



Coachella Valley Mosquito and Vector Control District

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

Board of Trustees Meeting Via Zoom

Tuesday, March 9, 2021

6:00 p.m.

The Board of Trustees will take action on all items on the agenda.

Materials related to an agenda item that are submitted to the Board of Trustees after distribution of the agenda packets are available for public inspection in the Clerk of the Board's office during normal business hours and on the District's website.

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: [822 3488 0855](https://us02web.zoom.us/j/82234880855) or click this link to join: <https://us02web.zoom.us/j/82234880855>. If you would like to comment on the agenda item or subject matter within the jurisdiction of the Board, please send an email to the Clerk of the Board by 3:30 p.m. on March 9, 2021, at gmorales@cvmvcd.org.

Assistance for those with disabilities: If you have a disability and need an 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** – Benjamin Guitron, President
- 2. Moment of Silence in Memory of Former Trustee Karl Baker, Jr.**
- 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 send an email to the Clerk of the Board by 3:30 p.m. on March 9, 2021, at gmorales@cvmvcd.org.

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 state 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 state your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person has been established.

8. Recognition

A. Proclamation of the Board of Trustees in recognition of Richard Ortiz for his 20 years of service to the District – **Jeremy Wittie, M.S., General Manager (Pg. 7)**

9. Board Reports

A. President's Report – **Benjamin Guitron, President**

Executive Committee oral report and Minutes for February 26, 2021 meeting and corrected minutes for January 25, 2021 Executive Committee meeting **(Pg. 10)**

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

Finance Committee oral report and Minutes for February 9, 2021 meeting **(Pg. 14)**

10. Items of General Consent

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

A. Minutes for February 9, 2021 Board Meeting **(Pg. 18)**

B. Approval of expenditures for February 6, 2021, to March 5, 2021 **(Pg. 26)**

C. Approval of Proclamation designating the week of April 18-24, 2021 as Mosquito Awareness Week – **Tammy Gordon, M.A. Public Information Officer (Pg. 27)**

D. Approval of participation of Jeremy Wittie, General Manager, on the Special Districts Association of Riverside County Chapter Board **(Pg. 28)**

E. Form 700 Annual Filing for the filing period of 2020/2021 – **Graciela Morales, Clerk of the Board (Pg. 53)**

F. Informational Items:

- Financials – **David l’Anson, MPA, MBA/ACC., Administrative Finance Manager (Pg. 55)**
- Quarterly Department Reports **(Pg. 70)**
- Correspondence **(Pg. 84)**
- Board Business Log **(Pg. 90)**
- Important Budget Meeting Dates, **Finance Committee (Pg. 91)**
- California Special District Association Board of Directors Call for Nominations, Seat A – **Jeremy Wittie, M.S., General Manager (Pg. 92)**
- Prerecorded presentation regarding the Environmental Reports included in the Board packet [\(click here to view\)](#) - **Jennifer A. Henke, M.S., Laboratory Manager**
- National Pollutant Discharge Elimination System (NPDES) Annual Reports – **Jennifer A. Henke, M.S., Laboratory Manager (Pg. 97)**
- EPA Pesticide Environmental Stewardship Program (PESP) – **Jennifer A. Henke, M.S., Laboratory Manager (Pg. 101)**
- California Environmental Quality Act (CEQA) Mitigated Negative Declaration Annual Compliance Report – **Jennifer A. Henke, M.S., Laboratory Manager (Pg. 111)**
- Staff Reports:
 - i. Mosquito and Vector Control Association of California Annual Conference – **Jennifer A. Henke, M.S., Laboratory Manager (Pg. 122)**
 - ii. Pacific Southwest Center of Excellence in Vector-Borne Diseases Annual Progress and Planning Meeting – **Jennifer A. Henke, M.S., Laboratory Manager (Pg. 123)**

Pre-recorded Presentations of Departmental Goals for Calendar Year 2021:

[\(Click on each title below to view\).](#)

- General Manager’s Report – **Jeremy Wittie, M.S., General Manager**
- Strategic Goals – **Jeremy Wittie, M.S., General Manager**
- Human Resources Department – **Crystal Moreno, M.S., Human Resources Manager**
- Information Technology/Fleet Services Department – **Edward Prendez, Information Technology Manager**

- Public Outreach Department – **Tammy Gordon, M.A., Public Information Officer**
- Finance and Facilities Maintenance Department – **David I’Anson, MPA, MBA/ACC., Administrative Finance Manager**
- Surveillance & Quality Control Department – **Jennifer A. Henke, M.S., Laboratory Manager**
- Operations Department – **Roberta Dieckmann, Operations Manager**

Questions and/or comments from Trustees regarding any of the above presentations.

11. Old Business - None

12. New Business

A. Review and discuss proposed amendments to Trustee Bylaws – **Lena Wade, General Counsel on behalf of the Executive Committee (Pg. 125)**

B. Discussion and/or approval to execute an agreement to obtain Microsoft M365 Licensing, in an amount not to exceed \$27,000.00 through Hypertec Direct, from fund 7350.01.210.000 - Permits, Licenses & Fees, *Budgeted; funds available* – **Edward Prendez, Information Technology Manager (Pg. 134)**

C. Discussion and/or approval to extend the Thermal property lease agreement with Coachella Valley Unified School District for an additional two years – **Jeremy Wittie, General Manager (Pg. 136)**

D. Appointment of ad hoc Land/Property Committee – **Benjamin Guitron, Board President (Pg. 140)**

E. Approval to renew the contract with CleanExcel for cleaning services for the District headquarters in an amount not to exceed \$3,811 per month from fund 7675.01.305.000 – Contract Services, *Budgeted; funds available* – **David I’Anson, Administrative Finance Manager (Pg. 141)**

13. 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 state 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.

Closed Session (s):

A. Conference with Labor Negotiators pursuant to Government Code Section 54957.6

Agency Designated Representatives: Lena D. Wade, Crystal Moreno, and David I' Anson.

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

14. Comments by General Counsel

15. 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 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.

16. 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.



Certification of Posting

I certify that on March 5, 2021, 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 March 5, 2021.


Graciela Morales, Clerk of the Board

SECTION

8



RECOGNITION

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>March 9, 2021</p>
<p>Agenda Item: Recognition</p> <p>Proclamation of the Board of Trustees in recognition of Richard Ortiz for his 20 years of service to the District – Jeremy Wittie, M.S., General Manager</p>		
<p>Background:</p> <p>Richard Ortiz began his employment at the District on September 25, 2000, as a Seasonal employee. On March 1, 2001, Richard was promoted to the position of Vector Control Technician Trainee; on June 27, 2001, to the position of Shop Mechanic; and on December 8, 2014, he was promoted to his current position as a Mechanic II.</p> <p>Richard Ortiz has consistently demonstrated commitment, ability, enthusiasm, and dedication to the District’s mission of protecting the public health of residents and visitors of the Coachella Valley.</p>		
<p>Attachment:</p> <ul style="list-style-type: none"> • Proclamation of the Board of Trustees in recognition of Richard Ortiz 		



COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT

43-420 Trader Place, Indio, CA 92201 (760) 342-8287 (760) 342-8110
www.cvmosquito.org CVmosquito@cvmvcd.org @cvmosquito @CV_mosquito

A PROCLAMATION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT IN RECOGNITION OF RICHARD ORTIZ FOR HIS TWENTY YEARS OF SERVICE TO THE DISTRICT

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 with the mission of reducing the risk of disease transmission by mosquitoes and other vectors and the protection of residents and visitors of the Coachella Valley; and

WHEREAS, Richard Ortiz has worked for the District and given continuous, faithful, and loyal service for 20 years; and

WHEREAS, Richard Ortiz began his employment at the District on September 25, 2000, as a Seasonal employee. On March 1, 2001, Richard was promoted to the position of Vector Control Technician Trainee; on June 27, 2001, to the position of Shop Mechanic; and on December 8, 2014, he was promoted to his current position as a Mechanic II; and

WHEREAS, Richard Ortiz has consistently demonstrated commitment, ability, enthusiasm, and dedication to the District’s mission of protecting the public health of residents and visitors of the Coachella Valley.

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

Richard Ortiz is hereby recognized upon his twenty-year anniversary for his outstanding contributions and dedication to the District and the citizens of the Coachella Valley.

DATED THIS 9th DAY OF MARCH, 2021.

Benjamin Guitron
President, Board of Trustees

Jeremy Wittie, M.S.
General Manager

BOARD OF TRUSTEES

President BENJAMIN GUITRON IV Indio | Vice President DOUGLAS WALKER Palm Desert
Secretary BITO LARSON County at Large | Treasurer CLIVE WEIGHTMAN Indian Wells
MARK CARNEVALE Cathedral City | DENISE DELGADO Coachella | GARY GARDNER Desert Hot Springs | DOUG HASSETT La Quinta
DR. DOUGLAS KUNZ Palm Springs | ISAIAH HAGERMAN Rancho Mirage | JANELL PERCY County at Large | JEREMY WITTIE General Manager

SECTION

9



BOARD REPORTS

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Executive Committee Meeting Via Zoom Minutes

TIME AND DATE: 10:00 a.m. Friday, February 26, 2021

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

Indio	Benjamin Guitron, President
Palm Desert	Doug Walker, Vice President
County at Large	Bito Larson, Secretary
Indian Wells	Clive Weightman, Treasurer

ABSENT:

None

OTHERS PRESENT:

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

Members of the Public Present: None.

1. Call to Order: *President Guitron called the meeting to order at 10:03 a.m.*

2. Roll Call: *Roll call indicated all four Committee members were present.*

3. Confirmation of Agenda: *There was consensus by all members to approve the agenda as presented.*

4. Public Comments – None.

5. Review of March 9, 2021, Draft Board Meeting Agenda

The draft March Board meeting agenda was reviewed by the Committee. It was recommended that Lena Wade, General Counsel, announces the proposed changes to the agenda which include the elimination of the motion to excuse absences and confirmation of the agenda. The Committee pointed out that for New Business Item 10A; Review and/or approval of resolution 2021-04 to adopt the revised Trustee Bylaws, the Board may not be ready to approve at the next Board meeting and might need more time to revise as necessary. The Committee also requested that Edward Prendez, IT Manager, is prepared to give a presentation for the purchase request of

Office 365 that emphasizes on the benefits of the expenditure aligned with a five-year strategy of the Department. The Board meeting outline was discussed at length.

6. Old Business: Review of redlined Trustee By-Laws

The Committee and staff reviewed the Trustee Bylaws and proposed changes in various sections. The final version of the redlined document will be presented to the Board for further review, discussion and approval.

7. New Business: Discuss the continued use of virtual access for:

- a) Our regular board meetings**
- b) For off site meetings**

Committee members and staff discussed it may be appropriate to assess and have a discussion of pros and cons of having virtual meetings post COVID.

8. Discuss and gather feedback on staff pre-recorded IVM presentations

Committee members were asked to provide feedback to Jeremy Wittie.

9. Update on District operations and COVID-19

Jeremy Wittie gave a brief summary of COVID-19 statistics within the District.

10. Trustee/Staff Comments – None.

11. Confirmation of Next Meeting

The next meeting was scheduled for Friday, April 30 at 2:00 p.m.

12. Adjournment

The meeting was adjourned at 11:04 a.m.

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Executive Committee Meeting Via Zoom – **CORRECTED 2/9/21** Minutes

TIME AND DATE: 10:00 a.m. Monday, January 25, 2021

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

Indio	Benjamin Guitron, President
Palm Desert	Doug Walker, Vice President
County at Large	Bito Larson, Secretary
Indian Wells	Clive Weightman, Treasurer

ABSENT:

None

Members of the Public Present: Mr. Brad Anderson

OTHERS PRESENT:

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

- 1. Call to Order:** *President ~~De Klotz~~ Guitron called the meeting to order at 10:01 a.m.*
- 2. Roll Call:** *Roll call indicated ~~three of three~~ all four Committee members were present.*
- 3. Confirmation of Agenda:** *There was consensus to approve the agenda as presented.*
- 4. Public Comments** – *Mr. Anderson stated there is high mosquito abundance in his neighborhood and the city of Rancho Mirage and that he hopes we are addressing the issue.*

5. Review of February 9, 2021, Draft Board Meeting Agenda

The draft February Board meeting agenda was reviewed by the Committee. It was recommended that Jeremy Wittie, General Manager, introduces Department Managers during the announcements agenda item so that new Trustees know who they are. It was also suggested to have Bobbye Dieckmann, Operations Manager, give a presentation on her department's key objectives for the year. Jeremy stated all Department Managers have been asked to prerecord a presentation of their department's key objectives for the March Board meeting.

6. Discussion of the District's Excess Real Property - Per the Strategic Implementation Plan

The Committee and staff had a brief discussion and the Committee directed staff to conduct a survey to seek interested members of the ad hoc committee and then add this item to the March 2021 Board meeting agenda.

7. Review of Trustee Bylaws

Committee members and staff discussed it may be necessary to update the Bylaws as they had not been reviewed/updated since they were last adopted in 2013. A discussion ensued. It was decided the Bylaws would be reviewed by each Committee member and comments would be sent to the Clerk of the Board. This item would be added to the February 2021 Executive meeting agenda for further review and recommendation to the Board in March 2021.

8. Trustee/Staff Comments - None.

9. Confirmation of Next Meeting

The next meeting was scheduled for Friday, February 26 at 10:00 a.m.

10. Adjournment

The meeting was adjourned at 10:41 a.m.

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Finance Committee Meeting Via Zoom
Minutes**

TIME: 4:30 p.m. **DATE:** February 9, 2021

LOCATION: 43420 Trader Place Indio, CA 92201

COMMITTEE MEMBERS PRESENT:

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

STAFF PRESENT:

Jeremy Wittie, M.S., General Manager
David l'Anson, Administrative Finance Manager
Graciela Morales, Executive Assistant/Clerk of the Board

MEMBERS OF THE PUBLIC PRESENT:

Mr. Brad Anderson

1. Call to Order: *Treasurer Weightman called the meeting to order at 4:33 p.m.*

2. Roll Call: *Roll call indicated three (3) Committee members out of three (3) were present.*

3. Confirmation of Agenda: *The agenda was confirmed as presented.*

4. Public Comments: *None.*

5. Items of General Consent:

Approval of Minutes from January 12, 2021, Finance Committee Meeting

On motion from Trustee Hagerman seconded by Trustee Larson, and passed by the following roll call votes, the Committee approved the minutes as presented.

Ayes: Treasurer Weightman, Trustees Hagerman, and Larson.

Noes: None.

Abstained: None.

Absent: None.

6. Discussion and/or Review:

- A. Review of Check Report from Abila MIP for the period of January 13, 2021, to February 5, 2021

The check report was reviewed by Committee members and staff. Treasurer Weightman inquired about invoice charges for uniform expenses. David l'Anson, Administrative Finance Manager, stated there were about six invoices that covered services in December as well and he could review further and provide more information. Treasurer Weightman also inquired about payments for previously approved research projects; staff provided clarification. Trustee Larson asked about the invoices for legal retainer fees; staff provided more information.

- B. CalCard Charges – December 23, 2020, to January 22, 2021

The CalCard monthly statement was reviewed by Committee members and staff. There were no questions regarding specific charges.

- C. Review of January 2021 Financials and Treasurers Report

The Committee and staff reviewed the Financials and Treasurers Report. Treasurer Weightman noted there was a large favorable variance of about 1.6 million dollars; about \$500,000 is in revenue and one million in expenses. David l'Anson, Administrative Finance Manager, stated the actual revenue variance is closer to \$420,000 and it has to do with the way the County is now calculating pass-through revenue. In regards to expenses, retiree healthcare is budgeted monthly, however, prefunding payment is processed in June each year (due to cash flow). Going forward, retiree healthcare will be budgeted according to the actual timeline of when the expense is made. For the current budget year, the entire \$372,000 will be expensed. The state retirement expenses were for pay periods in December and January but the payments are always processed two to three weeks after each payroll period has closed and invoices are generated. Additionally, it is customary for payroll payable expenses to be reflected with a delay, for instance, payroll payable of approximately \$190,000 for the period ending January 30, will be reflected in February financials. On the administrative expenses side, the benefit assessment expense that the County charges for processing is reflected at \$20,000 this year as opposed to \$80,000. It is expected that the County will put that back on the June payment. The line item for chemical control will reflect a \$90,000 increase for the purchases made via CalCard. Recent research payments were processed in February so they are not reflected in this month's financials. It is estimated we have an approximately \$200,000-\$300,000 positive variance on the expenses.

7. Old Business:

- A. None.

8. New Business

A. Review of finance-related items on Board Agenda

B. Review of the Budget Calendar

David l'Anson, Administrative Finance Manager stated he has added these items so that the Committee has an opportunity to ask questions in advance, when necessary. Mr. l'Anson went over the Fedak & Brown agreement extension, the budget calendar, and the proposed lease agreement with Ames Construction. The reserve study is underway.

9. Schedule Next Meeting: *The next Finance Committee meeting was scheduled via Zoom for Tuesday, March 9, 2021, at 4:30 p.m.*

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

11. Adjournment: *The meeting was adjourned by Treasurer Weightman at 5:17 p.m.*

DRAFT



GENERAL CONSENT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Board of Trustees Meeting Via Zoom
Minutes**

MEETING TIME: 6:00 p.m. Tuesday, February 9, 2021

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

TRUSTEES PRESENT

PRESIDENT: Ben Guitron	Indio
VICE PRESIDENT: Doug Walker	Palm Desert
SECRETARY: Bito Larson	County at Large
TREASURER: Clive Weightman	Indian Wells
Mark Carnevale	Cathedral City
Denise Delgado	Coachella
Doug Hassett	La Quinta
Gary Gardner	Desert Hot Springs
Dr. Doug Kunz	Palm Springs
Janell Percy	County at Large

TRUSTEES ABSENT

Isaiah Hagerman	Rancho Mirage
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STAFF AND GENERAL COUNSEL PRESENT

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

Other staff members joined the zoom meeting as well.

- 1. Call to Order** *President Guitron called the meeting to order at 6:04 p.m.*
- 2. Introduction of New Trustee and Oaths of Office**

Jeremy Wittie, General Manager, introduced newly appointed Trustee Janell Percy. Graciela Morales, Clerk of the Board, administered oaths of office for newly appointed and re-appointed Trustees.

3. Pledge of Allegiance *Trustee Gardner led the Pledge of Allegiance.*

4. Roll Call *At roll call, ten (10) Trustees out of eleven (11) were present.*

5. Motion to Excuse Absences

On motion from Trustee Walker, seconded by Trustee Hassett, and passed by the following roll call votes, the Board of Trustees approved the absence of Trustee Hagerman.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Guitron, Kunz, Larson, Percy, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Hagerman.

6. Confirmation of Agenda

On motion from Trustee Kunz, seconded by Trustee Hassett, and passed by the following roll call votes, the Board of Trustees approved the Agenda as presented.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Guitron, Kunz, Larson, Percy, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Hagerman.

7. Public Comments

None.

8. Announcements

General Manager's Report - *Jeremy Wittie, General Manager, covered the following areas during his announcements: introduced District leadership team; overview of the 2020 Annual*

Report; update on recent promotions; MVCAC virtual annual meeting; strategic plan goals and objectives; financials; and budget process and timeline.

9. Board Reports

A. President's Report:

President Guitron stated the Executive Committee had held its meeting prior to the Board meeting and had reviewed the draft agenda and the Committee revised it as needed. The meeting minutes had a slight revision. President Guitron also reported that the Trustee Bylaws will be reviewed by the Committee to see if any updates are necessary and will be presented to the full Board for consideration.

B. Treasurer's Report

Treasurer Weightman reported the Finance Committee had held its meeting before the Board meeting to review the check report, CalCard charges, and financials for January 2021. Treasurer Weightman went over the General Fund Operational Cash Flow Chart noting we are running favorably. Treasurer Weightman clarified timing is a factor with some of the variances. At the present time we expect to close the fiscal year favorably. The Committee will look to see if the excess cash can be used to pay down liabilities as we did last year.

10. 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 may request an item be pulled from Items of General Consent for a separate discussion.

A. Minutes for January 12, 2021 Board Meeting

B. Approval of expenditures for January 9, 2021 to February 5, 2021

C. Informational Items:

- Financials
- Correspondence
- Board Business Log
- Integrated Vector Management (IVM) pre-recorded presentations:
not included this period

President Guitron asked if any member of the Board would like to pull any specific item for discussion. There was no further separate discussion.

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

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Guitron, Kunz, Larson, Percy, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Hagerman.

11. Old Business

- A. Discussion and/or approval of Resolution 2021-02, Adopting Employee Pay Schedule, in conformance with California Code of Regulations, Title 2, Sections 570.5 and 571 – **Crystal Moreno, M.S., Human Resources Manager**

Crystal Moreno, M.S., Human Resources Manager, went over the requirements of having a publicly available pay schedule posted on our website as per the California Code of Regulations.

On motion from Trustee Gardner, seconded by Trustee Delgado, and passed by the following roll call votes, the Board of Trustees approved Old Business Item 11A.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Guitron, Kunz, Larson, Percy, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Hagerman.

- B. Approval to renew the annual agreement with Salton Sea Aerial Services, Inc. to conduct both aerial adulticiding and larviciding aerial applications; Budgeted; *Funds Available* – **Roberta Dieckmann, Operations Manager**

Roberta Dieckmann, Operations Manager, explained the need to modify the agreement to contain an all inclusive rate which includes one rates for all applications regardless of time of day, equipment, and labor performed by third parties.

On motion from Trustee Walker, seconded by Trustee Weightman, and passed by the following roll call votes, the Board of Trustees approved Old Business Item 11B.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Guitron, Kunz, Larson, Percy, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Hagerman.

12. New Business

- A. Discussion and or/approval to extend the contract for one year with Fedak & Brown, LLP., for auditing services – **David l'Anson, Administrative Finance Manager**

David l'Anson, Administrative Finance Manager, gave a brief presentation as to the need to extend the contract with Fedak & Brown for one additional year due to the pandemic state and restrictions imposed by it.

On motion from Trustee Weightman, seconded by Trustee Hassett, and passed by the following roll call votes, the Board of Trustees approved New Business Item 12A.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Guitron, Kunz, Larson, Percy, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Hagerman.

- B. Discussion and or/approval for Ames Construction to locate CV Link Temporary Office/ Yard on District Property – **David l’Anson, Administrative Finance Manager**

David l’Anson, Administrative Finance Manager, summarized the lease propososal from Ames Construction to locate a temporary office and yard on a portion of the District’s property. The Board inquired as to the level of insurance and indemnification provisions. The Baord approved the draft agreement and proposal with the ony exception to have legal counsel revisit the insurance limits and revise as/if necessary up to \$5MM.

On motion from Trustee Kunz, seconded by Trustee Gardner, and passed by the following roll call votes, the Board of Trustees approved New Business Item 12B.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Guitron, Kunz, Larson, Percy, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Hagerman.

13. 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 state 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 for Closed Session items.

On motion from Trustee Carnevale, seconded by Trustee Delgado, and passed by the following roll call votes, the Board of Trustees approved to go into Closed Session.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Guitron, Kunz, Larson, Percy, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Hagerman.

Closed Session:

A. Conference with Labor Negotiators pursuant to Government Code Section 54957.6

Agency Designated Representatives: Lena D. Wade, Crystal Moreno, and David I' Anson.

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

B. Conference with Real Property Negotiators pursuant to Government Code section 54956.8.

Property: 83733 Avenue 55, Thermal, California

Agency Negotiator: Jeremy Wittie, General Manager

Negotiating Party: Coachella Valley Unified School District

Under Negotiation: Price and terms of payment

On motion from Trustee Carnevale, seconded by Trustee Hassett, and passed by the following roll call votes, the Board of Trustees approved to go into Closed Session.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Guitron, Kunz, Larson, Percy, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Hagerman.

Upon returning from Closed Session, Lena Wade, General Counsel announced there was no reportable action on any of the above listed Closed Sessions.

14. Comments by General Counsel

None.

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

16. Adjournment - President Guitron adjourned at 7:58 p.m.

Benjamin Guitron
President

Bito Larson
Secretary

DRAFT

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

February 6 - March 5, 2021

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	February 19, 2021	200,821.58	
	Payroll Disbursement	March 5, 2021	190,839.72	
				391,661.30
Pre-Approved Expenditures Utilities/Benefits:				
43367	CalPERS Healthcare Acct	Healthcare Retired/Active 3/2021	79,272.04	
43368	Principal Life Insurance Co.	Dental/Life Insurance 3/2021	9,773.38	
43369	Standard Insurance Company	LTD Premium 3/2021	3,091.00	
43370	Verizon Connect	Contract Services	1,140.00	
43371	Vision Service Plan (CA)	Vision Care Plan 3/2021	916.00	
				94,192.42
Pre-Approved Expenditures less than \$10,000.00:				
43331	AvQuest Insurance Service	Property & Liability Insurance	4,606.00	
43332	Petty Cash Chkng Account Custodian	Petty Cash Checking Replenishment	53.68	
43333	Petty Cash Custodian Diane Greeman	Petty Cash Replenishment	481.96	
43334	Pitney Bowes Purchase Power	Contract Services	65.12	
43336	Advance Imaging Systems	Contract Services	209.01	
43337	Airgas Dry Ice	Dry Ice	185.47	
43338	Association Reserves - Inland Empire, LLC	Professional Services	3,600.00	
43339	Burrtec Waste Industries	Landfill Disposal Services	122.77	
43340	CarQuest Auto Parts	Vehicle Parts & Supplies	1,701.46	
43342	Cintas Corporation #3	Uniform Expense	3,955.81	
43343	CleanExcel	Janitorial Services	6,611.00	
43344	C&R Wellness Works	Employee Assistance Services	567.00	
43345	CSI Ceja Security International	Contract Services	1,075.00	
43346	Daniel's Tire Service	Vehicle Parts & Supplies	2,304.80	
43347	Desert Electric Supply	Repair & Maintenance Supplies	100.01	
43348	Elm's Equipment Rental	Equipment Rental	703.37	
43349	Employee Relations Inc.	Recruitment/Advertising	42.02	
43350	Fedak & Brown, LLP	Professional Fees	620.00	
43351	Indio Emergency Medical Group	Physician Fees	110.00	
43352	Kwik Kleen Of The Desert	Off Site Vehicle Maintenance & Repair	154.00	
43353	Graciela Morales	Tuition Reimbursement	954.00	
43354	Crystal Moreno	Tuition Reimbursement	2,210.00	
43355	NAPA Auto & Truck Parts	Vehicle Parts & Supplies	4,560.11	
43356	Palm Springs Air Conditioning & Refrigeration, Inc.	HVAC Modification	6,800.00	
43357	Pentair Aquatic Eco-Systems, Inc.	Equipment Parts and Supplies	100.05	
43358	Pitney Bowes Global Financial Svcs	Contract Services	305.43	
43359	Praxair Distribution, Inc.	Cylinder Rentals	57.94	
43360	Puretec Industrial Water	Equipment Parts & Supplies	315.51	
43361	Slovak Baron Empey Murphey & Pinkney LLP	Attorney Fees	4,000.00	
43362	SC Commercial LLC dba SC Fuels	Motor, Fuel & Oil	4,973.63	
43363	Veolia ES Technical Solutions, LLC	Operating Supplies	94.28	
43364	Total Compensation Systems, Inc.	Professional Fees	1,710.00	
43365	Waterlogic Americas LLC	Employee Support	213.16	
43366	Waxie Sanitary Supply	Operating Supplies	161.43	
				53,724.02
Cash - California Bank & Trust Checking				
				53,724.02
Cash - California Bank & Trust Checking				
43335	Winner Chevrolet	Capital Equipment Replacement	32,224.53	
43372	U.S. Bank	CalCard 2/22	34,692.78	
				66,917.31
Cash - California Bank & Trust Check Run Total to be Approved				
				66,917.31
Total Expenditures: February 6 - March 5, 2021				606,495.05

Benjamin Guitron, President

Clive Weightman, Treasurer



COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT

📍 43-420 Trader Place, Indio, CA 92201 📞 (760) 342-8287 📠 (760) 342-8110
🌐 www.cvmosquito.org ✉ CVmosquito@cvmvcd.org 📱 @cvmosquito 📺 @CV_mosquito

MOSQUITO AWARENESS WEEK PROCLAMATION

APRIL 18-24, 2021

WHEREAS, the Coachella Valley Mosquito and Vector Control District's ("District") mission is to reduce the risk of disease transmission by mosquitoes and other vectors to protect Coachella Valley residents and visitors; and

The District recognizes that West Nile and St. Louis encephalitis viruses can lead to serious mosquito-borne diseases that can result in debilitating meningitis, encephalitis, or death to people and other wildlife; and

An invasive mosquito species, *Aedes aegypti*, which is capable of transmitting deadly viruses to people has been detected in all Coachella Valley cities and is spreading throughout California; and

A safe and environmentally sound procedure needs to be used in the control of mosquitoes; and

Educational programs have been developed to help the public understand how to protect themselves from mosquito-borne threats by staying indoors when mosquitoes are most active, wearing pants and long-sleeved shirts, using repellents containing EPA-registered active ingredients; and

Educational opportunities to help the Coachella Valley participate in source reduction in their yards have been promoted including removing water-holding containers as small as one tablespoon of water, cleaning fountains and pet dishes regularly, reducing urban drool, and maintaining working pool or pond pumps; and

In the past year, educational programs have necessarily been redesigned to compete in a virtual only presentation realm; and

Adequately funded mosquito and vector control, disease surveillance, and public awareness programs are the best way to prevent outbreaks of mosquito-borne diseases; and

NOW, THEREFORE, the Board of Trustees of the Coachella Valley Mosquito and Vector Control District does hereby proclaim the week of April 18-24, 2021 as

Mosquito Awareness Week 2021

Dated this 9th day of March, 2021.

Benjamin Guitron, President Board of Trustees


BOARD OF TRUSTEES

President BENJAMIN GUITRON IV Indio | **Vice President** DOUGLAS WALKER Palm Desert

Secretary BITO LARSON County at Large | **Treasurer** CLIVE WEIGHTMAN Indian Wells

MARK CARNEVALE Cathedral City | DENISE DELGADO Coachella | GARY GARDNER Desert Hot Springs | DOUG HASSETT La Quinta

DR. DOUGLAS KUNZ Palm Springs | ISAIAH HAGERMAN Rancho Mirage | JANELL PERCY County at Large | JEREMY WITTIE General Manager

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: center;">March 9, 2021</p>
<p>Agenda Item: Consent Calendar</p> <p>Approval of General Manager to participate as a Board member of the Special Districts Association of Riverside County – Jeremy Wittie, General Manager</p>		
<p>Background:</p> <p>The Special Districts Association of Riverside County (SDARC) is an affiliate of the California Special Districts Association. The purpose of the Association is to propose and advocate constructive means for the improvement and functioning of independent Special Districts within the County of Riverside and assist them in providing effective and efficient government that benefits their constituency.</p> <p>The objectives of SDARC are:</p> <ol style="list-style-type: none"> 1. Provide a forum for member districts to discuss and consider issues of importance to special districts 2. Establish a communication network among member districts, other chapters, and other local government agencies 3. Carry out workshops, educational seminars, and programs to benefit member districts 4. Make recommendations on policy, programs, services, and legislation to CSDA Board of Directors 5. Educate the public about the purpose and benefit of local special districts government 6. Carry out joint studies which benefit the special districts in the chapter 7. Serve as the forum for LAFCO Special District Selection Committee. <p>The term for a Board member of SDARC is two years.</p>		
<p>Staff Recommendation:</p> <p>Approval of General Manager to participate as a Board member of the SDARC.</p>		



Special Districts Association of Riverside County

Board:

Dean Wetter
President

Kevin Kalman
Vice-President

Kathleen Jurasky
Secretary

Jeremy Wittie
Treasurer

Danielle Coats
Member

Representing:

Air Quality
Districts

Cemetery
Districts

Fire Protection
Districts

Healthcare
Districts

Joint Powers
Authorities

Library Districts

Mosquito &
Control Districts

Pest Control
Districts

Recreation &
Park Districts

Resource
Conservation
Districts

Sanitary Districts

Water Districts

January 29, 2021

Mr. Jeremy Wittie
Coachella Valley Mosquito and Vector Control District
43420 Trader Place
Indio, CA 92201

RE: SPECIAL DISTRICTS ASSOCIATION OF RIVERSIDE COUNTY - WELCOME

Dear Mr. Wittie:

On behalf of the Board of Directors of the Special Districts Association of Riverside County (SDARC), we are proud to welcome you as the newest member of the Board. Congratulations! We are an energetic and passionate group that reflects our member districts' commitment to public service. Based on your background and qualifications, it is clear that you will bring this same spirit of service to your new role and we look forward to your future contributions to our organization.

As you may know, SDARC is established, at our core, to be a collective of special district professionals and elected officials who are devoted to providing service and opportunities to each of our communities. Our focus, then, is to educate, advocate, and support our membership in fulfilling this worthy cause. In service of that mission, I welcome your feedback and encourage an open dialogue, so if there is an issue or item you would like to discuss with me individually or have brought to the attention of the full Board, please do not hesitate to reach out.

Our next regularly scheduled meeting of the Board of Directors is currently calendared for **April 15, 2021** via Zoom video conference. Typically, our meetings are held in person.

I will also be sending you some materials regarding our affiliation with CSDA and to help assist in orienting you to the new position. Congratulations again and I hope we will be able to welcome you in person very soon!

Sincerely,

Dean Wetter, President
Special Districts Association of Riverside County

PO Box 907, San Jacinto, CA 92581-0907
(951) 357-6449 SpecialDistrictsARC@gmail.com
<https://www.csda.net/about-csda/chapters-networks>

Chapter Bylaws

For The

Special Districts Association of Riverside County

A Chapter of the

California Special Districts Association

Approved: September 13, 2018
Amended: _____
Amended: _____

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Attached: Certificate of Chapter Secretary acknowledging approval of attached Bylaws.

ARTICLE 1: NAME, PURPOSE and OBJECTIVES

Section 1.1 Name

The name of this Chapter shall be the Special Districts Association of Riverside County.

This Chapter is an affiliate of the State office of the California Special Districts Association and hereinafter is referred to as the “Special Districts Association of Riverside County”.

These Chapter bylaws are intended to supplement and be consistent with the California Special Districts Association bylaws, and shall serve to guide the local activities of this Chapter.

Section 1.2 Purpose

It is the purpose of this Chapter to propose and advocate constructive means for the improvement and functioning of Independent Special Districts within the County of Riverside and to assist such Independent Special Districts and their governing bodies to provide an effective and efficient government that will result in benefits to the public and to cooperate with and support CSDA in fulfilling its mission.

Section 1.3 Objectives

The objectives of the **Special Districts Association of Riverside County** Chapter shall be:

- A. To provide a local forum for member districts to discuss and consider issues of importance to special districts.
- B. To establish a communication network among member districts, other chapters, and other local governmental agencies.
- C. To carry out workshops, educational seminars and programs of mutual interest and benefits to member districts.
- D. To make recommendations regarding policy, programs, services and legislation to the Board of Directors of the California Special Districts Association.
- E. To inform the public about the purpose and benefits of local special district government.
- F. To carry out joint studies which benefit the special districts in the Chapter.
- G. To serve as the forum for LAFCO Special District Selection Committee.

Section 1.4 Administrative Office

The administrative office for the transaction of the business of the **Special Districts Association of Riverside County** Chapter is to be the office of the President of the Chapter. The Chapter Executive Committee is granted full power and authority to change the administrative office from one location to another within Riverside County and such change shall not require an amendment of these bylaws.

ARTICLE 2: MEMBERSHIP

Section 2.1 Types of Membership

The two types of memberships available in the Special Districts Association of Riverside County Chapter are Regular Memberships and Partner Memberships. Business Affiliates shall be eligible for Partner Membership.

Section 2.2 Qualifications for Membership

A. Regular Members:

Any independent special district, or Joint Powers Authority (JPA), within the County of Riverside may become a regular member of the Chapter upon a majority vote of the regular membership and upon payment of annual Chapter dues.

Independent special districts are defined to mean districts, exclusive of school districts, which are organized and exist under and by virtue of the laws of the State of California to perform authorized local government services. A special district does not include State, County, City or School District governmental entities.

A JPA is defined as a joint powers authority whose boundaries, in whole or in part, are located within the County of Riverside, and whose board of directors is comprised of at least one special district representative with defined term limits.

Regular members shall maintain membership in good standing with both the California Special Districts Association and the Special District Association of Riverside County. A regular member may attend and participate in all meetings and activities of the Chapter. Regular members shall have voting rights and shall be eligible to hold office in the Chapter.

B. Partner Members:

Any dependent special district whose boundaries, in whole or in part, are within the County of Riverside may become a partner member upon majority vote of the regular membership and payment of Chapter dues.

In addition, any person, government agency or organization that has evidenced interest in the purposes and goals of the Chapter, but is not a special district as defined above, may also become a partner member upon approval of membership and payment of Chapter dues.

Partner members shall not have the right to vote. They shall not serve as officers or members of the Chapter Executive Committee, except when appointed by a majority vote of the Chapter's regular members to serve in that capacity. Partner members may attend and participate in meetings and activities of the Chapter.

Section 2.25 Maintenance of Membership Roll

The **Special Districts Association of Riverside County** Chapter shall maintain a list of all members and shall provide an updated list to the California Special Districts Association at least annually.

Section 2.3 Application for Membership

Application for membership in the **Special Districts Association of Riverside County** Chapter shall be by letter and payment of annual dues. The letter shall include:

- A. Type of membership requested.
- B. Name, address, telephone number, email, or fax of the applicant.
- C. Name of individual who will serve as representative and alternate from the applicant.
- D. Special districts must provide its primary functions and its enabling legislation under state law.
- E. Special districts must provide names of the current governing board members and manager.
- F. Special districts must provide a resolution by the governing board requesting membership.
- G. If applicant is from a non-special district, they must submit a statement of interests and purposes in common with the Chapter.

The application for membership and dues should be sent to the Administrative Office as stated in Article I, Section 4 of these bylaws. The Executive Committee of the Chapter may appoint a Membership Committee to review requests for membership. The Membership Committee may request additional information from the applicant. Upon completion of review, the Membership Committee shall make a recommendation to the general membership. A quorum of the regular membership will approve or disapprove the application upon a majority vote.

Section 2.4 Termination of Membership

Any member owing payment of dues for a period of 90 days after due date shall be notified in writing by the Treasurer of delinquent dues. If such dues continue to be unpaid for an additional 90 days, the member shall automatically cease to be a member of the Chapter. The member shall not be restored to Chapter membership without making written application for reinstatement and payment of delinquent dues to the Board of Directors.

A member district may withdraw membership in the Chapter at any time. A written notice should be sent to the Administrative Office. No refund of dues will be made.

Section 2.5 Meetings of Membership

The membership shall meet on an established basis at a time and place to be determined by the membership or the Chapter President, unless specified otherwise by the Executive Committee.

A. Regular Meetings

Regular meetings of Chapter members shall be held quarterly on the third Monday of the month at a place which has been designated by the members. Written notice of regular meetings providing the time, place and agenda shall be mailed, faxed, or emailed to each member of the Chapter no less than thirty (30) days prior to the meeting.

B. Annual Meeting

The annual meeting of Chapter membership shall be held in April of each year at such place determined by the members for the purpose of electing Officers. Written notice of the annual meeting, providing the time, place and agenda, shall be mailed, faxed or emailed to Chapter members no less than thirty (30) days prior to the date of the meeting.

C. Special Meetings

Special meetings of the Chapter membership may be called at any time by the President upon request of 51% Chapter members. Written notice of a special meeting, providing the time, place and agenda, shall be mailed, faxed or emailed to each member of the Chapter at least 72 hours before the time set for the meeting.

Section 2.6 Rules Governing Membership Meetings

A. Rules of Order

The Chapter may adopt Rules of Order to govern the meetings of the members insofar as such rules are not inconsistent or in conflict with these Bylaws or the Articles of Incorporation for the State office of the California Special Districts Association.

B. Agenda Items

Any active member of the Chapter may place an item on the agenda for future meetings. The item must be submitted in writing to the President at least two weeks prior to the meeting. Emergency items may be added to the agenda with less notice when approved by the President prior to the meeting.

C. Insurance Liability

Each member district shall provide insurance that covers the member district's employees while engaged in Chapter business. There shall be no liability assumed by the agency hosting any meetings.

ARTICLE 3: VOTING RIGHTS

Section 3.1 Quorum of Membership

A quorum for all meetings of the membership shall consist of (50) percent plus one (1) of the Chapter's regular membership who are in good standing present at any meeting where a notice and agenda have been mailed, faxed or emailed not less than 14 days in advance of the meeting date to all member district.

Section 3.2 Regular Membership Voting Rights

A. One Vote Per Member District

Each regular member district shall be entitled to one (1) vote on all matters brought before the Chapter membership.

B. Official Voting Representative

The governing body of each regular member district shall designate, in writing, to the Chapter Secretary, one representative who shall exercise the district's right to vote, and one alternate who shall have the right to vote in the absence of the assigned voting representative. The vote of the district shall be cast by the designated representative of the district or the alternate member of the district.

If several members of a special district are in attendance, and no designated voting representative has been selected, they shall select one representative for voting purposes which may include a member of a Board of Directors or an administrator from a member district.

C. Proxy Votes

Proxy votes shall not be permitted.

D. Partner Members Votes

Partner members shall not have the right to vote on any matter before the Special Districts Association of Riverside County Chapter.

Section 3.3 Member in Good Standing

Any independent special district member that has paid their annual dues to both the State office of the California Special Districts Association and the Chapter shall be entitled to vote as a regular member in good standing. Likewise, any member district that has not paid their annual dues shall not be in good standing and shall not be entitled to vote on matters before the **Special Districts Association of Riverside County** Chapter.

Partner members that have paid their annual dues to the Chapter are in good standing and, while not allowed to vote on any issues, are able to participate in the operations and activities of the Chapter.

Section 3.4 Written Ballots

The Chapter Executive Committee may, in its discretion, authorize the voting upon any item by written ballot. The ballot must be mailed to each regular member 30 days in advance of the voting deadline. The ballot must specify the item, the time and the date when such written ballot must be returned to the President of the Chapter.

ARTICLE 4: CHAPTER FINANCES

Section 4.1 Annual Dues

Annual dues shall be established following a recommendation from the Executive Committee at any regular meeting by a majority vote of eligible regular members present and shall become effective November 1 of the following year.

All members shall pay dues established annually by the membership.

The annual dues of One Hundred Dollars (\$100.00) shall be due and payable on or before the first day of December of each calendar year and shall be delinquent January of each calendar year. Any member found to be delinquent in payment of dues for more than 180 days shall cease to be a member of the Chapter.

New members shall pay their annual dues at the same time they are approved for membership into the Chapter. Membership dues for new members shall be pro-rated for the initial first year only.

Section 4.2 Budget

The Executive Committee shall determine and recommend the annual budget, upon which the annual dues shall be based.

Section 4.3 Additional Funds

Any additional funds required by the Chapter in the conduct of its routine business shall be raised on a vote by a majority of regular members at a regular and properly noticed meeting.

Assessments for specified and approved purposes may be levied on the members, and members shall be subject to or liable for the payment of any assessment or levy, in addition to the payment of regular dues, upon approval of such assessment by 2/3 of the Regular Membership at a regular and properly noticed meeting.

Section 4.4 Chapter Liability

Neither CSDA nor a member of the **Special Districts Association of Riverside County** Chapter is individually or personally liable for the debt, liabilities or obligations of the **Special Districts Association of Riverside County** Chapter.

Section 4.5 Annual Review

An annual review of all receipts and disbursements during the previous year showing the opening and closing balances shall be prepared by the Treasurer or a designee. Copies of the review shall be available to all Chapter members and filed with the President of the Chapter.

ARTICLE 5: CHAPTER ADMINISTRATION

Section 5.1 Officers

The officers of the **Special Districts Association of Riverside County** Chapter shall be a President, Vice-President, Secretary and Treasurer and Immediate Past President.

The President may appoint additional officers and committee chairman as may be necessary to carry out the business of the Chapter.

For the orderly and efficient conduct of duties, the Chapter, by majority vote of the regular membership, may appoint a specified member district to serve as the Secretary and/or Treasurer. If necessary, the Chapter may choose to designate an associate member to serve as the Secretary and/or Treasurer.

Section 5.2 Term of Office

Each officer shall serve for a term of two (2) year(s).

Any officer may be re-elected to succeed him/herself.

Each officer can hold only one office at a time but may rotate from office to office if elected by the regular membership.

Each officer shall hold his office until he resigns, is disqualified to serve or until his successor shall be elected or appointed.

Section 5.3 Qualification for Office

Each officer shall, at the time of elections, at the time of office and throughout the term of office, be a representative of a member district.

Each officer must represent a district deemed to be in good standing.

No member district shall have more than one representative from the district serve as an officer of the Chapter at the same time.

Section 5.4 Nomination and Election of Officers

The Chapter President shall activate the Nominating Committee at the November meeting. The Nominating Committee may be comprised of both regular and partner members.

The Nominating Committee shall present their nominations at the February meeting. The Nominating Committee shall also accept nominations from the floor at that time.

At the April membership meeting, any member through its designated representative may nominate a qualified member from the floor for office to be filled at the election. If such a nominee is elected, the individual shall be eligible to take office only after filing with the Chapter a copy of a motion or resolution adopted by the Board of Directors of the individual's district supporting such an election.

After accepting any further nominations from the floor, the Nominating Committee will conduct the election. The candidates receiving a majority of votes shall be considered elected.

The newly elected officers shall take office at the August meeting.

Section 5.5 Vacancies

In the event that any officer at the time of taking office, or during the term of office, is no longer qualified to serve as an officer of the Chapter, the office shall become vacant and said vacancy shall be filled in a manner provided in Section 5.4.

In the event of a vacancy in the office of President, the Vice President shall assume all presidential duties.

The assumption of the office of President by the Vice President shall constitute a vacancy in the office of the Vice President. The new vacancy shall in turn be filled by a nomination and vote of the membership present at the next regular Chapter meeting.

The Vice President moving into the office of President or elected to complete an unexpired term of Vice President may be elected by the membership to a subsequent full term.

A vacancy in the office of Secretary or Treasurer shall be filled by nomination and election at the next regular meeting.

Section 5.6 Removal of Officers

Officers of the **Special Districts Association of Riverside County** Chapter may be removed, with or without cause, at any meeting of the general membership by the affirmative vote of a majority of the membership.

ARTICLE 6: DUTIES OF CHAPTER OFFICERS

Section 6.1 President

The President shall preside at all Chapter and Executive Committee meetings. The President shall have the power to appoint any Committee and Committee Chairman deemed advisable or authorized by a vote of the Executive Committee or the

membership. The President shall provide a meeting agenda to the Secretary or their designee for mailing to the membership and shall perform any other duties as may be required of the office. The President shall be an ex-officio member of all Chapter committees except the Nominating Committee. The President shall be the official spokesperson for the Chapter and the official Chapter representative to all California Special Districts Association meetings.

Section 6.2 Vice President

The Vice President shall perform all the duties of President in the absence of the President. It shall be the Vice President's responsibility to assist the President in every way possible to further the goals of the Chapter. The Vice President shall be elevated to the office of President at the end of their term and shall also be an ex-officio member of all Chapter Committees except the Nominating Committee.

Section 6.3 Secretary

The Secretary shall keep or caused to be kept at the principal office of the Chapter a complete record of all membership and all meetings. The Secretary will prepare or caused to be prepared and mail, email or fax an agenda to the membership prior to the next meeting and the minutes of the previous meetings

Section 6.4 Treasurer

The Treasurer shall collect and keep an accurate accounting of all Chapter funds and financial transactions. The Treasurer shall disburse funds as directed by the Executive Committee. The Treasurer will prepare a financial report for every Chapter meeting.

Two (2) signatures shall be required from any member of the Executive Committee to disburse Chapter funds. It shall be the responsibility of the Treasurer to obtain and maintain the authorized signatories cards required on the Chapter bank account(s) whenever there is a change in Chapter officers.

Prior to leaving office, all financial records and a complete statement of receipts and disbursements shall be submitted to the President.

Section 6.5 Immediate Past President

The Immediate Past President shall serve as the Parliamentarian of the Chapter and shall make final decision on all matters of parliamentary procedure when called upon to do so by the President.

Section 6.6 Executive Committee

The Executive Committee shall consist of the President, Vice President, Secretary, Treasurer and Immediate Past President.

It is the purpose of the Executive Committee to meet and provide leadership to the Chapter on issues requiring policy decisions. The Executive Committee may take positions on behalf of **Special Districts Association of Riverside County** Chapter under certain emergency circumstances such as a request from the State office of the

California Special Districts Association or a quorum of the Executive Committee make a recommendation for a Chapter position and time is of the essence. If the Executive Committee takes a position on behalf of the Chapter, a notice of said position will be distributed to Chapter members within 72 hours and be presented for ratification at the next regularly scheduled Chapter meeting.

Each member of the Executive Committee shall have one vote.

At the annual meeting of each year, the Executive Committee shall present an audit of fund expenditures. The Executive Committee shall also recommend the annual budget and Chapter goals and objectives. The President may convene the Executive Committee as necessary. Minutes of any Executive Committee meeting will be presented to the Chapter membership at the next regular meeting.

ARTICLE 7: CHAPTER COMMITTEES

Section 7.1 Standing Committees

The following committees are established as permanent standing committees of the **Special Districts Association of Riverside County Chapter**. Committee members may include both regular and partner members. The chairperson and members shall hold office until replaced or changed by the Chapter President.

A. Nominating Committee

The Nominating Committee shall consist of three members. Members are appointed by the Chapter President at the February regular meeting and shall present their nominations for officers at the April meeting. The Nominating Committee shall conduct and oversee the Chapter elections.

B. Legislation Committee

The Legislation Committee shall receive, review and make recommendations on all legislation of interest to the Chapter membership that is presented for enactment during the state legislative sessions.

The Special Districts Association of Riverside County Chapter shall not publish a legislative position or a position on a valid initiative that is in opposition to one taken by the California Special Districts Association. However, the Chapter may approve such a position for internal purposes at the Chapter-level and recommend the position to the statewide association. Moreover, individual special district members are not precluded from adopting their own respective positions on pending legislation and/or ballot initiatives affecting special districts.

C. Local Government Committee

The Local Government Committee shall maintain liaison with city governments, county government and other organizations by tracking and reporting to the

Chapter related issues and activities. This committee shall further be responsible to facilitate the special district selection process for the purpose of LAFCo.

Section 7.2 Other Chapter Committees

The Chapter President shall appoint other committees and committee chairmen as determined necessary to carry out the work of the Chapter.

Committees shall not commit Chapter funds without prior approval from the Executive Committee.

ARTICLE 8: AFFILIATIONS

Section 8.1 State Office of California Special Districts Association

The **Special Districts Association of Riverside County** shall be a separate legal entity in Riverside County in support of the purposes and in cooperation with the activities of the State office of the California Special Districts Association.

The Chapter will encourage each of its Partner members to become a member of the California Special Districts Association.

ARTICLE 9: AMENDMENTS TO CHAPTER BYLAWS

Section 9.1 Notification of Change

The **Special Districts Association of Riverside County** Chapter shall have the power at any time to alter, amend or revise these Bylaws.

The requested change must be submitted in writing to the Secretary who shall notify all members of the proposed amendment change not less than 14 days before the next regular membership meeting at which the proposed amendment will be voted upon.

Chapter bylaws and amendments to Chapter bylaws are subject to approval by the board of directors of the State office of the California Special Districts Association.

Section 9.2 Voting Requirements

Voting by the regular membership is required for changes to the bylaws.

Any alteration, amendment or revision to the bylaws require a two thirds (2/3) vote of the Chapter membership at a duly noticed meeting to implement any proposed bylaw change.

Unless otherwise stipulated, all amendments to the bylaws shall become effective immediately following approval by the State office of the California Special Districts Association Chapter and the Chapter membership.

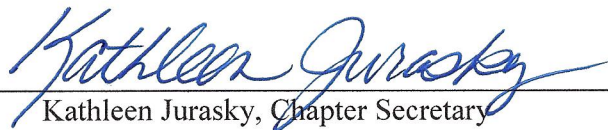
Certificate of Chapter Secretary:

I, the undersigned, do hereby certify:

(1) That I am the duly elected Secretary of **Special Districts Association of Riverside County** Special Districts Association Chapter, and

(2) That the foregoing Bylaws, comprising of 15 pages, constitute the Bylaws of said Chapter as duly adopted at a meeting of its membership.

In Witness whereof, I hereunto subscribe my name this 13th day of September, 2018.


Kathleen Jurasky, Chapter Secretary

Therefore, any conflict between Chapter bylaws and California Special District Association bylaws shall be resolved in favor of the CSDA bylaws. Any article or section not expressly cited herein shall be read as the CSDA articles or section without modification.

CHAPTER AFFILIATION AGREEMENT

THIS AGREEMENT (the "Agreement") is made this 25th day of September, 2018, by and between **California Special Districts Association**, a 501(c)(6) California nonprofit corporation, with its principal place of business at 1112 I Street, Suite 200, Sacramento, CA 95814 ("CSDA"), and **Special Districts Association of Riverside County (SDARC)**, an unincorporated business association, with its principal place of business at 901 W. Esplanade Ave., San Jacinto, CA (hereinafter "Chapter").

RECITALS

A. CSDA is a California nonprofit public benefit corporation representing different types of special districts which provide a wide variety of public services to California communities. The purposes and objectives of the CSDA are to advance the vital public interest in effective, efficient and responsive local government, specifically by providing educational, legislative advocacy, financing, and insurance services to California special districts;

B. Chapter desires to obtain the right to use CSDA's name, logo, membership mailing list, endorsement, technical assistance and staff support and other CSDA Intellectual Property in connection with Chapter's activities including conducting programs for the continuing education of special district officials and employees, research projects on local special district issues of concern to Chapter's member special districts, legislative outreach on legislative issues of importance to individual chapters and their members, and supporting chapter outreach programs to educate the public about the operations of special districts within the jurisdictional boundaries of the Chapter (hereinafter the "Chapter Program");

C. CSDA is willing to provide its endorsement and technical support services to Chapter and permit Chapter to use its name, logo, membership list and other Intellectual Property in connection with the operation of the Chapter Program, on the terms and conditions specified in this Agreement.

D. The Boards of Directors of CSDA and Chapter hereby reaffirm that the relationship of CSDA and Chapter to each other is that of Licensee and Licensor. This agreement is not intended by the parties to create any association, joint venture, partnership, or agency relationship of any kind between CSDA and Chapter. Neither CSDA nor Chapter is authorized to incur any liability, obligation or expense on behalf of the other, to use the other's monetary credit in conducting any activities under this Agreement, or to represent that CSDA is in the business of providing services comprising the Chapter Program, other than CSDA's endorsement and technical support of the Chapter Program. It is the intent of both CSDA and Chapter that the terms and conditions of this Agreement be interpreted to advance the stated intent of the parties to remain autonomous organizations, each seeking to fulfill its respective stated mission and offer programs that accomplish each party's business goals and objectives.

AGREEMENT

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and agreements set forth herein, the parties hereby agree as follows:

I. License of Intellectual Property.

A. Definition of Intellectual Property.

1. "Intellectual Property" of CSDA includes, but is not limited to use of its name (to include both "California Special Districts Association" and the "CSDA" acronym), logo, and membership mailing and electronic mail list with respect to past, current or prospective members of CSDA located within Chapter's

geographic area; copyrighted, trademarked or proprietary information and materials prepared by CSDA and provided by CSDA to Chapter pursuant to the provisions of this Agreement; and all other Intellectual Property rights including the know-how, licenses, trade secrets, proprietary programs and processes of CSDA.

B. Limited License of Name, Logo, Membership Mailing List and Intellectual Property.

1. CSDA hereby grants a conditional, revocable, nonexclusive license to Chapter to use its name, acronym, logo, membership mailing list, and other Intellectual Property in connection with Chapter's operation of the Chapter Program. In addition, CSDA hereby agrees to provide its public endorsement of the Chapter Program. Chapter hereby accepts the grant of such license and the endorsement of its Chapter Program.

2. Chapter agrees that the license granted hereunder, the promotion and endorsement of the Chapter Program, and the usage of CSDA's name, logo, membership mailing list, and other Intellectual Property shall be restricted to the operation and promotion of the Chapter Program to existing and potential members of the Chapter. Chapter further agrees to protect the name and goodwill of CSDA throughout the term of this agreement.

3. Chapter agrees that it shall not use, or permit any person or entity other than Chapter members to use, CSDA's name, logo, membership mailing list, and other Intellectual Property, for any purpose without the prior written consent of CSDA. Chapter further agrees to keep CSDA's membership mailing list in strict confidence and to not sell or disclose such mailing list or its contents to any third party in any manner, except with the prior written consent of CSDA.

4. Upon termination or expiration of this Agreement, Chapter shall: (i) immediately cease utilization of CSDA's name, logo, membership mailing list, and other Intellectual Property in connection with the Chapter Program or for any other purpose; (ii) immediately return to CSDA all originals and copies of CSDA's name, logo, membership mailing list, and other Intellectual Property (whether in printed, electronic, recorded, or other tangible form); and (iii) discard or destroy all copies thereof.

C. Review and Approval. In order to protect the reputation and goodwill of CSDA, Chapter shall provide CSDA with the right to review and pre-approve all uses of CSDA's name, logo, membership mailing list, and other Intellectual Property or any portion thereof, by chapter and its member districts and agents. Chapter shall submit to CSDA a copy of the intended use of CSDA's name, logo, membership mailing list, and other Intellectual Property or proposed endorsement materials to CSDA. CSDA shall have ten (10) days to approve or disapprove such use by the Chapter of the proposed materials. If CSDA fails to respond within ten (10) days of receipt of such materials, their silence shall be deemed approval of the Chapter's proposed use.

D. Conditions to Limited License of Intellectual Property.

This Limited License of Intellectual Property is granted by CSDA to Chapter subject to satisfaction of each and all of the following conditions.

1. Chapter must provide copies of its bylaws to CSDA for review and approval for consistency with the Articles of Incorporation and bylaws of CSDA. Receipt and approval of the Chapter's bylaws CSDA is confirmed by execution of this Agreement. Chapter agrees to provide copies of all amendments to the bylaws of the Chapter to CSDA during the term of this Agreement.

2. Chapter agrees to comply with those requirements specified in CSDA bylaws regarding Chapters.

3. Chapter shall comply with all federal, state and local laws, regulations and ordinances.

4. Chapter will establish membership requirements that are based on guidelines established by the CSDA bylaws. (Exhibit A)

5. Chapter agrees to appoint a Communications Liaison to facilitate communication between Chapter and CSDA. The Communications Liaison shall be a member district of both the Chapter and CSDA.

II. Description of Services.

CSDA shall provide the following services to Chapter pursuant to the terms and conditions of this Agreement: (1) provide training and assistance in issues regarding governance and operations of the Chapter and its member districts including but not limited to leadership training, district training certification, and legislative updates. In addition, CSDA shall provide the Chapter access to services of its endorsed business affiliates for supplemental services which may be of value to individual special district Chapter members; (2) CSDA agrees to promote Chapter activities in its regular communications to all CSDA members.

Chapter agrees to provide the following services pursuant to the terms and conditions of this Agreement: (1) conduct educational, outreach and other programs and activities the purposes of which do not conflict with the stated purposes of CSDA; (2) agrees to periodically inform its members of CSDA programs, activities, services and legislative alerts; (3) Chapter agrees to maintain regular communication with CSDA and share general information of interest to both parties; and (4) Chapter agrees that it will not, during the term of this Agreement, represent itself as a Chapter of CSDA and publish a legislative position or a position on a valid initiative that is in opposition to one taken by CSDA. This representation does not preclude individual special district members of the Chapter from taking their own respective positions on pending legislation and/or ballot initiatives affecting special districts.

III. Confidential Information.

A. Both CSDA and Chapter may disclose certain confidential information and trade secrets ("Confidential Information") concerning the operations of their respective businesses in connection with entering into this Agreement and performing their obligations herein. Such Confidential Information includes, but is not limited to the manner and terms under which services are provided or will be provided to their respective members. Each party agrees, on behalf of itself and its members, and other persons to whom disclosure of the Confidential Information is permitted hereunder, to keep confidential, and not use, disclose or publish the Confidential Information other than as permitted under the terms of this Agreement.

B. Each party acknowledges and agrees that the Confidential Information of the other parties is confidential and proprietary, and that any and all Confidential Information shall remain strictly confidential among the parties, and shall not be disclosed, used or published except as specifically permitted under the terms of this Agreement

C. The parties' obligations under this Article shall survive the termination of this Agreement. In addition, upon termination or revocation of the license contemplated hereunder, or upon expiration or earlier termination of this Agreement, all Confidential Information transmitted to the receiving party by the disclosing party and any copies thereof made by the receiving party will be destroyed or, at the disclosing party's written request, promptly returned to the disclosing party.

IV Term and Termination. This Agreement shall be effective as of the date and year first above written and shall remain in full force and effect until terminated at any time by either party, without cause, upon

giving to the other party not less than sixty (60) working days' prior written notice of an election to terminate this Agreement. Failure by Chapter to comply with the conditions for issuance of the limited license specified in Sections 1B, 1C and 1D hereof may lead to suspension or revocation of this license by CSDA. Upon termination of this Agreement, the license granted hereby shall be deemed to have been revoked by CSDA.

V. Indemnification and Insurance.

A. Indemnification.

1. Except as otherwise provided in this Agreement, each party shall indemnify, defend, and hold harmless the other party, and its governing board, officers, employees, agents and representatives, from and against any and all liabilities, obligations, losses, damages, penalties, fines, claims, actions, suits, costs and expenses, (including legal fees and expenses) of any kind whatsoever, asserted against, incurred or suffered by the other party, or its governing board, officers, employees, agents or representatives, by reason of personal injury or property damage resulting in any way from: (a) any negligent or intentional act by it or any of its officers, employees, agents or representatives in the performance of services or obligations hereunder; or (b) any negligent omission or failure to act when under a duty to act on its part or the part of any of its officers, employees, agents or representatives in the performance of services or obligations hereunder.

B. Insurance. In order to assure the indemnity described in this Section both CSDA and Chapter shall, at its sole expense, carry and keep in full force and effect at all times during the Term of this Agreement a liability insurance policy with a single limit of at least 1 million dollars (\$1,000,000) to cover potential liability to third parties arising from the operation of the Chapter Program. Each party shall name the other party as an additional insured on such insurance policy, and such insurance policy shall contain a provision by which the insurer agrees that such policy shall not be cancelled except after thirty (30) days written notice to Association. Each party shall provide to the other, within thirty (30) days of the commencement of the initial Term of this Agreement, a copy of the certificate evidencing such insurance policy. The indemnification under this Agreement shall in no way be limited by the extent of insurance coverage. The provisions of this Section shall survive any termination or expiration of this Agreement.

1. As an alternative to providing an insurance policy pursuant to Section V.B., Chapter may assure the indemnity obligations specified in Section V.A. by providing a written certificate from each member district of Chapter certifying that all employees of such Chapter member district participating in Chapter activities as part of the Chapter Program, are acting within the course and scope of their duties for the individual Chapter member, and that the individual Chapter member's insurance policies provide general liability coverage for all such member district employees participating in Chapter activities. (Exhibit B)

VI. MEDIATION.

(a). The Parties agree to mediate any dispute or claim arising between them out of this Agreement, or any resulting transaction, before resorting to arbitration or court action. Mediation fees, if any, shall be divided equally among the parties involved. If, for any dispute or claim to which this paragraph applies, any party commences an action without first attempting to resolve the matter through mediation, or refuses to mediate after a request has been made, then that party shall not be entitled to recover attorney fees, even if they would otherwise be available to the party in any such action.

VII. Warranties. Each party covenants, warrants and represents that it shall comply with all laws and regulations applicable to this Agreement, and that it shall exercise due care and act in good faith at all times in performance of its obligations under this Agreement. The provisions of this Section shall survive any termination or expiration of this Agreement.

VIII. Waiver. Either party's waiver of, or failure to exercise, any right provided for in this Agreement shall not be deemed a waiver of any further or future right under this Agreement.

IX. Governing Law. All questions with respect to the construction, performance and enforcement of this Agreement, and the rights and liabilities of the parties hereunder, shall be determined in accordance with the laws of the State of California. Any legal action taken or to be taken by either party regarding this Agreement or the rights and liabilities of parties hereunder shall be brought only before a federal, state or local court of competent jurisdiction located within the State of California. Each party hereby consents to, and agrees not to contest, the jurisdiction of the federal, state and local courts located within the State of California.

X. Headings. The headings of the various paragraphs hereof are intended solely for the convenience of reference and are not intended for any purpose whatsoever to explain, modify or place any construction upon any of the provisions of this Agreement.

XI. Assignment. This Agreement may not be assigned, or the rights granted hereunder transferred or sub-licensed, by either party without the express prior written consent of the other party.

XII. Heirs, Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of each party, its subsidiaries, affiliates, related entities, partners, agents, officers, directors, employees, heirs, successors, and assigns, without regard to whether it is expressly acknowledged in any instrument of succession or assignment.

XIII. Counterparts. This Agreement may be executed in one (1) or more counterparts, each of which shall be deemed an original and all of which taken together shall constitute one (1) and the same instrument.

XIV. Entire Agreement. This Agreement: (i) constitutes the entire agreement between the parties hereto with respect to the subject matter hereof; (ii) supersedes and replaces all prior agreements, oral and written, between the parties relating to the subject matter hereof; and (iii) may be amended only by a written instrument clearly setting forth the amendment(s) and executed by both parties.

XV. Independent Agreement. This Agreement is an independent agreement which is not in any way contingent upon or related to any other contractual obligations of the parties. The royalties and price discounts provided by Company herein are solely in consideration for the license of Association's name, logo and membership mailing list.

XVI. Severability. All provisions of this Agreement are severable. If any provision or portion hereof is determined to be unenforceable in arbitration or by a court of competent jurisdiction, then the remaining portion of the Agreement shall remain in full effect.

XVII. Notice. All notices and demands of any kind or nature that either party to this Agreement may be required or may desire to serve upon the other in connection with this Agreement shall be in writing and may be served personally, by certified mail, or by commercial overnight courier (e.g., Federal Express), with constructive receipt deemed to have occurred 3 calendar days after the mailing or sending of such notice, to the following addresses:

If to CSDA: California Special Districts Association
 1112 I Street, Suite 200
 Sacramento, CA 95814
 Attn.: Neil McCormick, Executive Director

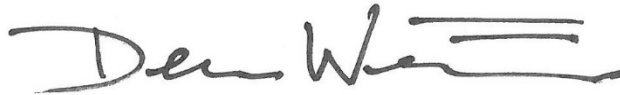
If to Chapter: Special Districts Association of Riverside County
 PO Box 907
 San Jacinto, CA 92581
 Attn.: Board President

* * * * *

IN WITNESS WHEREOF, the parties hereto have caused duplicate originals of this Agreement to be executed by their respective duly authorized representatives as of the date and year first above written.

California Special Districts Association
Contact: Neil McCormick, Executive Director
1112 I Street, Suite 200
Sacramento, CA 95814
T – 916.442.7887

By: _____
Neil McCormick
Executive Director
Date: _____



By: _____
Dean Wetter, President
Date: September 14, 2018

Exhibit A

ARTICLE VIII – LOCAL CHAPTERS

Section 1. Purpose:

The purpose of local chapters is to provide a local forum of members for the discussion, consideration and interchange of ideas concerning matters relating to the purposes and powers of special districts and the CSDA.

The local chapters may meet to discuss issues bearing upon special districts and the CSDA. The chapters may make recommendations to the CSDA's Board of Directors.

Section 2. Organization:

The regular voting members of CSDA are encouraged to create and establish local chapters. In order to be recognized as a CSDA Chapter, each Chapter must approve and execute a Chapter Affiliation Agreement in order to obtain the right to use the CSDA name, logo, membership mailing list, intellectual property, endorsements, and CSDA staff support and technical assistance in conducting Chapter activities. The terms and conditions of the Chapter Affiliation Agreement are incorporated herein by this reference.

Each chapter formed prior to August 1, 2011, including but not limited to the following chapters must have at least one CSDA member in their membership at all times: Alameda, Butte, Contra Costa, Kern, Marin, Monterey, Orange (ISDOC), Placer, Sacramento, San Bernardino, San Diego, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara and Ventura. Such existing chapters may include as members local organizations, districts and professionals who are not members of CSDA.

New chapters formed after August 1, 2011, are required to have 100 percent of their special district members be current members of CSDA in order to be a chapter affiliate of CSDA. Such local chapters may include members of local organizations and professionals who are not members of CSDA.

Local chapters shall be determined to be affiliates of the CSDA upon approval and execution of the Chapter Affiliation Agreement by the local chapter and approval and ratification of the Chapter Affiliation Agreement by the CSDA Board of Directors. The chapters shall be required to provide updated membership lists to the CSDA at least annually.

CSDA and its local chapters shall not become or be deemed to be partners or joint ventures with each other by reason of the provisions of these Bylaws or the Chapter Affiliation Agreement.

Section 3. Rules, Regulations and Meetings:

Each local chapter shall adopt such rules and regulations, meeting place and times as the membership of such local chapter may decide by majority vote. Rules and regulations of the local chapter shall not be inconsistent with the Articles of Incorporation or Bylaws of CSDA.

Section 4. Financing of Local Chapters:

No part of CSDA's funds shall be used for the operation of the local chapter affiliates. CSDA is not responsible for the debts, obligations, acts or omissions of the local chapters.

Section 5. Legislative Program Participation:

Local chapters may function as a forum in regard to federal, state and local legislative issues. The chapters may assist CSDA in the distribution of information to their members.

Certificate for Liability Coverage


The undersigned, being duly authorized to execute this Certificate on behalf of the Board of Directors of _____ (name of special district) (hereinafter the "District") hereby affirm the following:

1. That the participation by employees and members of the Board of Directors of District in the meetings and activities conducted by the Special Districts Association of Riverside County Chapter of the California Special Districts Association have been authorized by the District's Board of Directors; and that the Board of Directors has found such activities constitute activities in the course and scope of such individual's employment with or position of director with the District.

Name (Please Print)

Signature

Date

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>March 9, 2021</p>
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Agenda Item: Consent Calendar

Annual Statement of Economic Interests – **Graciela Morales, Human Resources Specialist**

Background:

The Political Reform Act of 1974 requires that any position designated in an agency's Conflict of Interest Code must file an annual Statement of Economic Interests (Form 700). All individuals listed in positions in our District's Conflict of Interest Code are required to file a Form 700 with the County of Riverside.

As the filing official for our District, I am responsible for distributing the attached Form 700 to each designated filer and filing them with the County Clerk.

Please submit your completed Form 700 and schedules (if applicable) to me by 2 p.m. on Friday, March 12, 2021.

You may complete/send the form (s) electronically to me, but I must receive your original-signature on the paper form (Statement of Economic Interests Cover Page). If you will be mailing your form/paperwork to me, please allow sufficient time for mailing.

If you already file a Form 700 with another agency, city, and/or organization, you can submit copies of the paperwork that accompany the Form 700 Cover Page, but I still need a mailed, original signature on the Form 700 Cover Page.

Instructions are included with the form, but if you need more assistance in completing it, help is available on the Fair Political Practices Commission website www.fppc.ca.gov or by calling the toll-free helpline 1-866-ASK-FPPC.

Please contact me with any questions you may have.



INFORMATIONAL ITEMS

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended February 28, 2021
PRELIMINARY

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	13,879,194	(902,143)	12,977,051
CASH	94,232	12,982	107,214
INVESTMENTS & CASH	13,973,426	(889,161)	13,084,265
CURRENT ASSETS	1,537,814	(49,574)	1,488,240
FIXED ASSETS	10,177,671	-	10,177,671
OTHER ASSETS	5,511,357	-	5,511,357
TOTAL ASSETS	31,200,268	(938,734)	30,261,534
TOTAL LIABILITIES	5,999,007	(271,148)	5,727,859
TOTAL DISTRICT EQUITY	25,201,261	(667,586)	24,533,675
TOTAL LIABILITIES & EQUITY	31,200,268	(938,735)	30,261,534
RECEIPTS		\$ 18,815	
CASH DISBURSEMENTS			
Payroll	\$ 382,113		
General Admin	\$ 526,165		
Total Cash Disbursements		\$ (908,277)	
NON-CASH ENTRIES:		\$ (49,272)	
Accrual Modifications -			
Changes in A/P, A/R & Pre-paid insurance			
Change during Month - Excess of Cash over		\$ (938,734)	
Receipts & Non-Cash Adjustments			

CVMVCD

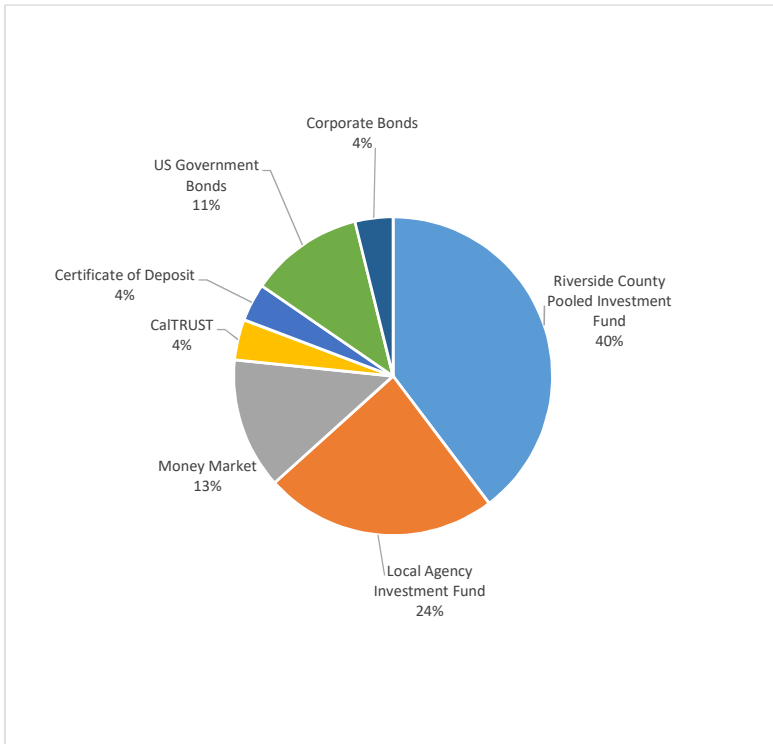
Cash Journal - deposits
From 2/1/2021 Through 2/28/2021

<u>Effective ...</u>	<u>Transaction Description</u>	<u>Deposits</u>	<u>Payee/Recipient Name</u>
2/28/2021	February Receipts	59.22	California Bank & Trust
2/28/2021	February Receipts	<u>18,755.71</u>	Riverside County
Report Total		<u>18,814.93</u>	

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
INVESTMENT FUND BALANCES AS OF FEBRUARY 28, 2021**

INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	General Fund	Thermal Capital Fund	Capital Equipment Replacement Fund	Capital Facility Replacement Fund	BALANCE
LAIF	Common Investments			0.41%	2,766,366	16,811	66,135	218,411	\$ 3,067,723
Riverside County	Funds 51105 & 51115			0.35%	4,645,878	28,233	111,068	366,803	\$ 5,151,983
CalTRUST	Medium Term Fund			0.20%	480,776	2,922	11,494	37,958	\$ 533,150
CA Bank & Trust	Market Rate			0.09%	1,556,626	9,460	37,214	122,899	\$ 1,726,199
BMW Bank	Certificate of Deposit	11/20/2020	11/20/2025	0.50%			59,760	189,240	\$ 249,000
State BK of India	Certificate of Deposit	11/23/2020	11/24/2025	0.55%			59,760	189,240	\$ 249,000
Federal Home Ln	US Government Bonds	11/24/2020	11/24/2025	0.63%			180,000	570,000	\$ 750,000
Federal Natl Mtg Assn	US Government Bonds	11/25/2020	11/25/2025	0.63%			180,000	570,000	\$ 750,000
Bank Amer Corp	Corporate Bonds	11/25/2020	11/25/2025	0.65%			120,000	380,000	\$ 500,000
Total Investments					9,449,646	57,425	825,431	2,644,552	\$ 12,977,055

**PORTFOLIO COMPOSITION AS OF FEBRUARY 28, 2021
WEIGHTED YIELD 0.37%**



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
February 28, 2021

	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									
400C Property Tax - Current Secured	4,094,440	2,128,989	2,212,579	83,591	0	0	0	(1,881,860)	(46)%
401C Property Tax - Curr. Supplmntl	31,160	0	22,636	22,636	0	0	0	(8,524)	(27)%
402C Property Tax - Curr. Unsecured	167,217	162,282	163,867	1,585	0	0	0	(3,350)	(2)%
403C Homeowners Tax Relief	37,173	18,587	18,713	126	0	18,713	18,713	(18,460)	(50)%
407C Property Tax - Prior Supp.	27,926	0	23,271	23,271	0	0	0	(4,656)	(17)%
408C Property Tax - Prior Unsecured	8,891	0	0	0	0	0	0	(8,891)	(100)%
409C Redevelopment Pass-Thru	4,659,669	2,349,871	2,772,085	422,214	0	43	43	(1,887,585)	(41)%
452C Interest Income - LAIF/CDs	120,000	60,000	12,246	(47,754)	0	59	59	(107,754)	(90)%
453C Other Miscellaneous Receipts	63,000	42,000	24,453	(17,547)	5,250	0	(5,250)	(38,547)	(61)%
4551 Benefit Assessment Income	2,299,810	1,228,967	1,238,785	9,818	0	0	0	(1,061,025)	(46)%
Total Revenues	11,509,286	5,990,695	6,488,635	497,940	5,250	18,815	13,565	(5,020,651)	(44)%
Expenditures									
Payroll Expenses									
5101 Payroll - FT	5,000,402	3,333,601	3,083,207	250,394	416,700	191,795	224,905	1,917,195	38 %
5102 Payroll Seasonal	233,140	155,427	115,314	40,112	19,428	4,750	14,678	117,826	51 %
5103 Temporary Services	6,900	6,900	6,900	0	0	0	0	0	0 %
5105 Payroll - Overtime Expense	44,120	29,413	21,984	7,430	3,677	380	3,297	22,136	50 %
511C FFCRA Wage Credit	0	0	(29,628)	29,628	0	0	0	29,628	0 %
515C CalPERS State Retirement	838,526	667,372	539,769	127,604	42,788	102,330	(59,542)	298,757	36 %
5155 Social Security Expense	317,326	211,551	196,219	15,331	26,444	12,446	13,998	121,107	38 %
5165 Medicare Expense	74,213	49,476	47,993	1,483	6,184	2,945	3,239	26,220	35 %
5166 FFCRA Medi Credit	0	0	(430)	430	0	0	0	430	0 %
517C Cafeteria Plan	1,082,168	721,445	723,689	(2,243)	90,181	98,084	(7,903)	358,479	33 %
5172 Retiree Healthcare	372,588	248,392	242,334	6,058	31,049	26,035	5,014	130,254	35 %
518C Deferred Compensation	109,134	72,756	45,294	27,462	9,095	3,668	5,427	63,841	58 %
5195 Unemployment Insurance	32,066	21,378	31,507	(10,129)	2,672	1,095	1,577	559	2 %
Total Payroll Expenses	8,110,583	5,517,711	5,024,151	493,559	648,218	443,528	204,691	3,086,432	38 %

CVMVCD
Statement of Revenue and Expenditures
February 28, 2021

	YTD Budget	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget	Percent Annual Budget			
Annual Budget	YTD Budget	YTD Actual	Variance	Budget	Period Actual	Variance	Variance	Budget	
Administrative Expenses									
525C Tuition Reimbursement	20,000	13,333	14,464	(1,130)	1,667	2,210	(543)	5,536	28 %
530C Employee Incentive	14,175	8,230	4,959	3,271	250	107	143	9,216	65 %
5301 Employee Support	0	0	1,018	(1,018)	0	0	0	(1,018)	0 %
5302 Wellness	600	600	103	497	0	0	0	497	83 %
5305 Employee Assistance Program	3,200	2,133	2,637	(504)	267	567	(300)	563	18 %
600C Property & Liability Insurance	135,395	81,930	99,325	(17,395)	13,366	14,102	(736)	36,070	27 %
6001 Workers' Compensation Insurance	184,697	106,465	81,193	25,272	19,558	19,493	65	103,504	56 %
605C Dues & Memberships	41,605	39,073	27,795	11,278	383	0	383	13,810	33 %
606C Reproduction & Printing	28,550	14,817	1,830	12,986	108	0	108	26,720	94 %
6065 Recruitment/Advertising	8,500	5,667	2,653	3,014	708	0	708	5,847	69 %
607C Office Supplies	18,556	12,526	7,072	5,453	1,483	74	1,409	11,484	62 %
6075 Postage	5,750	3,833	532	3,301	479	0	479	5,218	91 %
608C Computer & Network Systems	5,200	3,467	3,559	(93)	433	0	433	1,641	32 %
6085 Bank Service Charges	120	80	283	(203)	10	205	(195)	(163)	(136)%
609C Local Agency Formation Comm.	2,400	2,400	2,164	236	0	0	0	236	10 %
6095 Professional Fees	78,699	61,972	33,090	28,882	3,617	6,639	(3,022)	45,609	58 %
610C Attorney Fees	63,000	42,000	45,679	(3,679)	5,250	4,000	1,250	17,321	27 %
6105 Legal Services / Filing Fees	1,000	667	0	667	83	0	83	1,000	100 %
6106 HR Risk Management	4,500	3,000	5,625	(2,625)	375	0	375	(1,125)	(25)%
611C Conference Expense	45,400	38,733	2,725	36,008	14,967	0	14,967	42,675	95 %
6115 In-Lieu	13,200	8,800	8,600	200	1,100	1,000	100	4,600	35 %
612C Trustee Support	7,550	5,033	682	4,351	717	0	717	6,868	91 %
620C Meetings Expense	4,690	3,127	656	2,471	391	37	353	4,034	86 %
621C Promotion & Education	26,500	17,667	2,190	15,477	2,208	5	2,204	24,310	92 %
622C Public Outreach Advertising	45,000	23,333	4,328	19,005	417	112	304	40,672	90 %
650C Benefit Assessment Expenses	96,000	96,000	34,182	61,818	0	0	0	61,818	64 %
Total Administrative Expenses	854,287	594,886	387,344	207,542	67,837	48,551	19,287	466,943	55 %
Utilities									
640C Utilities	106,000	72,233	69,121	3,113	8,442	123	8,319	36,879	35 %
641C Telecommunications	1,270	847	1,120	(273)	106	0	106	150	12 %
Total Utilities	107,270	73,080	70,240	2,840	8,548	123	8,425	37,030	35 %

CVMVCD
Statement of Revenue and Expenditures
February 28, 2021

	YTD	Current		Current	Current	Annual	Percent	
	Budget	Period		Period	Period	Budget	Annual	
Annual Budget	YTD Budget	YTD Actual	Variance	Budget	Current Period Actual	Variance	Variance	Budget
Operating								
700C Uniform Expense	44,255	29,958	28,420	1,539	3,494	1,659	1,835	15,836 36 %
705C Safety Expense	25,225	17,208	20,521	(3,313)	1,967	176	1,791	4,704 19 %
710C Physican Fees	5,000	3,333	2,755	578	417	245	172	2,245 45 %
715C IT Communications	56,740	39,577	37,979	1,597	4,291	0	4,291	18,761 33 %
720C Household Supplies	3,000	2,000	1,058	942	250	0	250	1,942 65 %
730C Repair & Maintenance	42,000	28,000	23,231	4,769	3,500	216	3,284	18,769 45 %
731C Maintenance & Calibration	0	0	387	(387)	0	0	0	(387) 0 %
735C Permits, Licenses & Fees	41,552	29,237	2,264	26,973	4,279	0	4,279	39,289 95 %
740C Vehicle Parts & Supplies	42,720	28,480	19,890	8,590	3,560	8,745	(5,185)	22,830 53 %
742C Offsite Vehicle Maint & Repair	18,123	12,749	4,526	8,223	1,344	154	1,190	13,597 75 %
745C Equipment Parts & Supplies	16,800	11,200	8,751	2,449	1,400	416	984	8,049 48 %
750C Small Tools Furniture & Equip	4,100	2,733	2,027	706	342	74	268	2,073 51 %
755C Lab Supplies & Expense	36,700	23,867	10,427	13,440	2,358	280	2,079	26,273 72 %
757C Aerial Pool Surveillance	26,000	0	0	0	0	0	0	26,000 100 %
757S Surveillance	46,610	39,573	26,442	13,132	4,659	0	4,659	20,168 43 %
760C Staff Training	85,337	47,358	12,149	35,210	3,404	3,029	375	73,188 86 %
765C Equipment Rental	1,000	667	703	(37)	83	703	(620)	297 30 %
767S Contract Services	151,521	77,021	116,073	(39,051)	12,717	13,755	(1,038)	35,448 23 %
770C Motor Fuel & Oils	80,000	53,333	39,773	13,561	6,667	4,974	1,693	40,227 50 %
775C Field Supplies	14,400	9,600	1,873	7,727	1,200	29	1,171	12,527 87 %
780C Control Products	786,931	524,621	531,693	(7,072)	65,578	0	65,578	255,238 32 %
785C Aerial Applications	156,950	104,633	89,913	14,721	13,079	0	13,079	67,037 43 %
841S Capital Outlay	33,952	20,718	4,432	16,286	2,059	0	2,059	29,520 87 %
851C Research Projects	135,000	135,000	29,058	105,942	0	127,521	(127,521)	105,942 78 %
900C Contingency Expense	109,750	73,167	0	73,167	9,146	0	9,146	109,750 100 %
Total Operating	1,963,666	1,314,034	1,014,343	299,691	145,792	161,976	(16,184)	949,323 48 %
Contribution to Capital Reserves								
890C Transfer to other funds	473,481	315,654	315,654	0	39,457	39,457	0	157,827 33 %
Total Contribution to Capital Reserves	473,481	315,654	315,654	0	39,457	39,457	0	157,827 33 %
Total Expenditures	11,509,287	7,815,364	6,811,733	1,003,631	909,852	693,634	216,218	4,697,554 41 %
Net revenue over/(under) expenditures		(1) (1,824,669)	(323,098)	1,501,571	(904,602)	(674,819)		

CVMVCD
Balance Sheet
As of 2/28/2021

		Current Year
Assets		
Cash and Investments		
1000	Cash - Investments	12,977,051.26
1012	Cash - Clearing Account	150.00
1016	Petty Cash	500.00
1017	Petty Cash Checking	1,500.00
1025	First Foundation - General	171.00
1035	CB&T General Checking	5,491.45
1036	CB&T Payroll Checking	99,401.36
	Total Cash and Investments	13,084,265.07
Current Assets		
1050	Accounts Receivable	25,300.04
1085	Inventory	459,270.86
1167	Prepaid Research Proposals	145,289.00
1168	Prepaid Insurance	134,403.37
1169	Deposits	723,977.00
	Total Current Assets	1,488,240.27
Fixed Assets		
1300	Equipment/Vehicles	1,950,149.55
1310	Computer Equipment	488,713.68
1311	GIS Computer Systems	301,597.91
1320	Office Furniture & Equipment	1,241,521.94
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	(9,979,973.04)
	Total Fixed Assets	10,177,670.59
Other Assets		

CVMVCD
Balance Sheet
As of 2/28/2021

		Current Year
1520	Resources to Be Provided	3,514,102.32
1525	Deferred Outflows of Resources	1,672,593.00
1530	Deferred Outflows of Resources - OPEB	324,662.00
1900	Due to/from	0.12
	Total Other Assets	5,511,357.44
	Total Assets	30,261,533.37
Liabilities		
Short-term Liabilities		
Accounts Payable		
2015	Credit Card Payable	(337.97)
2020	Accounts Payable	244,603.94
2030	Accrued Payroll	506.38
2040	Payroll Taxes Payable	34,651.25
2185	Employee Dues	(115.95)
	Total Accounts Payable	279,307.65
	Total Short-term Liabilities	279,307.65
Long-term Liabilities		
2100	Pollution Remediation Obligation	2,100,000.00
2200	Net Pension Liability	1,883,157.00
2210	Deferred Inflows of Resources	177,324.00
2230	Deferred Inflows - OPEB	17,340.00
2300	Net OPEB Liability	547,704.00
2500	Compensated Absences Payable	723,025.86
	Total Long-term Liabilities	5,448,550.86
	Total Liabilities	5,727,858.51
Fund Balance		
Non Spendable Fund Balance		
3920	Investment in Fixed Assets	10,698,793.35
3945	Reserve for Prepaids & Deposit	1,041,259.68

CVMVCD
Balance Sheet
As of 2/28/2021

		Current Year
3960	Reserve for Inventory	459,270.86
	Total Non Spendable Fund Balance	12,199,323.89
Committed Fund Balance		
3965	Public Health Emergency	4,309,674.00
	Total Committed Fund Balance	4,309,674.00
Assigned Fund Balance		
3910	Reserve for Operations	4,800,000.00
3925	Reserve for Future Healthcare Liabilities	547,704.00
3955	Thermal Remediation Fund	463,724.00
3970	Reserve for IT Replacement	277,991.00
3971	Reserve for Vehicle Replacement	344,376.00
	Total Assigned Fund Balance	6,433,795.00
Unassigned Fund Balance		
3900	Fund Equity	1,342,365.90
3999	P&L Summary	401,168.84
	Total Unassigned Fund Balance	1,743,534.74
Current YTD Net Income		
		(152,652.77)
	Total Current YTD Net Income	(152,652.77)
	Total Fund Balance	24,533,674.86
Total Liabilities and Net Assets		30,261,533.37

FINANCE

The financial reports show the preliminary balance sheet, receipts, and revenue and expenditure reports for the month ending February 28, 2021. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2020, to February 28, 2021, is \$6,811,732; total revenue is \$6,488,635 resulting in excess revenue over (under) expenditure for the year to February 28, 2021, of (\$323,097).

THREE YEAR FINANCIALS

	Actual	Budget	Actual	Actual
	2/28/2021	Budget	2/29/2020	2/28/2019
Revenue	6,488,635	5,990,695	5,871,504	5,595,614
Expenses				
Payroll	5,024,151	5,517,711	5,296,096	4,597,866
Administrative Expen	387,344	594,886	424,482	404,612
Utility	70,240	73,080	98,259	69,088
Operating Expense	1,014,343	1,314,034	1,453,614	929,544
Contribution to Capital R	315,654	315,654	335,698	321,743
Total Expenses	6,811,732	7,815,365	7,608,149	6,322,853
Profit (Loss)	(323,097)	(1,824,670)	(1,736,645)	(727,239)

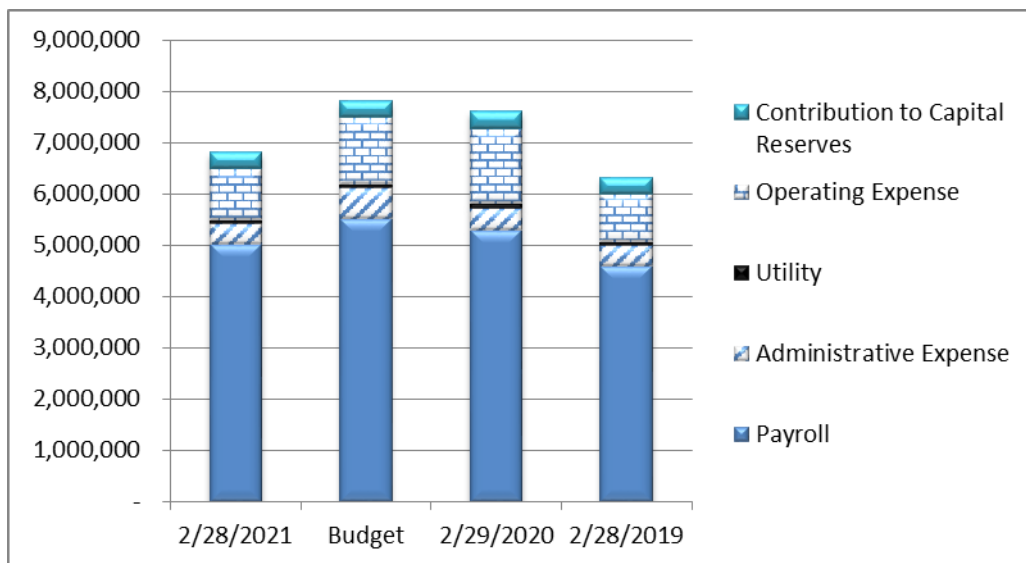


Figure 1 - Three Year Expenditure

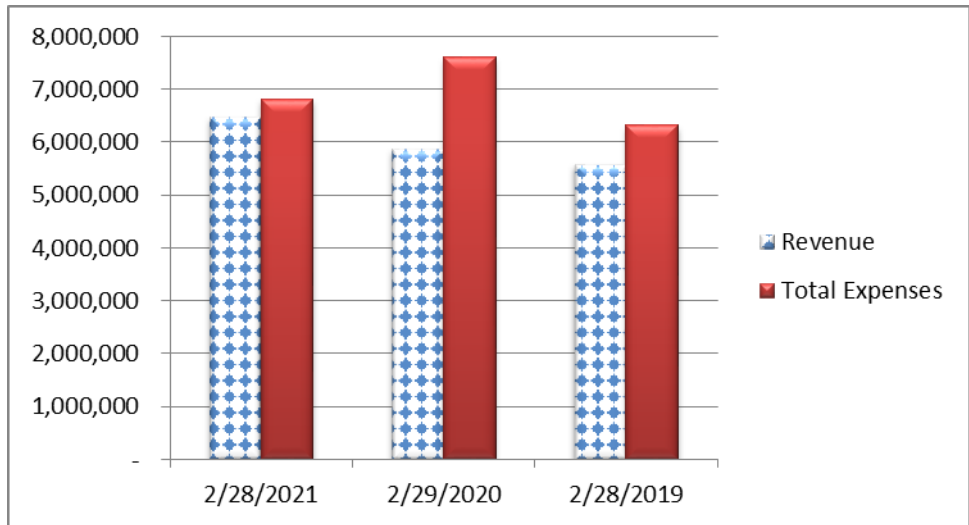


Figure 2 - Three Year Revenue & Expenditure

THREE YEAR CASH BALANCE

Cash Balances	2/28/2021	2/29/2020	2/28/2019
Investment Balance	12,977,051	11,329,664	12,289,258
Checking Accounting	5,662	28,334	28,635
Payroll Account	99,401	252,945	55,724
Petty Cash	2,000	2,000	2,000
Total Cash Balances	13,084,115	11,612,943	12,375,617

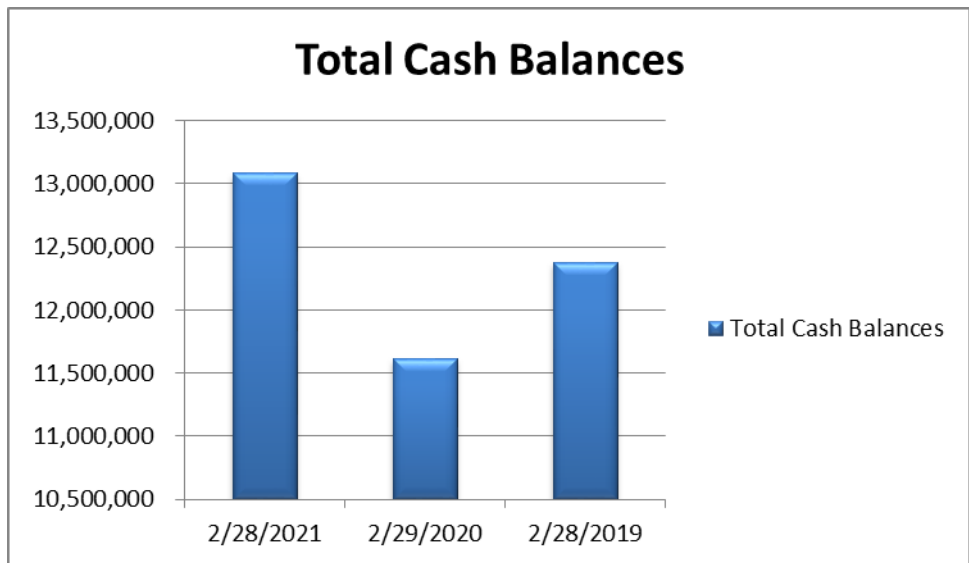


Figure 3 - Cash Balances

	Budget	Actual	Variance	
	2/28/2021	2/28/2021		
Revenue	5,990,695	6,488,635	(497,940)	favorable variance - pass thru revenue higher than anticipated
Expenses				
Payroll	5,517,711	5,024,151	493,560	favorable variance - timing payroll expenses a month behind
Administrative Expense	594,886	387,344	207,542	favorable variance - conferences expenses down because of Covid, Benefit Assessment expense lower than budgeted, professional fees & public outreach timing (expense will occur later in FY)
Utility	73,080	70,240	2,840	
Operating Expense	1,314,034	1,014,343	299,691	favorable variance - contingency expense not used, research expensed monthly & added as a prepaid expense over 2 fiscal years, staff training expense down because of Covid, some expense due to timing
Contribution to Capital R	315,654	315,654	-	
Total Expenses	7,815,365	6,811,732	1,003,633	
			-	
Profit (Loss)	(1,824,670)	(323,097)	(1,501,573)	

DISTRICT INVESTMENT PORTFOLIO 2/28/2021

The District's investment fund balance for the period ending February 28, 2021 is \$12,977,051. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 24% of the District's investments; the Riverside County Pooled Investment Fund is 40% of the total. The LAIF yield for the end of August was 0.41% and the Riverside County Pooled Investment Fund was 0.35%; this gives an overall weighted yield for District investments of 0.37%.

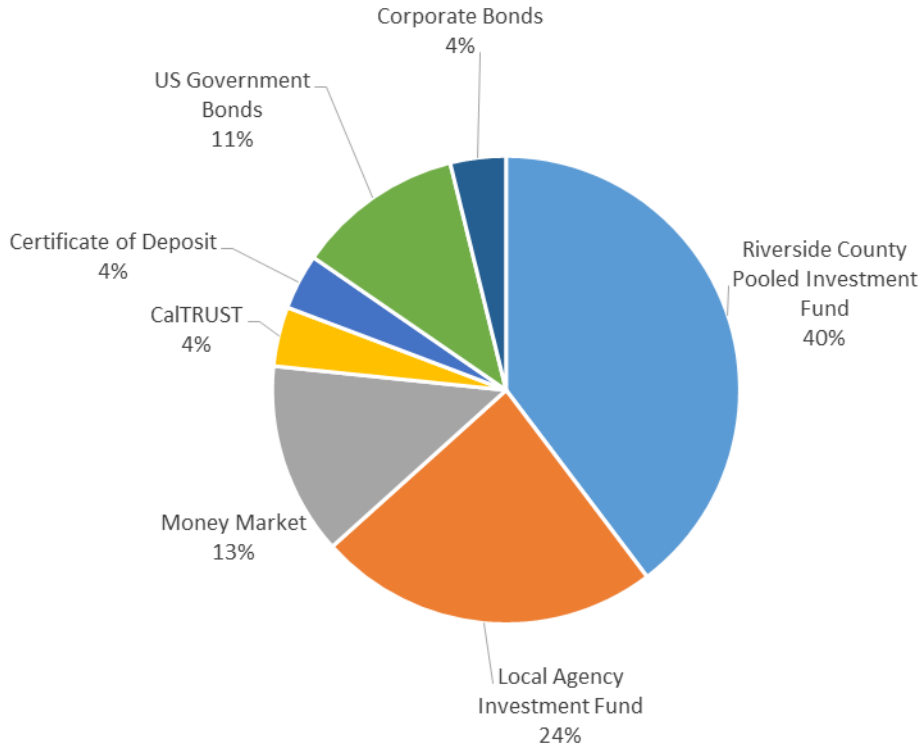


Figure 4 - Investment Portfolio 2/28/21

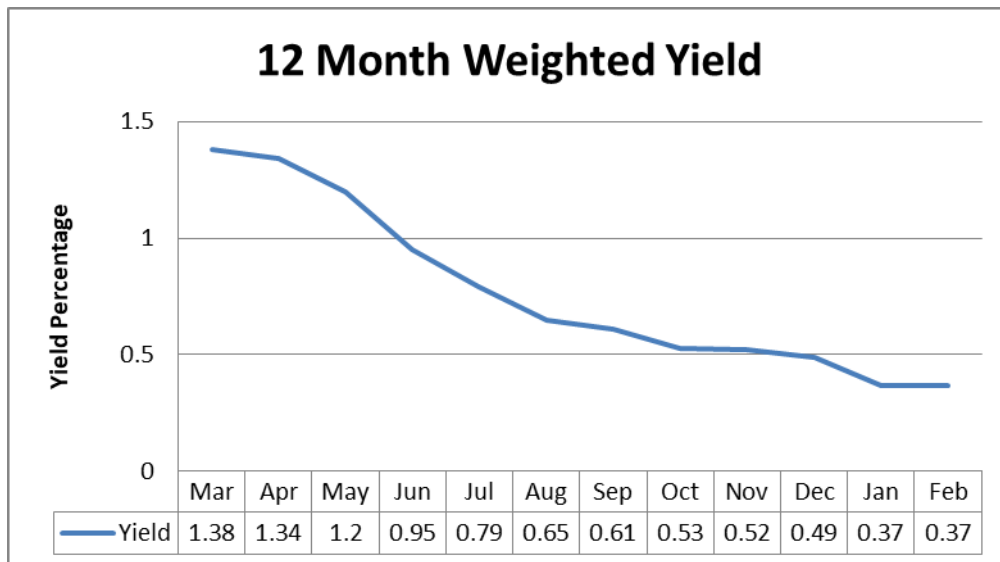
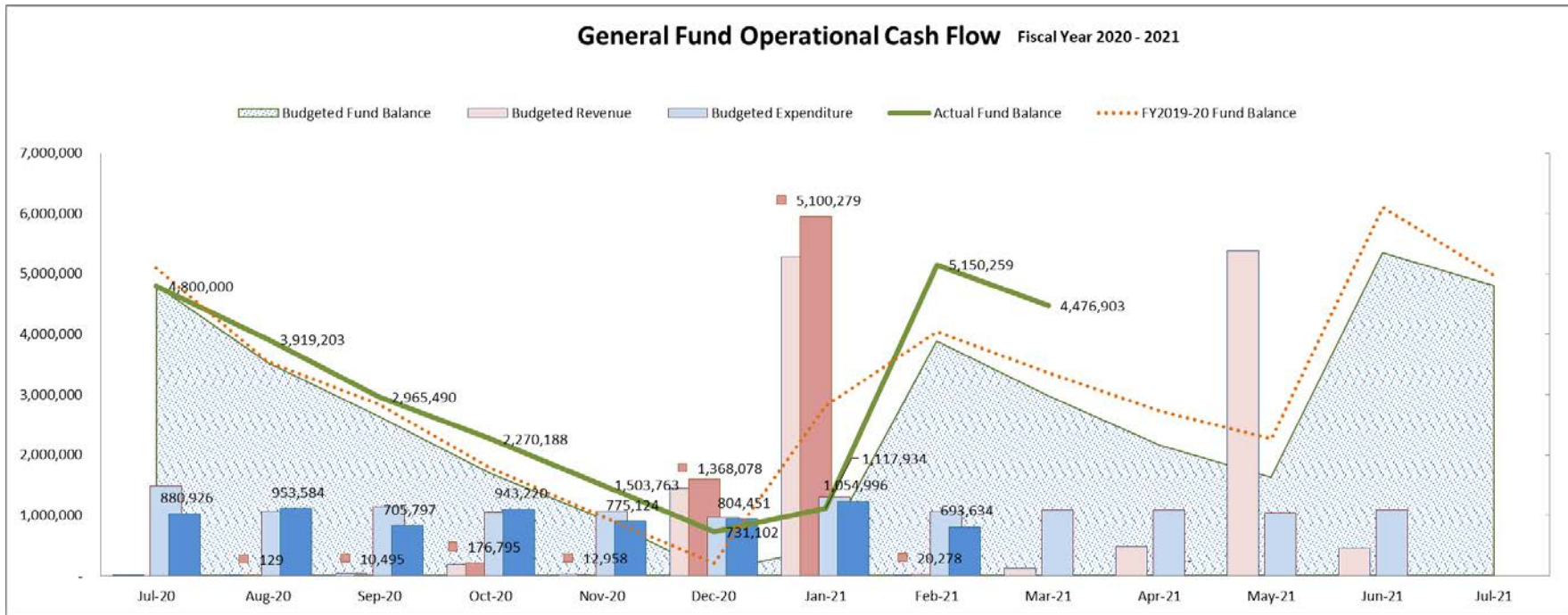


Figure 5 - District Investments Weighted Yield



The **General Fund Operational Cash Flow** graph outlines the District's working capital for the fiscal year July 1 2020 to June 30, 2021. The beginning fund balance is \$4.8 million and the ending fund balance is \$4.8 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 \$310,000 for CalPERS unfunded liability. The budget also accounts for prepayments. The revenue follows a different pattern, Riverside County distributes 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**. FY2019-2020 Fund Balance is the orange dash line.

The graph shows for June 1 the \$4.8 million **Fund Balance** plus total Revenue for July 1 to February 28, 2021, preliminary financials of \$6,488,635 minus total Expenditure of \$6.8 million is \$4.5 million. Revenue is higher than budgeted, the District received \$400,000 higher Pass-Thru revenue than anticipated, expenses are below budget. Payroll favorable variance of \$493,560 is due to timing payroll expenses are approximately a month behind. Administrative Expense favorable variance of \$207,542 - conferences expenses down because of Covid, Benefit Assessment expense lower than budgeted, professional fees & public outreach timing (expense will occur later in Fiscal Year). Operating Expense favorable variance of \$299,691- contingency expense not used, research expensed monthly & added as a prepaid expense over 2 fiscal years, staff training expense down because of Covid, some expenses due to timing. Overall the District is showing a favorable variance of \$1.5 million. For planning purposes, the District is under budget. As long as the green line stays out of the shaded area the District is within budget, as of February 28, 2021, the line is outside the shaded area.



DEPARTMENT REPORTS

Human Resources Department

Promotions

- *Graciela Morales* began work in the position of Human Resources Specialist on February 1st; she previously held the position of Executive Assistant/Clerk of the Board.
- *Vincent Valenzuela* began work in the position of Lead Vector Control Technician on February 8th; he previously held the position of Vector Control Technician II.
- *Jeff Rushing* began work in the position of Vector Control Technician II on March 1st; he previously held the position of Vector Control Technician I.

Recruitment

- Recruitment is continuing for the position of Executive Assistant/Clerk of the Board and the District will begin recruiting Seasonal Vector Control Operators in the upcoming month.

Training

- All District employees completed Effective Communication training on January 21st and Conflict Management training on February 11th. Upcoming Districtwide training is scheduled for March 11th to further expand on the January communication training.

Human Resources Department Goals for 2021 – Due December 2021

- Completion of negotiations with both District unions.
- Revise performance evaluation forms for all job classes.
- Human Resources Specialist onboarding and training.
- Develop a quarterly supervisory employee professional development program.

District COVID-19 Statistics

- Below are the District's COVID-19 statistics covering the period of June 2020 – February 2021.

Total # of Employees	63
Positive	14
Exposed	42
Experiencing Symptoms (tested negative)	12
Recovered	13
Unrecovered	1

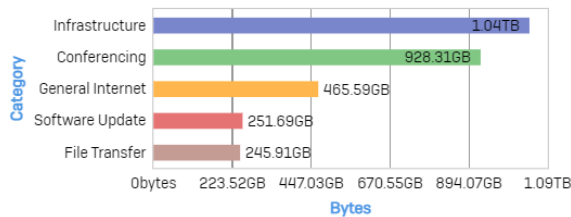
Per Month	Jun.	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Totals	Averages
Positives	5	1	1	0	1	0	1	5	0	14	1.75
Exposures	1	3	1	1	3	4	11	18	0	42	5.25
Experiencing Symptoms (tested Neg.)	0	0	0	1	0	0	2	7	2	12	1.25

INFORMATION TECHNOLOGY DEPARTMENT

November 2020 to February 2021

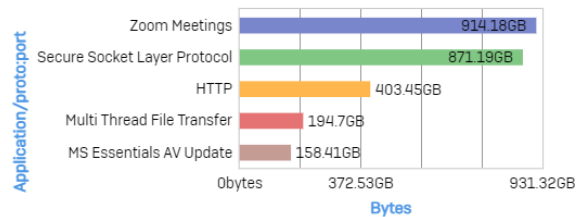
Application & Web Activity – Network activity is supporting heavy conferencing traffic due to the use of Zoom Meetings, Web Conferences, and Continuing Education (CEU) training events by staff. During this period, the network supported four (4) training sessions - MVCAC Annual Conference, Effective Communication, Conflict Resolution, and In-house Training. IT/GIS Department has a scheduled meeting with our Firewall Provider for a Security Health Check on Wednesday, March 3rd to address configurations and protocols.

Application categories



Category	Hits	Bytes
Infrastructure	13459190	1.04 TB
Conferencing	116250	928.31 GB
General Internet	2924885	465.59 GB
Software Update	153429	251.69 GB
File Transfer	76677	245.91 GB

Applications

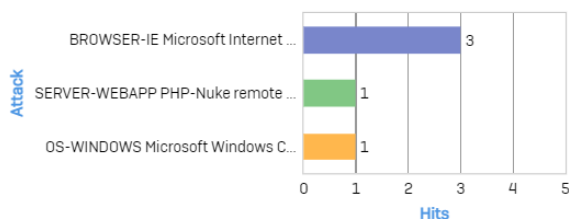


Application	Risk	Category	Hits	Bytes
Zoom Mee...	3	Conferencing	65615	914.18 GB
Secure So...	1	Infrastructure	8427443	871.19 GB
HTTP	1	General Intern...	2489167	403.45 GB
Multi Thre...	3	File Transfer	36222	194.7 GB
MS Essent...	3	Software Upd...	1186	158.41 GB

Network & Threats – The network encountered three types of intrusion events block by the Firewall. These intrusion events are searching for older browsers and operating systems (OS) no longer used by the District to access the Internet.

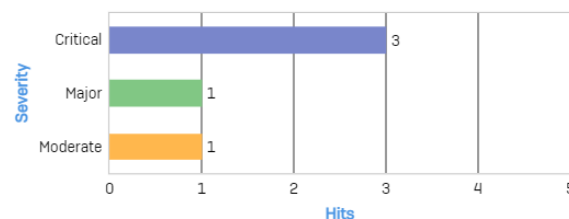
- OS-WINDOWS Microsoft Windows CryptoAPI common name spoofing attempt**
The CryptoAPI component in Microsoft Windows 2000 SP4, Windows XP SP2 and SP3, Windows Server 2003 SP2, Windows Vista Gold, SP1, and SP2, Windows Server 2008 Gold, SP2, and R2, and Windows 7.
- SERVER-WEBAPP PHP-Nuke remote file include attempt**
index.php in Francisco Burzi PHP-Nuke 5.3.1 and earlier, and possibly other versions before 5.5, allows remote attackers to execute arbitrary PHP code by specifying a URL to the malicious code in the file parameter.
- BROWSER-IE Microsoft Internet Explorer createTextRange code execution attempt**
Microsoft Internet Explorer 6 and 7 Beta 2 allow remote attackers to cause a denial of service.

Intrusion attacks



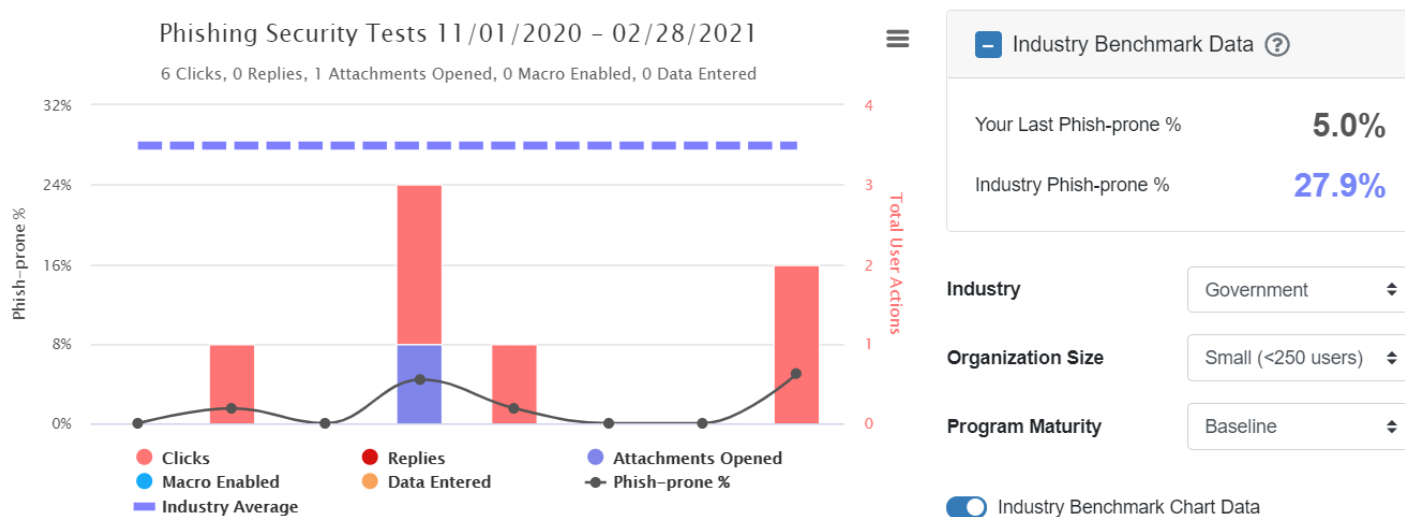
Attack	Hits
BROWSER-IE Microsoft Internet Explorer	3
SERVER-WEBAPP PHP-Nuke remote file include	1
OS-WINDOWS Microsoft Windows CryptoAPI	1

Severity-wise attacks



Severity	Hits
Critical	3
Major	1
Moderate	1

KnowBe4: Eight phishing campaigns were initiated between the November - February timeframe providing 445 phishing email training opportunities. Six employees were unsuccessful in recognizing their phishing attempt and one employee tried to open a file attachment. During this period, our failure percentage is very low at 1.3%. However, all it takes is one click to jeopardize our network. More training and continued dialogue with our employees about the importance of email security will be conveyed.



January: On January 19, thirty Android Samsung Galaxy 6S Tablets were released and activated to allow Vector Control Technician’s to begin entering their Mosquito and Red Imported Fire Ant Activities into the OPS Application, a web-based software program developed in-house by the IT/GIS Department.

During the week of January 19th, we identified bugs in the application rates, service requests, and duplicate larval surveillance entries, which were resolved with the assistance of Vector Control Technicians and Operation Supervisors. The OPS Application was modified based on user enhancement requests, for example, adding a ‘Locate Me’ Function, which centers each map on the user’s geographic location. IT/GIS Department is currently in Phase 1 of the OPS Application implementation, ensuring all activities by Vector Control Technicians are being recorded properly. This phase lasts until April.

Tablets also provide the ability for Vector Control Technicians to access email, join Zoom Meetings, and access training programs like the MVCAC Annual Conference, Effective Communication, and Conflict Resolution.

February: Frontier FIOS experienced several gateway router failures on February 24, 2021, PST at 6:24AM PST knocking down all Internet Connectivity at the District. A Trouble Ticket 5091830 was created with Frontier FIOS Service Department and all managers were notified by text message regarding the outage.

Approximately at 1:10 PM PST, the Frontier FIOS Internet Service was restored. IT/GIS is setting up a meeting with Spectrum Internet to add an additional Internet Connection, as well as, research the requirement to subscribe to District and gathering the details to subscribe to Starlink for satellite and ground station Internet access.

FLEET SERVICES DEPARTMENT

December: Fleet Services worked with ADAPCO's Development & Support Department to troubleshoot a GPS Unit on a new Guardian ULV Fogger. The GPS Unit attached to the Monitor 5 was not able to acquire GPS Satellites to acquire a fix location. At the direction of the ADAPCO, the Monitor 5 Controller Box required to be opened and the GPS Card required to be reseated. After reseating the GPS Card, the Guardian ULV Fogger is now operational.

February: One of two vehicles approved for purchase at the September 8th Board of Trustees Meeting has arrived. This new vehicle is to be used for Guardian Ultra-Low Volume (ULV) truck-mounted adulticiding missions to help reduce adult populations in areas where West Nile Virus (WNV) and St Louis encephalitis (SLE) are detected. The second vehicle is scheduled for delivery in March.

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 and Public Outreach staff to ensure control measures are efficiently implemented in the field.

DISEASE SURVEILLANCE (As of 2/28/2021)

California – Last year West Nile virus activity in people was very similar to 2019 but lower than the five-year average. No activity has been reported in 2021. St Louis encephalitis virus was detected in fewer counties in 2020 than in 2019 (9 compared to 9), but there was an increase in the number of mosquito samples. There were 5 human cases in California, one fewer than in 2019.

Coachella Valley – Testing mosquitoes for arboviruses is being conducted at the District. Thus far in 2021, there have not been any mosquito samples that have tested positive for WNV or any other virus. Viruses in mosquitoes are usually first detected beginning in June, although earlier viruses detections have been made in the District during previous years.

ENDEMIC MOSQUITO SURVEILLANCE

CO₂ TRAPS

During the normal mosquito season (March through mid-November) the District Laboratory staff maintains 56 CO₂ (carbon dioxide) traps throughout the District to monitor the mosquito populations. Extra emphasis is placed on mosquito species that are known to be vectors of viruses that cause human disease. 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 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.



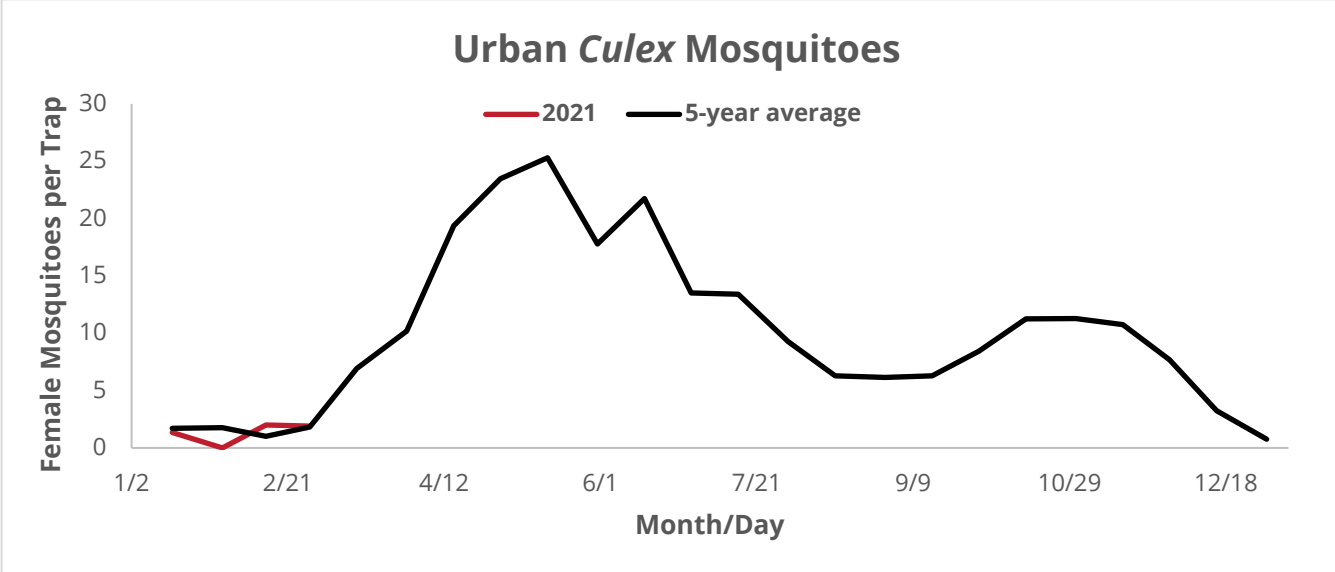
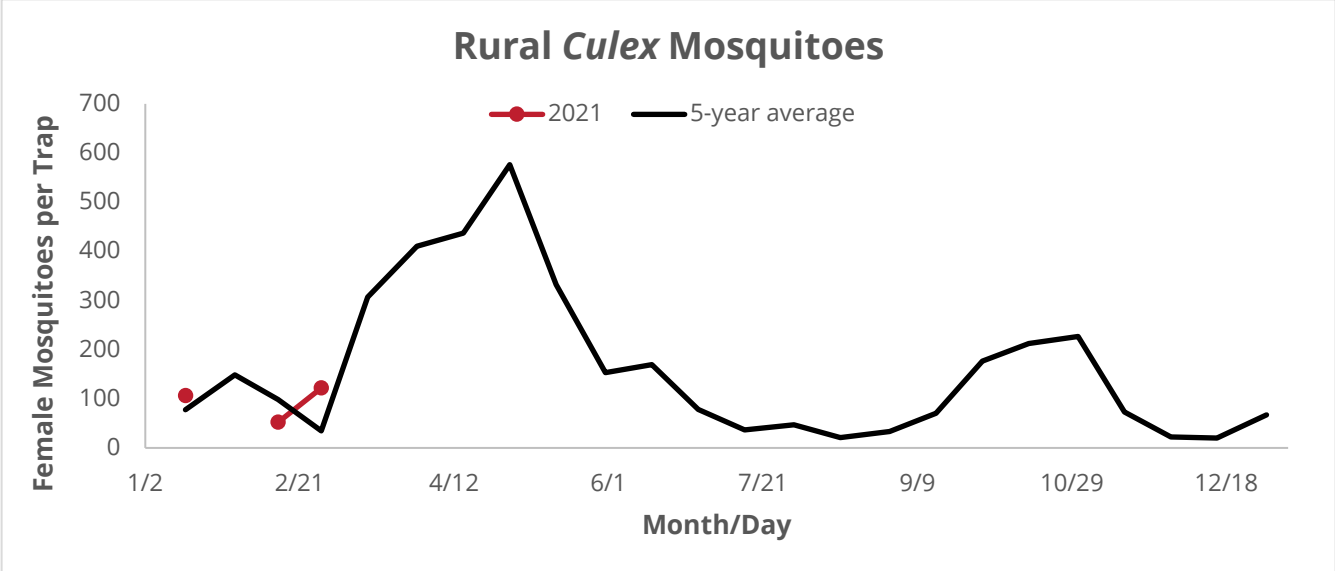
Gravid Traps

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



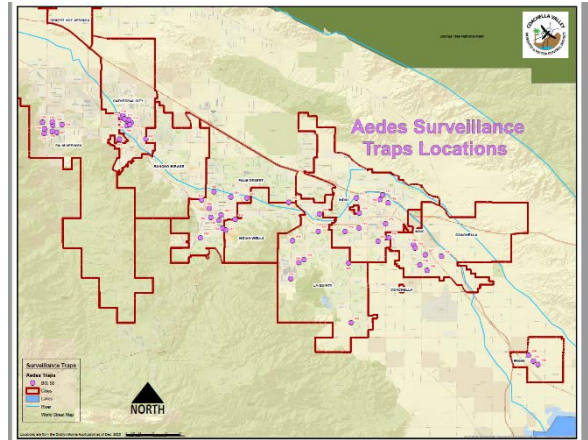
traps are placed in urban areas of Coachella Valley. The District currently uses gravid traps at 53 locations during the normal mosquito season.

MOSQUITO SURVEILLANCE ZONES



EXOTIC MOSQUITO SURVEILLANCE

Aedes aegypti has been detected throughout the District service area. BG-Sentinel traps are deployed weekly at each region to detect and monitor for adult mosquitoes. We have 63 permanent BG trap locations which are being systematically reviewed and adjusted in 2021 to re-balance the sampling effort. When *Aedes* were first detected in 2016, we established trap locations only in the specific areas of the Valley where the mosquitoes were being found at the time. As our detections determined that *Aedes* was in a larger area, it is important that we adjust our surveillance efforts accordingly. Using past collection

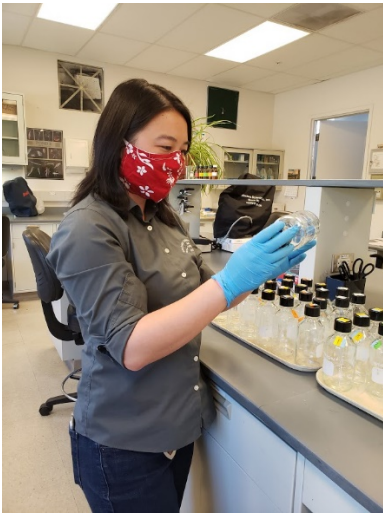


results from both our traps and home inspections, we have developed a plan to optimize the placements of our BG-Sentinel traps. We have completed our assessments in Mecca, Indio, Coachella, La Quinta, and Palm Desert. We anticipate completing Indian Wells, Rancho Mirage, Cathedral City, Palm Springs, and Desert Hot Springs by the end of the year. The goal is to have roughly 8-10 traps per city, spread out geographically. This should result in a much more even and widespread distribution of our trapping efforts for *Aedes aegypti*.

SURVEILLANCE STUDIES

***Aedes aegypti* rearing.** *Aedes aegypti* mosquitoes can be used for evaluation and resistance monitoring control efforts. Methods for rearing an ongoing *Ae. aegypti* colony in the lab are being tested. The lab will proceed to use a membrane filled with blood as the primary tool for feeding *Aedes*. A low level of dissolved oxygen in water can trigger egg hatching for *Ae. aegypti*. The process of deoxygenation can be achieved by placing Reverse Osmosis (RO) water in a 32 oz jar with the lid closed. Egg papers were placed in the deoxygenated RO water-filled jars with larval slurry (mix of groundfish flakes, alfalfa pellets, liver and yeast powder, and RO water) and hatching was observed. Egg-laying preferences were also observed, with female mosquitoes preferring to lay eggs near water that has previously had larvae. Egg storage is another important aspect of rearing *Ae. aegypti*. If the eggs are dried out too quickly, they become frail and collapse on themselves. The eggs are placed in higher humidity to allow the eggs to develop properly before they are dried out for long-term storage. The successful rearing of colony *Ae. aegypti* will allow the District to perform future resistance studies on the local *Ae. aegypti* populations.

PRODUCT EFFICACY



Resistance Testing. Bottle bioassay resistance testing is conducted annually to monitor the effectiveness of products used to control adult mosquitoes. By exposing mosquitoes to a small amount of product, wild mosquitoes are compared to our susceptible strain laboratory-reared mosquitoes. This spring, we plan to examine pesticide resistance of *Culex tarsalis* and *Cx. quinquefasciatus* to a number of products we are currently using and potential products we may want to use at the District. These products include Scourge 18+54, Aqua Reslin, DeltaGard, Duet, Merus 3.0, and Naled. In the fall, once we have a susceptible colony established, we will plan to examine pesticide resistance of *Ae. aegypti* to these same products. After conducting bottle bioassays, we will verify product efficacy by doing semi-field and field trials against local wild adult populations.

Evergreen 5-25 cannot be conducted with bottle bioassays and we will be monitoring resistance for this product with semi-field and field studies.

Seven manuscripts were recently published in *Arthropod Management Tests* regarding the adulticide resistance work conducted in 2018, 2019, and 2020. They can be found here: [Arthropod Management Tests, Volume 46, Issue 1, 2021](https://academic.oup.com/amt/issue/46/1) (<https://academic.oup.com/amt/issue/46/1>).

MetaLarv XRP (Extended Release Pouch) contains 18 grams of MetaLarv S-PT spherical pellets in a convenient water-soluble pouch. It has 4.25% of the active ingredient methoprene, an insect growth regulator that acts as a mimic of the natural juvenile growth hormone in mosquitoes. Having methoprene in the water keeps mosquitoes as larvae and prevents them from emerging as adults. We are currently assessing the effectiveness of the product in catch basin sites in Palm Desert. This product is expected to last for 100 days, and we are approximately 50 days from the treatment. The current evaluation is that the product is working well, and we look forward to seeing how this changes over the next two months.

EXTERNAL RESEARCHERS

Fire Ant Alate Traps. Fire ants with wings are called reproductives or alates. Alates are male and female ants that fly away from a mature nest to reproduce and start new colonies. Two traps were sent to the District by Dr. David Oi, USDA Center of Medical, Agricultural, and Veterinary Entomology, and are being used to capture alate fire ants. The traps are placed over the ant nest so that the ants fly into the trap during the initiation of mating flights. The number of ants collected will be counted each week through the spring.



ENVIRONMENTAL COMPLIANCE

NPDES. The District submitted its Annual Report for 2020 to the State Water Resources Control Board and Colorado River Regional Water Quality Control Board on February 26 for compliance

with the Clean Water Act's National Pollutant Discharge Elimination System Permit. The District also submitted its Annual Report to the Environmental Protection Agency for activities conducted on tribal property on February 15.

CALIFORNIA ENVIRONMENTAL QUALITY ACT. The District filed its Annual Report for 2020 in-house on February 1 as required by its Mitigated Negative Declaration for its Integrated Vector Management (IVM) Program. Overall, the District complied with the Mitigation Monitoring and Reporting Program, designed to ensure that the IVM Program does not have a significant impact on the environment.

PESTICIDE ENVIRONMENTAL STEWARDSHIP PROGRAM. The District filed its PESP report on its work completed being a steward of the environment while responsibly using pesticides on March 1.

Operations Department

General Control Overview

This update covers the months of November 2020 through February 2021 contrasted with the same period in 2019 and 2020. The department’s workflow focuses on three areas that include 13 urban, 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 November 2020 through February 2021 were compared to similar months in 2019 and 2020 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
	2020	2021	2020	2021	2020	2021	2020	2021
November	1294	1978	706	1352	0	0	0	0
December	1775	3336	770	1193	0	0	0	0
January	2773	3388	910	829	0	0	0	0
February	3064	3191	1252	973	0	0	0	0
Total	8,906	11,893	3,638	4,347	0	0	0	0
% Change	+33.5		+19.5		0		0	

The month-to-month mosquito larval inspections and applications in November 2020 through February 2021 increased due to staff working in the duck clubs as well as their zones.

Control of invasive *Aedes aegypti*

During November 2020 through February 2021, the inspections and treatments decreased compared to the same time in 2019 due to Covid-19 and staffing for both Seasonals and the quarantine for several employees. Also, the Service Requests during this time for Aedes was low.

	Invasive <i>Aedes</i> Inspections		Invasive <i>Aedes</i> Treatments	
	2019-20	2020-21	2019-20	2020-21
November	1049	735	376	53
December	1528	1487	191	35
January	1677	825	188	6
February	1458	1052	71	10
Total	5,712	4,099	826	104
% Change	-28.2		-87.4	

The Red Imported Fire Ant Program

The RIFA program inspections and chemical control applications in November 2020 through February 2021 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 similar to months in 2019 and 2020.

	RIFA Inspections		RIFA Treatments	
	2019-20	2020-21	2019-20	2020-21
November	234	276	224	247
December	159	167	156	175
January	164	73	157	71
February	136	154	128	139
Total	693	670	665	632
% Change	-3.3		-4.9	

Service Requests

From November 2020 through February 2021, the Operations Department completed a total of 689 Service Requests (SRs) from residents compared to 741 SRs during the same period a year ago. This decrease in total SR is due to a reduction in Aedes Service Requests. Aedes SR reductions were due to protocol changes due to Covid-19 and were not as expansive in door-to-door inspections as in the past year.

Month	Total All Service Requests		Total RIFA Service Requests		Total Aedes Service Requests	
	2019-20	2020-21	2019-20	2020-21	2019-20	2020-21
November	377	257	158	148	172	82
December	114	69	46	36	3	21
January	105	55	40	37	36	8
February	93	78	34	59	32	9
Total	689	459	278	280	243	120
% Change	-33.3		+0.72		-50.6	

Public Outreach Department Report

November 2020 through February 2021

Tammy Gordon, MA. District PIO

Winter months – Reports season

Report writing and strategic planning are scheduled for outreach in the winter months. Without the reactionary pressure of virus season, we are able to compile the data collected over the year, analyze and reflect on what worked well and what can be improved, and begin to strategize goals and opportunities for the coming year. Below are some of the bigger projects for the winter months.

- PESP, Annual Report
- Wide Area Larvicide Applications Outreach Survey analytics
- Mosquito and Vector Control Association of California paper and presentation
- Staff training, department goals, objectives, and strategies

Outreach

Going virtual has been a struggle for the one-on-one communication the Outreach team has become accustomed. As this new normal begins to take shape, adjusting presentations and coordinating the opportunities has been slow going. However, the Community Liaison Luz Moncada has been hard at work developing age-appropriate virtual classrooms and activities for Coachella Valley youth. Coachella Valley student presentations are called out below.

- Winter Break Camp – December 29, 2020

Luz Moncada lead. Promoted a two-hour program for elementary school-aged children. Every registrant was mailed a packet of activities and crafts.

- Green Academy Capstone Project with Desert Mirage High School – February 5, 2021

Tammy Gordon lead. This project was two-parted. Tammy and Luz met with a group of students from Desert Mirage High School in the fall of 2020 to discuss projects and how they can create an event within their community. The students created a presentation with the help of the District to bring awareness to another classroom. The students chose to present to Toro Canyon Middle School. After the Green Team presented, Tammy was given the opportunity to present and answer questions.

- Westside Elementary, Dual Language Kindergarten – February 26, 2021

Luz Moncada lead. Presentation to the kindergarteners in Ms. Ossinalde 's dual-language virtual classroom. The virtual classrooms are gaining word of mouth advertising from the teachers who offer to recommend our presentations to other teachers.

- Up and coming- Spring Break Camp April 5 & 6.



CORRESPONDENCE

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 2.2
(ID # 14522)

MEETING DATE:
Tuesday, February 09, 2021

FROM : SUPERVISOR V. MANUEL PEREZ:

SUBJECT: SUPERVISOR V. MANUEL PEREZ: Appointment of Janell Percy to the Coachella Valley Mosquito and Vector Control District, Fourth District [\$0]

RECOMMENDED MOTION: The Board of Supervisors appoint member to:

Committee, Commission, or Board: Coachella Valley Mosquito and Vector Control District

Type of Nomination: 4th District

Member: Name: Janell Percy

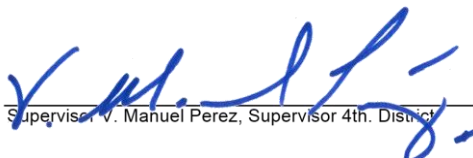
Address: [REDACTED]

Telephone: [REDACTED]

Email: [REDACTED]

Term of Appointment: Full term is four years ending on 12/31/2024

ACTION: Consent



Supervisor V. Manuel Perez, Supervisor 4th. District 2/4/2021

MINUTES OF THE BOARD OF SUPERVISORS

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

BACKGROUND/APPOINTEE INFORMATION:

Janell Percy has been an integral part of the community and will greatly benefit the Coachella Valley Mosquito and Vector Control District with her knowledge.



COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT

📍 43-420 Trader Place, Indio, CA 92201 📞 (760) 342-8287 📠 (760) 342-8110
🌐 www.cvmosquito.org ✉ CVmosquito@cvmvcd.org 📱 @cvmosquito 🐦 @CV_mosquito

February 8, 2021

Assembly Member Robert Rivas [Julio.MendezVargas@asm.ca.gov]
California State Assembly
State Capitol, Room 5158
Sacramento, CA 95814

RE: Assembly Bill 361 (Rivas) – Support [As Introduced]

Dear Assembly Member Rivas:

The Coachella Valley Mosquito and Vector Control District is pleased to support your Assembly Bill 361, related to the Ralph M. Brown Act (“the Brown Act”). As a special district government agency formed on March 12, 1928, under Section 2000 et. seq. of the California Health and Safety Code, our agency’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 programs.

In light of a stay-at-home order and the need to keep individuals physically distanced from one another, Governor Newsom issued a number of subsequent executive orders (N-25-20, N-29-20, N-35-20) modifying the requirements of the Brown Act. AB 361 seeks to codify several provisions from within the executive orders.

AB 361 would allow local agencies to safely meet remotely during an emergency. The changes to law included in AB 361 are what have allowed local agencies to continue to operate while also complying with important public health directives issued by officials during the COVID-19 pandemic; by enshrining these provisions in statute, this bill ensures that local agencies would continue to be able to remain safe in future emergencies that threaten public health.

AB 361 will include important safeguards that ensure public agency transparency and public access. For a public agency to utilize these provisions to meet remotely, a local agency must meet subsequent or concurrent to a proclaimed state of emergency or declared a local emergency, and declare that the nature of the emergency would prevent them from safely meeting in-person. This bill would specifically prohibit local agencies from requiring members of the public to submit their comments in advance, guaranteeing that the public has the opportunity to observe and offer comments during the meeting.

For these reasons, the Coachella Valley Mosquito and Vector Control District is pleased to support Assembly Bill 361 (Rivas). Please feel free to contact us if you have any questions.

Jeremy Wittie, M.S.
General Manager

CC: The Honorable Assemblymember Garcia: eduardogarcia@assembly.ca.gov
The Honorable Dianne Feinstein: senator@feinstein.senate.gov
The Honorable Alex Padilla: senator@padilla.senate.gov
California Special Districts Association: advocacy@cstda.net

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DR. DOUGLAS KUNZ Palm Springs | ISAIAH HAGERMAN Rancho Mirage | VACANT County at Large | JEREMY WITTIE General Manager



COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT

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🌐 www.cvmosquito.org ✉ CVmosquito@cvmvcd.org 📱 @cvmosquito 🐦 @CV_mosquito

February 8, 2021

The Honorable Dianne Feinstein
United States Senate
331 Hart Senate Office Building
Washington, D.C. 20510

The Honorable Alex Padilla
United States Senate
B03 Russell Senate Office Building
Washington, D.C. 20510

The Honorable Raul Ruiz
United States House of Representatives
2342 Rayburn HOB
Washington, D.C. 20515

RE: Support H.R. 535 and S. 91, the Special Districts Provide Essential Services Act

Dear Senator Feinstein, Senator Padilla, and Representative Ruiz,

The Coachella Valley Mosquito and Vector Control District respectfully request your support of H.R. 535 and S. 91, the Special Districts Provide Essential Services Act, and its inclusion in any potential pandemic relief package. These bills would ensure that your constituents receiving essential services, like fire protection, water, wastewater, childcare, healthcare, resource and agricultural conservation, and more from a special district, rather than a city or county, are not excluded from future COVID-19 relief approved for state and local governments.

As a special district government agency formed on March 12, 1928, under Section 2000 et. seq. of the California Health and Safety Code, our agency'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 programs. We serve approximately 500,000 of your constituents in the Coachella Valley, access to federal relief resources would help our district confront COVID-19 and overcome the pandemic's fiscal impacts. **Our employees are on the front-lines, yet our local government agency has yet to receive the direct access to funding that other government agencies, as well as businesses and non-profits, have received.**

Our district is just one of 2,000 across the state that, altogether, anticipate a **\$1.26 billion impact** due to COVID-19 through the end of Fiscal Year 2021. Furthermore, 46 percent are unlikely to maintain the current staffing of essential workers or are uncertain that they can, and 54 percent are unlikely to maintain or are uncertain about the level of essential services they can provide through this fiscal year.

These bills are identical to the bipartisan S. 4308 from the 116th Congress. H.R. 535 and S. 91 would allow the vital services that communities rely upon to continue unhindered, while also providing greater certainty for these governments to retain their essential workers. Specifically, the legislation would establish a federal definition of "special district", allow special districts' access to future Coronavirus Relief Fund allocations, and designate special districts as "eligible issuers" of the Federal Reserve Board's Municipal Liquidity Facility.

BOARD OF TRUSTEES

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DR. DOUGLAS KUNZ Palm Springs | ISIAH HAGERMAN Rancho Mirage | VACANT County at Large | JEREMY WITTIE General Manager

Without ready access to pandemic relief available to other units of local government, the risk of special districts' inability to continue providing uninterrupted, vital services to their communities will continue to grow. We look forward to working with you to ensure all essential workers and the vulnerable communities they serve receive equitable access to these important relief funds.

Thank you for your consideration of our request.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J. Wittie', with a long horizontal flourish extending to the right.

Jeremy Wittie, M.S.
General Manager

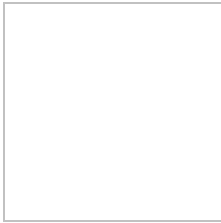
cc: Governor Gavin Newsom; StateInfo@state.ca.gov
Cole Karr, Federal Advocacy Coordinator, California Special Districts Association (advocacy@cda.net)

From: [Tammy Gordon](#)
To: [DistrictWideGroup](#)
Subject: Kudos
Date: Tuesday, February 16, 2021 12:47:52 PM
Attachments:

I received a compliment call from a very nice gentleman in Indio who was calling about Fire Ants, an issue he knew absolutely nothing about and needed help. He said **Erica Frost** spent time explaining and educating him on everything he could possibly want to know about Fire Ants. He stated, "she is wonderful and I appreciate it. And I just had to tell you."

Great job Erica and way to show us that a little time spent with our community really furthers the District's vision of progressing towards a future free of vector-borne disease using educational strategies.

Kudos!



Tammy Gordon, MA
Public Information Officer
Office (760) 393-8031
Cell (760) 296-2905
www.cvmosquito.org
Coachella Valley MVCD



Board Business Status Log 2021

Board Action Item / Description		Month	Status	Comments
Agreements				
	Research agreement – UC Davis	January	Completed	
	Research agreement – UC Riverside	January	Completed	
	Research agreement – USDA	January	Completed	
	Research agreement – Icahn School of Medicine at Mount Sinai	January	Completed	
	Renewal of the Agreement with Salton Sea Aerial Services	February	In Process	
	Renewal of the Agreement with Fedak & Brown	February	Completed	
	Agreement with Ames Construction to locate CV Link Temporary Office/ Yard on District Property	February	In Process	
Resolutions And Proclamations				
	Resolution No. 2021-01 Adopting the District's Investment Policy	January	Completed	
	Proclamation in Honor of Anita Jones for her 20 Years of Service to the District	January	Completed	
	Resolution 2021-02 Adopting Employee Pay Schedule	February	Completed	
Other				
	Yearly Training for Trustees: Ethics and Sexual Harassment Prevention	January-March	In Process	
	Statements of Economic Interests (Form 700)	March	In Process	Information is forthcoming in early March



**Coachella Valley Mosquito
and Vector Control District**

March 9, 2021

Staff Report

Agenda Item: Informational Item

Important Budget Meeting Dates – **Finance Committee**

Background:

The Finance Committee and staff have scheduled the following meetings in preparation for the development of FY 2021-22 Budget. Please mark your calendars. We hope you can join us at these meetings as your input is very important.

- Tuesday, April 13, 2021 - Special Finance Committee Zoom Meeting 4:30 p.m. to 6:00 p.m. to discuss Budget draft #1
- Tuesday, May 4, 2021 - Special Finance Committee Zoom Meeting 1:00 p.m. to 3:00 p.m. to review the final Budget draft
- Tuesday, May 11, 2021 - Budget workshop with Board 3:30 p.m. to 4:30 p.m. (Regular Finance Committee meeting: 4:30 p.m. to 5:30 p.m.)
- Tuesday, June 8, 2021 - Regular Board meeting – Approval of FY 2021-22 Budget



**Coachella Valley Mosquito
and Vector Control District**

March 9, 2021

Staff Report

Agenda Item: Informational Item

California Special District Association Board of Directors Call for Nominations, Seat A –
Jeremy Wittie, M.S., General Manager

Background:

The California Special Districts Association Elections and Bylaws Committee is looking for independent special district board members or their general managers who are interested in leading the direction of CSDA for the 2022 - 2024 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network they seek to represent (see the [CSDA network map](#)).

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education, and resources. The CSDA Board of Directors is crucial to the operation of the association and the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the board requires one's interest in the issues confronting special districts statewide.

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member, or managerial employee (as defined by that district's board of directors) for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action along with the Candidate Information Sheet must accompany the Nomination Form.**

The deadline for receiving nomination applications is March 29, 2021.

Attachments:

- Candidate Information Sheet
- Nomination Form



**California Special
Districts Association**
Districts Stronger Together

2021 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by mail or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS – March 29, 2021



**California Special
Districts Association**
Districts Stronger Together

2021 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by mail or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS – March 29, 2021



ENVIRONMENTAL REPORTS



**Coachella Valley Mosquito and
Vector Control District**

March 9, 2021

Staff Report

Agenda Item: Informational Item

National Pollutant Discharge Elimination System (NPDES) Annual Report – **Jennifer A. Henke, M.S., Laboratory Manager**

Background:

The District’s application of pesticides to and adjacent to Waters of the United States are subject to compliance with the Clean Water Act. In California, the State Water Resources Control Board administers the Vector Control General Permit for the National Pollutant Discharge Elimination System (NPDES). The District must annually file a report with the State Water Board and the Colorado River Regional Water Quality Control Board. The report is required to address:

1. Applications of control products made to or near waters of the United States
2. Any proposed changes to our Best Management Practices for applications to or near waters of the United States
3. A map of our application and target areas which are waters of the United States

The executive summary of the report is attached.

Exhibits:

- 2020 NPDES annual report executive summary for California permit

2020 NPDES Annual Report

1. Annual Reporta. Executive Summary

The Coachella Valley Mosquito and Vector Control District (hereafter, the District) is a non-enterprise independent special district accountable to the citizens of the Coachella Valley, charged with the protection of public health through the control of vectors and vector-borne diseases within its boundaries. The District operates in the Colorado River Basin Regional Water Quality Control Board District (Region 7). The District operates under the Statewide National Pollutant Discharge Elimination System (NPDES) Permit for Biological and Residual Pesticide Discharges to Waters of the United States from Vector Control Applications (Water Quality Order No. 2011-0002-DWQ as amended by Water Quality Order No. 2012-0003-DWQ, 2014-0038-EXEC, and 2014-0106-DWQ) since it became effective on November 1, 2011. The District currently operates under Water Quality Order No. 2016-0039-DWQ since it became effective on March 1, 2016.

The District made 806 larvicide treatments to 177 waters of the U.S. in 2020. The District also made 17 ULV applications of adulticides near private duck club ponds and 6 barrier applications of adulticides to vegetation adjacent to a water of the U.S. in 2020. The District complied with the instructions on the labels of the pesticides and continued to follow the guidelines of its Pesticide Application Plan (PAP) to minimize biological and residual pesticides. Per Order 2016-0039-DWQ, the monitoring and reporting requirements of the Vector Control Permit were modified to consist of reporting of any visual adverse effects or reporting of non-compliant applications as well as monitoring and reporting of pesticide application rates for all applications. The District continued to follow the guidelines of its Pesticide Application Plan (PAP).

b. Summary of Monitoring Data

No adverse impacts from vector control applications were noticed or reported by any of the individual applicators. No non-compliant applications were performed. The annual report tables have been modified to include the application rate for each application reported.

The Coalition will provide information on the incidence of West Nile virus and other similar public health threats in the Coalition's annual report. The

District detected West Nile virus in 55 mosquito pools and St. Louis encephalitis virus in 159 mosquito pools.

- c. Identification of Current Best management Practices (BMPs)
The District uses the BMPs outlined in the District's PAP. These include: training employees to prevent and respond to chemical spills; keeping pesticides in secure locations; calibrating spray equipment; checking the accuracy of use on a daily basis; maintaining certification of staff as State Certified Public Health Vector Control Technicians; and use of biological and physical methods of control mosquitoes when appropriate.
- d. BMP Modifications Addressing Violations
No violations of the General Permit were observed.
- e. Map of Applications
See Attachments A, B and C. Attachment A was made using our Mosquito Mobile application to show larvicide applications. Sites in the application are either points or polygons (polys) depending on the size of the site when it was digitized. Attachment B is the route where aerial ULV for adult mosquitoes took place. Attachment C is the maps of the barrier routes.
- f. Log of Applications made to Waters of the U.S.
See Pesticide Application Log (Attachment D). The application log includes 806 applications of larvicide made to waters of the U.S. It also includes 17 ULV applications of adulticide adjacent to waters of the U.S. and 6 barrier applications to vegetation situated near waters of the U.S.
- g. General Information on Applications.
See Pesticide Application Log. Dosage, concentration, and quantity of pesticide used are derived from District recommended rates based upon biological research and are within pesticide label rates. In some cases, the division of the application amount by the area applied makes it appear as if there was an exceedance per the label. The District discussed with the Riverside County Agricultural Commissioner the inaccuracy of measuring small amounts of liquid for application to small areas. The District adopted a standard procedure of measuring no less than 0.5 mL of liquid larvicide to be applied at small acreage sites.

Examining the ownership of properties within the District, several parcels are owned by Native American tribes. To be compliant with NPDES, the District has obtained permission to treat and an EPA NPDES permit for coverage of these areas. This may mean that there is a reduction in the number of

locations or in the locations themselves that are reported to the California Water Resources Control Board when compared to previous years.

- h. Visual Monitoring Data
No adverse impacts from vector control applications were seen or reported by individual applicators.
- i. Monitoring Program, BMPs and PAP Recommendations
The District has no recommendations for improving the current PAP and monitoring and reporting program.
- j. Pesticide Application Log
See 1f.

2. Updated PAP Components


Not applicable.

3. Self-Monitoring Reports

The District was not asked to submit any self-monitoring reports by the State Water Board or by the Colorado River Regional Water Quality Control Board.

4. Monitoring Reports

The District is a member of the Mosquito and Vector Control Association of California's Monitoring and Reporting Coalition. The MVCAC Coalition Monitoring Annual Reports summarizes the direction and outcome of the conversations between MVCAC and the SWRCB on potential changes to the Vector Control Permit.

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: center;">March 9, 2021</p>
<p>Agenda Item: Informational Item</p> <p>EPA Pesticide Environmental Stewardship Program (PESP) – Jennifer A. Henke, M.S., Laboratory Manager</p>		
<p>Background:</p> <p>In 1994, the Environmental Protection Agency (EPA), established the Pesticide Environmental Stewardship Program (PESP) to promote the use of Integrated Pest Management (IPM) among users of pesticides. The American Mosquito Control Association (AMCA) became a member in 1997 and has since become a Gold level member. AMCA tracks the methods that mosquito control districts across the United States reduce the risk of pesticide exposure to their employees and the members of their community.</p> <p>The District became a Bronze level member in 2012. As part of its five-year strategy document, the District committed to tracking components of IPM that reduce the risk of pesticide exposure and that demonstrate that we are stewards of the environment. The District updated its five-year strategy in 2018 to account for the changes in our programs with the return of St. Louis encephalitis virus and detections of <i>Aedes aegypti</i>. The summary of our annual report for 2020 is attached.</p>		
<p>Exhibits:</p> <ul style="list-style-type: none"> • 2020 CVMVCD EPA PESP annual report 		

The Coachella Valley Mosquito and Vector Control District's EPA Pesticide Environmental Stewardship Program 2020 Report

Introduction

The Coachella Valley Mosquito and Vector Control District (hereafter, the District) is an independent special district in southern California. We have adopted an Integrated Vector Management (IVM) program to control mosquitoes and red imported fire ants, and to a lesser extent, eye gnats and filth flies. In addition, the District helps Coachella Valley residents to rodent-proof their property by carrying out property inspections and providing expert advice. The work is done in the 2,400 square miles of our District boundary. We learned of the EPA's Pesticide Environmental Stewardship Program (PESP) through the American Mosquito Control Association (AMCA), a Gold Tier PESP Member. The District chose to join in 2012 to engage with others to reduce "potential health and environmental risks associated with pests and pesticide use and in implementing pollution prevention strategies." In 2017, the District updated its Strategy Document to reflect changes in the work being completed to protect public health.

The District applies control products where people live, work, and play to protect public health. The District's IVM program involves procedures for minimizing potential environmental impacts, while providing the necessary level of public protection from vectors and the pathogens they can transmit. The District employs IVM principles by first determining the species and abundance of vectors through evaluation of public service requests and field surveys of immature and adult vector populations; and then, if the populations exceed predetermined criteria, use the most efficient, effective, and environmentally sensitive means of control. For all vector species, public education is an important control strategy, and for some species, it is the District's only control method. In some situations, the District also uses biological control such as the placing of mosquitofish in ornamental ponds. When these approaches are not effective or are otherwise inappropriate, then control products are used to treat specific vector-producing or harboring areas to reduce vector populations.

The principles for mosquito and red imported fire ant control apply similarly to other vectors or nuisance species, including assessing the proximity to populated regions; the threat to surrounding organisms; the use of control products in strict accordance with label requirements; the eradication of breeding sources to prevent future re-infestation; educating the general public on preventative measures to prevent future colonization; and the administration of funding and institutional support necessary to accomplish these goals.

The IVM program as a whole, including registration and continuing education of state-certified field personnel, is reviewed and approved by the California Department of Public Health Services through a formal Cooperative Agreement that is renewed annually. For work on state lands and riparian zones, wetlands or other sensitive habitats, the District coordinates and reviews activities with the California Department of Fish and Wildlife, the

U.S. Fish and Wildlife Service, and the California State Lands Commission as Trustee Agencies. For chemical control activities, the District reports to and is periodically reviewed by the Riverside County Agricultural Commissioner.

The District's five-year strategy is to track the following criteria and to update the EPA PESP about our progress in our annual reports. What follows is the summary of our work in 2020, with a comparison to numbers reported in our 2019 report where appropriate.

ACTIVITY 1: SOURCE REDUCTION AND WORKING WITH MANAGERS OF PUBLIC LANDS

The District will work with other public agencies to implement focused and environmentally sound mosquito control strategies where necessary. As part of our IVM program, these activities typically include source reduction, sanitation, and the use of biopesticides to control vectors early in their life cycle. In some cases, highly focused applications of chemical pesticides are directed at confirmed vector species to control populations and protect public health. Appropriate measures include:

Measure 1: A list of non-drainage source reduction and sanitation efforts conducted to prevent mosquito and fly breeding.

The District and the Coachella Valley Water District are cooperating in an effort to ensure property owners properly control artesian wells to comply with state code. In recent years, sufficient groundwater pressure has returned to areas within the eastern Coachella Valley to cause flowing conditions in artesian wells and indicates a healthy aquifer. Decreasing overdraft and returning artesian conditions are goals of the *Coachella Valley Water Management Plan*, which seeks to reduce pumping costs and protect groundwater quality. Replenishing the eastern portion of the Coachella Valley's aquifer with imported water is a crucial component of the valley-wide plan. It is important that the construction or repair of artesian wells is performed in a manner to prevent unchecked flowing conditions. Uncontrolled flows from artesian wells, can result in non-beneficial use of water, and may create standing pools that become unwanted breeding grounds for mosquitos. The Districts cooperated to work with property owners to repair wells and developed a rebate program to defer some of the costs for these repairs; 3 sites were repaired, impacting 61 acres of potential breeding sources. The District can provide a list of property owners and locations upon request. This is same as what was listed in 2016.

Some property owners in the eastern Coachella Valley operate duck hunting clubs in the winter. Water confined to ponds on the property can breed mosquitoes, but mosquito activity typically decreases as the water ages. Breaks in levees and release of water to desert flooding sites create new mosquito breeding sites which can be difficult to treat. In order to reduce desert flooding, the District implemented a policy in 2015 for duck clubs where any water not confined in a pond or designated drainage ditch system would result in charges for mosquito control products used to treat those areas. The duck clubs owners discussed their flooding plans and conducted conservation efforts which led to less

mosquito production and fewer chemical treatments. In 2016, two clubs (Pintail and Tres Rios) did not flood, resulting in 51.7 acres of dry land. In 2017, five clubs did not flood (Adohr's, Middle Farms, Northwind, Pintail, and Tres Rios) resulting in 205.43 acres of dry land. These clubs have continued to not intentionally flood, resulting in 186.49 acres of dry land.

Measure 2: A list of the drainage source reduction projects that are actively reducing mosquito breeding and therefore any risks that would have been associated with pesticide applications. This list may include projects completed in previous years that are still functioning.

The eastern half of the valley is primarily agricultural and contains 70 miles of open channels that convey water from the subsurface tile drain system and storm water to the Salton Sea. Between scheduled maintenance, channels grow vegetation which may create places for mosquitoes to breed. The Coachella Valley Water District is the agency primarily responsible for maintaining these channels. In 2012, we began working with CVWD to prioritize channel maintenance schedules. Seventeen channels have been cleared or restored since 2012, consisting of 155,450 linear feet and impacting 169.2 acres of potential breeding.

In 2020, a drainage area around the City of Cathedral City Library was cleared in partnership with the Department of Public Works.

Measure 3: A list of the names and numbers of municipalities, agencies, agricultural land owners, and other members of the public that are performing Best Management Practices to reduce vector development. This may include changes in irrigation to agricultural lands, water management practices on golf courses for ant control, and water and waste management practices at nurseries.

The District works with municipalities, agencies, agricultural land owners, and other members of the public to reduce vector development. Because of the District's extensive work in previous years, this list is unchanged from our 2018 report.

Mosquito issues: City of Cathedral City, City of Coachella, City of Desert Hot Springs, City of Indian Wells, City of Indio, City of La Quinta, City of Palm Desert, City of Palm Springs, City of Rancho Mirage, Community of Bermuda Dunes, Community of Mecca, Community of Northshore, Community of Oasis, Community of Thermal, Community of Thousand Palms, Coachella Valley Water District, County of Riverside, California Department of Public Health, California Department of Fish and Wildlife, University of California Extension Service, California Department of Food and Agriculture, Agua Caliente Band of Cahuilla Indians, Cabazon Band of Mission Indians, Torres Martinez Desert Cahuilla Indians, Twenty-Nine Palm Band of Mission Indians, US Fish and Wildlife, Artesian Duck Club, Coldwater Duck Club, Mecca Land Duck Club, Model A Duck Club, Sunrise Marsh, LLC, 26th Corporation,

Adohr's Duck Club, Middlefarms Duck Club, Northwind Duck Club, North Shore Duck Club, Cocopah Date Farm, Hadley Dates, Oasis Dates, Bagdesarian Ranch, Desert Mist Ranch, Primetime Industries, Blue Beyond Fisheries, Desert Sea Farms, Golden Pond Fishery, Inc., Sunshine Forest, Inc., Kent Sea Tech Corp., Tres Rios Duck Club, Pintail Duck Club, 1 private homeowner, Palm Valley Country Club, the Desert Cities Homeowner Association Council, Outdoor Resorts Motorcoach Park and Safari Mobile Home Park.

Flies: C and R Farms, Living Desert, SA Recycling, University of California Extension Service, California Department of Food and Agriculture, Prime Time Farms, Andalusia at Coral Mountain Golf Course, The Palms Golf Club, and Trilogy Golf Club

ACTIVITY 2: VECTOR AND DISEASE SURVEILLANCE

As part of the District's IVM program, surveillance is a key component that drives the use of pesticides in appropriate doses and locations. Prior to any pesticide application, confirmation is made of the number and species of vector. For mosquito control, surveillance is also conducted for the pathogens which cause disease in the public, e.g., the viruses that cause West Nile Encephalitis, St. Louis Encephalitis, and western equine encephalomyelitis. Detection of high numbers of adult mosquitoes and virus drives the District Risk Modeling and Operational Strategy, where focused applications of adulticides are made to protect vulnerable members of the public.

Measure 1: The number of days we apply control products for adult mosquito control. For Ultra Low Volume (ULV), the amount of acreage covered and the amount of product used. For barrier applications, the linear feet covered or the acreage covered and the amount of product used. For catch basin adulticiding, the number of control application spots, the number of areas or neighborhoods covered, and the amount of product used.

In 2020, the District used adulticide products 140 days, 156 fewer days than in 2019. In 2019, the District conducted many adult mosquito control operations due to record levels of mosquito samples being positive for West Nile virus and St. Louis encephalitis virus. Additionally, the District had a more difficult time recruiting seasonal employees for the *Aedes* program, resulting in fewer inspections and treatments.

We applied 16.75 gallons of Aqua-Reslin, 56.5 gallons of Duet, and 66.9 gallons of EverGreen 5-25 to cover 19,410 acres on 17 nights using Ultra Low Volume methods through helicopter-mounted sprayers. We used ULV application methods on truck-mounted sprayers to cover 16,165 acres using 93.06 gallons of DeltaGard, 20.17 gallons of EverGreen 5-25, and 6.08 gallon of Scourge 18+54. In residential yards, we used 0.39 gallons of Aqua-Reslin using backpack sprayers for ULV applications for *Aedes* treatments, down from 1.57 gallons in 2019.

Using barrier sprays, we applied 3.67 gallons of Demand CS to 21.57 acres over 7 days in response to high mosquito collections as well as WNV and SLEV positive samples. We

applied 1.09 gallons of Demand CS to backyards for control of *Aedes* mosquitoes, a decrease from 1.80 gallons in 2019.

Measure 2: The number of nights we trapped for adult mosquitoes and the number of trap-nights, where a trap-night is one night for which a trap is set (for example, four traps set for three nights equals 12 trap-nights). Numbers will be specific to *Culex* mosquitoes and to invasive *Aedes* mosquitoes, as they vector different diseases and require different control strategies.

We trapped on 118 nights for *Culex* surveillance for a total of 4,001 trap nights where a trap night is one night for which a trap is set (for example, four traps set for three nights equals 12 trap nights). Additional surveillance for *Aedes* was performed on 131 nights for a total of 2,476 trap-nights. This brings us to a combined total of 138 nights of trapping (CO2, gravid, and BG-Sentinel traps) for 6,477 total trap nights. This is a reduction from the previous year, when AGO traps being used meant that traps were set nearly continuously from February through December.

Measure 3: The number of inspections made for larval mosquitoes.

We made 42,612 inspections for larval mosquitoes, a 2.5% decrease.

Measure 4: The number of applications made for larval mosquitoes and the amount of chemical used.

We made 24,796 applications to control larval mosquitoes, which includes treatments as a result of invasive *Aedes* inspections. The total number of treatments is a 10.26% increase in individual treatments. Total acreage treated was 4,017.04 acres for larval mosquitoes.

Product Name	EPA Registration Number	2019 Amount Used	Percent Change
Agnique MMF	53263-28	0.92 gallons	-1,151.09%
Altosid Briquets	2724-375	587 briquettes	-30.49%
Altosid Liquid	2724-392	2.49 gallons	-3,782.33%
Altosid Pellets	2724-448	2,543.3 pounds	33.84%
Altosid P35	89459-95	167.53 pounds	-1,013.83%
Altosid XR Briquets	2724-421	552 briquettes	-123.19%
Aquabac 200G	62637-3	5,868.21 pounds	70.59%
Censor	8329-80	3,983.43 pounds	New in 2020
FourStar Briquet 180d	83362-3	154 briquettes	80.52%
In2Mix	91720-1	360 sachets	New in 2020
Kontrol	73748-10	16.58 gallons	67.97%
MetaLarv S-PT	73049-475	1147 pounds	17.81%
Natular 2EC	8329-82	16.58 gallons	67.97%

Natular G	8329-80	1498.96 pounds	-71.95%
Natular G30	8329-83	2,979.6 pounds	-121.40%
Natular T30	8329-85	555 tablets	16.22%
Natular XRT	8329-84	1,277 tablets	-12.69%
Spheratax WSP	84268-2	399 pouches	92.73%
SumiLarv 0.5G	1021-2819	0.93 pounds	New to 2020
VectoBac 12AS	73049-38	82.5 gallons	55.93%
VectoBac G	73049-10	1,719.04 pounds	-39.01%
VectoBac WDG	73049-56	4,305.39 pounds	11.85%
VectoLex WDG	73049-57	0.35 pounds	-33,042.86%
VectoLex WSP	73049-20	554 units	74.01%
VectoMax FG	73049-429	1,246.46 pounds	-318.07%
VectoMax WSP	73049-429	4 pouches	-35,300.00%

Measure 5: The number of dead birds tested for virus and the number of dead birds positive for virus.

We tested 5 dead birds for WNV and found 0 positives. This is 1 more bird tested than in 2019.

Measure 6: The number and timing of mosquito samples collected for disease surveillance and the number and timing of positive mosquito samples.

Date Ranges	2-Week Period	Total samples tested	<i>Culex</i> samples tested	WNV positive samples	SLEV positive samples	<i>Aedes</i> samples tested	CDZ* positive samples
01/01/20-01/14/20	1	52	52	0	0	0	0
01/15/20-01/28/20	2	5	5	0	0	0	0
01/29/20-02/11/20	3	24	24	0	0	0	0
02/12/20-02/25/20	4	8	8	0	0	0	0
02/26/20-03/10/20	5	100	98	0	0	2	0
03/11/20-03/24/20	6	193	191	0	0	2	0
03/25/20-04/07/20	7	163	157	0	0	6	0
04/08/20-04/21/20	8	224	216	0	0	8	0
04/22/20-05/05/20	9	737	721	0	0	16	0
05/06/20-05/19/20	10	376	360	0	3	16	0
05/20/20-06/02/20	11	539	517	7	25	22	0
06/03/20-06/16/20	12	307	290	10	3	17	0
06/17/20-06/30/20	13	95	89	0	4	6	0
07/01/20-07/14/20	14	231	212	10	19	19	0
07/15/20-07/28/20	15	204	179	2	26	25	0

07/29/20-08/11/20	16	224	203	9	38	21	0
08/12/20-08/25/20	17	161	141	3	13	20	0
08/26/20-09/08/20	18	92	77	2	8	15	0
09/09/20-09/22/20	19	251	231	8	17	20	0
09/23/20-10/06/20	20	315	297	2	3	18	0
10/07/20-10/20/20	21	312	293	2	0	19	0
10/21/20-11/03/20	22	322	316	0	0	6	0
11/04/20-11/17/20	23	160	160	0	0	0	0
11/18/20-12/01/20	24	60	60	0	0	0	0
12/02/20-12/15/20	25	41	41	0	0	0	0
12/16/20-12/29/20	26	0	0	0	0	0	0
	Totals	5196	4938	55	159	258	0

This is a 25% decrease in the number of samples tested, reflecting the reduction in virus activity from 2019. *Aedes* pools which were tested for arboviruses such as chikungunya, dengue, and Zika *(CDZ).

Measure 7: The percentage of infestation of red imported fire ants at inspected locations.

Inspections done to determine if treatment is needed showed that 95% of sites surveyed did have red imported fire ants.

Measure 8: The percent reduction of red imported fire ants at follow-up visits.

Follow-ups to sites showed that there was a 70% reduction in the fire ants.

Measures 9 and 10: The number and location of traps used for fly surveillance. An estimate of the number and timing of flies trapped for the year.

No traps were set for fly surveillance this year and no flies were identified or counted for fly surveillance.

ACTIVITY 3: BIOLOGICAL CONTROL

The District conducts biological control where feasible, using mosquitofish reared on site. Biological control agents are stocked on private property in accordance with California Department of Fish and Wildlife Policy.

Measure 1: The number of mosquitofish stocked.

We stocked **2,586** mosquitofish (a 51% decrease).

ACTIVITY 4: TRAINING VECTOR CONTROL STAFF

District technicians are highly trained individuals who daily use techniques to reduce pesticide risk. As certified California Vector Control Technicians, staff receives training in biennial cycles on pesticides, mosquitoes, other invertebrates, and vertebrates of importance to public health as approved and required by the California Department of Public Health. In addition, staff is also trained in-house on standard operating procedures, including but not limited to, spill prevention and clean-up, identification of protected species, and calibration of equipment.

Measure 1: The number of certified VCTs on staff was **50** as of December 31, 2020. This is three more VCTs than at the same time the previous year.

Measure 2: The type of training received annually. This may include annual conferences, college programs, special training, and in-house training.

Outside Training:

Training	Number of Attendees
Mosquito and Vector Control Association of California Annual Conference	12
Entomological Society of America Annual Conference	2

In-house Training:

TRAINING	DATE	ATTENDEES
Department Specific		
N-Series - Annual Pesticide Handler Safety Training	1/8/2020	35
Labels and Safety Data Sheets	1/8/2020	35
Control Product Use and Selection	1/15/2020	29
Resistance Management and Product Rotation	1/15/2020	29
Respirator Use and Fit	2/5/2020	37
Listed Species, CEQA, and NPDES	2/5/2020	37
Safe Pesticide Handling and Personal Protective Equipment	1/15/2020	29
Spill Prevention and Clean-up	1/15/2020	29
Recognizing and Preventing Heat Stress	2/12/2020	38

**The date above reflects when the initial training was given. Additional or make-up trainings may have occurred at later dates.*

ACTIVITY 5: PUBLIC OUTREACH


The District believes that educating members of public is important in reducing pesticide risk. As the public becomes better informed about vectors and vector control issues, vector populations will be reduced and applications of chemicals will be reduced.

Measure 1: The number of IVM brochures and flyers distributed for the calendar year was around 8,000. These materials include invasive Aedes warning notifications sent by mail or delivered door-to-door, and brochures and informational handouts distributed at presentations and events, all including IVM messaging. This is an increase from 2019 when 33,000 IVM information materials were distributed.

Pandemic procedures and policies prohibited distribution of hard copy materials to the public for most of 2020. However, online tools such as email distribution and social media were heavily used as virus detection notification and application notices to the public. Over 28,000 emails were sent with an average open rate of 41%

Measure 2: Amidst the pandemic year, District staff was still able to conduct 30 outreach activities in 2020 that covered the topics of IVM, environmental stewardship, or PESP, reaching around 5,600 people. This includes virtual presentations and reporting. We performed 98 outreach activities in 2019.

Measure 3: The number of paid TV, radio, and newspaper spots was 1,500 in 2020, about the same as 2019. When adding each media outlet's reach, the total reach was about 1,000,000. Eleven media releases were distributed in 2020 (fifteen fewer than the previous year), resulting in 29 TV, radio, newspaper, and electronic news stories (twenty fewer than the previous year). Lastly almost 18,000 unique users visited the District's website in 2020. Almost 26,000 sessions were tracked visiting 61,000 pages. There were about 16,000 sessions logged on the District website in 2019.

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>March 9, 2021</p>
<p>Agenda Item: Informational Item</p> <p>California Environmental Quality Act (CEQA) Mitigated Negative Declaration Annual Compliance Report – Jennifer A. Henke, M.S., Laboratory Manager</p>		
<p>Background:</p> <p>On October 11, 2011, the Board of Trustees of the Coachella Valley Mosquito and Vector Control District approved a Mitigated Negative Declaration regarding District activities, specifically its Integrated Vector Management Program (Resolution 2011 – 18). Pursuant to Section 21081.6 of the Public Resources Code and the CEQA Guidelines Section 15097, a public agency is required to adopt a monitoring and reporting program for assessing and ensuring compliance with the required mitigation measures applied to a proposed project for which a mitigated negative declaration has been prepared. As stated in the Public Resources Code:</p> <p style="text-align: center;"><i>“...the public agency shall adopt a program for monitoring or reporting on the revisions which it has required in the project and the measures it has imposed to mitigate or avoid significant environmental effects.”</i></p> <p>The District is required to self-monitor continuously and to complete an annual Compliance Report. The summary of the report is attached.</p>		
<p>Exhibits:</p> <ul style="list-style-type: none"> • 2020 CEQA annual report executive summary 		

Coachella Valley Mosquito and Vector Control District
43-420 Trader Place, Indio, CA 92201

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)
MITIGATED NEGATIVE DECLARATION
2020 ANNUAL COMPLIANCE REPORT

BACKGROUND

The California Environmental Quality Act (CEQA) requires public agencies to conduct an environmental review to determine the cumulative impact of their activities on the environment. The Coachella Valley Mosquito and Vector Control District (hereafter, the District) conducted an Initial Study in July 2011 to determine the cumulative effects of its Integrated Vector Management Program to all parts of the District's jurisdiction (Project). In the Initial Study, the District determined that the Project could have a significant impact on the environment that could be made not significant through mitigation. Thus, the District prepared and adopted a Mitigated Negative Declaration on October 11, 2011.

As part of its Mitigated Negative Declaration, the District, in accordance with Section 21081.6 of the Public Resources Code and the *CEQA Guidelines* Section 15097, adopted a monitoring and reporting program for assessing and ensuring compliance with the required mitigation measures applied to its Project. This is the Annual Compliance Report detailing the monitoring which took place in 2020.

The District followed the Mitigation Monitoring and Reporting Program outlined in the Mitigated Negative Declaration. The District determined what actions would indicate compliance with the Mitigation Measure. What follows are the mitigation measures listed in the Mitigated Negative Declaration, the actions indicating compliance from the Mitigation Monitoring and Reporting Program, and a summary of what occurred in 2020. Overall, the District complied with the Mitigation Monitoring and Reporting Program, ensuring that its Integrated Vector Management Program did not have significant impact on the environment.

Mitigation Measure 1: *The District does not conduct routine control activities within 18 designated CVMSHCP conservation areas. The District conducts surveillance and control measures within the Coachella Valley Storm water Channel and Delta, and small residential communities found within the Thousand Palms and West Deception Conservation areas.*

Action indicating compliance: The District will maintain a map of the areas that may be impacted by surveillance and control measures. The Laboratory Manager will create a report using the Mosquito Mobile information to create a record of inspections and treatments made to the Coachella Valley Storm water Channel and Delta, Thousand Palms, and West Deception Conservation Areas. A copy of this report will be available upon request.

2020 activity: The District made 210 applications of larval mosquito control products to duck clubs and Salton Sea marshes (43 sites) within the Coachella Valley Storm Water Channel and Delta. Applications were made in accordance with the District's Larval Control Procedures and the District Recommended Rates. The District made 17 applications of adulticide products by ULV and 7 applications by barrier methods to duck club and Salton Sea marshes to areas within and adjacent to the Coachella Valley Storm Water Channel and Delta. Applications were conducted according to the District's Mosquito-borne Surveillance and Emergency Response Plan using the District Recommended Rates. The District made 1 application for red imported fire ant (RIFA) control to a private residence within a conservation area.

Mitigation Measure 2: *The District shall comply strictly with control product labels that are written to ensure that no significant impact to biological resources can occur.*

Actions indicating compliance:

- An annual refresher course organized by the Operations Manager to discuss products and District recommended applications will be conducted.
- The Operations Manager, Field Supervisors, and Lead Technicians examine the Mobile information for discrepancies. These are then reviewed with the technician by the Field Supervisors. A file of these discrepancies and the recommendation for improvement is kept by the Operations Manager.
- Reports of non-compliance with control product labels are made to the Riverside County Agricultural Commissioner by the Operations Manager.
- Monthly reports of product usage are made by the Operations Manager to the Riverside County Agricultural Commissioner.

2020 activity: The District conducted training on products, including the N-Series (January 8, 2020), product labels and Safety Data Sheets (January 8, 2020). District recommended rates, Spill Prevention and Clean-up, and Safe Pesticide Handling (all three on January 15, 2020), Respirator Fit Test (February 5, 2020), and Preventing Heat Stress (February 12, 2020). Monthly reports of product use were made to the County Agricultural Commissioner.

Mitigation Measure 3: *Project activities shall be highly selective in space and time, based on a detailed list of potential mosquito sources, pre-control surveillance for mosquito abundance, and threshold criteria for control applications.*

Action indicating compliance: A file will be made available for review at the front desk that will include the annual map of all known sources, the location of adult surveillance traps, the location of larval surveillance (using the mosquito inspections from the Mosquito Mobile), and the District thresholds for treatment (both larval and adult procedures).

2020 activity: Maps and thresholds are available on request.

Mitigation Measure 4: *The District's field technicians shall be certified by the California Department of Public Health Services as highly-trained control product applicators and required to complete frequent continuing education sessions sponsored by the District and by the Mosquito & Vector Control Association of California pursuant to State Regulations.*

Action indicating compliance: A file containing copies or scans of all technician certifications will be made and will be located at M:\CEQA. This file will include information on the continuing education sessions completed by the technicians.

2020 activity: Information on technician certification is available upon request.

Mitigation Measure 5: *The Project is routinely monitored for safety, efficacy, and environmental impact by the District's Supervisors and General Manager, by the Riverside County Agricultural Commissioner, and other Trustee and Responsible agencies.*

Action indicating compliance:

- The District's Supervisors and General Manager will review the annual safety report created by the Safety Officer of the District, the annual report on quality

control created by the Biologist, and the annual report created by the Laboratory Manager.

- The District will keep a copy of the report made by the Riverside County Agricultural Commissioner on file.
- The District will keep a copy of the report made by the California Department of Public Health on file.

2020 activity: Reports on safety, quality control, and environmental compliance were made to the General Manager. The Vector-Borne Disease Section of the California Department of Public Health last reviewed the District's Program on October 24, 2019; no recommendations were made. The District was inspected by the Riverside County Agricultural Commissioner on August 20, 2020; no recommendations were made.

Mitigation Measure 6: *The District and the Mosquito & Vector Control Association of California will routinely fund and collaborate with researchers from the University of California and other academic institutions on research projects to evaluate activities and to ensure that practices are used with the least potential impact on biological resources consistent with operational requirements.*

Action indicating compliance: A copy of the annual budget and annual reports completed by these researchers will be available.

2020 activity: The District funded three researchers in 2020. Copies of their annual reports are available on request.

Mitigation Measure 7: *Project activities shall be consistent with the Riverside County General Plan's Conservation Element, and the Coachella Valley Multiple Species Habitat Conservation Plan, California and Federal Endangered Species Act and City General Plans in the Service Area.*

Action indicating compliance:

- The Laboratory Manager will review these plans and inform the District of any changes that need to be made to the Project's activities.
- The Laboratory Manager will conduct annual training of the District's employees to inform them of species that are listed as endangered.

2020 activity: The Laboratory Manager provided all field staff with training and updated manuals on Federal and State Listed Species on February 5, 2020.

Mitigation Measure 8: *District staff shall coordinate and consult with other responsible agencies, including the California Department of Health Services, the California Department of Fish and Game, and the Bureau of Land Management to ensure that Service Area activities do not result in significant impacts to biological resources.*

Actions indicating compliance:

- A copy of the cooperative agreement with California Department of Health Services is updated annually and available. This is coordinated by the General Manager.
- A copy of the permits awarded by the California Department of Fish and Wildlife (CDFW) is available. Permits are updated as needed by the Laboratory Manager
- The Laboratory Manager will obtain a MOU from the Bureau of Land Management if necessary.

2020 activity: When applying to the California Department of Fish and Wildlife for a permit for 2012, the District was informed that a permit was not needed to stock private water:

In California Code of Regulations, Title 14, Section 238.5 (f) the following is stated:

"In Inyo and Mono counties, and in public waters of San Bernardino, Riverside and Imperial counties, mosquitofish may not be planted without the written concurrence of the department".

No work was conducted requiring an MOU from the Bureau of Land Management. A copy of the agreement with the California Department of Public Health for 2020 is available on request.

Mitigation Measure 9: *The movement of All Terrain Vehicles (ATVs) shall be guided by the ground crew to avoid any damage to wildlife, if present. The use of ATVs by the District shall not have a significant effect on the environment by limiting its activities to agricultural areas such as irrigated date gardens. In the spring months on the west side of the Salton Sea, use of the ATV's shall be limited to existing dirt roads around the flooded areas of fishery ponds. The District staff shall use existing dirt roads around the fish farm ponds and shall enter only those open areas under the salt grass in the vicinity of the fish farm ponds. In the fall months the use of ATVs shall be limited to sites such as duck club ponds that are man-made.*

Actions indicating compliance:

- The Clerk will maintain a record of where District staff use ATVs from the key log of the Lead Technicians.
- The Field Supervisors and Fleet Maintenance Staff train the technicians annually on the proper use of ATVs as well as the appropriate habitats in which they should be used.

2020 activity: The District used ATVs nineteen times during breeding season (March – June) near the shoreline to examine the need for an aerial application and to make applications in response to West Nile virus positive samples. Use was restricted, and staff watched for signs of wildlife. Otherwise, ATV use in the spring and early summer was restricted to agricultural fields. ATVs were used in the duck clubs during the late summer, fall and winter. Employees who had used ATVs in 2019 were permitted to use them in 2020, and one employee was trained in December (a modification in the routine training due to physical distancing for COVID-19 safe work practices).

Mitigation Measure 10: *The District shall use mosquitofish (*Gambusia affinis*) only in private man-made bodies of water for mosquito control – neglected pools.*

Action indicating compliance: The District Biologist will provide a report of the use and location of mosquitofish stocking.

2020 activity: Mosquitofish were stocked in neglected swimming pools, ornamental ponds, and storm water structures. Fish were used in man-made bodies of water for mosquito control. A map of treatments is available upon request.

Mitigation Measure 11: *The District shall maintain a California Department Fish and Game (CDFG) Permit for mosquitofish stocking.*

Action indicating compliance: A copy of the permit is available at the front desk.

2020 activity: See Mitigation Measure 8.

Mitigation Measure 12: *The District shall plant mosquitofish only in temporary man made wetlands that are covered by a CDFG permit which include Sections 19, 28, 29, 30, 31, Township 7, Range 9.*

Actions indicating compliance:

- A copy of the permit is available at the front desk.

- The District Biologist will provide a report of the use and location of mosquitofish stocking.

2020 Activity: See Mitigation Measures 8 and 10.

Mitigation Measure 13: *The District shall not plant mosquitofish in the following Desert Pupfish refugia ponds:*

- i. *McCallum/Simone pond and Visitor center pond or any water course at the Thousand Palms Preserve, along Thousand Palms Canyon Drive.*
- ii. *The Seep pond, the Oasis pond or the Cienega (Sonoran) pond located at the Living Desert Zoological Gardens.*
- iii. *The small pond behind the Salton Sea State Park Headquarters.*
- iv. *Any pond or watercourse located at the Dos Palmas Preserve.*

Action indicating compliance: The District Biologist will provide a report of the use and location of mosquitofish stocking.

2020 Activity: See Mitigation Measure 10.

Mitigation Measure 14: *When mosquito numbers exceed District control thresholds and other control methods would be ineffective, contrary to permits or other environmental protections, or otherwise inappropriate, the District shall utilize only those specific insecticides that are registered for use in California and that possess a current EPA label.*

Action indicating compliance: A copy of the current pesticide labels will be available.

2020 Activity: Current product labels are posted at www.cvmvcd.org.

Mitigation Measure 15: *The District shall maintain current and updated maps and other information from the California Department of Fish and Game Natural Diversity Data Base, the Coachella Valley Multiple Species Habitat Conservation Plan, the Bighorn Sheep Recovery Plan and similar sources on the location of Special Status Species and designated Natural Communities in the Service Area.*

Actions indicating compliance:

- The Laboratory Manager will review these plans and inform the District of any changes that need to be made to the Project's activities.
- Copies of these plans are located at the front desk.

- Information from these maps is used by the IT department to maintain digital records of these maps within ArcGIS.

2020 Activity: The District uses the maps available from the Coachella Valley Association of Governments (CVAG). All maps are up-to-date.

Mitigation Measure 16: *The District shall coordinate its activities with approved Habitat Conservation Plans and Species Recovery Plans.*

Actions indicating compliance:

- The Laboratory Manager will review these plans and inform the District of any changes that need to be made to the Project's activities.
- The Laboratory Manager will conduct annual training of the District's employees to inform them of species that are listed as endangered.

2020 Activity: See Mitigation Measure 7.

Mitigation Measure 17: *The District shall conduct all its activities consistent with the requirements of the California Department of Fish and Game, the Regional Water Quality Control Board, the US Fish and Wildlife Service and the US Army Corps of Engineers.*

Actions indicating compliance:

- Copies of permits that have been obtained from CDFW and from the State and the Regional Water Quality Control Boards are available at the front desk. These permits are updated as needed by the Laboratory Manager.
- The District will develop a plan for dealing with endangered species that will be submitted to the US Fish and Wildlife Service.
- The District currently does not have any activities that require input from the US Army Corps of Engineers.

2020 Activity: The District maintained its State and Regional Water Quality Control Board permits. The District has not developed a plan for dealing with endangered species, but it is involved in the American Mosquito Control Association which is creating a Federal position on vector control and endangered species. The District did file a document outlining its mosquito control efforts on property that is intended to be habitat for desert pupfish, *Cyprinodon macularius*, with US Fish and Wildlife Service in 2013 and continues to discuss the location of the pupfish with US and CA Fish and Wildlife Services. The District assisted the CA Fish and Wildlife Service with

its population surveys for the desert pupfish, *Cyprinidon macularius*, in 2015 and did not find mosquitoes in areas where the pupfish were present.

Mitigation Measure 18: *The District shall maintain policies and programs for the continuing education of field personnel to ensure minimization of specific mosquito control activities and/or the use of alternative mosquito control methods which might impact Special Status Species or designated Natural Communities.*

Actions indicating compliance:

- The District will maintain records of in-house training sessions for staff as well as records of CEUs completed by staff. The District will maintain records of conferences attended by the staff.

2020 Activity: See Mitigation Measures 4 and 17. The freshwater and coastal marshlands are home to the desert pupfish, *Cyprinidon macularius*. According to the Recovery Plan, desert pupfish are omnivorous on algae, plants, invertebrates, and detritus. Desert pupfish prefer slow flowing water with some open vegetation, which is not a source of larval mosquitoes. Thus, there is no reason that mosquito control products for larval mosquitoes would be used in habitats with desert pupfish. Even if they were used, the products are not toxic to fish.



STAFF REPORTS



**Coachella Valley Mosquito and
Vector Control District**

March 9, 2021

Staff Report

Agenda Item: Informational Item

Staff report from MVCAC Annual Conference, February 1-3, 2021, held online

Report:

The annual meeting of the Mosquito and Vector Control Association of California (MVCAC) is an opportunity for staff to meet with leading mosquito workers from across the state. Due to the need to enact social distancing, the association held the meeting online.

District staff were among the presenters. *Kim Hung*, Vector Ecologist presented data trends in adult mosquito collections from 20 years, showing that changes in the Salton Sea are impacting the mosquito collections. *Tammy Gordon*, Public Information Officer presented the work done to reach the community during the 2020 area-wide larvicide applications; her presentation highlighted methods used as well as the impressions of the work. *Jennifer Henke*, Laboratory Manager presented the mosquito collections following those area-wide larvicide applications, highlighting how lower application rates were effective.

Because the meeting was held online, all employees who currently have or are training to receive their certified Vector Control Technician license were able to attend. Presentations at the conference are registered as Continuing Education Units for these licenses, and by attending, employees learned relevant information about mosquito and vector control practices that others in California are employing at their Districts.

This year the MVCAC Annual Conference hosted sessions on:

- Challenges and opportunities in vector-borne diseases
- Community engagement and education
- Public policy, governance, and operations during COVID
- Research from the Pacific Southwest Center for Excellence
- In Control: A look at operational tools and equipment
- Innovation and discovery in mosquito control

Invasion of the Body Biters: statewide efforts against *Aedes*

ATTENDEES:

All staff with certified Vector Control Technician licenses.



**Coachella Valley Mosquito and
Vector Control District**

March 9, 2021

Staff Report

Agenda Item: Informational Item

Staff report from: Pacific Southwest Center of Excellence in Vector-Borne Diseases Annual Progress and Planning Meeting February 17-18, 2021, held online – **Jennifer A. Henke, M.S., Laboratory Manager**

Report:

In 2017, the Centers for Disease Control and Prevention (CDC) established five universities as regional centers of excellence to prevent and rapidly respond to emerging vector-borne diseases across the United States. The Pacific Southwest Center of Excellence in Vector-Borne Diseases (COE) is a joint venture of the University of California, Davis, and University of California, Riverside, where researchers address public health challenges using cutting-edge research in surveillance, vector control, genetics, epidemiology, and effective insecticide development. The COE holds an annual meeting, where researchers meet with CDC officials and vector control professionals to discuss projects completed in the previous year and to plan for the coming year. The COE will be applying for a new 5-year approval this year.

The District has had an active role in providing material and working with several of the researchers on projects that benefit the residents of the Coachella Valley as well as southwestern U.S. Lark Coffey, Ph.D., presented on work that the District will be conducting this summer detecting mosquito-borne viruses as well as changes in St. Louis encephalitis virus over the past 6 years. Karine Le Roch, Ph.D. examined the immune response of mosquitoes, using samples from our District and West Valley MVCD. Sarjeet Gill, Ph.D., used mosquitoes from the Coachella Valley and elsewhere to examine mechanisms for insecticide resistance. District staff are working with several researchers to develop potential projects for 2021.

ATTENDEES:


Jennifer A. Henke, Laboratory Manager
Tammy Gordon, Public Information Officer

SECTION

12



NEW BUSINESS

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: center;">March 9, 2021</p>
<p>Agenda Item: New Business</p>		
<p>Review and discuss proposed amendments to Trustee Bylaws - Lena Wade, General Counsel on behalf of the Executive Committee</p>		
<p>Background:</p> <p>The Executive Committee reviewed the Trustee Bylaws during their last meeting and would like to propose changes as shown on the attached redlined document. The Bylaws shall be further reviewed by all Trustees and proposed changes shall be brought forward for discussion during the meeting.</p>		
<p>Staff Recommendation: The Board of Trustees shall take whatever action it deems necessary.</p>		
<p>Attachment:</p> <ul style="list-style-type: none"> • Redlined version of Board of Trustees Bylaws 		



Coachella Valley Mosquito and Vector Control District
BOARD OF TRUSTEES
BYLAWS

Approved by Resolution No. 2013 - 22
October 8, 2013

~~Insert new date~~ Revised March 9,
2021 and Approved by Resolution
2021-XX

(Supersedes all prior Bylaws)

I. Background and Purpose

The Coachella Valley Mosquito and Vector Control District ("District") is an "independent special district" formed, operated and managed pursuant to the Mosquito Abatement and Vector Control District Law (Health and Safety Code § 2000 *et. seq.*). The primary purpose of the District and the Board of Trustees ("Board") is to ensure that the public is protected against the threat of vector-borne diseases. The Board is composed of at least five members. (Health and Safety Code § 2020).

II. Board of Trustees

The Board of Trustees is the governing body of the District.

A. Membership

The Board shall consist of a single representative of each incorporated city within the District's boundaries and two representatives of the County of Riverside.

B. Eligibility

Trustees appointed to the Board should have "experience, training, and education in fields that will assistance them in the governance" of the District.

C. Appointment

Each Trustee shall reside in and be a registered voter in the jurisdiction of their appointing legislative body.

D. Term of Office

Each Trustee shall be appointed for a term of two or four years, as decided by his or her appointing legislative body.

E. Oath or Affirmation

Any person appointed to serve as a Trustee must take the oath or affirmation of office prior to formally and officially assuming his or her position as a Trustee. [The oath or affirmation of office has to be re-taken if the Trustee is re-appointed at the end of his/her term.](#)

F. Commencement of Term

Terms shall commence at noon on the first Monday in January.

G. Removal

Once assuming the position of a Trustee, the Trustee's appointing body is not permitted to remove its Trustee at its discretion, unless otherwise provided by law.

H. Replacement of Trustee

A person appointed to fill the unexpired term of a Trustee shall serve the remaining term of the replaced Trustee.

I. Duty of Loyalty and Commitment

All Trustees shall exercise their independent judgment on behalf of the interests of the residents, property owners, and the public as a whole in furthering the purposes and intent of the District and represent the interests of the public as a whole and not solely the interests of the Board of Supervisors or the city council that appointed them.

III. Officers

A. Designated Elected Officers

The elected officers of the Board of Trustees ("Board") shall consist of:

1. President
2. Vice President
3. Secretary
4. Treasurer

B. Duties of Officers

1. President

- a. The President shall serve as the presiding officer of all Board and all Executive Committee meetings.
- b. The President shall sign all acts, orders, resolutions and proceedings of the Board.
- c. When necessary, the President shall be the official representative of the District. The President shall have the power, at the direction or consensus of the Executive Committee, to establish committees and subcommittees and appoint their members. The President shall also have any other powers as may be delegated by the Board from time to time.
- d. The President shall serve as the alternate on all committees and attend any committee meeting as an official participant in the event the respective committee will not or does not have a quorum present to conduct an official meeting pursuant to the Brown Act.

2. Vice President

In the temporary absence of the President, the Vice President shall assume duties of the President.

3. Secretary

- a. The Secretary shall assist the President as necessary. In the temporary absence of the President and Vice President, the Secretary shall assume the duties of the President.
- b. It shall be the duty of the Secretary to authenticate, by his/her signature when necessary, all the acts, orders and proceedings of the Board.

4. Treasurer

- a. In the temporary absence of the President, the Vice- President and the Secretary, the Treasurer shall assume duties of the President.

- b. It shall be the duty of the Treasurer to serve as the Chair of the Finance Committee and to perform any other such duties assigned by the Board.
- c. The Treasurer shall exercise those duties as assigned to the Treasurer by the applicable provisions of the California Health and Safety Code.

C. Terms of Office

The term of each office shall be one year. No officer shall serve more than four consecutive terms in the office to which elected. Partial terms shall not be considered in determination of consecutive terms.

D. Eligibility to Hold Office

Any Trustee may be elected to any office, provided that he or she has served as a Trustee for one calendar year.

E. Election of Officers

Officers shall be elected annually, with the election held at the first regular meeting in the month of January and commencement of officers' terms shall take effect immediately upon election to office.

Prior to the election of officers, the Executive Committee shall appoint a Nominating Committee, which shall recommend one candidate for each office. Recommendations of the Nominating Committee shall be submitted to the Board for consideration at the January Board meeting. Nominations may be made from the floor when election of officer is held. Each Board member shall have one vote.

F. Removal

Officers serve at will and may be removed by a majority vote of the Board at any time with or without cause in the context of a noticed public meeting.

G. Succession

There shall be no automatic succession of officers upon the vacation of a superior officer position prior to the expiration term of the superior officer's position. A vacated officer position shall be filled by a majority vote of the Board at the earliest time possible in the context of a noticed public meeting.

IV. Board Meetings

A. Applicable Laws and Regulations

All Board meetings shall be conducted in accordance with Sections 2000 et seq. of the California Health and Safety Code and Government Code sections 54950, et seq. (the "Brown Act") and any and all laws governing public meetings.

B. Types of Meetings

1. Regular Meetings

Regular Meetings will be held the second Tuesday of each month, commencing at 6:00 p.m. at the District's Headquarters located at 43-420 Trader Place, Indio, California. [If required, due to extenuating circumstances, Regular Meetings can be held remotely using appropriate electronic tools.](#)

2. Special Meetings, [Budget Committee Meetings](#) and Emergency Meetings

Special Meetings, [Budget Committee Meetings](#) and Emergency Meetings may be called and held from time to time pursuant to the procedures set forth in the Brown Act.

3. Adjourned Meetings

The Board may adjourn any Board Meeting to a time and place specified in the order of adjournment pursuant to the procedures set forth in the Brown Act.

C. Cancellation of Meetings

Any meeting of the Board may be canceled in advance by a majority vote of the Board.

D. Location of Meetings

All Board Meetings shall be held in the Board Room located at the District Headquarters at 43-420 Trader Place, Indio, California, unless otherwise designated by the President or the Board. However, the Board may, from time to time, elect to meet at other locations within the District [or hold remote electronic meetings](#) and upon such election will give public notice of the change of location in accordance with the Brown Act.

E. Quorum

A majority of the Board will constitute a quorum, but a lesser number may adjourn

a meeting.

F. Presiding Officer

The President will preside over all Board meetings. The President will have authority to preserve order at all Board meetings, to remove any person from any meeting of the Board for disorderly conduct, to enforce the rules of the Board and to determine the order of business under the rules of the Board.

G. Closed Sessions

Trustees may not reveal the nature of discussion or decision from a closed session unless required by law or unless a majority of the Board agrees in closed session to disclose confidential closed session information.

H. Minutes

The Clerk of the Board will have exclusive responsibility for preparation of the minutes which shall be recorded with the District's Minute Book. In absence of the Clerk, the presiding officer shall appoint an acting Clerk to record the meeting minutes.

I. Order of Business

The business of the Board at its meeting will generally be conducted in accordance with the order of business as listed on the agenda. The President may, with the concurrence of a majority of the Trustees present, reorder items on the agenda to accommodate the public or to address other concerns.

J. Rosenberg's Rules of Order

Except as provided herein, other rules adopted by the Board and applicable provisions of state law, the procedures of the Board will be governed by the latest revised edition of Rosenberg's Rules of Order, without the provision requiring a super-majority vote for certain motions, as attached hereto.

K. Parliamentarian

The President may appoint a Parliamentarian. If the Parliamentarian is absent at a Board meeting, the presiding officer may make a temporary appointment

L. Disqualification for Conflict of Interest

Any Trustee who is disqualified from voting on a particular matter by reason of a conflict of interest will publicly state or have the presiding officer state the nature of the disqualification in open meeting. Where no clear disqualifying conflict of interest appears, the matter of disqualification may, at the request of the Trustee affected, be decided by the other Trustees. A Trustee who is disqualified by

reason of a conflict of interest in any matter may not remain in his/her seat during the debate and vote on the matter, but will request and be given the permission of the presiding officer to step down from the dais and leave the Board Room during discussion and action on the matter. A Trustee stating disqualification will not be counted as a part of a quorum and will be considered absent for the purpose of determining the outcome of a vote on the matter.

M. Absences

The Board reserves the right to determine whether a Trustee's absence under the circumstances at a particular Board Meeting is excused. More than two consecutive unexcused absences shall be reported to the absent Trustee's appointing body. Unless an emergency exists, Trustees shall notify the Clerk of the Board no later than one hour before the meeting of their absence. A Trustee who is absent four or more times from consecutive meetings may be removed.

~~VI.~~ V. Committees

A. Standing Committees

1. Executive Committee

There shall be an Executive Committee which shall consist of each officer. The Executive Committee shall assist with the preparation of the Board agendas and assume all duties and assignments as may be assigned by the Board. The Executive Committee shall conduct its meetings in accordance with the Brown Act and it shall meet monthly, on an as-needed basis or as may be requested by any member of the Executive Committee.

2. Finance Committee

There shall be a Finance Committee which shall consist of three to four Trustees, which shall include the Treasurer who shall serve as the Chair of the Finance Committee. The Finance Committee will meet monthly to review all aspects of the District's financial transactions. The Finance Committee shall review and approve the District's draft annual and long range Budget prior to formal submittal to the Board. ~~and The Finance Committee shall~~ provide oversight of the District's finances as may be requested by the Chair or the Board.

B. Subcommittees / Ad hoc Committees

A subcommittee, also known as an "ad hoc subcommittee," is one that consists solely of less than a majority of the Board of Trustees and has temporary subject matter jurisdiction over a particular issue, matter or task until it is terminated, completed or otherwise resolved.

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~~VII.~~ VI. Waiver of Rules

Any of the foregoing rules may be waived by majority vote of the Board present when it is deemed that there is good cause to do so based upon the particular facts and circumstances involved.

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~~VI.VII.~~ Ethics Training, Required State Training, and any Government Required Forms

Each Trustee shall comply with ~~the~~ required Ethics, Sexual Harassment Prevention Training, filing of required Statement of Economic Interests Forms, and any other trainings to comply with the provisions of State Law.

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~~VII.~~ VIII. Amendment of Bylaws

The Bylaws shall be reviewed every two years by the Executive Committee and any proposed changes shall be presented to the full Board for approval. Trustee Bylaws may require a change at any time if required by new state laws or recommendations by staff or legal counsel. Bylaws may be amended by a simple majority vote of the entire Board.

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**Coachella Valley Mosquito and
Vector Control District**

March 9, 2021

Staff Report

Agenda Item: New Business

Discussion and/or approval to execute an agreement to obtain Microsoft M365 Licensing, in an amount not to exceed \$27,000.00 through Hypertec Direct, from Permits, Licenses & Fees, fund 7350.01.210.000 Budgeted; Funds. **Edward Prendez, Information Technology Manager**

Background:

The Coachella Valley MVCD utilizes Microsoft software for all server and desktop systems to facilitate the mission of the District. This software is utilized for operating systems, desktop productivity tools (Outlook, Word, Excel, PowerPoint, etc.), and server-based applications. Currently, the District is running older versions of Microsoft's desktop productivity tool Office (2010 & 2013) and needs updating to provide a standard suite of productivity tools.

In the past, the District has acquired office productivity software one device, one license model. As newer hardware was purchased, new versions of the software were also acquired, leading to the disjointed environment. This approach created additional administrative overhead to ensure older versions were not falling out of support for vital security updates.

Shifting the District to Microsoft M365, a cloud-based subscription model provides the District with the ability to upgrade licenses as newer versions of the software are released. This licensing model will also allow staff to utilize other cloud-based applications from Microsoft, currently not available to staff, for example, Microsoft Teams, which provides online collaboration tools, meeting spaces, and real-time editing of a document by multiple users. The COVID-19 pandemic has pushed the need to increase the ability to work remotely from any location or on any device and Microsoft M365 environment provides this infrastructure.

As part of this transition, the District Email will be hosted by Microsoft providing reliability, data safeguards, and eDiscovery capabilities. Hosting the District's Email offsite protects the districts from any natural disaster, man-made events, and hardware failures. Utilizing Microsoft's hosted services also eliminates the need to procure and replace email servers.

Microsoft Office 2019 will become the standard for all desktop computers, and staff will have the flexibility to adapt over time as new versions are released. Funds are currently available in the Permits, Licenses & Fees Budget and will cover the FY 2021-22. Funding for each year's cost will be requested each budget year.

Staff Recommendation:

Staff recommends approval to execute an agreement to obtain Microsoft M365 Licensing, in an amount not to exceed \$27,000.00, from Permits, Licenses & Fees Budget Fund #7350.01.210.000

Fiscal Impact:

FY2020-21 Budget GL #7350.01.210.000	Current Available Funds	Proposed Expense Fiscal Year 2020/21	Remaining Available Funds
\$33,600	\$33,600	\$26,235.11	\$7,364.89

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>March 9, 2021</p>
<p>Agenda Item: New Business</p> <p>Discussion and/or approval to extend the Thermal property lease agreement with Coachella Valley Unified School District for an additional two years – Jeremy Wittie, M.S., General Manager</p>		
<p>Background:</p> <p>The Coachella Valley Mosquito and Vector Control District (District) has leased the Thermal property to the Coachella Valley Unified School District (CVUSD) for over a decade. The lease agreement is coming to an end on March 31, 2021. The parties have agreed to enter into a two-year extension of the original agreement under the same terms with the exception to revise the annual rent payment to \$15,000 per year with no annual adjustments.</p>		
<p>Staff Recommendation:</p> <p>Staff recommends authorizing the General Manager to sign the lease agreement as drafted for execution.</p>		
<p>Attachment:</p> <ul style="list-style-type: none"> • Lease Agreement 		

**FIRST AMENDMENT TO LEASE AGREEMENT
BY AND BETWEEN
THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL
DISTRICT
AND
THE COACHELLA VALLEY UNIFIED SCHOOL DISTRICT**

This First Amendment to Lease Agreement ("First Amendment") is made and entered into as of this 25th day of February, 2021 by and between the Coachella Valley Mosquito and Vector Control District, a special district existing pursuant to provisions of the California Health and Safety Code ("Landlord"), and the Coachella Valley Unified School District, a school district formed and existing pursuant to provisions of the Education Code ("Tenant").

RECITALS:

WHEREAS, Landlord and Tenant entered into a Lease Agreement ("Lease") dated May 13, 2011 for the real property located at 83- 733 Avenue 55, Thermal, California ("Property") and the Premises thereon; and

WHEREAS, Landlord and Tenant desire to amend and clarify certain terms of the Lease, including, to extend the Lease Term from its scheduled expiration on March 31, 2021, as hereinafter more fully described.

NOW, THEREFORE, IN CONSIDERATION OF THE TERMS, COVENANTS AND CONDITIONS CONTAINED HEREIN, LANDLORD AND TENANT HEREBY AGREE TO AMEND THE LEASE AS FOLLOWS:

A. Article 3 of the Lease is hereby stricken in its entirety and amended to read as follows:

Article 3. TERM

The term of the Lease ("Term") shall commence on April 1, 2021 and shall terminate on April 1, 2023 unless sooner terminated as provided in this Lease.

B. Section 4.1 (entitled "Annual Rent") of the Lease is hereby amended by adding the following language:

Commencing on April 1, 2021, Tenant shall pay to Landlord as rental for the use and occupancy of the Premises, Annual Rent in the amount of Fifteen Thousand Dollars and No Cents (\$15,000.00) which amount shall not be subject to upward adjustments as provided in Section 4.2 of the Lease for the remainder of the Term, with the first payment to be made on April 1, 2021 and subsequent payments to be made on each successive anniversary date thereafter. In no event shall the Annual Rent be decreased during the Term.

C. A new Section 6.1.4 is hereby added into Article 6 of the Lease to read as follows:

6.1.4 Compliance with Use Covenant. Tenant acknowledges the COVENANT TO RESTRICT USE OF PROPERTY, ENVIRONMENTAL RESTRICTIONS recorded with the Riverside County Recorder's Office on June 11, 2009, as Document Number 2009-0298321 ("Use Covenant") encumbering the Property which restrictions are imposed by the California Regional Water Quality Control Board, Colorado River Basin Region. A copy of the Use Covenant is attached to this First Amendment at **Attachment 1**. Remediation of the impacted soil at the Property has been capped with asphalt as detailed in the Use Covenant. As provided under the Use Covenant, Tenant agrees to ensure the integrity of the asphalt on the Property and not to breach the asphalt paving the Property or develop on the Property (restricted to asphalt-paved areas) without first obtaining the prior written consent of the Landlord and compliance with all environmental laws and regulatory requirements related to such activities. In addition, it is acknowledged that Landlord has provided Tenant with a copy of the Report of Additional Soil Sampling Along Avenue 55 and in the Unpaved Storage Area for the project located at the Former CVMVCD Offices, 83- 733 Avenue 55, Thermal, Riverside County, California, dated October 3, 2017, prepared by Earth Systems Southwest regarding the soils condition of the Property. A copy of this report is attached to this First Amendment at **Attachment 2**.

D. All other terms and provisions of the Lease not specifically amended herein shall remain in full force and effect without change. All terms not herein defined shall have the meaning and definition as set forth in the Lease.


IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed as of the dates written below.


COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT	COACHELLA VALLEY UNIFIED SCHOOL DISTRICT
_____ Jeremy Wittie, General Manager	_____ Joe Dominguez, Chief Business Officer
ATTEST:	ATTEST:
_____	_____
APPROVED AS TO FORM:	APPROVED AS TO FORM:
_____	_____

ATTACHMENTS FOLLOW.

Attachment 1

Covenant To Restrict Use Of Property, Environmental Restrictions
After This Sheet

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: center;">March 9, 2021</p>
<p>Agenda Item: New Business</p>		
<p>Appointment of ad hoc Land/Property Committee - Benjamin Guitron, Board President</p>		
<p>Background:</p> <p>Board President Benjamin Guitron will be appointing an ad hoc Land/Property Committee during the March Board meeting. The objective of the committee will be to meet to discuss possible options of the vacant land adjacent to the District's headquarters and make a recommendation to the full Board of Trustees of a plan for the excess real property. A survey was conducted in February to seek interested members. The names of those who expressed their interest were shared with President Guitron and he will see that the Committee is formed based on those interested in this work.</p>		
<p>Staff Recommendation: The Board of Trustees to take whatever action it deems necessary.</p>		

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>March 9, 2021</p>
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Agenda Item: Consent Item

Approval to renew the contract with CleanExcel for cleaning services for the District headquarters in an amount not to exceed \$3,811 per month from fund 7675.01.305.000 – Contract Services – **David l’Anson, Administrative Finance Manager**

Background:

The District uses an outside contractor for facility cleaning services. The District has contracted with CleanExcel since 2010, their service has been satisfactory and they have met all expectations. In 2019 the District sought proposals for cleaning services and CleanExcel was the lowest responsible bidder. District staff would like to renew the agreement for an additional term of one year under the same terms and compensation as the original agreement. CleanExcel also performs disinfecting services at the District outside of this agreement on a month-to-month basis.

Staff Recommendation:

Staff recommends renewing the contract for one year.

Fiscal Impact:

FY2020-21 Budget GL # 7675.01.305.000 Contract Services	Current Available Funds	Proposed Expense Fiscal Year 2020/21	Remaining Available Funds
Amount budgeted \$60,400	\$17,898	\$15,244	\$2,654

**SECOND AMENDMENT TO SERVICE PROVIDER AGREEMENT
BY AND BETWEEN
THE COACHELLA VALLEY MOSQUITO AND
VECTOR CONTROL DISTRICT
AND
CLEANEXCEL**

THIS SECOND AMENDMENT TO SERVICE PROVIDER AGREEMENT BY AND BETWEEN THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT AND CLEAN EXCEL (hereinafter, the "Second Amendment") is made and entered into as of the ____ day of _____ 2021, by and between the Coachella Valley Mosquito and Vector Control District, an independent special district operating under the Mosquito Abatement and Vector Control District Law (California Health and Safety Code §§2000 et seq.), located in the County of Riverside, State of California ("District"), and CleanExcel, a California corporation ("Service Provider"), sometimes collectively referred to as the "Parties."

RECITALS

WHEREAS, the Parties previously entered into that certain Service Provider Agreement by and between the Coachella Valley Mosquito and Vector Control District and CleanExcel, dated January 31, 2019 (hereinafter, the "Agreement") for Service Provider to provide services in connection with the District's janitorial needs for the property located at 43-420 Trader Place, Indio, California; and

WHEREAS, the Parties desire to further amend the Agreement to again extend the Agreement term an additional year.

NOW THEREFORE, in consideration of the foregoing recitals and other good and valuable consideration the receipt and adequacy of which is hereby acknowledged, the Parties hereby agree as follows:

AGREEMENT

1. RECITALS

The Recitals set forth above are hereby incorporated into this Second Amendment by this reference, as though fully set forth herein.

2. SECTION 3 - TERM

Section 3 of the Agreement, as amended, is hereby revised so that the term of the Agreement shall terminate January 31, 2022.

3. SECTION 4 - COMPENSATION

Section 4 of the Agreement, as amended, is hereby revised so that compensation to be paid to Service Provider shall not exceed Forty Five Thousand Seven Hundred Thirty Two Dollars and No Cents (\$45,732.00) annually, and shall not exceed Three Thousand Eight Hundred Eleven Dollars and No Cents (\$3,811.00) monthly, for the services rendered by Service Provider.

4. COUNTERPARTS

This Second Amendment may be executed in several counterparts, each of which shall be deemed to be an original and shall constitute one and the same instrument and shall become binding upon the Parties when at least a copy hereof shall have been signed by the Parties hereto.

5. CONFLICTS

In the event there exist any conflicts between the terms of this Second Amendment and the Agreement, the terms of this Second Amendment shall be superseding.

6. REMAINING PROVISIONS

All other remaining terms and conditions of the Agreement and Second Amendment shall remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have caused this Second Amendment to be executed as of the date first written above.

**COACHELLA VALLEY MOSQUITO &
VECTOR CONTROL DISTRICT**

CLEAN EXCEL

Jeremy Wittie, M.S.
General Manager

Roger Horton, Director of Operations

ATTEST:

Graciela Morales, HR Specialist

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

DRAFT