



Serving Public Health Since 1928

Coachella Valley Mosquito and Vector Control District

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

Board of Trustees Meeting

Tuesday, December 12, 2023

6:00 p.m.

AGENDA

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.

This meeting will be conducted by video and/or teleconference as well as in person at the District office located at the address listed above. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), meeting ID: **842 8217 7810**, or click this link to join: <https://us02web.zoom.us/j/84282177810>.

Assistance for those with disabilities: If you have a disability and need an accommodation to participate in the meeting, please contact the Clerk of the Board at (760) 342-8287 at least 48 hours prior to the meeting to inform us of your needs and to determine if accommodation is feasible. The District will attempt to accommodate you in every reasonable manner.

Before entering the District's facilities, we request that you self-screen for COVID-19 symptoms. We want to work together to help limit the spread of COVID-19.

- 1. Call to Order** — John Peña, President
 - A. Roll Call**

2. Pledge of Allegiance

3. Confirmation of Agenda

4. Public Comments

Members of the public may provide comments in person or remotely at the time of the meeting as set forth in the agenda. Public comments may also be sent by E-mail to the Clerk of the Board by 2:00 p.m. on December 12, 2023, at mtallion@cvmosquito.org. E-mails received prior to 2:00 p.m. on the day of the Board meeting will be made part of the record and distributed to the Board. This method is encouraged as it gives the Board of Trustees the opportunity to reflect upon your input. E-mails will not be read at the meeting.

A. **PUBLIC Comments — NON-AGENDA ITEMS:** This time is for members of the public to address the Board of Trustees on items of general interest (a non-agenda item) within the subject matter jurisdiction of the District. The District values your comments; however, pursuant to the Brown Act, the Board cannot take action on items not listed on the posted Agenda. **Comments are limited to a total of three (3) minutes per speaker for non-agenda items.**

B. **PUBLIC Comments — AGENDA ITEMS:** This time is for members of the public to address the Board of Trustees on agenda items (Open and Closed Sessions). **Comments are limited to three (3) minutes per speaker per agenda item.**

All comments are to be directed to the Board of Trustees and shall be devoid of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during public comments.

5. Announcements, Presentations, and Written Communications

A. Audit Presentation of Fiscal Year ending June 30, 2023 — **Jonathan Abadesco, CPA, C.J. Brown & Company CPAs (Pg. 7)**

6. 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 November 14, 2023, Board Meeting **(Pg. 9)**

B. Approval of expenditures for November 7, 2023, to December 5, 2023 **(Pg. 16)**

C. Informational Items:

- Financials — **David l'Anson, Administrative Finance Manager (Pg. 18)**
- District Travel for the Board of Trustees **(Pg. 33)**
- Entomological Society of America Annual Conference, November 5-8, 2023, National Harbor, Maryland **(Pg. 34)**
- California Special Districts Association (CSDA) Clerk of the Board Annual Conference, November 6-8, 2023, Seaside, CA **(Pg. 36)**
- CalPELRA Annual Conference, November 14-17, 2023, Monterey, CA **(Pg. 37)**

7. Business Session

A. Old Business

- I. Discussion and/or approval of Resolution 2023-17 Additional two years of service for designated members - CalPERS Golden Handshake — **Jeremy Wittie, M.S., CSDM, General Manager (Pg. 39)**
- II. Discussion and/or approval from the Board of Trustees directing Centrica Business Solutions to proceed with investment grade audit — **Jeremy Wittie, M.S., CSDM, General Manager, and David l'Anson, Administrative Finance Manager (Pg. 44)**

B. New Business

- I. Discussion and/or approval to enter into an agreement with KYA Services to install two (2) shade structures in an amount not to exceed \$62,000 from Capital Replacement Fund #8415.14.950.000 — **Jeremy Wittie, M.S., CSDM, General Manager, and David l'Anson, Administrative Finance Manager (Pg. 46)**

8. Committee and Trustee Reports

A. Executive Committee — **John Peña, Board President**

Executive Committee oral report

B. Finance Committee — **Clive Weightman, Board Treasurer**

Finance Committee oral report and Finance Committee minutes from November 14, 2023 **(Pg. 53)**

C. 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.

9. Reports

A. General Manager

- i. **General Manager’s Report — Jeremy Wittie, M.S., CSDM, General Manager**

Questions and/or comments from Trustees regarding the report

B. General Counsel

10. Closed Session

Closed Session (s):

- A. Public Employee Performance Evaluation pursuant to Government Code Section 54957**

Title: General Manager

- B. Conference with Labor Negotiators pursuant to Government Code Section 54957.6**

Agency Designated Representatives: President John Peña, Trustee Benjamin Guitron, and Trustee Nancy Ross

Unrepresented employee: General Manager

- C. Conference with Labor Negotiators pursuant to Government Code Section 54957.6**

Agency Designated Representatives: Lena D. Wade, Crystal Moreno, and David l’ Anson.

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

11. Adjournment

<p>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.</p>
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Certification of Posting

I certify that on December 8, 2023, 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 December 8, 2023

Melissa Tallion, Clerk of the Board



Serving Public Health Since 1928

PRESENTATIONS



**Coachella Valley Mosquito and
Vector Control District**

December 12, 2023

Staff Report

Agenda Item: Announcements, Presentation, and Written Communications

Audit Presentation of Fiscal Year ending June 30, 2023 — **Jonathan Abadesco, CPA, C.J. Brown & Company CPAs**

Background:

C.J. Brown & Company CPAs (formerly Fedak & Brown, LLP) is presenting the annual audit of FY 2022-2023.

State law requires special districts to annually publish a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of certified public accountants. Pursuant to that requirement, we hereby issue the comprehensive annual financial statements of the Coachella Valley Mosquito and Vector Control District (“the District”) for the fiscal year ended June 30, 2023.

The District’s financial statements have been audited by C.J. Brown & Company CPAs. The goal of the independent audit is to provide reasonable assurance that the financial statements of the District, for the fiscal year ended June 30, 2023, are free of material misstatements. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements: assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the District’s financial statements, for the fiscal year ended June 30, 2023, were fairly presented in conformity with GAAP.



Serving Public Health Since 1928

ITEMS OF GENERAL CONSENT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Board of Trustees Meeting Summary of Action Items and Future Tasks November 14, 2023

Board Actions

- ❖ The Board of Trustees approved the General Manager to sign an agreement changing uniform vendor to Prudential Overall Supply in an amount not to exceed \$59,800 per year.
- ❖ The Board of Trustees approved the 2024 research proposals in an amount not to exceed \$155,590.12; \$77,795.06 will be expensed in Fiscal Year (FY) 2023/24 the balance will be expensed FY 2024/25 from Fund 8510.01.600.000.
- ❖ The Board of Trustees approved a day off in December for all full-time employees in appreciation of their work and dedication to protecting public health during the Mosquito virus season.
- ❖ The Board of Trustees appointed the ad hoc Nomination Committee:
 - The Committee members are Trustees Guitron, Figueroa, Walker, and Weightman
- ❖ The Board of Trustees approved the purchase of a three (3) year Kaseya Unitrends Datto Backup Solution, a sole source provider, in an amount not to exceed \$70,000 from Capital Replacement Equipment Fund #8415.13.210.000
- ❖ The Board of Trustees approved Resolution 2023-18 Adopting the District Pension / OPEB Funding Policy

Tasks and Ownership

- ❖ Register and provide information of interested Trustees (by November 30th) for the annual MVCAC Conference 2024 to be held January 19-24, 2024, in Monterey, CA – **Melissa Tallion, Clerk of the Board.**

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Board of Trustees Meeting

DRAFT-Minutes

MEETING TIME: 6:00 p.m., November 14, 2023

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT

PRESIDENT: John Peña	La Quinta
VICE PRESIDENT: Benjamin Guitron	Indio
SECRETARY: Dr. Doug Kunz	Palm Springs
TREASURER: Clive Weightman	Indian Wells
Steve Downs	Rancho Mirage
Frank Figueroa	Coachella
Gary Gardner	Desert Hot Springs
Nancy Ross	Cathedral City
Doug Walker	Palm Desert

TRUSTEES ABSENT

Bito Larson	County at Large
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STAFF AND GENERAL COUNSEL PRESENT

Jeremy Wittie, General Manager
Lena D. Wade, Legal Counsel, SBEMP
David l'Anson, Administrative Finance Manager
Edward Prendez, Information Technology Manager
Jennifer Henke, Laboratory Manager
Tammy Gordon, Public Information Manager
Melissa Tallion, Executive Assistant/Clerk of the Board

Other staff members joined the meeting as well

MEMBERS OF THE PUBLIC PRESENT

No

1. Call to Order

President Peña called the meeting to order at 6:00 p.m.

A. Roll Call

At roll call nine (9) out of ten (10) Trustees were present.

2. Pledge of Allegiance

President Peña led the Pledge of Allegiance.

3. Confirmation of Agenda

President Peña inquired if there were any agenda items to be shifted. Upon no objections by the Board of Trustees, the agenda was confirmed.

4. Public Comments

None

5. Announcements, Presentation, and Written Communications

None

6. 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 October 10, 2023, Board Meeting
- B. Approval of expenditures for September 29, 2023, to November 6, 2023
- C. Approval for General Manager to sign agreement changing uniform vendor to Prudential Overall Supply in an amount not to exceed \$59,800 per year, from Fund 7000.01.500, Uniform Expense — **Crystal Moreno, M.S.I.O.P.**
- D. Informational Items:
 - Financials — **David I'Anson, Administrative Finance Manager**
 - Correspondence
 - Quarterly Department Reports: Human Resources; Operations; Information Technology; Fleet Services; Laboratory & Surveillance Control; and Public Outreach
 - Mosquito and Vector Control Association of California (MVCAC) Bill Status Report as of October 23, 2023
 - Mosquito and Vector Control Association of California (MVCAC) Fall Meeting, Palm Springs, CA, October 3-4, 2023
 - 2024 Board of Trustees Meeting Calendar

On a motion from Trustee Gardner, seconded by Trustee Figueroa, and passed by a unanimous vote, the Board of Trustees approved all items of General Consent.

Ayes: President Peña, Trustees Downs, Figueroa, Gardner, Guitron, Kunz, Ross, Walker, Weightman

Abstained: None

Noes: None

Absent: Trustee Larson

7. Business Session

A. Old Business

- I. Discussion Additional two years of service for designated members – CalPERS Golden Handshake — **Jeremy Wittie, M.S., CSDM, General Manager**
Jeremy Wittie introduced this agenda item and gave an overview. Melissa Tallion, Clerk of the Board will certify that this agenda item was discussed in an open and public meeting of the Board of Trustees.

B. New Business

- I. Approval of 2024 research proposals in an amount not to exceed \$155,590.12; \$77,795.06 will be expensed in Fiscal Year (FY) 2023/24 the balance will be expensed FY 2024/25 from Fund 8510.01.600.000 – Research Projects, *Budgeted; Funds Available* — **ad Hoc Research Committee and Jennifer A. Henke, M.S., BCE, Laboratory Manager**

Jennifer Henke, on behalf of the Research Committee, introduced this agenda item and provided an overview.

*On a motion from Trustee Walker, seconded by Trustee Weightman, and passed by a unanimous vote, the Board of Trustees approved the 2024 research proposals in an amount not to exceed \$155,590.12; \$77,795.06 will be expensed in Fiscal Year (FY) 2023/24 the balance will be expensed FY 2024/25 from Fund 8510.01.600.000 – Research Projects, *Budgeted; Funds Available**

Ayes: President Peña, Trustees Downs, Figueroa, Gardner, Guitron, Kunz, Ross, Walker, Weightman

Abstained: None

Noes: None

Absent: Trustee Larson

- II. Discussion and/or approval to grant a day off in December to all full-time employees in appreciation of their work and dedication to protecting public health during the Mosquito virus season — **Jeremy Wittie, M.S., CSDM, General Manager**
Jeremy Wittie introduced this agenda item and provided an overview.

On a motion from Trustee Guitron, seconded by Trustee Figueroa, and passed by a unanimous vote, the Board of Trustees granted December 26, 2023, off to all full-time employees.

Ayes: President Peña, Trustees Downs, Figueroa, Gardner, Guitron, Kunz, Ross, Walker, Weightman

Abstained: None

Noes: None

Absent: Trustee Larson

- III. Appointment of the ad hoc Nominations Committee — **John Peña, Board President**
President Peña introduced this agenda item.

On a motion from Trustee Guitron, seconded by Trustee Downs, and passed by a unanimous vote, the Board of Trustees approved the appointment of the ad hoc Nominations Committee. The Committee members are:

Trustees Guitron, Figueroa, Walker, Weightman

Ayes: President Peña, Trustees Downs, Figueroa, Gardner, Guitron, Kunz, Ross, Walker, Weightman

Abstained: None

Noes: None

Absent: Trustee Larson

- IV. Discussion and/or approval to purchase a three (3) year Kaseya Unitrends Datto Backup Solution, a sole source provider, in an amount not to exceed \$70,000 from Capital Replacement Equipment Fund #8415.13.210.000 — **Edward Prendez, Information Technology Manager**
Edward Prendez introduced this agenda item and provided an overview.

On a motion from Trustee Downs, seconded by Trustee Weightman, and passed by a unanimous vote, the Board of Trustees approved the purchase of a three-year Kaseya Unitrends Datto Backup solution, a sole source provider, in an amount not to exceed \$70,000 from Capitol Replacement Equipment Fund #8415.12.210.000

Ayes: President Peña, Trustees Downs, Figueroa, Gardner, Guitron, Kunz, Ross, Walker, Weightman

Abstained: None

Noes: None

Absent: Trustee Larson

- V. Discussion and/or approval of Resolution 2023-18 Adopting the District Pension / OPEB Funding Policy — **David l'Anson, Administrative Finance Manager**
David l'Anson introduced this agenda item and provided an overview.

On a motion from Trustee Weightman, seconded by Trustee Walker, and passed by a unanimous vote, the Board of Trustees approved Resolution 2023-18 Adopting the District Pension /OPEB Funding policy.

Ayes: President Peña, Trustees Downs, Figueroa, Gardner, Guitron, Kunz, Ross, Walker, Weightman

Abstained: None

Noes: None

Absent: Trustee Larson

- VI. Discussion: District Energy Infrastructure Update — **Jeremy Wittie, M.S., CSDM, and David l'Anson, Administrative Finance Manager**
David l'Anson introduced this item and provided an overview. The Board identified the need to have Centrica come and present during a workshop on December 12th. Trustee Weightman encouraged all of the Trustees to attend the workshop.
- VII. Discussion: Need for a December Board meeting — **John Peña, Board President**
President Peña introduced this item. Melissa Tallion will send out calendar invites for the meetings on December 12th.

8. Committee and Trustee Reports

A. Executive Committee — **John Peña, Board President**

Executive Committee oral report

President Peña stated that the Executive Committee did not have a meeting.

B. Finance Committee — **Clive Weightman, Board Treasurer**

Finance Committee oral report and Finance Committee minutes from October 10, 2023

Treasurer Weightman stated that the Finance Committee met just before the Board meeting to review the check report, CalCard charges, and monthly financials. The Finance Committee met with Public Agency Retirement Services (PARS) to look into the options of setting up a 115 Trust and included a presentation. The General Fund Operational Cash Flow Graph was discussed. For planning purposes, the District is under budget.

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

Trustee Ross wished everyone a Happy Thanksgiving. Trustee Walker let the Board know that the ad hoc Building Committee is still in the process of moving forward. Trustees Kunz and Walker would like to attend the annual MVCAC meeting.

9. Reports

A. General Manager

i. General Manager's Report — **Jeremy Wittie, M.S., CSDM, General Manager**

Jeremy Wittie reported what the District has been doing to reduce mosquito-borne diseases. Sarah Prendez is the District's purchasing clerk. The District had three employees who were taking the state Vector Control Technician Certification exam. Technicians need to have this certification to maintain employment in the District. Congratulations to Jennifer Henke who is now the President of the Entomological Society of America (ESA). She also based her Board Certified Entomologist (BCE) exam. Jeremy is also meeting with City Managers to engage our local agencies.

B. General Counsel

No report

10. Closed Session

Closed Session (s):

A. **Public Employee Performance Evaluation pursuant to Government Code Section 54957 (b)(1)**

Title: General Manager

Upon the return from Closed Session, Lena Wade, General Counsel informed those in attendance that there was no reportable action.

B. **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.

Upon the return from Closed Session, Lena Wade, General Counsel informed those in attendance that there was no reportable action.

11. Adjournment

President Peña adjourned the meeting at 8:02 p.m.

John Peña
President

Dr. Doug Kunz
Secretary

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:
November 7 - December 5, 2023

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	November 9, 2023	233,220.29	
	Payroll Disbursement	November 22, 2023	225,301.31	
				458,521.60
Pre-Approved Expenditures Utilities/Benefits:				
44944	Burrtec Waste & Recycling Svcs.	Utilities - Waste Disposal	481.81	
44945	CalPERS Healthcare Acct	Healthcare 12/2023	97,806.95	
44946	CalPERS - Retirement Acct	Retirement Contributions: 10/27/2023PP, 11/09/2023PP	74,464.10	
44947	Frontier Communications-Internet	IT Communications - Internet Services	451.11	
44948	Frontier Communications-Toll/POTS	IT Communications - Landline Services	213.71	
44949	MissionSquare (Plan# 302318)	Deferred Compensation Contributions: 10/27/2023PP, 11/09/2023PP, 11/22/2023PP	36,612.00	
44950	Imperial Irrigation District	Utilities - Electricity	3,712.44	
44951	Imperial Irrigation Dist-Lab Acct	Utilities - Electricity	5,873.26	
44952	Indio Water Authority	Utilities - Water Usage	1,205.40	
44953	Principal Life Insurance Co.	Cafeteria Plan Life & Dental Insurance 12/2023	14,118.62	
				234,939.40
Pre-Approved Expenditures less than \$10,000.00:				
44940	David Quam TA Sensible HR Solutions	HR Risk Management	675.00	
44941	Pitney Bowes Global Financial Services LLC	Contract Services	310.82	
44942	Pitney Bowes Purchase Power	Contract Services	500.00	
44954	Abila, Inc.	Cloud Computing Services	943.77	
44955	Advance Imaging Systems	Contract Services	583.73	
44956	Airgas USA, LLC	Lab Supplies & Expense	1,742.56	
44957	American Engraving Co.	Reproduction and Printing	383.91	
44958	Burrtec Waste Industries	Repair & Maintenance	46.05	
44960	Cintas Corporation #3	Uniform Expense	4,456.44	
44961	CleanExcel	Janitorial Services	4,192.00	
44962	ClientFirst Consulting Group LLC	Professional Services	1,481.25	
44963	CSI Ceja Security International	Contract Services	3,094.00	
44964	Desert Air Conditioning Inc.	Repair & Maintenance	574.38	
44965	Desert Electric Supply	Repair & Maintenance	144.80	
44966	Dudek & Associates	Civil Engineering - Parcel Project	397.50	
44967	Employee Relations Inc.	Recruitment/Advertising	141.02	
44968	G & C Smog and Auto Repair	Offsite Vehicle Maintenance & Repair	315.00	
44969	Ryan Gonzalez	Professional Development	110.00	
44970	Jennifer Henke	Professional Development	525.90	
44971	High Tech Irrigation, Inc.	Repair & Maintenance	75.19	
44972	Hypertec USA Inc	Cloud Computing	110.49	
44973	Inova Holding III, LLC dba Inova Payroll of Southern CA LLC	HRIS Services: October 2023	515.42	
44974	Jernigan's Sporting Goods, Inc.	Safety Expense	253.37	
44975	Kwik Kleen Of The Desert	Offsite Vehicle Maintenance & Repair	1,355.00	
44976	Izzy Motors Inc. dba La Quinta Chevrolet	Offsite Vehicle Maintenance & Repair	2,463.16	
44977	Linde Gas & Equipment Inc.	Offsite Vehicle Maintenance & Repair	65.03	
44978	Marlin Leasing Corporation	Contract Services	705.79	
44979	Graciela Morales	Professional Development	582.95	
44980	Pentair Aquatic Eco-Systems, Inc.	Operating Supplies	517.47	
44981	Petty Cash Custodian Crystal Moreno	Employee Incentive	770.00	
44982	Puretec Industrial Water	Equipment Parts & Supplies	350.98	
44983	Quench USA Inc.	Employee Support	106.60	
44984	Refrigeration Supplies Distributor	Repair & Maintenance	422.26	
44985	Iver Romero	Professional Development	285.00	
44987	Slovak Baron Empey Murphey & Pinkney LLP	Attorney Fees	7,191.00	
44988	SC Commercial LLC dba SC Fuels	Motor, Fuel & Oil	9,587.12	
44989	Melissa Tallion	Mileage Reimbursement	579.02	
44990	Veolia ES Technical Solutions, LLC	Lab Supplies & Expense	392.85	
44991	Verizon Wireless	IT Communications	2,926.52	
Cash - California Bank & Trust Checking				49,873.35
Cash - California Bank & Trust Checking				
44939	Liewer Enterprises, Inc.	Capital Equipment Replacement	26,659.23	
44943	U.S. Bank	Calcard November 2023	188,596.96	
44986	Salton Sea Air Service	Aerial ULV & Larvicide	60,086.78	
44992	Sunrise Ford Fontana	Capital Outlay Capital Facility Replacement Reserve	61,196.23	
Cash - California Bank & Trust Check Run Total to be Approved				336,539.20
Total Expenditures: November 7 - December 5, 2023				1,079,873.55

John Pena, President

Clive Weightman, Treasurer



Serving Public Health Since 1928

FINANCE REPORTS

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended November 30, 2023

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	13,186,646	(800,380)	12,386,266
CASH	126,580	11,171	137,752
INVESTMENTS & CASH	13,313,226	(789,208)	12,524,018
CURRENT ASSETS	1,819,024	(30,667)	1,788,357
FIXED ASSETS	9,080,123	-	9,080,123
OTHER ASSETS	6,439,028	190,477	6,629,504
TOTAL ASSETS	30,651,402	(629,399)	30,022,003
TOTAL LIABILITIES	5,872,139	269,496	6,141,635
TOTAL DISTRICT EQUITY	24,999,520	(1,119,152)	23,880,368
TOTAL LIABILITIES & EQUITY	30,871,659	(849,656)	30,022,003
RECEIPTS			
		\$ 27,814	
CASH DISBURSEMENTS			
Payroll	\$ 458,189		
General Admin	\$ 358,834		
.			
Total Cash Disbursements		\$ (817,023)	
NON-CASH ENTRIES:			
Accrual Modifications -		\$ 159,810	
Changes in A/P, A/R & Pre-paid insurance			
Change during Month - Excess of Cash over		\$ (629,399)	
Receipts & Non-Cash Adjustments		(629,399)	

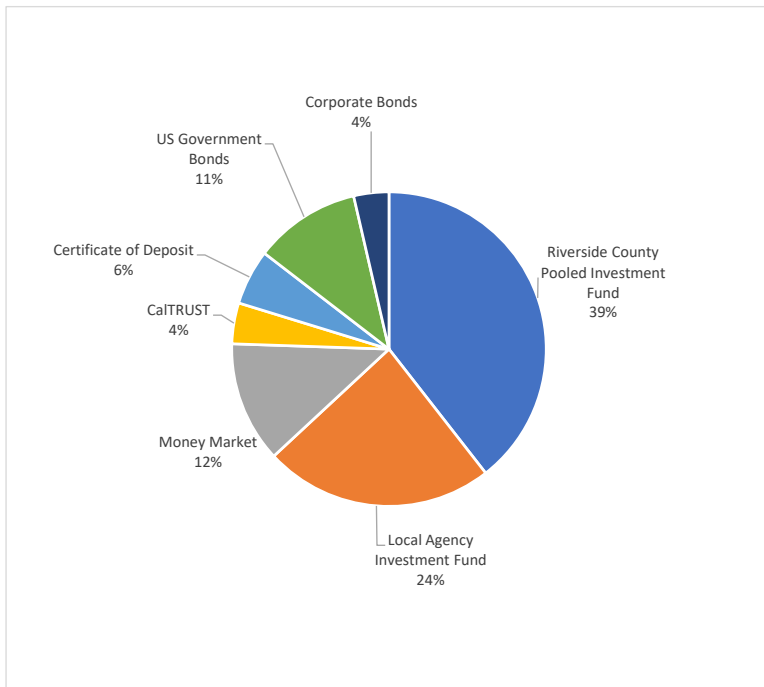
CVMVCD
 Cash Journal - deposits
 From 11/1/2023 Through 11/30/2023

<u>Effective ...</u>	<u>Transaction Description</u>	<u>Deposits</u>	<u>Payee/Recipient Name</u>
11/30/2023	November Receipt	1,332.00	Riverside County Department of Environmental Health
11/30/2023	November receipts - RDV	25,221.92	Riverside County
11/30/2023	November receipts Bank Interest	<u>1,260.53</u>	California Bank & Trust
Report Total		<u><u>27,814.45</u></u>	

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
INVESTMENT FUND BALANCES AS OF NOVEMBER 30, 2023**

INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	General Fund	Thermal Capital Fund	Capital Equipment Replacement Fund	Capital Facility Replacement Fund	Capital Project Insectory Fund	BALANCE
LAIF	Common Investments			3.83%	1,853,791	55,233	57,705	623,055	337,350	\$ 2,927,135
Riverside County	Funds 51105 & 51115			4.07%	3,095,036	92,216	96,343	1,040,234	563,230	\$ 4,887,060
CalTRUST	Medium Term Fund			3.80%	329,729	9,824	10,264	110,821	60,004	\$ 520,642
CA Bank & Trust	Market Rate			1.86%	967,384	28,823	30,113	325,136	176,043	\$ 1,527,499
Pershing	Market Rate			0.00%	9,543	284	297	3,207	1,737	\$ 15,068
ALL IN American Cred	Certificate of Deposit	1/18/2023	1/19/2027	4.55%			58,206	184,318		\$ 242,524
Austin Telco	Certificate of Deposit	1/27/2023	1/27/2028	4.75%			53,285	168,735		\$ 222,020
Alaska USA Fed Cr	Certificate of Deposit	3/8/2023	3/8/2028	4.60%		37,736	48,772	154,444		\$ 240,952
Federal Home Ln	US Government Bonds	11/24/2020	11/24/2025	0.63%			162,169	513,536		\$ 675,705
Federal Natl Mtg Assn	US Government Bonds	11/25/2020	11/25/2025	0.63%			163,229	516,893		\$ 680,123
Bank Amer Corp	Corporate Bonds	11/25/2020	11/25/2025	0.65%			107,410	340,130		\$ 447,540
Total Investments					6,255,483	224,117	787,793	3,980,510	1,138,363	\$ 12,386,266

**PORTFOLIO COMPOSITION AS OF NOVEMBER 30, 2023
WEIGHTED YIELD 3.26%**



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
November 30, 2023

		Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Revenues										
4000	Property Tax - Current Secured	4,850,314	0	698	698	0	0	0	(4,849,616)	(100)%
4010	Property Tax - Curr. Supplmntl	31,172	0	0	0	0	0	0	(31,172)	(100)%
4020	Property Tax - Curr. Unsecured	203,698	186,750	232,309	45,559	0	0	0	28,611	14 %
4030	Homeowners Tax Relief	35,949	5,449	0	(5,449)	5,449	0	(5,449)	(35,949)	(100)%
4070	Property Tax - Prior Supp.	53,097	0	0	0	0	0	0	(53,097)	(100)%
4080	Property Tax - Prior Unsecured	3,193	0	0	0	0	0	0	(3,193)	(100)%
4090	Redevelopment Pass-Thru	7,432,521	0	25,222	25,222	0	25,222	25,222	(7,407,299)	(100)%
4520	Interest Income - LAIF/CDs	275,000	68,750	87,226	18,476	0	1,261	1,261	(187,774)	(68)%
4530	Other Miscellaneous Receipts	63,000	26,250	11,928	(14,322)	5,250	0	(5,250)	(51,072)	(81)%
4551	Benefit Assessment Income	2,370,094	0	0	0	0	0	0	(2,370,094)	(100)%
	Total Revenues	15,318,038	287,199	357,382	70,183	10,699	26,482	15,784	(14,960,656)	(98)%
Expenditures										
Payroll Expenses										
5101	Payroll - FT	6,374,624	2,635,823	2,247,936	387,887	527,165	447,314	79,850	4,126,688	65 %
5102	Payroll Seasonal	142,020	68,520	62,734	5,786	13,704	4,267	9,438	79,286	56 %
5103	Temporary Services	14,900	6,208	7,821	(1,613)	1,242	1,166	76	7,079	48 %
5105	Payroll - Overtime Expense	30,120	11,230	24,038	(12,808)	1,850	5,397	(3,547)	6,082	20 %
5150	CalPERS State Retirement	877,051	479,972	206,841	273,131	55,994	11,769	44,225	670,209	76 %
5155	Social Security Expense	390,377	161,996	146,542	15,454	32,399	28,384	4,015	243,835	62 %
5165	Medicare Expense	91,298	37,886	34,891	2,995	7,577	6,849	728	56,407	62 %
5170	Cafeteria Plan	1,332,664	549,714	595,922	(46,208)	109,943	182,130	(72,187)	736,742	55 %
5172	Retiree Healthcare	439,420	164,342	166,684	(2,343)	32,868	36,772	(3,904)	272,736	62 %
5180	Deferred Compensation	133,945	55,045	46,270	8,775	11,009	9,412	1,598	87,675	65 %
5195	Unemployment Insurance	33,802	14,157	1,832	12,324	2,831	174	2,657	31,970	95 %
	Total Payroll Expenses	9,860,221	4,184,893	3,541,512	643,380	796,583	733,633	62,949	6,318,709	64 %

CVMVCD
Statement of Revenue and Expenditures
November 30, 2023

		Annual	YTD	YTD Budget	Current	Current	Current	Annual	Percent	
		Budget	Actual	Variance	Period Budget	Period	Period	Budget	Annual	
						Actual	Variance	Variance	Budget	
Administrative Expenses										
5250	Tuition Reimbursement	20,000	8,333	234	8,099	1,667	0	1,667	19,766	99 %
5300	Employee Incentive	16,500	6,875	3,333	3,542	1,375	107	1,268	13,167	80 %
5302	Wellness	5,600	2,333	4,155	(1,821)	467	0	467	1,445	26 %
5305	Employee Assistance Program	3,200	1,333	644	690	267	0	267	2,557	80 %
6000	Property & Liability Insurance	318,895	139,123	135,575	3,548	27,825	27,115	710	183,320	57 %
6001	Workers' Compensation Insurance	253,447	126,436	125,425	1,011	25,287	25,085	202	128,022	51 %
6050	Dues & Memberships	51,886	31,992	34,387	(2,395)	1,464	9,050	(7,587)	17,499	34 %
6060	Reproduction & Printing	27,950	7,563	12,791	(5,229)	288	10,966	(10,678)	15,159	54 %
6065	Recruitment/Advertising	10,000	4,167	1,430	2,736	833	0	833	8,570	86 %
6070	Office Supplies	19,385	8,077	3,538	4,539	1,615	654	961	15,847	82 %
6075	Postage	6,100	1,500	1,735	(235)	300	863	(563)	4,365	72 %
6080	Computer & Network Systems	13,399	5,583	718	4,865	1,117	0	1,117	12,681	95 %
6085	Bank Service Charges	500	208	27	181	42	0	42	473	95 %
6090	Local Agency Formation Comm.	3,500	3,500	2,911	589	0	0	0	589	17 %
6095	Professional Fees	92,500	58,542	18,810	39,732	3,708	3,520	189	73,690	80 %
6100	Attorney Fees	85,800	35,750	23,539	12,211	7,150	7,191	(41)	62,261	73 %
6105	Legal Services / Filing Fees	1,000	417	0	417	83	0	83	1,000	100 %
6106	HR Risk Management	5,210	5,210	5,885	(675)	0	675	(675)	(675)	(13)%
6110	Conference Expense	60,600	15,700	8,598	7,102	3,800	168	3,632	52,002	86 %
6115	In-Lieu	13,200	5,500	5,491	9	1,100	1,000	100	7,709	58 %
6120	Trustee Support	7,600	3,167	2,453	714	633	708	(74)	5,147	68 %
6200	Meetings Expense	26,060	10,858	3,573	7,285	2,172	829	1,343	22,487	86 %
6210	Promotion & Education	33,000	8,250	9,993	(1,743)	0	4,162	(4,162)	23,007	70 %
6220	Public Outreach Advertising	56,000	28,000	22,928	5,072	0	0	0	33,072	59 %
6500	Benefit Assessment Expenses	83,000	16,000	17,112	(1,112)	8,000	8,221	(221)	65,888	79 %
Total Administrative Expenses		1,214,332	534,417	445,285	89,131	89,191	100,311	(11,120)	769,046	63 %
Utilities										
6400	Utilities	137,783	57,410	49,963	7,447	11,482	19,106	(7,625)	87,820	64 %
6410	Telecommunications	1,824	760	828	(68)	152	207	(55)	996	55 %
Total Utilities		139,607	58,170	50,791	7,378	11,634	19,314	(7,680)	88,816	64 %

CVMVCD
Statement of Revenue and Expenditures
November 30, 2023

		Annual	YTD	YTD Budget	Current	Current	Current	Annual	Percent	
		Budget	Actual	Variance	Period Budget	Period	Period	Budget	Annual	
						Actual	Variance	Variance	Budget	
Operating										
7000	Uniform Expense	60,025	25,402	16,854	8,548	4,960	0	4,960	43,171	72 %
7050	Safety Expense	36,520	15,250	10,745	4,505	3,010	1,050	1,960	25,775	71 %
7100	Physican Fees	7,000	2,917	570	2,347	583	0	583	6,430	92 %
7150	IT Communications	70,780	29,492	14,535	14,957	5,898	1,542	4,357	56,245	79 %
7200	Household Supplies	3,000	1,250	1,257	(7)	250	0	250	1,743	58 %
7300	Repair & Maintenance	47,000	19,583	21,539	(1,955)	3,917	3,402	515	25,461	54 %
7310	Maintenance & Calibration	6,800	0	365	(365)	0	0	0	6,435	95 %
7350	Permits, Licenses & Fees	8,522	5,927	3,436	2,491	255	0	255	5,086	60 %
7360	Software Licensing	33,512	4,140	2,016	2,124	480	2,016	(1,536)	31,496	94 %
7400	Vehicle Parts & Supplies	56,664	23,610	14,670	8,940	4,722	3,080	1,642	41,994	74 %
7420	Offsite Vehicle Maint & Repair	19,416	8,090	5,093	2,997	1,618	4,018	(2,400)	14,323	74 %
7450	Equipment Parts & Supplies	30,130	12,513	8,550	3,963	2,303	1,962	340	21,580	72 %
7500	Small Tools Furniture & Equip	4,700	1,958	865	1,094	392	0	392	3,835	82 %
7550	Lab Supplies & Expense	61,850	31,917	14,082	17,835	5,934	5,276	658	47,768	77 %
7570	Aerial Pool Surveillance	30,000	0	0	0	0	0	0	30,000	100 %
7575	Surveillance	128,810	59,896	35,604	24,292	5,259	1,827	3,432	93,206	72 %
7600	Staff Training	118,150	52,996	31,319	21,677	17,479	5,417	12,063	86,831	73 %
7650	Equipment Rental	1,500	625	0	625	125	0	125	1,500	100 %
7675	Contract Services	141,333	62,865	52,116	10,750	11,090	11,172	(83)	89,217	63 %
7680	Cloud Computing Services	135,260	25,814	40,657	(14,843)	2,042	7,074	(5,032)	94,603	70 %
7700	Motor Fuel & Oils	160,500	66,875	59,031	7,844	13,375	10,803	2,572	101,469	63 %
7750	Field Supplies	9,000	3,750	6,545	(2,795)	750	175	575	2,455	27 %
7800	Control Products	704,016	471,871	501,235	(29,364)	8,884	138,222	(129,338)	202,781	29 %
7850	Aerial Applications	251,600	148,200	136,491	11,709	0	19,703	(19,703)	115,109	46 %
7860	Unmanned Aircraft Application Servic	20,000	8,333	427	7,906	1,667	4,332	(2,665)	19,573	98 %
8415	Capital Outlay	75,720	57,520	6,260	51,260	2,600	0	2,600	69,460	92 %
8510	Research Projects	380,000	316,692	129,677	187,015	63,346	16,873	46,473	250,323	66 %
9000	Contingency Expense	110,000	45,833	108,601	(62,767)	9,167	26,657	(17,490)	1,399	1 %
Total Operating		2,711,808	1,503,320	1,222,537	280,783	170,105	264,601	(94,496)	1,489,271	55 %

CVMVCD
Statement of Revenue and Expenditures
November 30, 2023

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Contribution to Capital Reserves									
8900 Transfer to other funds	2,414,158	1,005,899	1,005,899	0	201,180	201,180	0	1,408,259	58 %
Total Contribution to Capital Reserves	2,414,158	1,005,899	1,005,899	0	201,180	201,180	0	1,408,259	58 %
Total Expenditures	16,340,126	7,286,699	6,266,026	1,020,673	1,268,693	1,319,040	(50,347)	10,074,100	62 %
Net revenue over/(under) expenditures	(1,022,088)	(6,999,499)	(5,908,644)	1,090,856	(1,257,994)	(1,292,557)	(34,563)		

CVMVCD
Balance Sheet - As of 11/30/2023

		Current Year
Assets		
Cash and Investments		
1000	Cash - Investments	12,386,266.33
1010	Cash - Co of Riverside 51115	0.00
1012	Cash - Clearing Account	0.00
1016	Petty Cash	500.00
1017	Petty Cash Checking	1,500.00
1025	First Foundation - General	0.00
1026	First Foundation - Payroll	0.00
1035	CB&T General Checking	28,357.28
1036	CB&T Payroll Checking	107,394.49
	Total Cash and Investments	12,524,018.10
Current Assets		
1050	Accounts Receivable	7,844.32
1051	Lease Payments Receivable	29,910.24
1055	Fundware AR Clearing	0.00
1080	Interest Receivable	3,254.44
1085	Inventory	458,639.66
1166	Prepaid IT Service	6,549.25
1167	Prepaid Research Proposals	16,872.56
1168	Prepaid Expenses	362,436.00
1169	Deposits	902,851.00
	Total Current Assets	1,788,357.47
Fixed Assets		
1170	Construction in Progress	61,542.43
1201	Leased Copier Asset #1 Ops Copier	14,694.42
1202	Leased Copier Asset #2 Admin Copier	19,670.89
1300	Equipment/Vehicles	2,083,958.94
1310	Computer Equipment	763,203.49
1311	GIS Computer Systems	301,597.91
1320	Office Furniture & Equipment	1,307,594.90

CVMVCD
Balance Sheet - Unposted Transactions Included In Report
As of 11/30/2023

		Current Year
1330	Land	417,873.30
1335	Oleander Building	5,665,861.83
1336	Signage	23,651.39
1340	Structures & Improvements	3,460,397.50
1341	Bio Control Building	6,923,882.74
1342	Bio Control Equip/Furn	43,986.77
1398	Amortization Leased Equipment	(34,365.30)
1399	Accumulated Depreciation	(11,973,428.02)
	Total Fixed Assets	9,080,123.19
	Other Assets	
1520	Resources to Be Provided	3,514,102.32
1525	Deferred Outflows of Resources	1,869,053.98
1530	Deferred Outflows of Resources - OPEB	1,246,348.00
1900	Due to/from	0.12
	Total Other Assets	6,629,504.42
	Total Assets	30,022,003.18
	Liabilities	
	Short-term Liabilities	
	Accounts Payable	
2015	Credit Card Payable	188,596.96
2017	Petty Cash Payable	0.00
2020	Accounts Payable	400,217.97
2030	Accrued Payroll	(4,800.47)
2035	Fundware AP Clearing	0.00
2040	Payroll Taxes Payable	396.31
2175	Claims/Judgements Payable	40.76
2185	Employee Dues	415.92
2401	Leased Copier Asset # 1	0.00
2402	Leased Copier Asset # 2	0.00
	Total Accounts Payable	584,867.45

CVMVCD
Balance Sheet - Unposted Transactions Included In Report
As of 11/30/2023

		Current Year
	Deferred Revenue	
2025	Deferred Revenue	0.00
	Total Deferred Revenue	0.00
	Total Short-term Liabilities	584,867.45
	Long-term Liabilities	
2100	Pollution Remediation Obligation	2,100,000.00
2110	OPEB Obligation	0.00
2200	Net Pension Liability	1,287,083.36
2210	Deferred Inflows of Resources	0.00
2230	Deferred Inflows - OPEB	367,983.00
2235	Deferred Inflow of Resources - Leases	29,910.25
2300	Net OPEB Liability	882,616.00
2500	Compensated Absences Payable	889,174.76
	Total Long-term Liabilities	5,556,767.37
	Total Liabilities	6,141,634.82
	Fund Balance	
	Non Spendable Fund Balance	
3920	Investment in Fixed Assets	10,673,170.66
3945	Reserve for Prepays & Deposit	1,041,259.68
3960	Reserve for Inventory	459,270.86
	Total Non Spendable Fund Balance	12,173,701.20
	Committed Fund Balance	
3965	Public Health Emergency	4,851,276.00
	Total Committed Fund Balance	4,851,276.00
	Assigned Fund Balance	
3910	Reserve for Operations	5,800,000.00
3925	Reserve for Future Healthcare Liabilities	453,746.00
3955	Thermal Remediation Fund	63,688.00
3970	Reserve for Equipment	726,018.00
3971	Reserve for Facility & Vehicle Replacement	2,659,312.00

CVMVCD
 Balance Sheet - Unposted Transactions Included In Report
 As of 11/30/2023

		Current Year
3985	Reserve for Facility Capital Improvements	0.00
3990	Reserve for Future Constructio	0.00
	Total Assigned Fund Balance	9,702,764.00
	Unassigned Fund Balance	
3900	Fund Equity	(568,650.76)
3991	Prior Year Adjustment GASB87	20,909.82
3999	P&L Summary	2,675,725.04
	Total Unassigned Fund Balance	2,127,984.10
	Current YTD Net Income	
4531	Lease Income	0.00
8310	Amortization	0.00
8320	Interest Expense	0.00
	Other	(4,975,356.94)
	Total Current YTD Net Income	(4,975,356.94)
	Total Fund Balance	23,880,368.36
	Total Liabilities and Net Assets	30,022,003.18

FINANCE

The financial reports show the balance sheet, receipts, and revenue and expenditure reports for the month ending November 30, 2023. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2023, to November 30, 2023, is \$6,266,024 total revenue is \$357,382 resulting in excess revenue over (under) expenditure for the year to November 30, 2023, of (\$5,908,642).

THREE YEAR FINANCIALS

	Actual	Budget	Actual	Actual
	11/30/2023	Budget	11/30/2022	11/30/2021
Revenue	357,382	287,199	218,375	183,625
Expenses				
Payroll	3,541,512	4,184,893	3,649,375	4,567,040
Administrative Expe	445,285	534,417	362,364	364,297
Utility	50,791	58,170	57,398	36,259
Operating Expense	1,222,537	1,503,320	1,009,930	763,008
Contribution to Capital	1,005,899	1,005,899	1,506,673	200,542
Total Expenses	6,266,024	7,286,699	6,585,740	5,931,146
Profit (Loss)	(5,908,642)	(6,999,500)	(6,367,365)	(5,747,521)

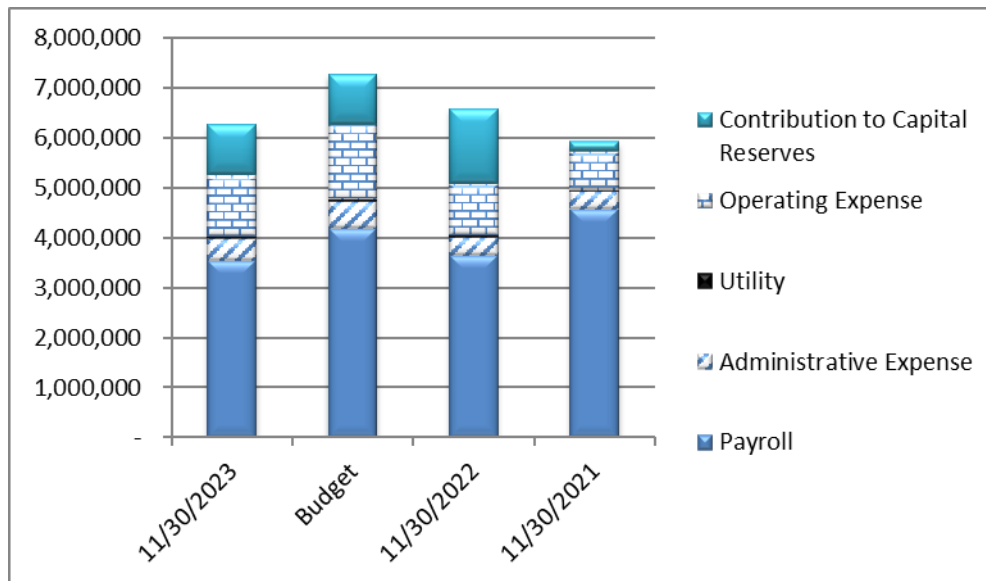


Figure 1 - Three Year Expenditure

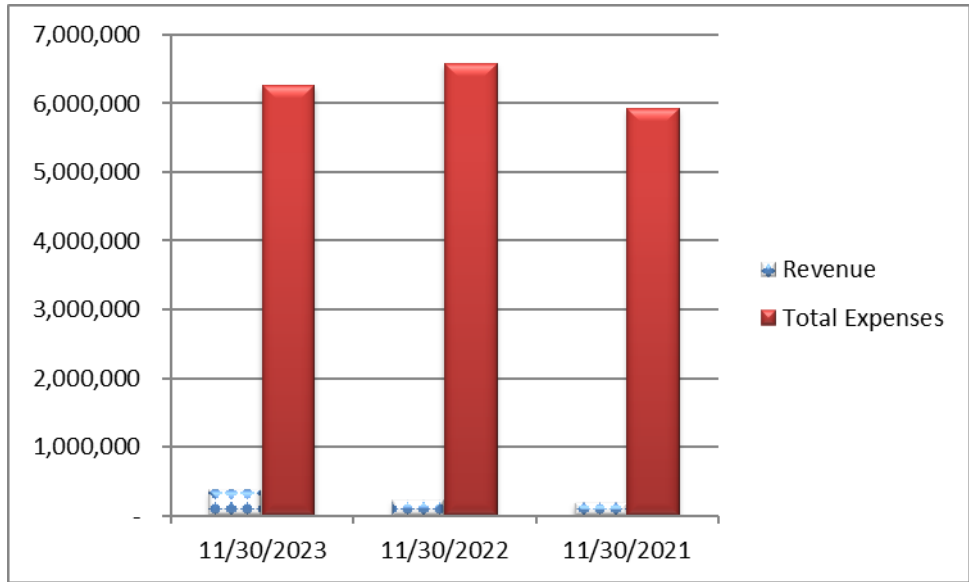


Figure 2 - Three-Year Revenue & Expenditure

THREE-YEAR CASH BALANCE

Cash Balances	11/30/2023	11/30/2022	11/30/2021
Investment Balance	12,386,266	10,158,305	9,541,979
Checking Accounting	28,357	29,633	4,550
Payroll Account	107,394	137,393	140,903
Petty Cash	2,000	2,000	2,000
Total Cash Balances	12,524,018	10,327,331	9,689,432

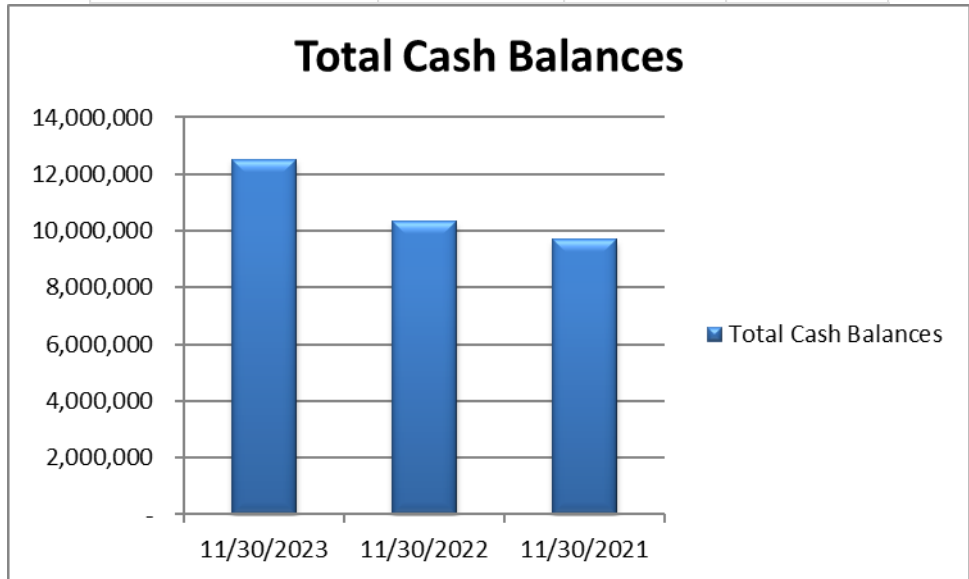


Figure 3 - Cash Balances

DISTRICT INVESTMENT PORTFOLIO 11/30/2023

The District’s investment fund balance for the period ending November 30, 2023, is \$12,386,266. 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 June was 3.83% and the Riverside County Pooled Investment Fund was 4.07 %. This gives an overall weighted yield for District investments of 3.26%.

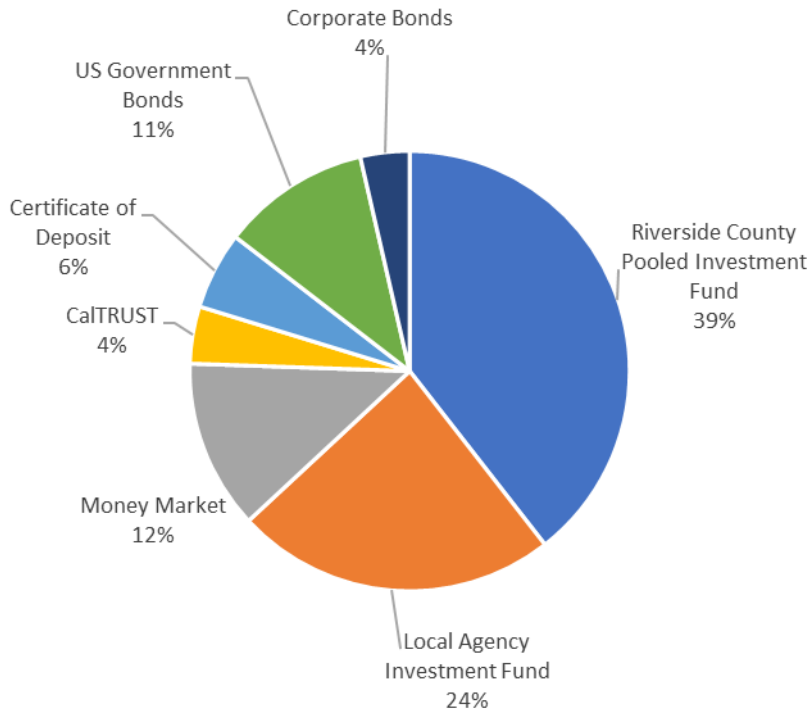


Figure 4 - Investment Portfolio 10/31/23

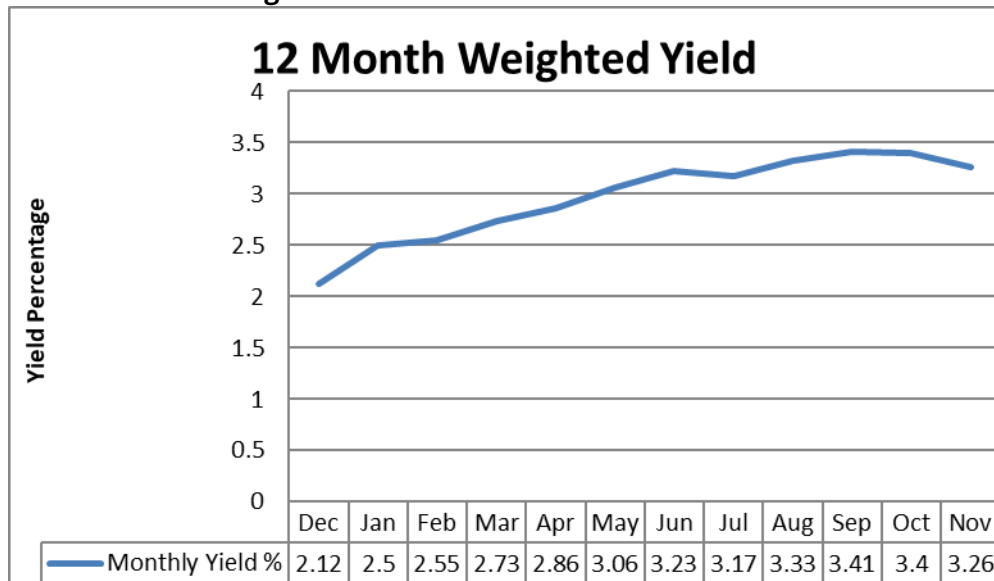
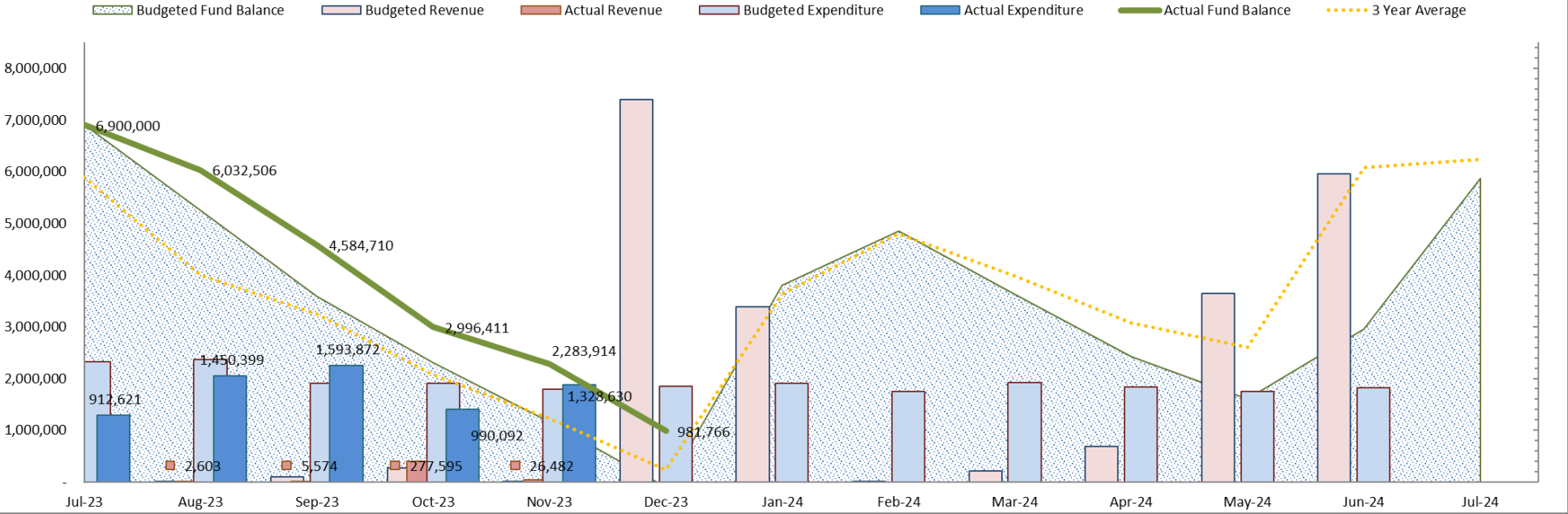


Figure 5 - District Investments Weighted Yield

General Fund Operational Cash Flow

Fiscal Year 2023-2024



The **General Fund Operational Cash Flow** graph outlines the District’s working capital for the fiscal year July 1, 2023, to June 30, 2024. The beginning fund balance is \$6.9 million and the ending fund balance is \$5.9 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 \$0.2 million 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*. The *three-year average* Fund Balance is the orange dash line.

The graph shows a \$6.9 million **Fund Balance** plus total Revenue for July 1 to November 30, 2023, of \$357,382 minus total Expenses of \$5,918,235 is \$981,766. Payroll expenses show a favorable variance of \$643,380, this is due to timing, \$200,000 is earmarked for prefunding in Section 115 trust for pension liabilities, Administrative Expenses show a favorable variance of \$89,086, \$40,000 was budgeted for IT strategic plan proposal was half this, and has not been expensed yet, Operations has a favorable variance of \$271,236. Total favorable variance is \$1,011,081. 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 November 30, 2023, the line is outside the shaded area.



**Coachella Valley Mosquito and
Vector Control District**

Staff Report

December 12, 2023

Agenda Item: Informational Item

District Travel for the Board of Trustees

Background:

**Save the date: AMCA's Annual Meeting, Dallas, TX
(March 4-8, 2024)**

The AMCA (American Mosquito Control Association) annual meeting is the premier education and networking event for researchers, educators, vector control professionals, industry representatives, and students in mosquito control.

Requests to attend must be made by January 31, 2024, VIA EMAIL: MTALLION@CVMOSQUITO.ORG

Strategic Business Plan Alignment:

Goal 2 – Governance and HR – A strong culture supports the Board and staff team that grows in skill, teamwork, and experience.

Objective 2.4 – Establish conditions that ensure the Board of Trustees are engaged and productive and possess a deep understanding of the District.



Serving Public Health Since 1928

Coachella Valley Mosquito and Vector Control District

Staff Report

December 12, 2023

Agenda Item: Informational Item

Staff report from:

Entomological Society of America Annual Conference, November 5-8, 2023, National Harbor, Maryland

Background:

The Entomological Society of America held its annual conference November 5-8 in National Harbor, Maryland. The theme “Insects and Influence: Advancing Entomology’s Impact on People and Policy” allowed for organizers to gather a variety of presentations on the latest advances in entomology and science communication along with work for regulatory agencies and the federal government for the four-day meeting.

We attended a variety of presentations. The Medical, Urban, and Veterinary Entomology section of ESA had presentations highlighting the latest research completed on mosquitoes and other arthropods of importance to public health. Kim Hung applied to give the medical entomology highlights, covering papers published in 2023 that she found to be particularly informative and interesting for other medical entomologists.

Dr. Alec Gerry presented the research that the District has funded on using attractive toxic sugar baits in underground storm drain systems. Jennifer Henke presented in an invited symposium on working with regulatory agencies as they implement laws and regulations that can impact mosquito control. Some of the topics that we viewed presentations on included: a One Health training course for vector-borne diseases to improve practice and policy; blood-feeding mechanisms for mosquitoes, ticks, and sandflies; media training for entomologists; vector control and resistance management; problem-solving for protocols; virus transmission models; rationale behind why lower socioeconomic neighborhoods have more mosquitoes and more virus transmission; and novel tools for insect identification and control.

Jennifer Henke was elected to the Governing Board as the Vice President-Elect of the ESA in 2021; she transitioned to the role of President at the end of the conference. In doing so, she shared the District’s work as part of her closing plenary address, highlighting the changes that the District is seeing in our mosquito population and our virus activity. She

encouraged people to plan to attend the 2024 meeting in Phoenix, Arizona with the theme “Empowering Tomorrow with Insect Science.”

ATTENDEES:

Jennifer A. Henke, M.S., BCE, Laboratory Manager

Kim Hung, Ph.D., BCE, Vector Ecologist

Gabriela Perezchica-Harvey, M.S., Vector Ecologist



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Coachella Valley Mosquito and Vector Control District

Staff Report

December 12, 2023

Agenda Item: Informational Item

Staff report from:

California Special Districts Association (CSDA) Clerk of the Board Annual Conference,
November 6-8, 2023, Seaside, CA

Background:

The annual California Special Districts Association Board Secretaries/Clerks Conference was two full days of education on all major areas related to the many aspects of the Board Secretary/Clerk's responsibilities.

The advanced track offered sessions tailored to individuals who have earned their certificate and are coming back to advance their knowledge. The courses offered provided useful information with breakout sessions focused on: Recent Legislative updates to the Brown Act, Writing for effortless communication, Challenging situations for Board Secretaries and Clerks, and Tips for effective and efficient Board meetings.

ATTENDEE:

Melissa Tallion, Executive Assistant/Clerk of the Board



**Coachella Valley Mosquito and
Vector Control District**

December 12, 2023

Staff Report

Agenda Item: Informational Item

Staff report from:

CalPELRA Annual Conference, November 14-17, 2023, in Monterey, CA

Background:

California Public Employers Labor Relations Association (CALPELRA) is a professional association made up of public sector management representatives responsible for performing human resource and labor relations programs for their agencies. The association has been providing California's public agency representatives with professional training, information, and support services for almost 50 years.

The annual CalPELRA Annual Conference offered education in various areas of labor relations and human resources. Sessions were succinct and provided useful information on Best Hiring, Recruiting, and Background-Check Practices; Navigating Public Sector Compensation; Bargaining Labor Agreements; and Legal Strategies, among others.

ATTENDEE:

Graciela Morales, HR Specialist

Strategic Business Plan Alignment:

Objective 2.3 – Provide Opportunities for employees to grow into promotions.



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OLD BUSINESS



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**Coachella Valley Mosquito and
Vector Control District**

Staff Report

December 12, 2023

Agenda Item: New Business

Discussion and/or approval of Resolution 2023-17 Additional two years of service for designated members – CalPERS Golden Handshake — **Jeremy Wittie, M.S., CSDM, General Manager**

Background:

At the November 14th Board Meeting, the Board of Trustees certified the costs of enacting the Golden Handshake.

Staff also recommended that the Board of Trustees hold the December Board of Trustees meeting on Tuesday, December 12th to pass a resolution to enact the Golden Handshake provision that will commence a 90-day window of opportunity for eligible staff to take the Golden Handshake benefit if desired.

Staff Recommendation:

Approve Resolution 2023-17

Exhibits:

- Resolution 2023-17
- November Staff report-Financial Information

RESOLUTION NO. 2023-17 (INTENT)

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

**A RESOLUTION TO GRANT ANOTHER DESIGNATED PERIOD FOR TWO YEARS
ADDITIONAL SERVICE CREDIT**

WHEREAS, the Board of Trustees of the Coachella Valley Mosquito and Vector Control District is a contracting Public Agency of the Public Employees' Retirement System; and

WHEREAS, said Public Agency desires to provide another designated period for Two Years Additional Service Credit, Section 20903, based on the contract amendment included in said contract which provided for Section 20903, Two Years Additional Service Credit, for eligible members.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District does seek to add another designated period, and does hereby authorize this Resolution, indicating a desire to add a designated period from December 13, 2023 through March 11, 2024 for all eligible CalPERS miscellaneous members employed at the Coachella Valley Mosquito and Vector Control District.

PASSED and ADOPTED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District at a regular meeting thereof held on December 12, 2023.

John Peña, President
Board of Trustees of the Coachella Valley
Mosquito and Vector Control District

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager



Serving Public Health Since 1928

Coachella Valley Mosquito and Vector Control District

Staff Report

November 14, 2023

Agenda Item: Old Business

Additional two years of service for designated members – CalPERS Golden Handshake —
Jeremy Wittie, M.S., CSDM, General Manager

Background:

The District has received an updated actuarial report for the proposed activation of the CalPERS Golden Handshake.

California Government Code (GC) section 20903 allows an employer to provide its employees, who retire during a designated period, with two years of additional service credit. The provision permits employers to offer this retirement incentive for eligible employees in order to reduce staff and provide immediate payroll savings if the best interest of the employer would be served by doing so. The minimum requirements for the Golden Handshake are that a member must be employed during the designated window period established by the employer with a minimum of five years of service credit, and eligible for service retirement.

Two Years of Service - Golden Handshake

The valuation report dated October 2023 uses a measurement date of June 30, 2022. The report shows that there are 18 eligible employees, that have 5 years vesting in CalPERS and are aged over 50, that can receive the Golden Handshake. The report measures the cost of active members becoming retired members and the extra two years of service credit. On page 3 of the report, the estimated increase in retirement costs is \$656,569 if all 18 eligible employees take the Golden Handshake. It states that for certain eligible members, the accrued liability decreases as a result of retirement under this program due to the value of future retirement benefit factor increases that they forfeit if they accept the Golden Handshake. An example of this is the reduction in the value of benefits when employees take the pension at a younger age, the pension formula is 1% at 50 rising to 2% at 60 so if someone retires younger than 55 and receives the two years credit the District's liability will be reduced as original valuation assumes the employee would retire at 60 at the higher value amount. If these members decline the Golden Handshake, then the Entry Age Accrued Liability could be approximately \$883,070 rather than \$656,569 (page 3).

In accordance with Government Code section 7507, the future annual costs as determined by the California Public Employees' Retirement System for the increase or change in retirement benefit(s) must be made public at a public meeting at least two weeks prior to the governing body passing a resolution to enact the Golden Handshake provision.

Golden Handshake - How It Looks for the District.

The chart below shows the distribution of eligible employees, the class, the number of positions affected, and the total salary subject to CalPERS.

Eligible Employees		
Class	Number of positions	Total Salary
Clerical	2	\$151,548
Facilities	1	\$90,022
Manager	1	\$149,386
Operations	7	\$573,123
Surveillance	2	\$171,662
Professional	2	\$211,994
Supervisor	3	\$368,784
Total	18	\$1,716,520

7 employees have indicated an interest in the Golden Handshake:

Employees Indicating Interest in Golden Handshake		
Class	Number of positions	Total Salary
Clerical	1	\$75,774
Facilities	0	\$0
Manager	0	\$0
Operations	4	\$335,774
Surveillance	0	\$0
Professional	0	\$0
Supervisor	2	\$245,856
Total	7	\$657,405

According to CalPERS Actuary Kurt Schneider, assuming the 7 identified employees retire, the increase in liability would be \$612,165. The question that immediately springs to mind is why this number only decreases by \$44,000 when the original report assumed that 18 employees were opting for the Golden Handshake. The reason is some employees would increase the

liability while others would decrease it. The summary below shows the breakdown and how it affects the accrued liability.

Number of Employees	Action	Liability Increase (Decrease)
7	Electing Golden Handshake	\$612,165
5	Foregoing additional value	\$270,905
6	Receive no additional value	(\$226,501)
Total		\$656,569

Based on 7 employees who are interested in Golden Handshake's possible gross estimated savings over 5 years \$925,168 calculation includes COLA 3%, CalPERS retirement, 6 positions replaced at Step one of the pay scale, and one position remaining unfilled.

In summary, if all 7 positions retired during the golden handshake period, the estimated cost would be \$612,165 the gross estimated salary savings would be \$925,168, total net savings would be \$313,003.

	Total salary not including benefits					
	Current	Year 1	Year 2	Year 3	Year 4	Year 5
Golden Handshake	\$657,405	\$455,083	\$491,489	\$530,809	\$573,274	\$619,136
No Change	\$657,405	\$677,127	\$697,441	\$718,364	\$739,915	\$762,112
Savings	0	\$222,044	\$205,952	\$187,555	\$166,641	\$142,976

Staff Recommendation

Staff recommends that the Board certify that the costs of enacting the Golden Handshake provision have been made at the November 14th Board of Trustees meeting.

Staff also recommends that the Board of Trustees hold the December Board of Trustees meeting on Tuesday, December 12th to pass a resolution to enact the Golden Handshake provision that will commence a 90-day window of opportunity for eligible staff to take the Golden Handshake benefit if desired.

Attachments

CalPERS Additional two years of service for designated members – Golden Handshake



Serving Public Health Since 1928

Coachella Valley Mosquito and Vector Control District

Staff Report

December 12, 2023

Agenda Item: Old Business

Discussion and/or approval from the Board of Trustees directing Centrica Business Solutions to proceed with investment grade audit — **Jeremy Wittie, M.S., CSDM, General Manager, and David I'Anson, Administrative Finance Manager**

Background:

At the November meeting a brief overview was given to the Board regarding the Preliminary Feasibility Assessment site walk conducted by Centrica Business Solutions which revealed six (6) areas to be addressed:

- **Interior LED Lighting.**
 - Replace linear fluorescent technology with efficient, long-lasting LED retrofit kits and fixtures. Install lighting controls to comply with the CA Title 24 Energy Code.
- **Building Management System (BMS) replacement & upgrade.**
 - Replace the old Johnson Control system with a new open-source model and integrate all other areas not on the BMS system with the new controls to have a full site accessible through the BMS.
- **Heating Ventilation and Air Conditioning (HVAC) Replacement.**
 - Replace aging HVAC equipment with higher efficiency in-kind systems.
- **Solar Inverter Replacement**
 - Replace existing inefficient or non-operational solar inverters to return existing solar to full production.
- **Solar Photovoltaics (PV) – Expansion**
 - Install flush-mount PV arrays on existing shade structures and roofs.
- **Installation of Electric Vehicle (EV) Charging Infrastructure and charging Stations**
 - Main service and switchgear upgrade to be ready for future full fleet electrification.
 - Install 4 Dual-Port charging stations (8 ports total) for the first phase of fleet electrification.

Staff Recommendation:

Following tonight's scheduled workshop, staff requests Board discuss and direct whether the District will proceed with the next step (or not), which is for Centrica to conduct an investment-grade audit. This does not commit the District financially.



Serving Public Health Since 1928

NEW BUSINESS



**Coachella Valley Mosquito and
Vector Control District**

Staff Report

December 12, 2023

Agenda Item: New Business

Discussion and/or approval to enter into an agreement with KYA Services to install two (2) shade structures in an amount not to exceed \$62,000 from Capital Replacement Fund #8415.14.950.000 — **Jeremy Wittie, M.S., CSDM, General Manager, and David l'Anson, Administrative Finance Manager**

Background:

During discussions with the ad hoc Building Committee regarding Board room renovations, it was discussed that there is a need for extra staff meeting space. Expansion of the Board room footprint would be expensive therefore the idea of meeting space outside was considered.

Eight months of the year staff meetings, department meetings, trainings, break periods, etc. could be held outside under a shade canopy. This outdoor meeting space would also help reduce the risk of airborne communicable disease transmission to staff and visitors.

KYA Services is a partner of the California Special Districts Association and is a contractor under California Multiple Award Schedules (CMAS). These contracts are controlled under the California Department of General Services, each vendor has to submit bids to be awarded the contract as a government agency the District can select vendors from CMAS without the requirement to issue a request for proposal streamlining the procurement process.

The proposal is to install two 20-foot by 20-foot shade structures including footings, supply necessary equipment and tools for the work, remove existing surface, supply and apply rebar, and perform the work under prevailing wage. The structures will be installed outside the Administration Building. A permanent/semipermanent stage area would also be constructed to facilitate group events.

Staff Recommendation:

Approval to enter into an agreement with KYA Services to install two (2) shade structures

Exhibits:

- KYA Services Proposal



PREPARED FOR

David IAnson

Coachella Valley Mosquito Vector

+1 760-342-8287

dianson@cvmvcd.org

11/14/2023

Coachella Valley Mosquito Vector -
20'x20 Shade Structure

Project Number P-0100254

KYA CMAS (4-20-78-0089C)

Contact

Michael Mellor
1800 E. McFadden Ave.
Santa Ana, CA

michael.mellor@theyyagroup.com

Pages 6

LICENSE 984827 (B, C15, D12, A, C20, C10)

DIR # 1000003379



Proposal: P-0100254
To: Coachella Valley Mosquito Vector
43-420 Trader Place
Indio, CA 92201

Date: 11/14/2023
Terms:
KYA CMAS (4-20-78-0089C)

RA: Michael Mellor
RA Phone:
RA Email: michael.mellor@theyagroup.com
Site: Coachella Valley Mosquito Vector
Address: 43-420 Trader Place
Indio, CA 92201

Site Qualifications and General Scope of Work

DIR # 1000003379

Priced per KYA CMAS (4-20-78-0089C)

Scope:

- Supply and Apply (2) 20' x 20' shade structures, including footings
- Supply necessary equipment and tools for the application
- Remove Existing Surface
- Supply and Apply Rebar Cage
- Sundries and Hardware included

Proposal excludes the following:

- Irrigation
- Electrical work
- Concrete or asphalt work not mentioned above
- Maintenance and maintenance equipment not mentioned.
- Engineering, surveying, inspection, or permit fees.
- Any Testing for Irrigation, soil, or anything not mentioned.
- Removal, disposal, and/or relocation of any obstructions, stockpiles, debris, or excavated materials generated by others.
- Traffic/pedestrian control and street sweeping services.
- Stormwater pollution prevention plan.
- Temporary or Permanent Fencing
- Any work not specifically listed above

*All work above quoted under standard working hours
*All work above assumes standard access and does not include maintenance to improve access
**Please be advised: Upon Contract Award, a DIR Project Registration number will be required prior to scheduling.
*Tax included in total

Notes: Sales tax rate will be based upon the shipping address. Price is good for 30 days from date of quote.

Initials _____

*This is a legal agreement - please read carefully
Complete and Initial all pages*

Proposal Number P-0100254



SCOPE OF WORK - PRICING

Coachella Valley Mosquito Vector - 20'x20 Shade Structure	Price	U/M	Quantity	Value	Taxable
BAR4 - BAR #4 -	\$6.79	EA	240	\$1,629.60	
RMIXCON - READY MIX CONCRETE	\$217.61	CY	32	\$6,963.52	
CONPUM - CONCRETE PUMP	\$409.06	EA	4	\$1,636.24	
Application of Concrete	\$38.60	SF	180	\$6,948.00	
DSAHIP2020 - DSA HIP CANOPY- 20X20	\$11,524.49	EA	2	\$23,048.98	
CANOPYFAB - DSA HIP CANOPY- FABRIC	\$1.04	EA	800	\$832.00	
UPGRADE - UPGRADE WITH DESIGN WORK	\$4.56	SF	800	\$3,648.00	
SUNDRIES - SUNDRIES	\$654.48	EA	3	\$1,963.44	
Construction Laborer - Journeyman	\$119.65	HRS	107	\$12,802.55	
Bonding Fee	\$643.02	EA	1	\$643.02	

Total Price \$60,115.35

Initials _____

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Complete and Initial all pages*

Proposal Number P-0100254



CONDITIONS AND WARRANTY

1) Proposal:

The above proposal is valid for 30 days from the date first set forth above. After 30 days, we reserve the right to increase prices due to the rise in cost of raw materials, fuel or other cost increases. When applicable, KYA Services, LLC reserves the right to implement a surcharge for significant increases in raw materials, including, but not limited to; fuel, and materials. Due to the duration of time between proposals, contracts and final furnishing, KYA Services, LLC reserves the right to implement this surcharge when applicable.

Any job that is accepted prior to December 31st of the current year and scheduled to install after December 31st of the current year is subject to price increase

2) Purchase:

By executing this proposal, or submitting a purchase order pursuant to this proposal (which shall incorporate the terms of this agreement specifically by reference) which is accepted by KYA Services, LLC. (the "Company"), the purchaser identified above ("you" or the "Purchaser") agrees to purchase the materials and the services to be provided by the "Company", as detailed in the Pricing and "General Scope of Work" sections in this agreement, above.

3) Standard Exclusions:

Unless specifically included, this agreement does not include, and Company will not provide services, labor or materials for any of the following work: (a) removal or disposal of any material containing asbestos or any hazardous materials as defined by the EPA; neither we nor our installers are responsible for the handling, removal or abatement of asbestos contained floor material or adhesive. Further, our policy is to request an Asbestos Hazard Emergency Response Act (AHERA) report prior to proceeding with any floor material or floor adhesive removal. We and our installers consider it the owners responsibility to produce this report prior to executing this contract. (b) moving Owner's property around the installation site. (c) repair or replacement of any Purchaser or Owner- supplied materials. (d) repair of concealed underground utilities not located on prints, supplied to Company by Owner during the bidding process, or physically staked out of by the Owner, and which are damaged during construction; or (e) repair of damage to existing surfaces that could occur when construction equipment and vehicles are being used in the normal course of construction.

4) Insurance Requirements:

Company is not required to provide any insurance coverage in excess of Company's standard insurance. A copy of the Company's standard insurance is available for your review prior to acceptance of the Company's proposal.

5) Payment:

Terms of payment are defined in the "Pricing" details section and are specific to this contract. For purposes of this agreement, "Completion" is defined as being the point at which the materials have been furnished. In any event where Completion cannot be effected due to delays or postponements caused by the Purchaser or Owner, final payment (less 10% retainage) is due within 30 days of the date when the Completion was scheduled, had the delay not occurred. All payments must be made to KYA Services, LLC 1800 E. McFadden Ave., Santa Ana, CA 92705. If the Purchaser or Owner fails or delays in making any scheduled milestone payments, the Company may suspend the fulfillment of its obligations hereunder until such payments are made, or Company may be relieved of its obligations hereunder if payment is more than 60 days past due. Company may use all remedies available to it under current laws, including but not limited to filing of liens against the property and using a collection agency or the courts to secure the collection of the outstanding debt.

6) Lien Releases:

Upon request by Owner, Company will issue appropriate partial lien releases as corresponding payments are received from Purchaser, but prior to receiving final payment from Purchaser or Owner, Company will provide a full release of liens upon receipt of final payment. In accordance with state laws, Company reserves the right to place a lien on the property if final payment has not been received 10 days prior to the filing deadline for liens.

7) Site Plan Approval, Permit/s, Permit Fees, Plans, Engineering Drawings and Surveying:

Site plan approval, permits, permit fees, plans, engineering drawings and surveying are specifically excluded from this agreement and the Services unless specified under the "General Scope of Work". The Company does not in any way warrant or represent that a permit or site plan approval for construction will be obtained. Sealed engineered drawings that are required but not included in the "General Scope of Work" will result in additional cost to Purchaser.

8) Manufacturing and Delivery:

Manufacturing lead-time and delivery varies depending on the product purchased.

Initials _____

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Proposal Number P-0100254



9) Returned Product, Deposits and/ or Cancelled Order:

From date of shipment from our facility, all returned product(s) and cancelled orders are subject to a 50% restocking fee. No returns are available following this date. All deposits are non-refundable.

10) Concealed Conditions:

"Concealed conditions" include, without limitation to, water, gas, sprinkler, electrical and sewage lines, post tension cables, and steel rebar. Observations that were able to be made either by visual inspection or by drawings and/or plans submitted by Owner at the time this agreement was approved. If additional Concealed Conditions are discovered once work has commenced which were not visible at the time this proposal was approved, Company will stop work and indicate these unforeseen Concealed Conditions to Purchaser or Owner so that Purchaser and Company can execute a change order for any additional work. In any event, any damage caused by or to unforeseen Concealed Conditions is the sole responsibility of the Purchaser and Company shall not be held liable for any such damage. Soil conditions are assumed to be soil that does not contain any water, hard rock (such as limestone, caliche, etc.), rocks bigger than 4 inches in diameter or any other condition that will require additional labor, equipment and/or materials not specified by the purchaser or Owner in the bidding process.

Any condition requiring additional labor, equipment, and/or materials to complete the drilling or concrete operations will require a change order before Company will complete the process. Any variation will incur additional charges.

11) Changes in the Work:

During the course of this project, Purchaser may order changes in the work (both additions and deletions). The cost of these changes will be determined by the Company, and a change order must be completed and signed by both the Purchaser and the Company, which will detail the "General Scope of the Change Order". Should any change be essential to the completion of the project, and the Purchaser refuses to authorize such change order, then Company will be deemed to have performed its part of the project, and the project and Services will be terminated. Upon such termination, Company will submit a final billing to Purchaser for payment, less labor allowance for work not performed but including additional charges incurred due to the stoppage. No credit will be allowed for materials sold and supplied, which will remain the property of the Purchaser.

12) Warranty: Limitations of Liability:

Company warrants that all Company-supplied labor and Services will be performed in a good and workmanlike manner. Purchaser shall notify the Company in writing detailing any defects in Service for which a warranty claim is being made.

COMPANY SHALL NOT IN ANY EVENT BE LIABLE FOR INDIRECT, SPECIAL, CONSEQUENTIAL, INCIDENTAL, PUNITIVE OR LIQUIDATED DAMAGES IN ANY ACTION ARISING FROM OR RELATED TO THIS AGREEMENT, WHETHER BASED IN CONTRACT, TORT (INCLUDING NEGLIGENCE), INTENDED CONDUCT OR OTHERWISE, INCLUDING WITHOUT LIMITATION, DAMAGES RELATING TO LOSS OF PROFITS, INCOME OR GOODWILL, REGARDLESS OF WHETHER COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

IN NO EVENT WILL COMPANY'S LIABILITY FOR MONETARY DAMAGES UNDER THIS AGREEMENT EXCEED THE FEES PAID OR DUE AND PAYABLE FOR THE SERVICE UNDER THIS AGREEMENT (OR RELEVANT PURCHASE ORDER).

The warranties or the materials are contained in a separate document between Company and the ultimate Owner of the materials, which will be provided to Owner at the time of completion of work.

13) Indemnification:

To the fullest extent permitted by law. Purchaser shall indemnify, defend and hold harmless the Company and its consultants, agents and employees or any of them from and against claims, damages, losses and expenses, including but not limited to attorney's fees, relating to furnishing of the materials or performance of the Services, provided that such claim, damage, loss or expense is attributable to bodily injury to, sickness, disease or death of a person, or injury to or destruction of tangible property, but only to the extent caused by the negligent acts or omissions of the Purchaser or its agents, employees, or subcontractors or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in Section 13.

14) Delegation: Subcontractors:

The Services and furnishing of materials may be performed by subcontractors under appropriate agreements with the Company

Initials _____



15) Force Majeure: Impracticability:

The Company shall not be charged with any loss or damage for failure or delay in delivering or furnishing of materials when such failure or delay is due to any cause beyond the control of the Company, due to compliance with governmental regulations, or orders, or due to any acts of God, lockouts, slowdowns, wars or shortages in transportation, materials or labor.

16) Dispute Resolution:

Any controversy or claim arising out of or related to this agreement must be settled by binding arbitration administered in CA, 92705 by a single arbitrator selected by the parties or by the American Arbitration Association, and conducted in accordance with the construction industry arbitration rules. Judgement upon the award may be entered in any court having jurisdiction thereof.

17) Entire Agreement; No Reliance:

This agreement represents and contains the entire agreement between the parties. Prior discussion or verbal representations by the parties that are not contained in this agreement are not part of this agreement. Purchaser hereby acknowledges that it has not received or relied upon any statements or representations by Company or its agents which are not expressly stipulated herein, including without limitation any statements as to the materials, warranties or services provided hereunder.

18) No Third-Party Beneficiaries:

This agreements creates no third party rights or obligations between Company and any other person, including any Owner who is not also a Purchaser. It is understood and agreed that the parties do not intend that any third party should be a beneficiary of this agreement.

19) Governing Law:

This agreement will be constructed and enforced in accordance with the laws of the State of California.

20) Assignment:

Purchaser may not assign this agreement, by operation of law or otherwise, without the prior written consent of the Company. The agreements shall be binding upon and ensure to the benefit of the Company and the Purchaser, and their successors and permitted assigns.

Executed to be effective as of the date executed by the Company:

KYA Services, LLC

Accepted by:

Signature: _____

Signature: _____

By: (Print) _____

By: (Print) _____

Title: _____

Title: _____

Date: _____

Date: _____

Initials _____

*This is a legal agreement - please read carefully
Complete and Initial all pages*

Proposal Number P-0100254

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Finance Committee Meeting

DRAFT - Minutes

TIME 4:30 p.m. **DATE:** November 14, 2023

LOCATION: 43420 Trader Place Indio, CA 92201

COMMITTEE MEMBERS PRESENT:

Indian Wells	Clive Weightman, Board Treasurer
Palm Desert	Doug Walker, Trustee
County at Large	Bito Larson, Trustee

COMMITTEE MEMBERS ABSENT:

None

OTHER TRUSTEES PRESENT:

None

STAFF PRESENT:

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Melissa Tallion, Executive Assistant/Clerk of the Board

MEMBERS OF THE PUBLIC PRESENT:

No

Tasks and Ownership

None

1. Call to Order

Treasurer Weightman called the meeting to order at 4:31 p.m.

2. Roll Call

Roll Call indicated that all three (3) Committee members were present.

3. Confirmation of Agenda

Treasurer Weightman inquired if any agenda items needed to be shifted. Upon no objections from the Committee, the agenda was confirmed as presented.

4. Public Comments

None

5. Presentation

- A. Public Agency Retirement Services (PARS) Section 115 Trust — **Ryan Nicasio, CEBS, Senior Vice President, PARS Public Agency Retirement Services**

Ryan Nicasio gave a presentation and answered questions from the Committee.

6. Items of General Consent

- A. Approval of Minutes from October 10, 2023, Finance Committee Meeting

On a motion from Trustee Larson, seconded by Trustee Walker and passed by a unanimous vote, the Committee approved the minutes from the October 10, 2023, Finance Committee Meeting.

Ayes: Treasurer Weightman, Trustees Walker, Larson

Noes: None

Abstained: None

Absent: None

7. Discussion, Review, and/or Update

- A. Review of Check Report from Abila MIP for the period of October 11, 2023, to November 7, 2023

The Check Report was reviewed by the Committee. The Committee regarding checks that needed further explanation. Staff answered the questions to satisfy the Committee.

- B. CalCard Charges (Abila report & Microix Workflow Report) – Statement dated October 22, 2023

The monthly CalCard statement was reviewed by the Committee. Staff provided more information regarding specific charges to satisfy the Committee.

- C. Review of October 2023 Financials and Treasurers Report

The Committee and staff reviewed the financials and Treasurer's report. David l'Anson reviewed the budget submission and corrected the Operations budget. The budget now reflects the correct month items are delivered. A discussion about the District's budget concerning the expenses incurred from the tropical storm.

8. Old Business

- A. 2023 Finance Committee Items

The staff report was reviewed and updated.

- B. Pension Funding Policy

This policy is up for discussion and/or approval during the November 14, 2023, Board meeting.

9. New Business

- A. Review of finance-related items on the November Board agenda
The draft Board agenda was reviewed by the Committee.

10. Schedule Next Meeting

The next Finance Committee meeting was scheduled for December 12, 2023, at 3:30 p.m.

11. Trustee and/or Staff Comments/Future Agenda Items

None

12. Adjournment

Treasurer Weightman adjourned the meeting at 5:30 p.m.

DRAFT