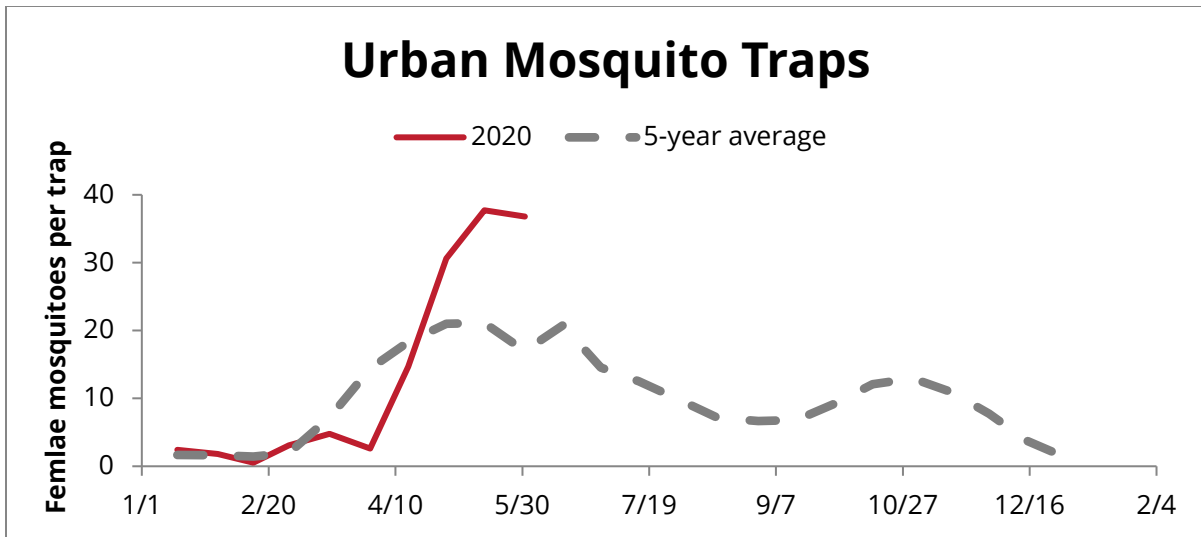
Gravid Traps

Gravid traps use water infused with organic matter such as alfalfa to attract mosquitoes looking to lay eggs. These traps are especially effective at collecting *Cx. quinquefasciatus* mosquitoes, which are the primary disease vector in the urban areas of the District. However, other mosquito species, including *Cx tarsalis* are not attracted to these traps. Because of their use in targeting *Cx quinquefasciatus* mosquitoes, these traps are placed in urban areas of Coachella Valley. The District currently uses gravid traps at 53 locations during the normal mosquito season.



MOSQUITO SURVEILLANCE ZONES

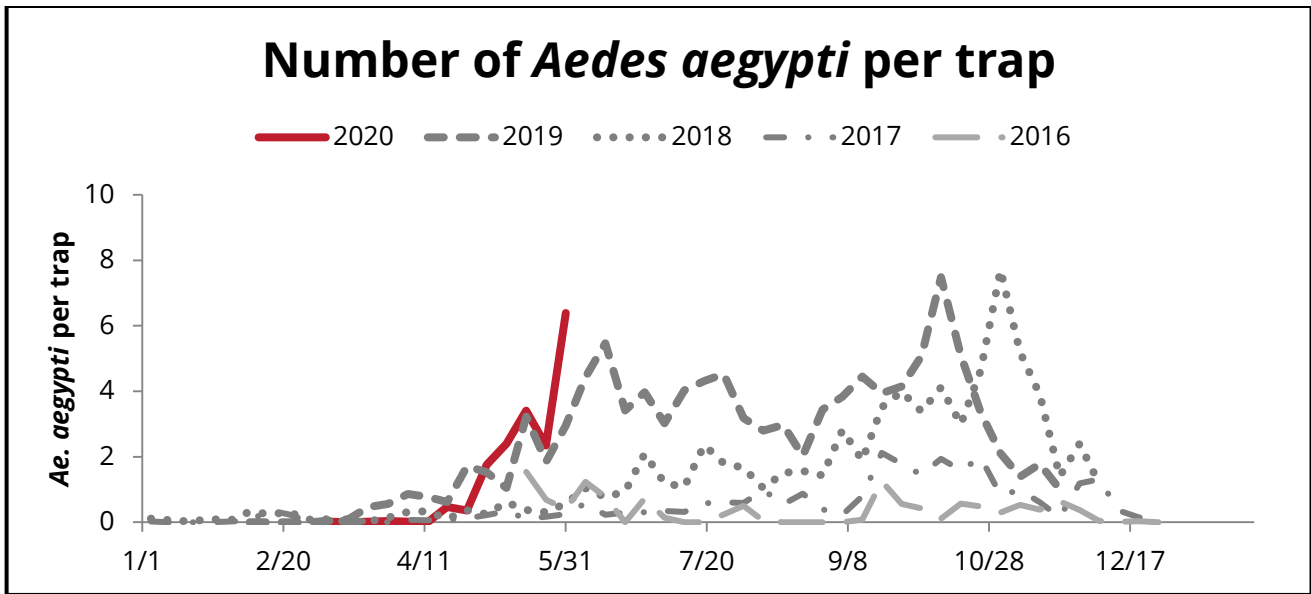




INVASIVE MOSQUITO SURVEILLANCE

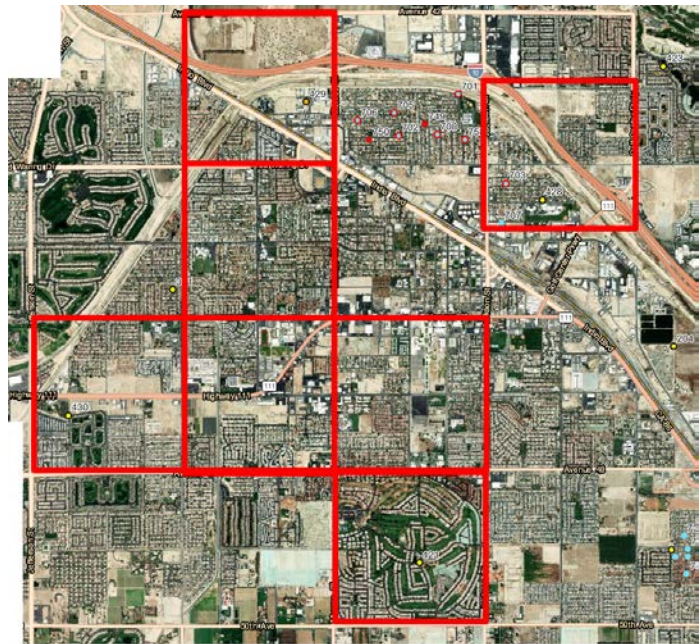
Aedes aegypti has been detected throughout the District service area. BG-Sentinel traps are deployed weekly to detect and monitor for adult mosquitoes. We have 53 permanent BG trap locations which are being systematically reviewed and adjusted in 2020 to re-balance the sampling effort. A comparison of the average number of mosquitoes per trap each year follows.





SURVEILLANCE STUDIES

BG Trap Realignment. We have been working to realign routine BG-sentinel trap locations for adult *Aedes aegypti* surveillance to better represent the mosquito detection area in the Coachella Valley. Our routine trapping efforts have been focused only within the relatively small areas of each city where *Ae. aegypti* first became established. As our detections determined that *Aedes* was in a larger area, it is important that we adjust our surveillance efforts accordingly. Using past collection results from both our traps and residence inspections, we have developed a plan to optimize the placements of our BG-Sentinel traps. Our ultimate goal is to set eight to ten BG traps per city, with each trap sampling one square mile. This will provide us with a more accurate depiction of *Ae. aegypti* activity within each city and better guide our responses. We currently completed the work in Coachella and Indio is in progress.



Historical Surveillance Data. The District has been entering mosquito surveillance data into the VectorSurv (formerly CalSurv) Gateway database since 2006, when this collective online resource was created in collaboration between the UC Davis Arbovirus Lab, CDPH, MVCAC, and participating vector control agencies. Surveillance data, including mosquito abundance, trap location, mosquito species, and virus presence is collected and used for assessing virus transmission risk, observing mosquito abundance trends spatially and temporally, and evaluating outcomes of control efforts. Since studying the past is often helpful in predicting the future, District surveillance data collected prior to 2006 is being archived into the Gateway database so that it can be accessed more easily

and quickly than in its current handwritten form. This historical data will be used to visualize mosquito population trends, examine year-over-year seasonal abundance, and analyze virus occurrence patterns.

PRODUCT EFFICACY

Resistance bottle bioassays. Bottle bioassay resistance testing is conducted annually to monitor the effectiveness of products used to control adult mosquitoes. Wild mosquitoes are compared to our susceptible strain, laboratory-reared mosquitoes. The mosquitoes are exposed to a small amount of product that coats the inside of bottles. This year, we examined mosquito resistance in local rural mosquitoes against 6 products: Scourge 18+54, Aqua-Reslin, DeltaGard, Merus 3.0, Duet, and Zenivex E4. The tested rural mosquitoes indicate signs of resistance to most products, and resistance was particularly evident in the mosquitoes collected from the Westshore of the Salton Sea. Overall, the degree of resistance to AquaReslin, Scourge 18+54, and DeltaGard appears unchanged from previous bioassays. We plan to conduct additional bottle bioassays with the local urban mosquitoes over the next months. To follow up, semi-field assays will be conducted to evaluate the field efficacy of these products to our wild mosquitoes.



We have been conducting preliminary cup assays to examine resistance to active ingredients in control products for larval mosquitoes. This year, we are working on our standardized procedures, with plans to examine the pesticide resistance of *Culex quinquefasciatus*, *Cx. tarsalis*, and *Aedes aegypti* to bacterial larvicides (Bti, *L. sphaericus*, and spinosad) and insect growth regulators (methoprene). Work in May showed no significant increase in tolerance or resistance to Bti. We will be comparing the treatments of our susceptible colony with wild larvae from the field

in future assays.

ULV Equipment Calibrations. Laboratory staff assisted Operations with calibrating all District ULV equipment in April. Adulticide label specifications mandate that spray equipment must be adjusted so that the volume median diameter produced is less than 30 microns, and that 90% of the spray is contained in droplets smaller than 50 microns. To ensure District ULV units were calibrated within label restrictions, droplet characterizations were performed using Teflon and magnesium oxide-coated slides. Droplets obtained on these slides were then analyzed by Lab staff using DropVision software. 13 pieces of equipment were calibrated in total, including three truck-mounted units, eight backpack sprayers, and two hand-held sprayers.



Area-wide Larvicide Calibrations. We worked with the Operations Department to examine the swath width of the A1 Super Duty when applying VectoBac WDG (a.i.: Bti) at several rates. This work was conducted so we can pick the most effective rate for applications planned for later this season to control *Aedes aegypti*. We did see that using a lower application rate meant a lower swath width in an open field, which we will use to guide our selection for the summer's work.

BIOLOGICAL CONTROL

As of May 28, 2020, approximately 1,120 fish were stocked in neglected swimming pools, private ponds, detention basins, and animal water troughs. The District raises its mosquitofish in outdoor ponds, and mosquitofish are taken by technicians to locations where they are needed.

Operations Department

General Control Overview

This update covers the months of March 2020 through May 2020 contrasted with the same period in 2019. The department's workflow focuses on three areas that include 13 urban and four rural and agricultural zones that are covered by 17 technicians. Two additional workflows are the Red Imported Fire Ants (RIFA) and the Invasive *Aedes* programs that each has assigned two full-time technicians, assisted by five seasonal staff on each program.

Larval Mosquito Inspections and Control (non-invasive *Aedes*)

The operations activities completed in March 2020 through May 2020 were compared to similar months in 2019 are as follows:

Month	Mosquito larval Inspections		Total ground larval applications		Total aerial larval applications		Total aerial ULV applications	
	2019	2020	2019	2020	2019	2020	2019	2020
March	2,589	2,071	1,449	995	2	2	0	1
April	1,725	2,878	1,691	2,274	1	1	0	1
May	2,974	2,290	2,865	2,909	0	1	4	10
Total	7,288	7,239	6,005	6,178	3	4	4	12
% Change	-0.67%		+2.9%		+ 33.3%		+200%	

The month -to-month mosquito inspections and treatments in March 2020 through May 2020 were similar to months in 2019. Due to high mosquito trap counts, more aerial larvicide and adulticide treatments were made in the shoreline area.

Control of invasive *Aedes aegypti*

In March 2020 through May 2020, the inspections and treatments decreased compared to the same time in 2019 due to the COVID-19 pandemic and during that time we greatly reduced and even stopped performing Service Requests for *Aedes* out of safety concerns for our staff and residents. Also during this time, there were many rain days that staff were not able to be in the field to complete their work. COVID-19 restrictions and closures has also slowed our ability to hire new seasonal staff due to the inability to rapidly complete criminal background checks. However with restrictions being lifted, we are currently in the hiring process for more seasonal staff to augment our program for remainder of the season.

	Invasive <i>Aedes</i> Inspections		Invasive <i>Aedes</i> Treatments	
	2019	2020	2019	2020
March	810	365	140	34
April	446	74	149	150
May	773	273	378	389
Total	2,029	712	667	573
% Change	-65%		-14%	
% Change			527	539
April/May			+2.3%	

The Red Imported Fire Ant Program

The RIFA program inspections and chemical control applications in March 2020 through May 2020 are compared to those conducted over the same period a year ago are shown below. The inspections and treatments for RIFA during this reporting period were lower than compared to the same period a year ago. This decrease in inspections and treatments were also due to the COVID-19 pandemic protocols and delay in hiring of seasonal staff.

	RIFA Inspections		RIFA Treatments	
	2019	2020	2019	2020
March	211	136	216	125
April	333	215	316	187
May	255	232	231	247
Total	799	583	763	559
% Change	-27%		-26.7%	

Service Requests

In March 2020 through May 2020, the Operations Department completed 1,040 Service Requests (SR) from residents compared to 1,083 Service Requests during the same period a year ago. This decrease in Service Requests were also due to the COVID-19 pandemic protocols and not putting our staff and residents at risk. We were able to implement new technology of reporting and signing agreements to services that assisted greatly in enabling the staff to maintain the six foot distance between our staff and residents. As we were able to resume the service requests later in this reporting period, they were mostly in response to RIFA and *Aedes* Service Requests.

Public Outreach

- **Legislative Day 3/4** – Jeremy Wittie and Tammy Gordon lobbied for mosquito control awareness with state representatives in Sacramento.
- **Wildflower Festival 3/7** – The Public Outreach Department staffed a booth at this all-day festival in Palm Desert.
- **Cathedral City 9th Grade HEAL Tour 3/9** – About 75 9th graders and their chaperones visited the District to better understand our mission and workload. Staff presented on a variety of topics including; specialized equipment, trapping, lab identification, mosquitofish, and protected species in the Coachella Valley.

All Spring Events Canceled

1. DSUSD Head Start Program
2. Westside Elementary School Presentation
3. Coachella Valley Autism Society 2020 Autism Walk
4. City of La Quinta Birthday and City Picnic
5. Earth Day at the Living Desert
6. Inland Empire Disabilities Expo
7. Desert Mirage High School Mentorship Program

April

- **Nextdoor** – The District is now able to fully utilize this outreach tool.

This social media tool is designed to target residents on a neighborhood level. For example, if a mosquito sample tests positive in an area, a press release will be posted Valley-wide. However, with this platform, we can also post a notification to the neighborhood near the trap. Nextdoor verifies all residential households and does not allow for duplicate email addresses in the same household.

As of June 3, 2020, Nextdoor estimates that the Coachella Valley has 246,537 full-time households. 106,619 members are currently enrolled in this platform from 528 neighborhoods.

- **Mosquito Awareness Week 4/19-25** – An all digital campaign was launched with main objectives to gain awareness and to increase our email notification list.

May

- **Spring Media campaign** – Print, radio, digital ads
Digital Campaign Goals – Increase our email notification list. The list size doubled from April 2019-April 2020. During the ad campaign, the notification list grew an additional 74% in one month. Year over year increase of 248% and still rising.

- **Indio Senior Care packages** – The Indio Senior Center is passing out care packages for citizens in our area with goods that they might not be able to get themselves (toilet paper, hand sanitizer, claspstick, etc). The District donated 500 flyswatters, repellent, and repellent tip bookmarks for the care package.
- **Vector inspector Activity Kit mailer** – This fun kit is our answer to being unable to go into classrooms over the past two months. The kit includes educational materials like an activity book, inspector checklist, books explaining mosquito lifecycles and habitats, and a magnifier for children to become their own Vector Inspector at home. Parents fill out the online form with their contact information and we mail the kits right to their child! Kids love to get mail and they are incentivized to learn about mosquitoes and dump out water during their vector inspection activity. Completed activities are returned to the District and the child will receive a prize pack! Both English and Spanish materials are available.

June

- **Internship Program 6/1** - Fabian Salas obtained his Bachelor of Arts in Molecular & Cell Biology as well as Sociology from the University of California, Berkeley. Fabian is fluent in English and Spanish and will be working on a project increasing education and awareness campaign measures for vulnerable demographics.
- **Virus positive outreach** – Nextdoor has been an excellent tool in the virus notification process. After only seven posts to specified neighborhoods within the application, over 15,000 households were reached. These notifications were in addition to the email blasts, media articles, and other community outreach.

Up and coming

- **La Quinta City Council Presentation** – June 16
- **WALs notification campaign** – La Quinta Cove and Palm Desert residents.
- **Hiring and onboarding new Community Liaison** – pending approval of the FY 2020-21 budget.



IVM PROGRAM PRESENTATIONS & GENERAL MANAGER'S UPDATE



**Coachella Valley Mosquito and Vector
Control District**

June 9, 2020

Staff Report

Agenda Item: Informational Item

Prerecorded Presentations for the Board and the Public - **Jeremy Wittie, M.S., General Manager**

Background:

In an effort to keep the Board of Trustees and the public informed about our operations while keeping meetings timely, presentations are now available for viewing online prior to the meeting. To view, please click on the hyperlinks below.

The District's Integrated Vector Management (IVM) program is an integral tool we utilize to reach our mission of providing effective and environmental sound vector control and vector-borne disease prevention programs. The District's IVM program is primarily focused on three areas; Surveillance and Quality Control, Operations, and Public Outreach.

As you know, the first discovery of SLEV this year was detected on May 19 on the North Shore. Each of the Department Managers have put together a presentation outlining our intensified surveillance, virus suppression efforts, and public outreach activities accomplished in the last few weeks.

I invite you to watch the presentations and if you would like to discuss anything from the video updates, please feel free to pull the item for discussion during the Board meeting.

Hyperlinks to Prerecorded Presentations:


- Surveillance and Quality Control
- Operations
- Public Outreach
- General Manager's Report

SECTION

11



NEW BUSINESS

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>June 9, 2020</p>
<p>Agenda Item: New Business</p> <p>Approval of Resolution 2020-08 Adopting the CVMVCD Legislative Advocacy Policy - Jeremy Wittie, M.S., General Manager</p>		
<p>Background:</p> <p>The District’s mission is to enhance the quality of life for our community by providing effective and environmental sound vector control and vector-borne disease prevention programs. To help accomplish this, the District’s General Manager or designee must retain the discretion to advocate in the District’s best interests in a manner consistent with the goals and priorities adopted by the Board.</p> <p>The purpose of the Legislative Advocacy Policy (“Policy”) is to guide District officials and staff in considering legislative or regulatory proposals that are likely to have an impact on the District and to allow for a timely response to important legislative issues.</p> <p>The procedures prescribed within the Policy provide clear direction to District staff concerning the monitoring and acting upon bills during state and federal legislative sessions. Adherence to legislative advocacy procedures will ensure that legislative inquiries and responses will be administered consistently with “one voice” as to the identified advocacy priorities adopted by the Board of Trustees.</p>		
<p>Staff Recommendation:</p> <p>Approval of Resolution 2020-08 Adopting the CVMVCD Legislative Advocacy Policy</p>		
<p>Exhibits:</p> <ul style="list-style-type: none"> • Resolution 2020-08 • CVMVCD Legislative Advocacy Policy 		

Resolution No. 2020-08

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL
DISTRICT ADOPTING THE CVMVCD LEGISLATIVE ADVOCACY POLICY**

WHEREAS, the Coachella Valley Mosquito and Vector Control District (the "District") is a political subdivision of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et seq.; and

WHEREAS, the Board of Trustees of the District wish to establish a Legislative Advocacy Policy to guide officials and staff in considering legislative or regulatory proposals that are likely to have an impact on the District and to allow for a timely response to important legislative issues; and

WHEREAS, the District has prepared its own Legislative Advocacy Policy, attached hereto as Exhibit "A" and incorporated herein by this reference ("Legislative Advocacy Policy"), which outlines the Policy Purpose, Goals, and Principles; and the Legislative Advocacy Procedures and Priorities.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Adoption of the Legislative Advocacy Policy.

The Board of Trustees hereby adopts the District Legislative Advocacy Policy.

Section 3. Delegation of Authority.

The District's General Manager is hereby delegated all authority necessary to implement the Legislative Advocacy Policy in a manner that is consistent with the guidelines and procedures outlined within said Policy.

Section 4. Public Inspection and Copying.

A copy of the District Legislative Advocacy Policy shall be maintained at the District offices and shall be made available for public inspection and copying during regular business hours.

Section 5. Severability.

The Board of Trustees declares that, should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution as hereby adopted shall remain in full force and effect.

Section 6. Repeal of Conflicting Provisions.

All the provisions of any resolution or policy heretofore adopted by the District that are in conflict with the provisions of this Resolution are hereby repealed.

Section 7. Effective Date.

This Resolution shall take effect upon its adoption.

Section 8. Certification.

The Clerk of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

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PASSED, ADOPTED, AND APPROVED, this 9th day of June 2020.

Franz De Klotz, President
Board of Trustees

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, MS, General Manager

EXHIBIT "A"

**SEE ATTACHED
COACHELLA VALLEY MOSQUITO AND
VECTOR CONTROL DISTRICT
LEGISLATIVE ADVOCACY POLICY**

Coachella Valley Mosquito and Vector Control District

Legislative Advocacy Policy

Purpose

The purpose of the Legislative Advocacy Policy (“Policy”) is to guide Coachella Valley Mosquito and Vector Control District (“District”) officials and staff in considering legislative or regulatory proposals that are likely to have an impact on the District and to allow for a timely response to important legislative issues. Although the expenditure of public funds to support or oppose a ballot measure or candidate is prohibited¹, the expenditure of public funds is allowed to advocate for or against proposed legislation or regulatory actions that will affect the public agency expending the funds.²

The purpose of establishing legislative advocacy procedures is to provide clear direction to District staff concerning monitoring and acting upon bills during state and federal legislative sessions. Adherence to legislative advocacy procedures will ensure that legislative inquiries and responses will be administered consistently with “one voice” as to the identified advocacy priorities adopted by the Board of Trustees (“Board”). The legislative advocacy procedures and advocacy priorities will provide the District’s General Manager, or designee, discretion to advocate in the District’s best interests in a manner consistent with the goals and priorities adopted by the Board. This policy is intended to be manageable, consistent, and tailored to the specific needs and culture of the District.

Policy Goals

- Advocate for the District’s legislative interests at the county, state, and federal levels.
- Provide information to the Board and District staff on the legislative process and key issues and legislation that could impact the District.
- Serve as an active participant with other local governments, the Mosquito and Vector Control of California (MVCAC), the California Special Districts Association (CSDA), and local government associations on legislative and regulatory issues that are important to the District, region, and state.

¹ Cal. Gov. Code § 54964.

² Cal. Gov. Code § 53060.5; *Stanson v. Mott* (1976) 17 Cal. 3d 206.

Policy Principles

The Board recognizes the need to protect the District interests and local control, and to identify various avenues to implement its strategic and long-term goals. It is the policy of the District to proactively monitor and advocate for legislation as directed by the advocacy priorities and by the specific direction of the Board.

This Policy provides the District's General Manager, or designee, the flexibility to adopt positions on legislation promptly while allowing the Board to set advocacy priorities to provide policy guidance. The Board shall establish various advocacy priorities and, so long as the position fits within the advocacy priorities, the staff is authorized to take a position without Board approval.

Whenever an applicable advocacy priority does not exist pertaining to legislation affecting the District, the matter shall be brought before the Board at a regularly scheduled Board meeting for formal direction from the Board. The Board may choose to establish a standing committee of two (2) Trustees, known as the "Legislative Advocacy Committee", with the authority to adopt a position when consideration by the full Board is not feasible within the time constraints of the legislative process.

Generally, the District will not address matters that are not pertinent to the District's local government services and mission, such as social issues or international relations issues.

Legislative Advocacy Procedures

It is the policy of the District to proactively monitor and advocate for legislation as directed by the advocacy priorities and by the specific direction of the Board. This process involves interaction with local, state, and federal government entities both concerning specific items of legislation and to promote positive intergovernmental relationships. Accordingly, involvement and participation in regional, state, and national organizations are encouraged and supported by the District.

Monitoring legislation is a shared function of the Board and General Manager or designated staff. The legislative advocacy procedures are the process by which staff will track and respond to legislative issues in a timely and consistent manner. The General Manager, or designee, will act on legislation utilizing the following procedures:

1. The General Manager or designee shall review requests that the District take a position on legislative issues to determine if the legislation aligns with the District's current approved advocacy priorities.

2. The General Manager or designee will conduct a review of positions and analysis completed by such organizations as the MVCAC, CSDA, and other local government associations when formulating positions.
3. If the matter aligns with the District's approved priorities, the District's response shall be supplied in the form of a letter to the legislative body reviewing the bill or measure. Advocacy methods utilized on behalf of the District, including but not limited to letters, phone calls, emails, and prepared forms will be communicated through the General Manager or designee. The General Manager or designee shall advise staff to administer the form of advocacy, typically via letters signed by the General Manager, or designee, on behalf of the Board.
4. All draft legislative position letters initiated by the General Manager or designee shall state whether the District is requesting "support", "support if amended", "oppose", or "oppose unless amended" action on the issue, and shall include adequate justification for the recommended action. If possible, the letter should include examples of how a bill would specifically affect the District, e.g. "the funding the District will lose due to this bill could pay for X capital improvements."
 - a. Support - legislation in this area advances the District's goals and priorities.
 - b. Oppose - legislation in this area could potentially harm, negatively impact or undo positive momentum for the District, or does not advance the District's goals and priorities.
5. The General Manager may also provide a letter of concern or interest regarding a legislative issue without taking a formal position on a piece of legislation. Letters of concern or interest are to be administered through the General Manager or designee.
6. When a letter is sent to a state or federal legislative body, the appropriate federal or state legislators representing the District shall be included as a copy or "cc" in the letter. The appropriate contacts at the MVCAC, CSDA, and other local government associations, if applicable, shall be included as a cc on legislative letters.

7. A position may be adopted by the General Manager or designee if any of the following criteria are met:
 - a. The position is consistent with the adopted advocacy priorities;
 - b. The position is consistent with that of organizations to which the District is a member, such as the MVCAC or CSDA; or
 - c. The position is approved by the Board or the Legislative Advocacy Committee.

8. All legislative positions adopted via a process outside of a regularly scheduled Board Meeting shall be communicated to the Board at the next regularly scheduled Board Meeting. When appropriate, the General Manager or designee will submit a report (either written or verbal) summarizing activity on legislative measures to the Board.

Advocacy Priorities

Public Health

Play an active role in ensuring public health legislation and regulations benefit or have no impact on the District's Integrated Vector Management Program and services.

Environmental Regulations

The District's mission is to deliver a science-based, environmentally sound integrated vector management program to protect public health. The District will work to ensure that proposed legislation does not expand or create new environmental regulations that hamper the ability of the District to carry out responsive and effective control strategies.

Revenue, Finances, and Taxation

Ensure adequate funding for special districts' safe and reliable core local service delivery. Protect special districts' resources from the shift or diversion of revenues without the consent of the affected districts. Promote the financial independence of special districts and afford them access to revenue opportunities equal to that of other types of local agencies. Protect and preserve special districts' property tax allocations and local flexibility with revenue and diversify local revenue sources. Support opportunities that allow the district to compete for its fair share of regional, state, and federal funding, and that maintain funding streams. Opportunities may include competitive grants and funding programs. Opportunities may also include dedicated funding streams at the regional, state, or federal levels that allow the district to maximize local revenues, offset and leverage capital expenditures, and maintain district goals and standards.

Governance and Accountability

Enhance special districts' ability to govern as independent, local government bodies in an open and accessible manner. Encourage best practices that avoid burdensome, costly, and redundant or one-size-fits-all approaches. Protect meaningful public participation in local agency formations, dissolutions, and reorganizations, and ensure local services meet the unique needs, priorities, and preferences of each community.

Oppose additional public meetings and records requirements that unnecessarily increase the burden on public resources without effectively fostering public engagement and enhancing the accountability of government agencies.

Promote local-level solutions, decision-making, and management concerning service delivery and governance structures while upholding voter control and maintaining Local Agency Formation Commission (LAFCO) authority over local government jurisdictional reorganizations and/or consolidations.

Human Resources and Personnel


Promote policies related to hiring, management, and benefits and retirement that afford flexibility, contain costs, and enhance the ability to recruit and retain highly qualified, career-minded employees to public service. As public agency employers, support policies that foster productive relationships between management and employees.

Maintain special districts' ability to exercise local flexibility by minimizing state-mandated contract requirements. Oppose any measure that would hinder the ability of special districts to maximize local resources and efficiencies through the use of contracted services.

Infrastructure, Innovation, and Investment

Encourage prudent planning for investment and maintenance of innovative long-term infrastructure. Support the contracting flexibility and fiscal tools and incentives needed to help special districts meet California's changing demands. Promote the efficient, effective, and sustainable delivery of core local services.

Prevent restrictive one-size-fits-all public works requirements that increase costs to taxpayers and reduce local flexibility.

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>June 9, 2020</p>
<p>Agenda Item: New Business</p> <p>Final consideration and ratification of Side Letter to Memorandum of Understanding (MOU) between Coachella Valley Mosquito and Vector Control District and Teamsters Local 911 related to a one-year extension of the MOU and 2% base salary increase for FY 2020-2021, and approval of Resolution 2020-09 – Jeremy Wittie, M.S., General Manager and Lena D. Wade, General Counsel</p>		
<p>Background:</p> <p>Due to the state of emergency and restrictions imposed during the COVID-19 pandemic, the District’s labor negotiations team, Teamsters Union Local 911 Business Representative, and membership (herein referred to as Parties) mutually agreed to table labor negotiations regarding the successor MOU until further notice.</p> <p>The mutual agreement to table said negotiations was reached after meeting and conferring in good faith to discuss the status of the pandemic and MOU negotiations.</p> <p>The Parties agree to extend the MOU for one year, expiring on June 30, 2021, in all respects, except as specifically modified in writing as set forth in the attached Side Letter of Agreement between the District and Teamsters Local 911.</p> <p>The Parties further agreed to resume meet and confer obligations to negotiate the successor MOU by January 30, 2021.</p>		
<p>Staff Recommendation:</p> <p>Approval of Resolution 2020-09 approving Side Letter of Agreement between the District and Teamsters Local 911 and Resolution 2020-09.</p>		
<p>Exhibits:</p> <ul style="list-style-type: none"> • Resolution 2020-09 • Side Letter of Agreement between the District and Teamsters Local 911 		

Resolution No. 2020-09

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
APPROVING THE SIDE LETTER OF AGREEMENT BETWEEN THE DISTRICT AND
TEAMSTERS LOCAL 911**

WHEREAS, the Coachella Valley Mosquito and Vector Control District (the "District") is a political subdivision of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et seq.; and

WHEREAS, the Board of Trustees approves the Side Letter to the Memorandum of Understanding (Side Letter of Agreement) between the District and Teamsters Local 911 which extends the 2017-2020 Memorandum of Understanding between the District and Teamsters Local 911 for a period of a one-year, provides a 2% base salary increase for FY 2020-2021, and related provisions. A copy of the Side Letter of Agreement is attached hereto as Exhibit "A" and incorporated herein by this reference; and

WHEREAS, the Board of Trustees wishes to authorize the General Manager to enter into the Side Letter of Agreement on behalf of the District.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Approval of the Side Letter of Agreement between the District and Teamsters Local 911.

The Board of Trustees hereby approves the Side Letter of Agreement and authorizes the General Manager to enter into the Side Letter of Agreement on behalf of the District.

Section 3. Delegation of Authority.

The District's General Manager is hereby authorized to execute all authority necessary to implement the Side Letter of Agreement between the District and

Teamsters Local 911 in a manner that is consistent with the terms outlined within said Side Letter.

Section 4. Public Inspection and Copying.

A copy of the Side Letter of Agreement between the District and Teamsters Local 911 shall be maintained at the District offices and shall be made available for public inspection and copying during regular business hours.

Section 5. Severability.

The Board of Trustees declares that, should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution as hereby adopted shall remain in full force and effect.

Section 6. Repeal of Conflicting Provisions.

All the provisions of any resolution or policy heretofore adopted by the District that are in conflict with the provisions of this Resolution are hereby repealed.

Section 7. Effective Date.

This Resolution shall take effect upon its adoption.

Section 8. Certification.

The Clerk of the Board shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

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PASSED, ADOPTED AND APPROVED, this 9th day of June, 2020.

Franz De Klotz, President
Board of Trustees

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, MS, General Manager

EXHIBIT "A"

**SEE ATTACHED
COACHELLA VALLEY MOSQUITO AND
VECTOR CONTROL DISTRICT
SIDE LETTER OF AGREEMENT
BETWEEN THE DISTRICT
AND
TEAMSTERS LOCAL 911**

SIDE LETTER OF AGREEMENT TO THE
MEMORANDUM OF UNDERSTANDING
BETWEEN
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
AND
TEAMSTERS LOCAL 911
(2017-2020)

This Side Letter of Agreement to the Memorandum of Understanding between Coachella Valley Mosquito and Vector Control District ("District") and Teamsters Local 911 ("Union"), effective July 1, 2017 through June 30, 2020 ("MOU"), is dated May __, 2020, and is entered into by and between the District and the Union. The District and the Union are collectively referred to as the "Parties."

Recitals

A. On or about February 27, 2020, the Parties held an initial meeting to discuss the proposal from the Union to commence labor negotiations regarding the successor MOU; and

B. On March 4, 2020, Governor Gavin Newsom proclaimed a state of emergency to exist in the State of California as a result of COVID-19; and

C. On March 19 2020, Governor Newsom signed Executive Order 33-20 (commonly known as the "Safer at Home, Stay at Home" order) to preserve public health and safety throughout the entire State of California during the COVID-19 pandemic; as of Thursday, March 19, 2020, all California residents were ordered to stay home or at their place of residence, except as needed to maintain continuity of operations of the federal critical infrastructure sectors; and

D. On March 31, 2020, the District and the Union mutually agreed to table labor negotiations regarding the successor MOU until further notice; and

E. After meeting and conferring in good faith to discuss the status of the pandemic and MOU negotiations, the Parties agree to extend the MOU for one year, expiring on June 30, 2021, in all respects except as specifically modified in writing as set forth herein; and

F. The Parties agree to resume meet and confer obligations to negotiate the successor MOU by January 30, 2021.

The Parties agree as follows:

Terms

1. Recitals. The Recitals set forth above are true and correct and are hereby incorporated into this Side Letter of Agreement by this reference, as though set forth in full herein.

2. Meaning and Effect of Side Letter of Agreement. After meeting and conferring in good faith, the District and the Union desire to modify certain terms and conditions of the MOU as set forth in this Side Letter of Agreement. The provisions of the MOU otherwise remain in full force and effect.

3. Term. This Side Letter of Agreement shall extend the MOU to the new expiration date of June 30, 2021.

4. Resumption of Negotiations. The Parties agree to resume meet and confer obligations to negotiate the successor MOU by January 30, 2021.

5. Salary Schedule. The Parties agree to add section 6.3.4.G. to the MOU as follows:

Effective July 1, 2020, the District shall implement a 2% base salary increase for FY 2020-2021.

6. Effective Date. This Side Letter of Agreement shall be in effect following execution by both Parties.

7. Entire Agreement; Continuing Effect of MOU. It is understood and agreed that the specific provisions contained in this Side Letter of Agreement shall supersede any previous agreements, whether oral or written, regarding the matters contained herein. Additionally, except as amended by this Side Letter of Agreement, all wages, hours and other terms and conditions of employment presently enjoyed by the affected employees and in the MOU, as amended by previous side letters, shall remain unchanged and in full force and effect.

8. Adequate Consideration. The Parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Side Letter of Agreement.

9. Parity Clause. If, for the 2020 – 21 fiscal year, the District and another bargaining unit negotiate and agree upon a total compensation package greater than 2% in overall value, then the Union shall be entitled to said compensation package.

IN WITNESS WHEREOF, the Parties hereto have caused this of Side Letter of Agreement to be executed on the date first hereinabove written.

FOR THE DISTRICT:

FOR THE UNION:

**COACHELLA VALLEY MOSQUITO &
VECTOR CONTROL DISTRICT**

TEAMSTERS LOCAL 911

Jeremy Wittie, MS, General Manager

Gregorio Daniel, Senior Business
Representative

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel



**Coachella Valley Mosquito and
Vector Control District**

June 9, 2020

Staff Report

Agenda Item: New Business

Discussion and/or approval of Resolution 2020-10 Adopting FY 2020-21 Budget – **Jeremy Wittie, M.S., General Manager**

Background:

To the Board of Trustees and our District Constituents,

For over 90 years, the Coachella Valley Mosquito and Vector Control District (District) has protected Valley residents from insects that can transmit viruses and other disease-causing agents to humans (vectors). In 1928 the District was formed to control eye gnats and since then, our public health services have expanded to a comprehensive, science-based, Integrated Vector Management program defined by mosquito-borne disease surveillance, control, public education, and quality control.

The District’s mission is to enhance the quality of life for our community by providing effective and environmentally sound vector control and vector-borne disease prevention services. With our mission in mind, and using our Strategic Plan as a guide, District staff worked diligently to develop this Fiscal Year (FY) 2020-21 budget. This budget supports our dedicated staff, garners essential resources, and drives management decisions over the course of the year to ensure our mosquito and vector control services are met while maintaining our vision of a Valley free of vector-borne diseases.

Budget Summary

The FY 2020-21 operating and capital budgets amount to \$12.1 million.

	Budget 2019-20	Budget 2020-21	Budget Change	% Change
Operating Budget	\$11,608,398	\$11,509,286	(\$99,112)	(0.9%)
Capital Improvement Projects	\$1,287,555	\$559,186	(\$728,369)	(56.6%)
Total Budget	\$12,895,953	\$12,068,472	(\$827,481)	(6.4%)

The operating budget decreased by \$99,112. Increases in administrative and operations are offset by decreases in salary expenditures, benefits, and contributions to capital

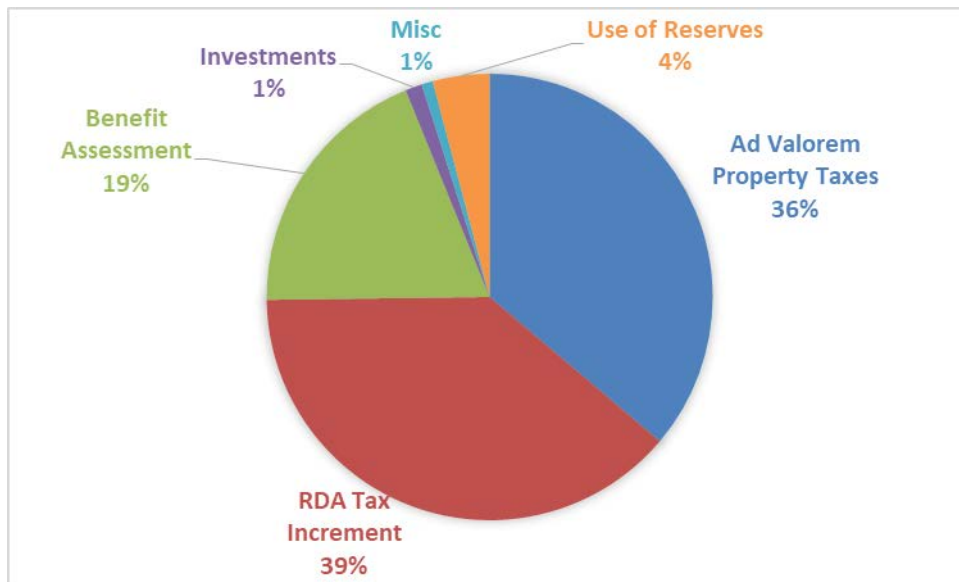
reserves.

Capital improvement projects decreased by \$728,369 as compared with FY 2019-20 budget. More information can be found in the capital budget section.

Revenue and Other Sources: \$12,068,472

The District receives funding from ad valorem property taxes, benefit assessment, Thermal facility rental fees, reimbursement for mosquito sample virus testing for the County of Riverside Public Health, and investment income. Operating revenue for FY 2020-21 budget is forecast to increase by \$500,000 over FY 2019-20 budget. This increase includes a rise in property tax receipts and an increase in the benefit assessment from \$13.48 to \$14.39 per single-family resident. However, investment income is forecasted to fall by \$80,000. For FY 2020-21 a significant source of funding is the use of reserves for planned capital projects as described in the District’s Capital Reserve Plan.

Potential impacts of the COVID-19 pandemic on District revenues are discussed further in the budget document.



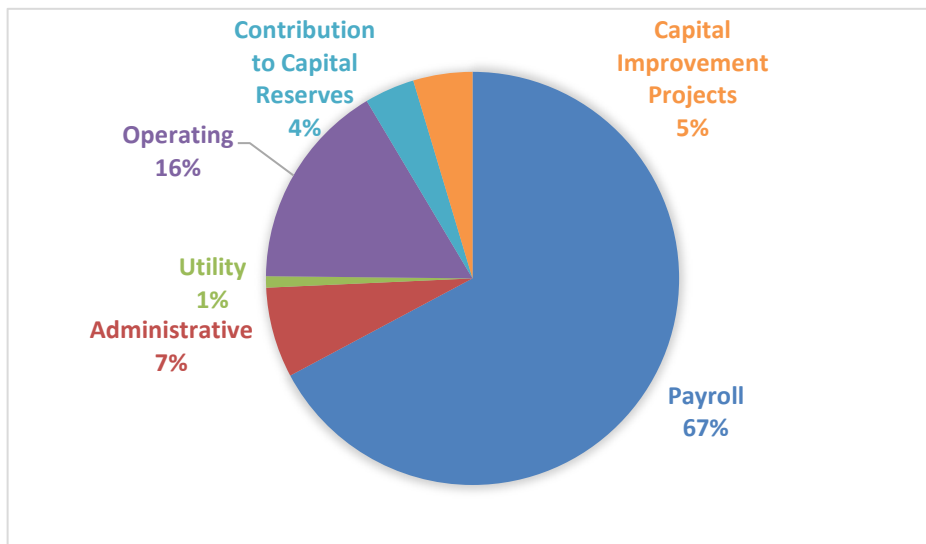
Fiscal Year 2020-21 Expenses and Other Uses: \$12,068,472

Payroll costs account for 67 % of the total budget. In FY 2020-21, the District is increasing full-time equivalent (FTE) staff budget by 1 to 69 FTE. This one FTE increase is two positions planned to start in early spring 2021. One position is in Public Outreach and the other in Field Operations. Increasing our services is the main objective for these

positions. The invasive mosquito, *Aedes aegypti*, now present throughout the Coachella Valley has put a disproportional workload on current staff necessitating additional personnel.

Operating expenses remain the same as the FY 2019-20 budget. Increased Administrative expenses are due to rising costs in workers' compensation, property and liability insurance premiums, and an increase in third-party professional fees.

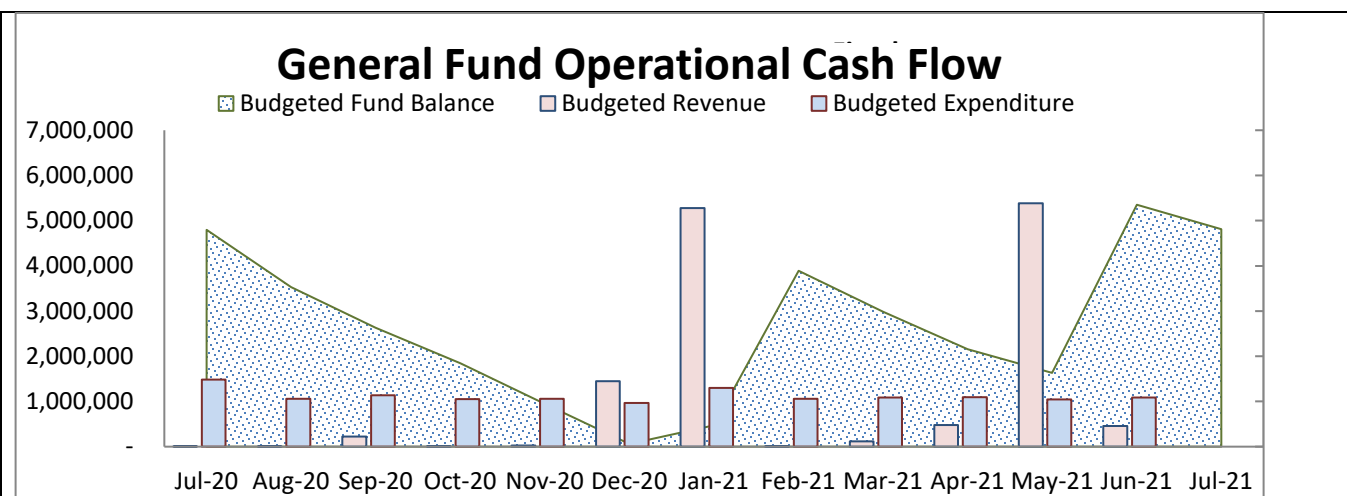
Contributions to capital reserves continue to put the District in a strong long term financial situation with regards to facility and equipment preventative maintenance and replacement. This proactive planning and reserves ensure the continuity of services required to protect Valley residents and visitors from vectors and the pathogens they can transmit.



Short term and long term issues impacting the budget

Working Capital

The District maintains a minimum working capital Reserve for Operations equal to \$4,800,000. These funds are set-aside because the District receives the majority of its funding from property taxes and benefit assessment collected by the County of Riverside. These funds do not reach the District until January, six months into the fiscal year. This is a six-month delay in receiving revenue from the beginning of the fiscal year. Figure 1 shows the estimated revenue and expense for FY2020-21.



Historically, November expenses typically exceed revenue. Based on budget estimates for FY2020-21, expenses will exceed revenue by almost \$4.7 million at the end of November 2020. This is followed by the first installment of property tax receipts in December.

Invasive Species

The yellow fever mosquito, *Aedes aegypti*, continues to spread not only in the Valley but across the state of California. The ecology of this mosquito makes it a challenge for mosquito control agencies State-wide both in its control and threat of vectoring new mosquito viruses. Because of this mosquito, the District is increasing its service by hiring additional staff to assist with invasive *Aedes aegypti* control and education to communities. Changing behaviors of Valley residents and empowering residents to reduce mosquito breeding sites on their property and in their neighborhood is one of the only long term solutions in successfully ridding this mosquito from our communities. Other strategies such as sterile insect technique (SIT) are currently being evaluated as potential long term control measures in the future.

Emergency Reserve for Public Health Emergency

Viruses that our Valley mosquitoes do and can possibly transmit requires that the District have set aside a reserve of funds to quickly respond to an outbreak of mosquito-borne disease. Science-based strategies to stop an outbreak, typically require wide-area control measures. These types of wide-scale operations, primarily conducted by air, can quickly deplete millions of dollars in reserves in a matter of weeks to control adult mosquitoes and interrupt disease transmission to humans.

Facility and Operations Equipment

For funding of ongoing facility maintenance, operations equipment, and vehicle replacement, the District uses a third-party firm to carry out a reserve study analysis and

annual update. Currently, the funding level for the facility and vehicle equipment replacement is around 70% funded.

CalPERS Pension and Other Post-Employment Benefit (OPEB) Liabilities

In FY 2019-20 the Board of Trustees directed the District to control the continual escalating pension costs to the District's CalPERS plan by making a one-off lump sum payment of \$600,000 on top of the annual payment towards the District's CalPERS unfunded liability. In addition, the District shortened the amortization period from 27 years to 5 years saving an estimated interest payment of \$800,000. For FY 2020-21 the Board's direction is to continue as the District incorporates the higher annual contribution over a shorter amortization period of \$319,863.

The District provides healthcare through CalPERS PEHMCA offering retiree medical coverage pursuant to government code 22893. According to the latest actuarial valuation, the value of the accumulated liability for the fiscal year ending June 30, 2019, is \$3,584,704 (total OPEB liability). The District sets aside funds to cover retiree health liabilities in the California Employers Retiree Benefit Trust (CERBT) Fund, a qualifying trust, the Fiduciary Net Position of the District funds held in CERBT are \$3,037,000 leaving a Net OPEB Liability of \$547,704 with a funding ratio of 85 %. The District annually prefunds \$312,420 which is the last GASB 45 annual required contribution before GASB 75 took its place.

Conclusion

Our dedicated staff remains steadfast in the ever-evolving environment of our Valley. Whether it is reducing the threat of mosquito-borne viruses in our neighborhoods to preventing our parks from being overrun with red imported fire ants, we will continue to serve our community by providing effective and environmentally sound vector control and disease prevention services. This comprehensive budget reflects a unified and fiscally sound effort by the Board and staff in shaping the programs that enhance the quality of life for all who live and visit the Coachella Valley.

I would like to give special thanks to the District's Finance Committee comprised of Board Treasurer Clive Weightman, Trustee Bito Larson, and Trustee Isaiah Hagerman for the guidance and valuable contributions in the development of the budget document. I would also like to thank David l'Anson, the District's Administrative Finance Manager for facilitating the budget development process with our Finance Committee and dedicated Management and Supervisory Team. It has been a rewarding collaborative process for me working with all those involved to deliver to you this year's balanced 2020-21 fiscal budget.

Respectfully submitted,

Jeremy Wittie, M.S.
General Manager

Staff Recommendation:

Approval of Resolution 2020-10, Adopting the CVMVCD FY 2020-21 Budget.

Attachments:

- Resolution 2020-10
- FY 2020-21 Budget

RESOLUTION NO. 2020-10

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR
CONTROL DISTRICT ADOPTING THE
FISCAL YEAR 2020-21 BUDGET**

WHEREAS, the Coachella Valley Mosquito and Vector Control District (“District”) is a political subdivision and a “local agency” of the State of California, created and operating under the authority and provisions of California Health and Safety Code Section 2000 et. seq., and

WHEREAS, the District’s Board of Trustees (“Board”) has been granted the statutory authority and responsibility to administer the financial affairs of the District; and

WHEREAS, California Health and Safety Code section 2070(a) provides that on or before August 1 of each year, the Board shall adopt a final budget, which shall conform to the accounting and budgeting procedures for special districts contained in Subchapter 3 (commencing with Section 1031.1) and Article 1 (commencing with Section 1121) of Subchapter 4 of Division 2 of Title 2 of the California Code of Regulations; and

WHEREAS, the Board reviewed the Fiscal Year 2020-2021 Budget for the District (“Fiscal Year 2020-2021 Budget”), attached hereto as Exhibit A and incorporated herein by this reference, and determined that said budget conforms to all applicable regulations;

WHEREAS, the Board desires to adopt the Fiscal Year 2020-2021 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District that:

Section 1. Recitals.

That the recitals set forth above are true and correct.

Section 2. Adoption of Budget.

The Board hereby adopts the Fiscal Year 2020-2021 Budget, which shall be made available for public inspection in the District Administration office.

Section 3. Transmit to County.

That pursuant to California Health and Safety Code Section 2070(b), the Board hereby directs the District Manager to cause a copy of the Fiscal Year 2020-2021 Budget to be transmitted to the Riverside County Auditor-Controller's Office.

Section 4. Severability.

The Board declares that, should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution as hereby adopted shall remain in full force and effect.

Section 5. Repeal of Conflicting Provisions.

That all the provisions heretofore adopted by the Board that are in conflict with the provisions of this Resolution are hereby repealed.

Section 6. Effective Date.

This Resolution shall take effect immediately upon its adoption.

Section 7. Certification.

The Clerk of the Board shall certify to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

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PASSED, ADOPTED AND APPROVED, this 9th day of June, 2020.

Franz De Klotz, President
Board of Trustees

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

EXHIBIT "A"

**COACHELLA VALLEY MOSQUITO AND
VECTOR CONTROL DISTRICT
FISCAL YEAR 2020-21 BUDGET**

	Proposed Budget 2020-2021	Adopted Budget 2019-2020	Estimated Actual 2019-2020	Actual 2018-2019
Beginning Spendable Fund Balance	9,657,378	10,076,494	9,853,794	11,754,487
REVENUES				
Property Taxes Current	8,989,659	8,561,446	8,736,291	8,417,278
Property Taxes Prior	36,817	36,197	36,817	36,133
Interest Income	120,000	200,000	175,000	308,476
Miscellaneous Revenue	63,000	63,000	63,000	33,797
*Benefit Assessment Income	2,299,810	2,147,755	2,184,575	1,984,134
TOTAL REVENUES	11,509,286	11,008,398	11,195,683	10,779,818
EXPENSES				
Payroll Expense				
5101 Payroll - Full Time	5,000,402	4,848,777	4,728,777	4,681,420
5102 Payroll - Seasonal	233,140	205,140	205,884	189,820
5103 Temporary Services	6,900	6,900	6,900	6,900
5105 Overtime Expenses	44,120	18,700	23,000	14,671
5150 CalPERS Employer Payment of Unfunded Liability	325,066	757,735	757,735	
5150 CalPERS State Retirement Expense	513,460	463,285	452,285	502,048
5155 Social Security Expense	317,326	304,643	304,643	304,537
5165 Medicare Expense	74,213	71,247	71,247	72,546
5170 Cafeteria Plan Expense	1,082,168	1,093,203	1,062,168	1,074,147
5172 Retiree Healthcare	372,588	352,420	352,420	369,138
5180 Deferred Compensation	109,134	105,231	67,231	106,499
5195 Unemployment Insurance	32,065	32,065	35,235	35,530
Total Payroll Expense	8,110,582	8,259,347	8,067,525	7,357,256
Administrative Expense				
5250 Tuition Reimbursement	20,000	15,000	12,467	11,929
5300 Employee Incentive	14,175	10,000	8,972	5,007
5301 Employee Support	-	3,500	3,400	3,183
5302 Wellness	600	600	185	-
5305 Employee Assistance Program	3,200	3,500	3,500	3,148
6000 Property & Liability Insurance	160,395	140,911	146,346	
Retrospective Adjustment	(25,000)	(26,000)	(25,000)	
Sub Total	135,395			115,201
6001 Workers' Compensation Insurance	234,697	225,303	270,214	
Retrospective Adjustment	(50,000)	(45,000)	(91,816)	
Sub Total	184,697			122,852
6050 Dues & Memberships	34,165	28,500	28,193	25,215
State Certified Technician Fees	7,440			
6060 Public Outreach Materials	28,550	26,750	23,200	5,023
6065 Recruitment/Advertising	8,500	7,000	5,319	8,160
6070 Office Supplies	18,556	19,200	17,200	18,563
6075 Postage	5,750	5,500	300	4,367
6080 Computer & Network Systems	5,200	5,000	4,900	4,992
6085 Bank Service Charges	120	120	80	43
6090 Local Agency Formation Commission	2,400	1,200	2,287	1,129
6095 Professional Fees				
Administration	25,000	5,000	5,400	3,800
Information Systems	5,699	6,500	5,640	2,207
Public Outreach	12,000	5,000	1,862	-
Finance	36,000	36,000	34,000	39,145
Human Resources	-	-		7,026

	Proposed Budget 2020-2021	Adopted Budget 2019-2020	Estimated Actual 2019-2020	Actual 2018-2019
6100 Attorney Fees - General Counsel	63,000	48,000	57,116	123,087
6100 Attorney Fees - Labor Relations	-	-	-	-
6100 Attorney Fees - Personnel	-	-	-	-
6105 Legal Services - Abatement	1,000	1,000	-	-
6106 HR Risk Management	4,500	4,500	4,725	4,500
6110 Conference Expense				
MVCAC Committee Assignments	10,800	14,400	5,476	6,876
Annual Conference Expense	17,600	22,100	14,263	15,217
Trustee Travel	17,000	17,000	8,862	11,047
6115 Trustee In-Lieu Expense	13,200	13,200	13,200	12,500
6120 Trustee Support Expense	7,550	4,800	4,840	5,527
6200 Meetings Expense	4,690	4,620	1,822	2,072
6210 Promotion & Education	26,500	26,500	23,678	6,299
6220 Public Outreach Advertising	45,000	45,000	35,000	39,368
6500 *Benefit Assessment Expense	96,000	96,000	92,000	99,864
Total Administrative Expense	854,287	770,704	717,631	707,347
Utility Expense				
6400 Utilities	106,000	105,000	112,218	87,868
6410 Telecommunications	1,270	11,000	35,728	19,861
Total Utility Expense	107,270	116,000	147,946	107,729
Operating Expense				
7000 Uniform Expense	44,255	30,500	38,274	31,980
7050 Safety Expense	25,225	25,000	19,667	26,510
7100 Physician Fees	5,000	5,000	4,800	6,695
7150 IT Communications	56,740	40,000	40,000	34,251
7200 Maintenance Supplies	3,000	4,000	2,999	2,718
7300 Building & Grounds Maintenance	42,000	42,000	42,000	37,791
7310 Calibration & Certification of Equipment		7,800	4,988	5,591
7350 Permits, Licenses & Fees	41,552	21,750	14,500	5,521
7400 Vehicle Maintenance & Repair	42,720	39,600	33,600	22,525
7420 Offsite Vehicle Maintenance & Repair	18,123	17,000	27,000	12,218
7450 Equipment Parts & Supplies	16,800	15,500	14,000	17,430
7500 Small Tools Expense	4,100	1,700	3,090	2,045
7550 Lab Operating Supplies	36,700	36,500	26,652	26,276
7570 Green Pool Surveillance	26,000	25,000	21,000	17,496
7575 Surveillance	46,610	52,000	52,000	32,034
7600 Staff Training				
State Certified Technician Fees	-			
State Required CEU	1,500	12,500	9,801	6,869
Professional Development	83,837	74,750	43,555	52,650
7650 Equipment Rentals	1,000	1,000	518	2,352
7675 Contract Services				
Administration	7,260	7,300	7,000	8,131
Information Systems	58,721	58,000	53,000	62,712
Fleet	17,640	17,000	3,058	5,945
Facilities	60,400	65,000	60,000	65,336
Operations	5,500	5,500	5,500	4,757
Abatement	2,000	2,000	-	-
7700 Motor Fuel & Oils	80,000	80,200	75,000	75,865
7750 Ops Operating Supplies	14,400	9,400	8,900	9,479

	Proposed Budget 2020-2021	Adopted Budget 2019-2020	Estimated Actual 2019-2020	Actual 2018-2019
7800 Control	-	-		
Chemical Control	772,431	770,500	949,803	736,002
Physical Control	14,500	14,500	4,334	-
7850 Aerial Applications	-	-		
Rural	101,750	92,500	116,032	92,325
Urban	55,200	32,000	61,525	21,350
8415 Operating Equipment	33,952	53,300	48,000	9,669
8487 Furniture & Equipment	-	-		
8510 Research Projects	135,000	150,000	130,454	90,917
9000 Contingency Expense	109,750	150,000	34,398	-
Total Operating Expense	<u>1,963,666</u>	<u>1,958,800</u>	<u>1,955,449</u>	<u>1,525,440</u>
TOTAL EXPENSES	11,035,805	11,104,851	10,888,552	9,697,772
Contribution to Capital Reserves				
8900 Thermal Remediation Reserve	35,000	44,750	44,750	44,750
8900 Capital Facility Replacement Reserve	395,294	299,900	299,900	299,900
8900 Capital Vehicle Replacement Reserve		123,105	123,105	102,172
8900 Capital Equipment Replacement Reserve	43,187	35,792	35,792	35,792
Total Contribution to Capital Reserves	<u>473,481</u>	<u>503,547</u>	<u>503,547</u>	<u>482,614</u>
TOTAL EXPENSES & TRANSFERS	11,509,286	11,608,398	11,392,099	10,180,386
Operating Revenue Less Expenses, Transfers & Contingencies	<u>0</u>	<u>(600,000)</u>	<u>(196,416)</u>	<u>599,432</u>
TOTAL GENERAL FUND EXPENSES	11,509,286	11,608,398	11,392,099	10,180,386
TRANSFER (TO)/FROM RESERVES				
Capital Equipment Replacement Fund	(444,706)			1,000,125
Capital Facility Replacement Fund	444,706			1,500,000
TOTAL FUND TRANSFERS				
Ending Spendable Fund Balance	<u>9,657,378</u>	<u>9,547,368</u>	<u>9,657,378</u>	<u>9,853,794</u>

	Proposed Budget 2020-2021	Adopted Budget 2019-2020	Estimated Actual 2019-2020	Actual 2018-2019
Beginning Fund Balance	41,075	518,052	518,052	448,087
REVENUE				
Income from Lease	17,724	17,119	17,119	17,370
Interest	400	3,000	-	-
Transfer From General Operating Fund	35,000	44,750	44,750	44,750
TOTAL REVENUE	53,124	64,869	61,869	62,120
EXPENSES				
Professional Fees		30,000	6,496	4,620
Maintenance	-	-	3,068	7,166
Capital		494,000	529,282	
TOTAL EXPENSES	-	524,000	538,845	11,786
Total Revenue Less Expense	53,124	(459,131)	(476,976)	50,333
Ending Fund Balance	94,199	58,921	41,075	485,924

	Proposed Budget 2020-2021	Adopted Budget 2019-2020	Estimated Actual 2019-2020	Actual 2018-2019
Beginning Fund Balance	1,194,706	1,220,711	1,313,413	1,593,633
REVENUE				
Transfer from General Fund				
Interest	7,500	24,000	18,000	
Sale of Assets	-	18,000	61,196	44,764
Transfers From Operating Budget IT	43,187	35,792	35,792	35,792
Transfers From Operating Budget - Vehicles		123,105	102,172	102,172
TOTAL REVENUE	50,687	200,897	217,160	182,728
EXPENSES				
8415 Capital Outlay - IT	43,660	181,525	63,992	30,716
8415 Capital Outlay - Fleet		285,530	220,000	407,118
8415 Capital Outlay - Facilities				12,251
8415 Capital Outlay - Operations	90,886			
8415 Capital Outlay - Lab Equipment				12,863
8900 Transfer funds to Fund 14	444,706			
TOTAL EXPENSES	579,252	467,055	283,992	462,948
Total Revenue Less Expense	(528,565)	(266,158)	572,339	(280,220)
Ending Fund Balance	666,141	954,553	1,194,706	1,313,413

	Proposed Budget 2020-2021	Adopted Budget 2019-2020	Estimated Actual 2019-2020	Actual 2018-2019
Beginning Fund Balance	1,936,790	1,630,085	1,625,646	1,500,000
REVENUE				
Transfer from Vehicle Fund	444,706	-		
Interest	19,312	18,395	18,395	
Transfers From Operating Budget	395,294	299,900	299,900	299,900
Sale of Assets	18,000			
TOTAL REVENUE	877,312	318,295	318,295	299,900
CAPITAL EXPENSES				
General Common Area	50,000			148,854
Building Interiors	200,000	200,000	7,151	2,900
Building Exteriors	48,000	48,000		22,500
Mechanical	48,500	48,500		
Fleet	78,140			
TOTAL EXPENSES	424,640	296,500	7,151	174,254
Total Revenue Less Expense	452,672	21,795	311,144	125,646
Ending Fund Balance	2,389,462	1,651,880	1,936,790	1,625,646



**Coachella Valley Mosquito and
Vector Control District**

June 9, 2020

Staff Report

Agenda Item: New Business

Discussion and/or approval of Resolution 2020-11 intention to levy assessments for fiscal year 2020-21, preliminary approval of engineer's report, and providing for notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment – **David l'Anson, Administrative Finance Manager**

Background:

The *"Mosquito, Fire Ant and Disease Control Assessment"* was authorized by an assessment ballot proceeding conducted in 2005 and approved by 74.19% of the weighted ballots returned by property owners. The assessments were subsequently levied by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District by Resolutions:

RESOLUTION - YEAR	\$
No. 2005-04 passed on July 26, 2005	16.00
No. 2006-04 passed on June 13, 2006	16.48
No. 2007-09 passed on June 12, 2007	16.48
No. 2008-11 passed on July 8, 2008	10.55
No. 2009-11 passed on July 14, 2009	9.14
No. 2010-16 passed on July 13, 2010	6.14
No. 2011-19 passed on July 12, 2011	3.07
No. 2012-12 passed on July 10, 2012	3.07
No. 2013-11 passed on July 9, 2013	6.07
No. 2014-11 passed on July 8, 2014	6.07
No. 2015-09 passed on July 14, 2015	6.07

No. 2016-17 passed on July 12, 2016	9.15
No. 2017-10 passed on July 11, 2017	10.21
No. 2018-12 passed on July 10, 2018	12.49
No. 2019-08 passed on July 9, 2019	13.48

This Resolution provides for the Assessment for the fiscal year 2020-21 as determined by the engineering firm, and provides for notice of a ***public hearing on July 14, 2020.***

- *The rate provided by the Engineer’s Report is preliminary*
- ***The Board of Trustees at this meeting will determine the Benefit Assessment rate.***
- *The current levy rate is at \$13.48 per parcel.*

When the Board preliminarily approves the Engineer’s Report, ***they are essentially setting the rate for the coming fiscal year as well as setting the date for the public hearing.***

The Board may choose to preliminarily approve the Engineer’s Report as is, or they may approve it with changes, for example, approve the Report but with a different rate, and specify any rate from \$0.00 up to the maximum allowable rate of \$23.44.

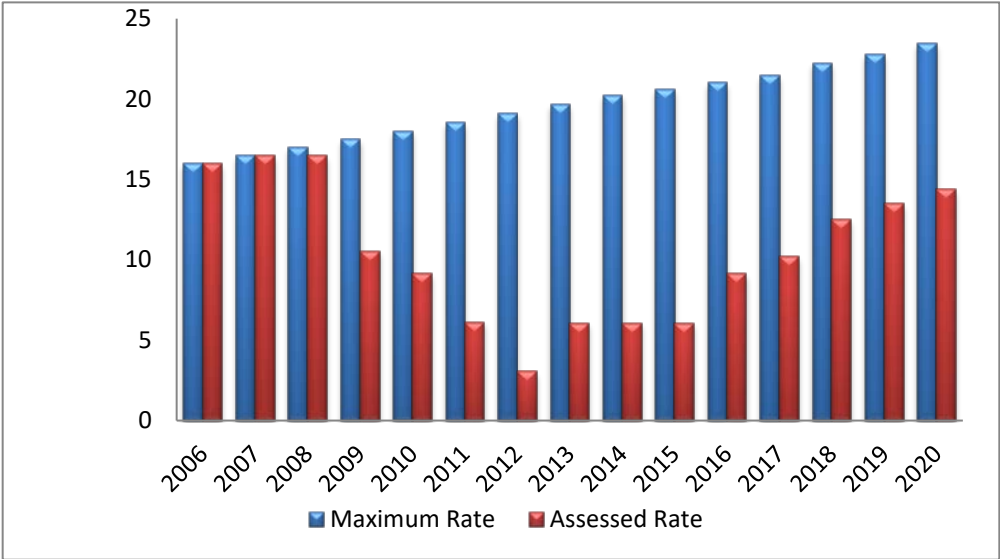


Figure 1Benefit Historical Rate

To balance the Operating budget the Benefit Assessment rate is increased from \$13.48 per SFE to \$14.39 per SFE will generate an increase of revenue of \$152,055.

Staff Recommendation:

1. Proceed with approval of preliminary Engineer's Report and Resolution 2020-11
2. That the Board of Trustees take whatever action it deems necessary.

Fiscal Impact:

If the rate stays the same at \$13.48 *per parcel*, the Benefit Assessment revenue for FY 2020/21 will be \$2,147,755. *If the rate is increased to \$14.39 to cover the budget deficit the revenue for FY 2020/21 will be \$ 2,299,810.*

Attachments:

- Resolution 2020-11
- Engineer's Report:
https://www.cvmosquito.org/sites/indiocacvm/files/uploads/engineers_report_fy2020-21.pdf

RESOLUTION NO. 2020-11

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

A RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR FISCAL YEAR 2020-21, PRELIMINARILY
APPROVING ENGINEER'S REPORT,
AND PROVIDING FOR NOTICE OF HEARING
FOR THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
MOSQUITO, FIRE ANT AND DISEASE CONTROL ASSESSMENT

WHEREAS, the Coachella Valley Mosquito and Vector Control District ("District") was established in 1928 as an independent special district by the Riverside County Board of Supervisors; and

WHEREAS, the mission of the District is to reduce the risk of disease transmission by mosquitoes and other vectors for the residents and visitors of the Coachella Valley; and

WHEREAS, the Coachella Valley Mosquito and Vector Control District is authorized, pursuant to the authority provided in Health and Safety Code Section 2082 and Article XIII D of the California Constitution, to levy assessments for mosquito, vector and disease control services; and

WHEREAS, the District provides vector control services which includes a system of public improvements and services intended to provide for the surveillance, prevention, abatement and control of vectors as provided under Proposition 218 ("Services"); and such vector surveillance and control services provide tangible public health benefits, reduced nuisance benefits and other special benefits to the public and properties with the areas of service; and

WHEREAS, an assessment for mosquito, fire ant, vector and disease control projects and services has been given the distinctive designation of the "Mosquito, Fire Ant, and Disease Control Assessment" ("Assessment"), and is primarily described as encompassing the District jurisdictional boundaries, which covers nine incorporated cities along the I-10 Freeway (Cathedral City, Coachella, Desert Hot Springs, Indian Wells, Indio, La Quinta, Palm Desert, Palm Springs, and Rancho Mirage), and the unincorporated areas in the greater Coachella Valley from the San Bernardino County line to the north to the Imperial and San Diego County lines to the south; and

WHEREAS, the Assessment was authorized by an assessment ballot proceeding conducted in 2005 and approved by 74.19% of the weighted ballots returned by property owners, and such assessments were levied by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District by Resolution No. 2005-04 passed on July 26, 2005;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District that:

SECTION 1. Willdan Financial Services, 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.

SECTION 2. It is the intention of this Board to levy and collect assessments for the Mosquito, Fire Ant and Disease Control Assessment for fiscal year 2020-21. Within the Coachella Valley Mosquito and Vector Control District, the proposed projects and services are generally described as mosquito, vector and disease control services 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 (the "Services").

SECTION 3. The estimated fiscal year 2020-21 cost of providing the Services is \$2,299,810.00. This cost results in a proposed assessment rate of FOURTEEN DOLLARS AND THIRY-NINE CENTS (\$14.39) per single-family equivalent benefit unit in Zone A and SEVEN DOLLARS AND NINETEEN CENTS (\$7.19) per single-family equivalent benefit unit in Zone B per single-family equivalent benefit unit for fiscal year 2020-21 after contributions. The Assessments are authorized to include an annual increase equal to the change in the Riverside-San Bernardino-Ontario Area Consumer Price Index ("CPI"), not to exceed 3% (three percent) per year without a further vote or balloting process. The annual CPI change for the Riverside-San Bernardino-Ontario Area from January 2019 to January 2020 is 3.03%. The maximum authorized assessment rate for fiscal year 2020-21 is \$23.44 per single family equivalent benefit unit. The assessment rate proposed to be levied for fiscal year 2020-21 is less than the maximum authorized rate.

SECTION 4. Notice is hereby given that on July 14, 2020, at the hour of six o'clock (6:00) p.m. at the meeting chamber of the Coachella Valley Mosquito and Vector Control District headquarters located at 43-420 Trader Place, Indio, California, 92201, the Board will hold a public hearing to consider the ordering of the Services, and the levy of the assessments for fiscal year 2020-21.

SECTION 5. The secretary of the board shall cause a notice of the hearing to be given by publishing a notice, at least ten (10) days prior to the date of the hearing above specified, in a newspaper circulated in the District.

PASSED and ADOPTED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District at a regular meeting thereof held on June 9, 2020.

AYES:
NOES:
ABSTAINED:
ABSENT:

Franz De Klotz, President Board of Trustees
Coachella Valley Mosquito & Vector Control District

ATTEST:

Secretary/Treasurer, Board of Trustees
Coachella Valley Mosquito & Vector Control District

APPROVED AS TO FORM:

Lena D. Wade, Esq. General Counsel
Coachella Valley Mosquito & Vector Control District