


SECTION

9



RECOGNITION

	<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;">November 10, 2020</p>
<p>Agenda Item: Recognition</p> <p>Approval of Resolution 2020-23 in recognition of Oldembour Avalos for his 25 years of service to the District – Jeremy Wittie, M.S., General Manager</p>		
<p>Background:</p> <p><i>Oldembour Avalos</i> began his career at the District on March 1, 1995, as a Seasonal employee. On November 27, 1995, Oldembour was promoted to the position of Junior Mosquito Operator; on February 11, 2000, to the position of Vector Control Technician II; on May 11, 2009, to the position of Lead Vector Control Technician; and on September 14, 2012, he was promoted to his current position as a Field Supervisor.</p> <p>Oldembour’s hard work and dedication to eye gnat, mosquito, and red imported fire ant control has contributed to protecting the public health of residents and visitors of the Coachella Valley.</p>		
<p>Staff Recommendation:</p> <p>Staff recommends approval of Resolution 2020-23 in recognition of Oldembour Avalos for his 25 years of service to the District.</p>		
<p>Attachment:</p> <ul style="list-style-type: none"> • Resolution 2020-23 		

RESOLUTION NO. 2020-23

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA
VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT IN
RECOGNITION OF OLDEMBOUR AVALOS
TWENTY-FIVE (25) 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 vectors to residents and visitors of the Coachella Valley; and

WHEREAS, Oldembour Avalos has worked for the District and given continuous, faithful, and loyal service for 25 years; and

WHEREAS, Oldembour Avalos began his employment at the District on March 1, 1995, as a Seasonal employee. On November 27, 1995, Olde was promoted to the position of Junior Mosquito Operator; on February 11, 2000, to the position of Vector Control Technician II; on May 11, 2009, to the position of Lead Vector Control Technician; and on September 14, 2012, he was promoted to his current position as a Field Supervisor; and

WHEREAS, Oldembour Avalos 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 RESOLVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District that:

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Recognition of Service.

Oldembour Avalos is hereby recognized upon his twenty-five (25) year anniversary for his outstanding contributions and dedication to the District and the citizens of the Coachella Valley.

Section 3. Effective Date.

This Resolution shall take effect upon its adoption.

Section 4. Certification.

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

PASSED, ADOPTED, AND APPROVED, THIS 10th DAY OF NOVEMBER, 2020.

Franz De Klotz, President
Board of Trustees

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

SECTION

10



BOARD REPORTS

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Executive Committee Meeting Via Zoom Minutes

TIME: 2:00 p.m. Friday, October 30, 2020

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

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

ABSENT:

None

OTHERS PRESENT:

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

1. Call to Order: *President De Klotz called the meeting to order at 2:00 p.m.*

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

3. Confirmation of Agenda: *On motion from Trustee Hassett, seconded by Trustee Weightman, the agenda was approved as presented by the following roll call vote:*

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

Noes: None

Abstained: None

Absent: None

4. Public Comments – None

5. Review of November 10, 2020, Draft Board Meeting Agenda

The draft November Board meeting agenda was reviewed by the Committee. Changes to the agenda included the addition of a statement that the Board will take action on all items on the agenda; comments by General Counsel; move research agreements Agenda Item from General Consent to Old Business; recommend the ad hoc research committee meets once again early

next week for further review and recommendation to the Board of researchers selection and funding levels; move General Consent item regarding Verizon Wireless contract to New Business or leave as an approval Item under General Consent.

6. Trustee/Staff Comments

The Committee discussed they are in favor of providing informal feedback to the Clerk of the Board on her yearly evaluation.

Jeremy Wittie, General Manager informed the Committee he has been in communication with the District's General Counsel regarding the request from Cal Trans to execute a gift letter that states the easement to CVAG for the CV Link is a gift and that it is not entitled to additional compensation. This will be included in the November Board packet as an Informational Item.

7. Confirmation of Next Meeting

The next meeting was scheduled for Monday, December 28, 2020, at 2:00 p.m.

8. Adjournment

The meeting was adjourned at 2:28 p.m.

DRAFT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Finance Committee Meeting Via Zoom Minutes

TIME: 4:30 p.m. **DATE:** October 13, 2020

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

COMMITTEE MEMBERS PRESENT:

Indian Wells	Clive Weightman
Rancho Mirage	Isaiah Hagerman
County at Large	Bito Larson
County at Large	Franz De Klotz (Alternate Committee member)

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:

None.

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. President De Klotz, joined the meeting as an alternate Committee member.*

3. Confirmation of Agenda: *On motion from Trustee Hagerman seconded by Trustee Larson and passed by unanimous vote, the Committee approved the Agenda as presented with the exception of moving Item #8 in between Item #5 and #6.*

4. Public Comments: *There were no members of the public present. However, one letter was received prior to the start of the meeting from Mr. Brad Anderson. His letter is attached for the record.*

5. Items of General Consent:

Approval of Minutes from September 8, 2020, Finance Committee Meeting

On motion from Trustee Hagerman seconded by Trustee Larson, and passed by the following votes, the Committee approved the minutes as corrected (attached for the record).

Ayes: Treasurer Weightman, President De Klotz, 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 September 5, to October 8, 2020.

The Check Report was reviewed by Committee members and staff. Questions regarding specific check(s) were brought forward by Committee member(s) and staff provided more information.

- B. CalCard Charges – August 24, 2020 through September 22, 2020

The CalCard monthly statement was reviewed by Committee members and staff. Questions regarding specific charges were brought forward by Trustees and staff provided more information. Committee members expressed they like the usual CalCard report better. Staff will attempt to revert to the previous report rather than the bank card statement in November. The check payable to AVI was discussed at length. Treasurer Weightman asked staff to consult with Edward for details of the work performed, the time it took to accomplish, the equipment replaced, the value he sees in this, and report to the Committee.

- C. Review of September 2020 Financials and Treasurers Report

The Committee and staff went over financials. The Committee reviewed the revenue and expenses, noting that revenue is low, David l'Anson, Administrative Finance Manager reported that October financials will show receipts of \$150,000 for current unsecured taxes. LAIF interest is likely to post in the next few days. This is for the first three months of the fiscal year. Some postings have been delayed in the last several months due to issues related to the pandemic. Mr l'Anson stated he would be catching up soon and appreciated their input.

7. Old Business:

Discussion and/or recommendation to Invest with MBS Securities, Inc.

The Committee discussed the previous meeting presentation and further details about the company and what they have to offer to the District. The Committee agreed to recommend this item for review/approval in November.

8. New Business

- A. Review of the District's Investment Policy

The Committee reviewed the policy along with staff. Some changes were recommended. The Committee agreed to add this Item to the Finance agenda for further review in November and recommendation for final Board approval in January.

B. Review of the District's Fund Balance Policy

The Committee reviewed the policy along with staff. Some changes were recommended. Staff will make changes and will add to Agenda for final Board approval in November.

9. 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:

A. 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

Treasurer Weightman reported this item would be discussed under closed session at the Board meeting at 6:00 p.m.

10. Schedule Next Meeting: *The next Finance Committee meeting was scheduled via Zoom for Tuesday, November 10, 2020, at 4:30 p.m.*

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

None

12. Adjournment: *The meeting was adjourned by Treasurer Weightman at 5:24 p.m.*

From: [B Anderson](#)
To: [Graciela Morales](#); [Edward Prendez](#)
Subject: CVMVCD Finance Meeting 10/13/20 - 4:30PM
Date: Tuesday, October 13, 2020 3:30:13 PM

October 13, 2020

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

Re: Written letter to be entered in to the Public record for the CVMVCD Finance meeting held on October 13, 2020 - Agenda Items: 8A & 8B (Policies being revised prior to Proposed Investment contract)

Dear CVMVCD appointed Trustees,

Please consider reviewing how the progressive actions of changing established CVMVCD Investment and fund balance polices will benefit the CVMVCD administration and the one company that will potentially be the administrators of tax collected dollars. The current drafting of the policy changes in the CVMVCD Board agenda shows No previous CVMVCD policy? And has No Illustrated changes to demonstrate how the revised version is different?
Please preform the needed transparency in CVMVCD documents to comply with State standards (Best Practices).

Sincerely,

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

SECTION

11



ITEMS OF GENERAL CONSENT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Board of Trustees Meeting Via Zoom Minutes

MEETING TIME: 6:00 p.m. Tuesday, October 13, 2020

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

TRUSTEES PRESENT

PRESIDENT: Franz De Klotz	County at Large
VICE PRESIDENT: Doug Hassett	La Quinta
SECRETARY: Doug Walker	Palm Desert
TREASURER: Clive Weightman	Indian Wells
Sergio Espericueta	Cathedral City
Bito Larson	County at Large
Gary Gardner	Desert Hot Springs
Ben Guitron	Indio (<i>joined the meeting at 6:09 p.m.</i>)
Philip Bautista	Coachella
Dr. Doug Kunz	Palm Springs
Isaiah Hagerman	Rancho Mirage

TRUSTEES ABSENT

None

STAFF AND GENERAL COUNSEL PRESENT

Jeremy Wittie, General Manager
Lena Wade, Legal Counsel, SBEMP
Anita Jones, Human Resources Manager
David l'Anson, Administrative Finance Manager
Edward Prendez, Information Technology Manager
Jennifer Henke, Laboratory 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 De Klotz called the meeting to order at 6:05 p.m.*
- 2. Pledge of Allegiance** *President De Klotz led the Pledge of Allegiance.*

3. Roll Call *At roll call, ten (10) Trustees out of eleven (11) were present. Trustee Guitron joined at 6:09 p.m.*

4. Motion to Excuse Absences

On motion from Trustee Gardner, seconded by Trustee Hassett, and passed by the following roll call votes, the Board of Trustees excused the absence of Trustee Guitron.

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

Noes: None.

Abstained: None.

Absent: Trustee Guitron (arrived @ 6:09 p.m.)

5. Confirmation of Agenda

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

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

Noes: None.

Abstained: None.

Absent: None.

6. Public Comments

Two written public comments/letters were received from Mr. Brad Anderson. His letters were distributed to Trustees and are attached for the record.

7. Recognition

- A. Approval of Resolution 2020-16 in recognition of Arturo Gutierrez for his 25 years of service to the District – **Jeremy Wittie, MS, General Manager, and Franz De Klotz, President**

Jeremy Wittie, General Manager thanked Arturo Gutierrez for his 25 years of service and dedication to the District. Trustees joined in this appreciation to him.

On motion from Trustee Walker, seconded by Trustee Guitron, and passed by the following roll call votes, the Board of Trustees approved Item 7A.

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

Noes: None.

Abstained: None.

Absent: None.

Jeremy Wittie, General Manager welcomed Jacob Tarango to the District.

8. Board Reports

A. President's Report:

President De Klotz stated the Executive Committee had reviewed the General Manager's evaluation form at their last meeting and they had made a change to one of the sections.

B. Finance Committee Oral 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 the period ending September 2020. Treasurer Weightman stated there was nothing major to report from the check report and CalCard charges. As to financials, the Committee did not detect any items of concern. Financials on the packet reflect YTD revenue is marginally below planned but that is due to timing. He also summarized YTD expenses are looking good and are below planned. However, due to audit work and COVID-related matters, some expenses have not yet been recorded and are not reflected in the September report. The Accounting team would be catching up soon though. Mr. Weightman went over the General Fund Operational Cash Flow Chart as well. He also reported the Finance Committee had reviewed the Investment and Fund Balance policies and the Committee is tentatively prepared to make a recommendation to the Board in November to adopt the use of an online investment platform through MBS Securities, Inc. following their presentation from September. The Investment policy will be reviewed by the Finance Committee in November and presented to Board in January. The Fund Balance policy will be presented for approval to the Board at the November Board meeting Treasurer Weightman thanked Trustee Isaiah Hagerman for all of his input and help with the policies.

9. Items of General Consent

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

- A. Minutes for September 8, 2020 Board Meeting

- B. Approval of expenditures for September 5, 2020, to October 8, 2020, and Financial Reports

- C. Informational Items:
 - Financials
 - Correspondence
 - Board Business Log
 - California Stormwater Quality Association (CASQA) Conference, September 14-16, 2020, online – **Jennifer A. Henke, M.S., Laboratory Manager**
 - IVM Program Presentations
 - Surveillance and Quality Control Department – **Jennifer A. Henke, M.S., Laboratory Manager**
 - Operations Department – **Roberta Dieckmann, Operations Manager**
 - Public Outreach Department – **Tammy Gordon, M.A., Public Information Officer**
 - Information Technology – **Edward Prendez, Information Technology Manager**

President De Klotz 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 Kunz, seconded by Trustee Hagerman, and passed by the following roll call votes, the Board of Trustees approved all Items of General Consent.

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

Noes: None.

Abstained: None.

Absent: None.

10. Old Business - None

11. New Business

A. Final consideration and ratification of Side Letter to Memorandum of Understanding (MOU) between Coachella Valley Mosquito and Vector Control District and California School Employees Association regarding the effects related to the District's response to the Coronavirus pandemic, and approval of Resolution 2020-21 – **Jeremy Wittie, M.S., General Manager, and Lena D. Wade, General Counsel**

Jeremy Wittie, General Manager, stated the Side Letter primarily confirms the start time for some Operations staff; it and also confirms the procedures, resources, and guidelines related to COVID effects and protected leaves as per State and Federal laws.

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

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

Noes: None.

Abstained: None.

Absent: None.

B. Discussion and/or approval of Resolution 2020-22 revising the District's Policy for sale of surplus personal property – **David l'Anson, Administrative Finance Manager**

David l'Anson, Administrative Finance Manager, stated there were two minor revisions to the existing Policy. They are, adding: 1) "sale by the professional auctioneer or electronic auction site" and 2) "or sold at less than estimated value". Trustee Hassett asked what the purpose was for the transfer to the Finance Manager. Mr. l'Anson stated the equipment is currently held under the individual Department Managers. However, with this change, when the equipment or items become surplus they would transfer to the Finance Manager who will then take care of the surplus sale.

On motion from Trustee Hassett, seconded by Trustee Gardner, and passed by the following roll call votes, the Board of Trustees approved Item 11B.

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

Noes: None.

Abstained: None.

Absent: None.

C. Selection by the Board of Trustees of a Trustee-at-Large Representative to serve on the Mosquito and Vector Control Association of California (MVCAC) Board of Directors – **Jeremy Wittie, M.S. General Manager and Past President of the MVCAC**

Graciela Morales, Clerk of the Board sought a roll call vote from each Trustee. Ms. Jayna Karpinski-Acosta received five votes (De Klotz, Hassett, Weightman, Kunz, and Hagerman); Mr. Bhat received one vote (Espericueta); Mr. Davis received one vote (Walker) and four Trustees abstained from voting (Bautista, Larson, Gardner, and Guitron).

A discussion ensued following the recording of the votes. Jeremy Wittie stated the nomination results would be forwarded to the MVCAC and they are planning to confirm the final selected individual by December. Jeremy will report back to the Board when this is confirmed by the MVCAC.

12. Closed Session Public Comments:

Persons wishing to address the Board on closed session items are requested to do so at this time. When addressing the Board, please 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:

- A. *Conference with Labor Negotiators pursuant to Government Code Section 54957.6*
Agency Designated Representatives: Lena D. Wade, Anita Jones, Crystal Moreno, and David I' Anson.
Employee Organizations: California School Employees Association and Teamsters Local 911.

- B. *Public Employee Performance Evaluation pursuant to Government Code Section 54957 (b)(1)*
Title: General Manager

- C. *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*

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

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

Trustee Hassett reminded everyone to wear a mask. Trustee Walker thanked Bobbye, Jennifer, Tammy, and Edward for their reports this month. Edward stated the IT program sends automatically-generated emails for the security training campaign and he can also send materials and educational videos. Trustee Guitron complimented Jeremy and the Public Outreach staff for their work with marketing and social media communications. He stated he was glad to see the work as they tie into the goals that were set for this year. He also mentioned he looks forward to seeing the survey results and all of the efforts that have been done with our social media. Trustee Espericueta thanked the staff for helping prepare his report which is planned to be presented to Cathedral City City Council later this year. Trustee Weightman complimented Jennifer for putting together a thorough and concise report.

14. Adjournment – President De Klotz adjourned at 7:03 p.m.

On motion from Trustee Gardner, seconded by Trustee Hassett, and passed by the following roll call votes, the Board of Trustees agreed to adjourn the meeting.

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

Noes: None.

Abstained: None.

Absent: None.

Franz De Klotz
President

Doug Walker
Secretary

From: [B Anderson](#)
To: [Graciela Morales](#); [Edward Prendez](#)
Subject: CVMVCD Board Meeting 10/13/20 - 6:PM
Date: Tuesday, October 13, 2020 3:30:28 PM

October 13, 2020

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

Re: Written letter to be entered in to the Public record for the October 13, 2020 CVMVCD Board of Trustees Meeting - Agenda Item: 6B (Tax funded CVMVCD tuition reimbursement)

Dear CVMVCD Board of Trustees,

It's critical that the CVMVCD administration concern themselves with being financially reasonable with Public resources.

The CVMVCD Tuition Reimbursement program has been abused by the Current CVMVCD administration to favor a selective few in the administration at the cost to tax payers and CVMVCD non- administrative workers that are not offered the luxury of missing work and or being able to perform classroom study's while at work.

It's clear that tuition dollars are expelled to CVMVCD administration staff that earn a higher wage and are not held to the same standard to perform job duties with daily work standards. Please consider reviewing and limiting the amounts of tax collected dollars that are expelled to each CVMVCD employee through the CVMVCD perceived tuition reimbursement program. Consider factors, such as gross pay and benefits of employees that apply. And object to Internal Influences that will use Public resources to fund administrative employment to positions that are designed and or held for selective people after higher education and or classes are obtained.

Sincerely,

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

From: [B Anderson](#)
To: [Graciela Morales](#); [Edward Prendez](#)
Subject: CVMVCD Board Meeting 10/13/20 - 6:PM
Date: Tuesday, October 13, 2020 3:30:43 PM

October 13, 2020

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

Re: Written letter to be entered in to the Public record for the October 13, 2020 CVMVCD Board of Trustees Meeting - Item: 12B (Private Non-Public forum - Work Evaluation of the General Manager (Jeremy Wittie))

Dear CVMVCD Board of Trustees,

The CVMVCD General Manager overall work performance for this past year has been horrendous. And Mr. Wittie prior years of service have been allowed to be rewarded from the CVMVCD Board of Trustees for similar work performance. Please allow yourselves to become unbiased to any close friendships with Mr. Wittie, which would include the relationships between Mr. Wittie and current Palm Springs City trustee that clearly shows a conflict of interest.

Mr. Wittie has acted outside of his authority to direct CVMVCD legal counsel to address this Resident with Inappropriate correspondence using Public resources.

Mr. Wittie neglected and or refusal to Inform the CVMVCD Board of Trustees of the departure of the operations manager in a timely manner. He also was unable or unwilling to perform State required work at the CVMVCD Thermal property in a timely manner and was force to sub contract for a site manager to oversee those duties.

Mr. Wittie daily activities are currently unmonitored - and allows for the possibility of non-work-related activities. It's reasonable to require Mr. Wittie and other CVMVCD administrators to access CVMVCD vehicles while working. Past CVMVCD General Managers used "Marked" CVMVCD vehicles while working, which showed transparency of CVMVCD employee's while in Public.

The action of driving a marked CVMVCD vehicle by the General Manager and other administrators would show that the CVMVCD is active in neighborhoods even when parked at businesses such as health clubs.

The actions to curve the possibility of Infectious diseases at the CVMVCD properties have been

devastating to many CVMVCD families and could have been avoided. The lackluster performance of the CVMVCD administration that is overseen by Mr. Wittie has been irreversible.

The Current CVMVCD Board of Trustees will be remembered for the action of rewarding an employee that should never have been able to participate in the destruction and unnecessary stress that having unqualified personnel in positions of Employment that placed Coachella Valley Residents and Guests at Increased risks of harm.

Please use the Cathedral City Manager as an example this year, that employment position had a decrease in revenue.

Sincerely,

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

Coachella Valley Mosquito and Vector Control District


Checks Issued for the Period of:

October 9 - November 6 , 2020

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	October 16, 2020	191,052.76	
	Payroll Disbursement	October 30, 2020	197,810.89	
				388,863.65
Pre-Approved Expenditures Utilities/Benefits:				
43195	CalPERS - Retirement Acct	State Retirement 8/30 - 9/ 12, 9/13 - 9/26, 9/27 - 10/10/2020	87,315.74	
				87,315.74
Pre-Approved Expenditures less than \$10,000.00:				
43196	Advance Imaging Systems	Contract Services	123.83	
43197	Airgas Dry Ice	Dry Ice	844.85	
43198	Automated Gate Services, Inc.	Repair & Maintenance	736.00	
43199	Coachella Valley Compost Facility	Landfill Disposal Services	2.22	
43200	Cintas Corporation	Uniform Expense	3,519.57	
43201	CleanExcel	Janitorial Services	6,961.00	
43202	Daniel's Tire Service	Vehicle Parts & Supplies	1,326.92	
43203	Desert Alarm, Inc.	Repair & Maintenance	311.50	
43204	Indio Emergency Medical Group	Physician Fees	135.00	
43205	Jernigan's Sporting Goods, Inc.	Safety Expense	574.25	
43206	Graciela Morales	Tuition Reimbursement	1,081.18	
43207	NAPA Auto & Truck Parts	Vehicle Parts & Supplies	644.99	
43208	Pentair Aquatic Eco-Systems, Inc.	Equipment Parts and Supplies	962.15	
43209	Praxair Distribution, Inc.	Cylinder Rentals	51.17	
43210	Puretec Industrial Water	Equipment Parts & Supplies	196.78	
43211	Rivco Mechanical Services, Inc.	Repair & Maintenance	1,297.93	
43213	Slovak Baron Empey Murphey & Pinkney LLP	Attorney Fees	4,000.00	
43214	SC Commercial LLC dba SC Fuels	Motor, Fuel & Oil	4,441.08	
43215	Veolia ES Technical Solutions, LLC	Operating Supplies	262.23	
43217	UPS	Postage	10.46	
43218	Vector-Borne Disease Account	Professional Development	401.00	
43219	Verizon Connect	Contract Services	1,026.00	
43220	Willdan Financial Services	Benefit Assesment Expense	6,737.50	
Cash - California Bank & Trust Checking				35,647.61
Cash - California Bank & Trust Checking				
43212	Salton Sea Air Service	Aerial Application	17,240.00	
43216	ES Opco USA LLC dba Vesperis	Control Products	30,420.47	
43221	US Bank	CalCard	158,964.13	
Cash - California Bank & Trust Check Run Total to be Approved				206,624.60
Total Expenditures: October 9- November 6, 2020				718,451.60

Franz De Klotz, President

Clive Weightman, Treasurer

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>November 10, 2020</p>
<p>Agenda Item: Items of General Consent Approval of Resolution 2020-24 Biennial Adoption of a Conflict of Interest Code –Graciela Morales, Executive Assistant/ Clerk of the Board</p>		
<p>Background:</p> <p>The Political Reform Act requires every local government agency to review its Conflict of Interest Code biennially each even-numbered year. Local government agencies are required to submit to the County Board of Supervisors a Notice indicating whether or not an amendment is necessary.</p> <p>The District submitted the Notice to the County of Riverside Board of Supervisors on July 15, 2020, with the intention of not making an amendment. However, upon further review it was discovered we shall eliminate a former position title and add a position title. Thus, the amendments are 1) removing the title of Public Information Manager position and 2) adding the title of the Public Information Officer position.</p> <p>With the approval of this Resolution by the County Board of Supervisors, all previously adopted District Conflict of Interest Codes are rescinded. The District’s amended Code is not effective until it has been approved by the Board of Supervisors.</p>		
<p>Staff Recommendation: Staff recommends approval of Resolution 2020-24 adopting a Conflict of Interest Code for the District.</p>		
<p>Attachments:</p> <ul style="list-style-type: none"> • Resolution 2020-24 • Appendix “A” 		

RESOLUTION NO. 2020-24

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT BIENNIAL ADOPTION OF CONFLICT OF INTEREST CODE

WHEREAS, the Coachella Valley Mosquito and Vector Control District ("District") is a special district and local government agency required by Government Code Section 87300 to promulgate a Conflict of Interest Code; and

WHEREAS, the Political Reform Act (Government Code Section 81000, et seq.) requires the District to adopt and promulgate a conflict of interest code; and

WHEREAS, the Fair Political Practices Commission ("FPPC") has adopted a provision at Title 2, section 18730 of the California Code of Regulations which sets forth the terms of a standard model conflict of interest code which may be incorporated by reference so as to constitute the adoption of a Conflict of Interest Code by the District; and

WHEREAS, the FPPC requires that every local agency review its Conflict of Interest Code every even-numbered year to determine whether amendment of its code is necessitated by changed circumstances; and

WHEREAS, the District's Board of Trustees desires to amend the District's Conflict of Interest Code by removing from the list of positions designated as being subject to the Code, the position of the Public Information Manager and adding the position of Public Information Officer.

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

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Rescission.

That all previously adopted resolutions approving the District's Conflict of Interest Code are hereby rescinded.

Section 3. Code Adoption.

The District hereby adopts, by this reference, the model conflict of interest code promulgated by the FPPC as Regulation 18730 of Title 2 of the California Code of Regulations ("FPPC Model Conflict of Interest Code") as the Conflict of Interest Code for the Coachella Valley Mosquito and Vector Control District ("District Conflict of Interest Code"). A copy of the FPPC Model Conflict of Interest Code effective as of the date of adoption of this resolution is attached as Exhibit A. Future amendments to the FPPC Model Conflict of Interest Code approved by the Fair Political Practices Commission are hereby incorporated into the District Conflict of Interest Code.

Section 4. Disclosure Categories and Designated Positions.

(a) Those officials, employees and consultants designated in the attached Appendix A - Disclosure Categories and Designated Positions ("Appendix A"), incorporated herein by this reference as though fully set forth, shall be subject to the provisions of the District Conflict of Interest Code pursuant to the applicable disclosure categories.

(b) Any consultant who performs the ongoing duties of any of the designated positions shall be assigned the same disclosure categories as that position, subject to the following limitation: The District General Manager may determine in writing that a particular consultant, although a designated position, is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The District General Manager's determination shall be filed with the District's Clerk of the Board and is a public record and shall be retained for public inspection in the same manner and location as the District Conflict of Interest Code.

Section 5. Filing.

Pursuant to Title 2, section 18730(b)(4) of the California Code of Regulations, those officials, employees and consultants designated in Appendix A shall file statements of economic interest with the Clerk of the Board to whom the Board of Trustees of the Coachella Valley Mosquito and Vector Control District hereby delegates the authority to carry out the duties of filing officer. The annual statement of economic interests shall be duly filed no later than April 1 of each calendar year.

Section 6. Prohibition Concerning Prospective Employment.

No District employee who is designated in Appendix A shall make, participate in making, or otherwise use their official position to influence any governmental decision directly relating to any person with whom they are negotiating or has any arrangement concerning, prospective employment. For purposes of the District Conflict of Interest Code, the term "person" includes any natural person, corporation or other form of business entity and extends to any of its agents.

Section 7. Ethics Training.

Those employees designated in Appendix A shall be required to attend ethics training as set forth at Government Code section 53235.

Section 8. Violations.

Violations of the District Conflict of Interest Code by any employee designated in Appendix A may result in discipline up to and including termination. Alleged violations of this Code by an employee shall be processed as otherwise provided in the District's personnel policies and procedures.

Section 9. Transmission to the County.

The Board of Trustees hereby authorizes the Clerk of the Board to transmit a copy of this Resolution to the Board of Supervisors of the County of Riverside ("Board of Supervisors") for their approval as the code reviewing body for the District.

Section 10. Effective Date.

This Resolution shall take effect upon its approval by the Board of Supervisors.

Section 11. Certification.

That the Clerk of the Board shall certify to the passage and adoption of this resolution, enter the same in the book for original resolutions of the District, and make a minute of passage and adoption thereof in the records of the proceedings of the Board, in the minutes of the meeting at which this resolution is passed and adopted.

[REMAINDER OF PAGE WAS INTENTIONALLY LEFT BLANK]

PASSED, ADOPTED AND APPROVED, this 10th day of November, 2020.

Franz De Klotz, President
Board of Trustees

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

EXHIBIT "A"
FPPC MODEL CONFLICT OF INTEREST CODE
Effective as of November 10, 2020

[Attached]

APPENDIX A

APPENDIX TO THE CONFLICT OF INTEREST CODE FOR THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

II. Disclosure Categories

The following categories of reportable economic interests are established:

Category 1: Persons in this category shall disclose on FPPC Form 700, Schedule B, all reportable interests in real property located within the jurisdictional boundaries of the District, or within two miles of the District's jurisdictional boundaries, or within two miles of land located outside the District's jurisdictional boundaries which is owned or used by the District..

Category 2: Persons in this category shall disclose on FPPC Form 700, Schedules C and D, all reportable income, loans and business positions.

Category 3: Persons in this category shall disclose on FPPC Form 700, Schedules A-1 and A-2, all reportable investments.

Category 4: Persons in this category shall disclose on FPPC Form 700, Schedules E and F, all reportable gifts and travel payments.

II. Designated Positions

A "Designated Position" is an officer, employee, member or consultant of the District whose position is designated in the District Conflict of Interest Code because the position entails the making or participation in the making of governmental decisions that may foreseeably have a material effect on any financial interest as set forth at Government Code section 82019.

Any Designated Employee whose position is listed in the following table shall be required to file a Statement of Economic Interest with the Board of Supervisors of the County of Riverside, the District's code reviewing body.

DESIGNATED POSITION	DISCLOSURE CATEGORY(IES)
General Manager	1, 2, 3, 4
Administrative Finance Manager	1, 2, 3, 4
Information Technology Manager	1, 2, 3, 4
Human Resources Manager	1, 2, 3, 4

Public Information Officer	1, 2, 3, 4
Laboratory Manager	1, 2, 3, 4
Operations Manager	1, 2, 3, 4
Clerk of the Board	1, 2, 3, 4
Consultants who perform the ongoing duties of any Designated Position	To be determined by the General Manager per the District Conflict of Interest Code

APPENDIX A

APPENDIX TO THE CONFLICT OF INTEREST CODE FOR THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

II. Disclosure Categories

The following categories of reportable economic interests are established:

Category 1: Persons in this category shall disclose on FPPC Form 700, Schedule B, all reportable interests in real property located within the jurisdictional boundaries of the District, or within two miles of the District's jurisdictional boundaries, or within two miles of land located outside the District's jurisdictional boundaries which is owned or used by the District.

Category 2: Persons in this category shall disclose on FPPC Form 700, Schedules C and D, all reportable income, loans and business positions.

Category 3: Persons in this category shall disclose on FPPC Form 700, Schedules A-1 and A-2, all reportable investments.

Category 4: Persons in this category shall disclose on FPPC Form 700, Schedules E and F, all reportable gifts and travel payments.

II. Designated Positions

A "Designated Position" is an officer, employee, member or consultant of the District whose position is designated in the District Conflict of Interest Code because the position entails the making or participation in the making of governmental decisions that may foreseeably have a material effect on any financial interest as set forth at Government Code section 82019.

Any Designated Employee whose position is listed in the following table shall be required to file a Statement of Economic Interest with the Board of Supervisors of the County of Riverside, the District's code reviewing body.

DESIGNATED POSITION	DISCLOSURE CATEGORY(IES)
General Manager	1, 2, 3, 4
Administrative Finance Manager	1, 2, 3, 4
Information Technology Manager	1, 2, 3, 4

Human Resources Manager	1, 2, 3, 4
Public Information Manager Officer	1, 2, 3, 4
Laboratory Manager	1, 2, 3, 4
Operations Manager	1, 2, 3, 4
Clerk of the Board	1, 2, 3, 4
Consultants who perform the ongoing duties of any Designated Position	To be determined by the General Manager per the District Conflict of Interest Code



**Coachella Valley Mosquito and
Vector Control District**

November 10, 2020

Staff Report

Agenda Item: Items of General Consent

Approval of 2021 research proposals in an amount not to exceed \$174,346.80; \$87,173.40 will be expensed in Fiscal Year (FY) 2020/21 the balance will be expensed FY 2021/22 from Fund 8510.01.600.000 – Research Projects *Budgeted; Funds Available* – **Jennifer A. Henke, M.S., Laboratory Manager**

Background:

The District has had a long beneficial relationship with vector control researchers from universities and other state/federal organizations. The purpose of research funded by the District is to develop and evaluate applied vector and vector-borne disease surveillance and integrated vector management strategies. These projects ultimately improve the District’s operations and surveillance programs and make the best use of the District’s financial resources. Funded research leaves a legacy of knowledge in the form of publications and presentations that can be used by mosquito control districts in California, nationally, and around the world.

Proposals

The District received 5 research proposals. The proposals are summarized in the table below. Further summaries and estimates of potential benefits of each proposal follow:

#	Researcher	Title	Funds requested	Recommend for funding	Amount to fund
1	Walton	Attractive toxic bait stations for landscape control of mosquitoes in underground storm drain systems in the Coachella Valley (Year 2)	\$70,525.00	Yes	\$70,525.00
2	Oi	Improving fire ant IPM in the Coachella Valley: Effects of irrigation on bait efficacy, mating flight phenology, and the status of biocontrol agents (Year 2)	\$24,145.00	Yes	\$24,145.00
3	Coffey	Evaluating mosquito excreta as an early warning system for arbovirus surveillance in remote locations (Year 1)	\$37,209.80	Yes	\$37,209.80

4	DeFelice	Adaptive policy pathways for West Nile virus management (Year 1)	\$42,467.00	Yes	\$42,467.00
5	Cardé	Using video and landing cues to improve <i>Aedes aegypti</i> traps	\$48,630.00	No	\$0.00

Proposal #1 – Walton: “Attractive toxic bait stations for landscape control of mosquitoes in underground storm drain systems in the Coachella Valley”

Summary – This is the 2nd year of a 2-year proposal. The project proposes to provide a comprehensive examination of the use of attractive toxic sugar baits (ATSB) for underground storm drain systems using fungus, pyriproxyfen (an insect growth regulator), and boric acid as the toxic substance. The proposed work examines the bait stations and their attractiveness in field scenarios, examining the ability to treat a community or neighborhood. The researchers examine the sublethal impacts of the fungus and the chemicals. Besides directly killing the mosquitoes, these agents can reduce the number of eggs laid or reduce the blood-feeding activity of the mosquitoes, both of which would further impact the mosquito population. The researchers have been completing single applications, so this will examine the ability to have a larger impact.

Potential benefits – The study examines both the immediate impacts and long-term impacts of using these bait stations. Successful bait stations could be deployed in areas where arbovirus has been detected or in response to high numbers of adult mosquitoes within our urban environment, improving the District’s response. The agents used in these bait stations are commercially available but are not part of the District’s current control efforts, widening our arsenal against mosquitoes. If the use of the pyriproxifen is successful, this can have cascading impacts on the mosquito population by providing control of larvae in sites visited by the dosed adults.

Proposal #2 – Oi: “Improving fire ant IPM in the Coachella Valley: Effects of irrigation on bait efficacy, mating flight phenology, and the status of biocontrol agents.”

Summary – This is the 2nd year of a 2-year proposal. Work conducted in 2018 and 2019 has indicated that a commercially-available fire ant bait is performing as well as a bait designed for water resistance. The proposed work plans to more closely track irrigation patterns with bait application to examine how long may be needed between the two for effective fire ant control. The work also plans to examine the timing of the production of winged adult ants and the dissemination of biocontrol agents applied earlier. Dr. Oi has not been able to complete all of the work planned for 2020, and some of that has been moved to 2021.

Potential benefits of proposed research – Irrigation practices in the Coachella Valley are highly favorable to colonization by fire ants but a challenge to the effectiveness of RIFA baits currently used by the District for control. When baits get wet, they are thought to no longer attract fire ants, which can limit the effectiveness of our treatments. A great amount of effort is conducted by District staff in coordinating fire ant treatments and ensuring irrigation water is shut prior and after treatments. Availability of a water-resistant bait would make a huge impact on the District’s

scheduling practice and reliance on landowners to ensure irrigation water is shut off. The project is working with currently registered products, so positive results could be implemented relatively soon. Winged female ants (queens) mate with males in the air and then return to earth, remove their wings, and start new colonies. Knowing the timing of these flights both in terms of the time of year and the frequency could be beneficial in applying baits. The District is interested in knowing the persistence and spread of biocontrol agents for vector control.

Proposal #3 – Coffey: “Evaluating mosquito excreta as an early warning system for arbovirus surveillance in remote locations.”

Summary – This is a 1-year proposal. This project aims to develop a method to collect arboviruses from mosquito excreta and saliva in the field as an alternative to using sentinel animals. The project is divided into two parts. First, the researchers will verify that a baited passive box trap can be used in our hot arid climate. Infected mosquito excreta will be collected from cards in a simulated Coachella Valley climate to determine how long the trap can be left in the field. Features of the trap will be optimized for field deployment. The second aim is to deploy this trap in the field to perform a cost-benefit analysis of these outcomes with other approaches for virus surveillance. Mosquitoes and the cards will be collected during these times and analyzed for WNV and SLEV.

Potential benefits of proposed research – The District’s surveillance program relies heavily on detecting virus positive mosquito samples. While this system has served the District well, we do have a hole in our program that was filled by using surveillance animals. Surveillance animals, by being present 24 hours, do allow us to see if virus is circulating even in times when mosquitoes are less active (i.e., the peak of summer in August and early September). The cards would not require additional equipment for us to use within our testing system, and the traps could be placed at far reaches of the District where we sample less frequently. Being able to more precisely know where virus is circulating allows for more precise applications of control products to interrupt virus transmission (e.g., less product use and lower labor costs).

Proposal #4 – DeFelice: “Adaptive policy pathways for West Nile virus management.”

Summary – This is the 1st year of a 2-year proposal. The project proposes to examine the variables that impact mosquito life cycles and abundance – namely land use and ecological variables. That data will then be used to develop a model to examine risk of virus transmission and the likelihood of a false negative test result. The model will examine the current grouping of the regions that we use, evaluating whether we should adjust that grouping based on the current transmissions we see in the Coachella Valley. The final goal is to develop spatial risk maps to better inform the timing of larvicide and adulticide applications.

Potential benefits of proposed research –

The study uses the District’s current data to make predictions on the likelihood of future transmission patterns. A well-developed model may better explain to District staff and members of the public when to time applications, allowing for better use of our resources. Making timely applications of control products allows for us to use the least amount needed to be effective and to continue efficient use of people’s time.

Proposal #5 – Cardé: “Using video and landing cues to improve *Aedes aegypti* traps.”

Summary – This is a 1-year proposal. The goals of this proposal are to assess the efficiency of three different traps for *Ae. aegypti* under semi-field or field conditions and to improve the BG-sentinel lure to increase its capture efficiency. They plan to use videos to measure how mosquitoes approach traps and are caught. To improve the lure efficiency, they are examining the blend of chemicals and how those are released for the mosquito to sense.

Rationale for not funding –

While the work is of interest to the District, the work is not designed with our mosquito season activity (peak *Aedes* activity in September and October). The work is discussed to be completed outside of the Coachella Valley, and it was not clear what adjustments might be needed for our District to optimize the results for our environment.

Staff Recommendation:

- Approval of 2021 research proposals in an amount not to exceed \$174,346.80; \$87,173.40 will be expensed in Fiscal Year (FY) 2020/21 the balance will be expensed FY 2021/22
- To take any action the Board deems appropriate.

Fiscal Impact:

FY2020-21 Budget Research	Current Available Funds	Proposed Expense Fiscal Year 2020/21	Remaining Available Funds
GL # 8510.01.600.000	\$130,000	\$87,173.40	\$42,826.60



**Coachella Valley Mosquito and
Vector Control District**

November 10, 2020

Staff Report

Agenda Item: Items of General Consent

Approval for General Manager and Board President to sign agreement for the District's Verizon Wireless Contract from the National Association of State Procurement Officials (NASPO;#MA152) extending the existing service to August 2024 - **Edward Prendez, Information Technology**

Background:

The National Association of State Procurement Officials (NASPO) is a cooperative purchasing program assisting agencies achieve cost-effective and efficient acquisition of quality products and services. The District has been utilizing the purchasing power of the NASPO Master Contract (#1907) to acquire cell phone equipment, telematics equipment and data plans since 2012.

On December 31, 2020, the current NASPO Master Service Contract (#1907) will be expiring. The new NASPO Master Service Contract (#MA152) provides same products and services to the District as the old NASPO Master Service Contract (#1907). Current cell phone equipment, telematics equipment and data plans will be grandfathered into the new contract. NASPO Master Service Contract (#MA152) is valid through August 11, 2024.

Staff Recommendation:

Staff recommends the approval to transfer the District's Verizon Wireless Contract to the new National Association of State Procurement Officials (NASPO) Master Contract (#MA152) once reviewed and approved by the District's General Manager, Board President and District Legal counsel.

Fiscal Impact:

FY 2020/21 budgeted expense from 7150.10.210.000 Wireless Services \$25,500.00 (no changes to rates)

Attachment:

NASPO Contract Comparison

Update your contract today.

On December 31, 2020, our current NASPO Master Service Contract (#1907) will be expiring, but you will still get the same great service and more under our new successor contract. NASPO Master Service Contract (#MA152) is valid through August 11, 2024, and gives you access to a wide-array of products and services.

Contract	Current NASPO	New NASPO
Contract number	Master Service Contract — #1907	Master Service Contract — #MA152
Contract term dates	April 16, 2012 – December 31, 2020	August 12, 2019 – August 11, 2024
Products and services overview	<ul style="list-style-type: none"> • Wireless Voice / Data Service / IOT Products and Services • Nationwide for Business & Government (share option available) • Push to Talk Unlimited Rate Plans • Local Flat Rate Plan • Nationwide Mobile Broadband • Global Rate Plans • Public Safety Plans • Wireless Priority Service • Machine to Machine Rate plans • Text, picture and video messaging 	Keep the same products and services offered on the NASPO 1907 contract
Turnkey products and solutions	<ul style="list-style-type: none"> • Fleet Management • Mobile Device Management • Mobile Integration (OneTalk) 	Get the same turnkey products and solutions, plus more: <ul style="list-style-type: none"> • Smart Communities • IoT
Pricing plans	Up to a 23% access discount for eligible Nationwide Voice and Data pricing plans of \$34.99 and above	Same discounts offered, plus bring your own device (BYOD) price plans for lower rates
Promotional equipment offers	Special equipment and quarterly promotional offers available for corporate liable customers	No changes to policy
Subsidy recovery fee	NA	If a customer purchases equipment from Verizon Wireless at a discounted price and then disconnects that equipment from the Verizon network, or moves the equipment to a lesser price plan, prior to the expiration of 24 months after the date of activation, Verizon Wireless may recover a subsidy recovery fee.
Early termination fee	Waived for government corporate liable lines	Waived for government corporate liable lines
Line term and upgrade cycle section	1-year line term and eligible for an upgrade at 10 months	2-year line term and eligible for an upgrade at 24 months

*If you are interested in discussing a specific pricing plan please contact your government account manager. Purchasing eligibility is subject to the terms and conditions of the NASPO Contract Nos. 1907 and 152. Terms and conditions of NASPO Contract Nos. 1907 and 152 and associated Participating Addenda and Purchasing Agreements apply.



Eric Zeko
(805) 335-0901

Eric.Zeko

FINANCE

The financial reports show the balance sheet, receipts, and the revenue and expenditure reports for the month ending October 31, 2020. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2020 to October 31, 2020 is \$3,479,981; total revenue is \$187,290 resulting in excess revenue over (under) expenditure for the year to October 31, 2020 of (\$3,292,691).

THREE YEAR FINANCIALS

	Actual	Budget	Actual	Actual
	10/31/2020	Budget	10/31/2019	10/31/2018
Revenue	187,290	204,316	224,650	205,887
Expenses				
Payroll	2,486,727	2,924,838	2,917,437	2,467,934
Administrative Expe	221,248	328,241	226,493	200,176
Utility	42,542	38,890	50,916	42,934
Operating Expense	571,637	606,722	977,928	345,571
Contribution to Capital	157,827	157,827	167,849	160,871
Total Expenses	3,479,981	4,056,518	4,340,623	3,217,486
Profit (Loss)	(3,292,691)	(3,852,202)	(4,115,973)	(3,011,599)

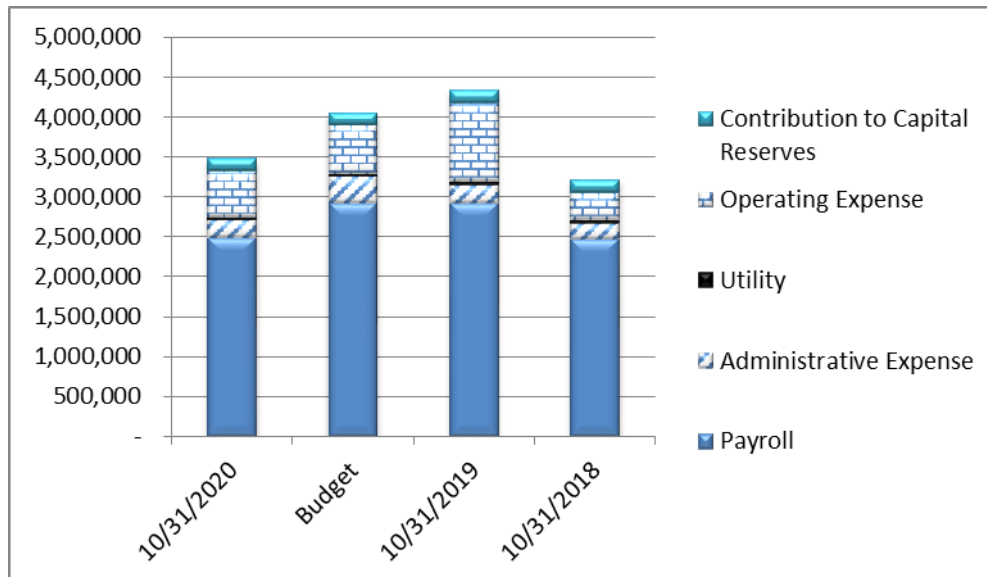


Figure 1 - Three Year Expenditure

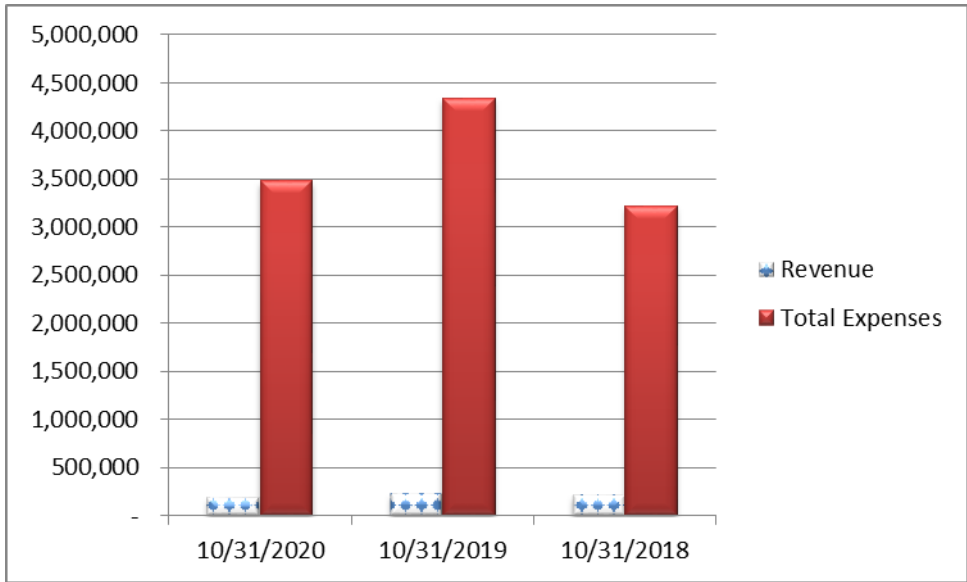


Figure 2 - Three Year Revenue & Expenditure

THREE YEAR CASH BALANCE

Cash Balances	10/31/2020	10/31/2019	10/31/2018
Investment Balance	9,755,772	8,776,875	9,399,614
Checking Accounting	79,951	29,444	96,930
Payroll Account	126,890	257,648	247,135
Petty Cash	2,000	2,000	2,000
Total Cash Balances	9,964,613	9,065,967	9,745,679

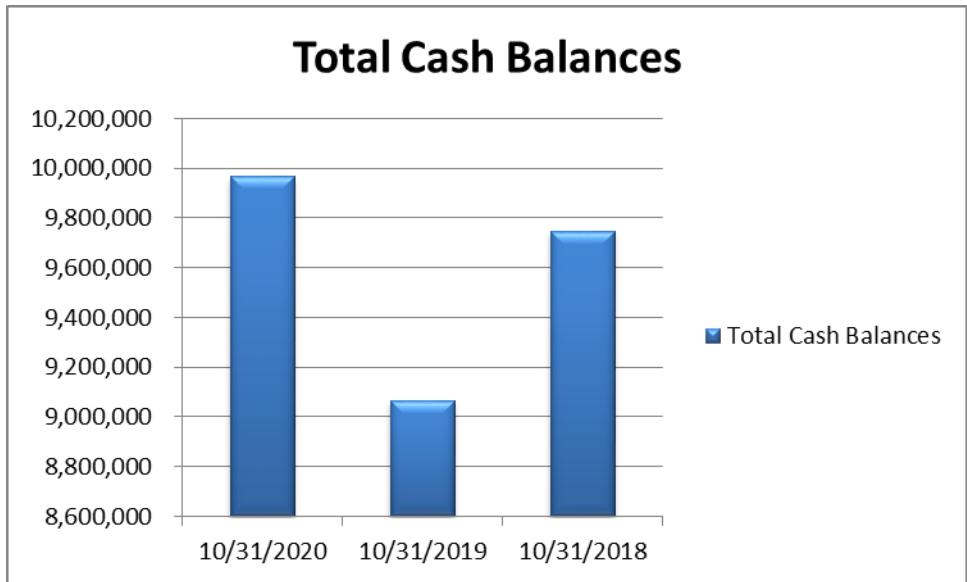


Figure 3 - Cash Balances

DISTRICT INVESTMENT PORTFOLIO 10/31/2020

The District’s investment fund balance for the period ending October 31, 2020 is \$9,755,772. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 57% of the District’s investments; the Riverside County Pooled Investment Fund is 23% of the total. The LAIF yield for the end of August was 0.62% and the Riverside County Pooled Investment Fund was 0.54%; this gives an overall weighted yield for District investments of 0.53%.

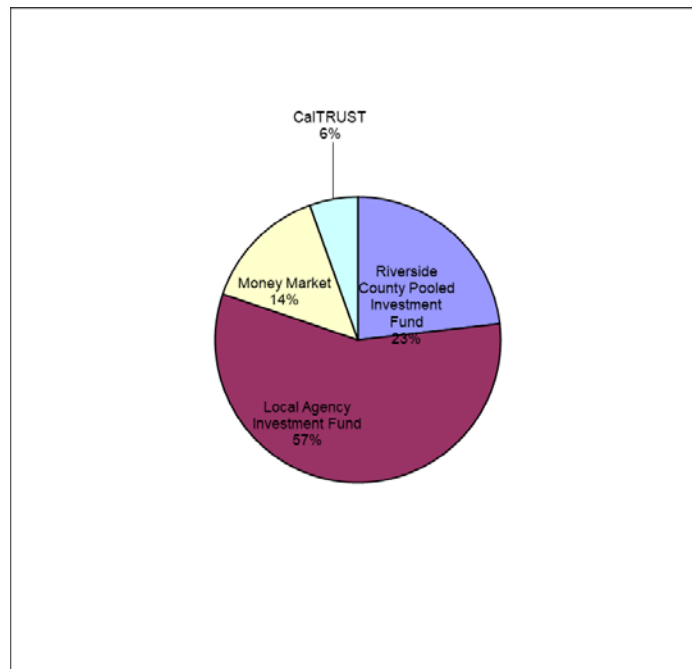


Figure 4 - Investment Portfolio 10-31-20

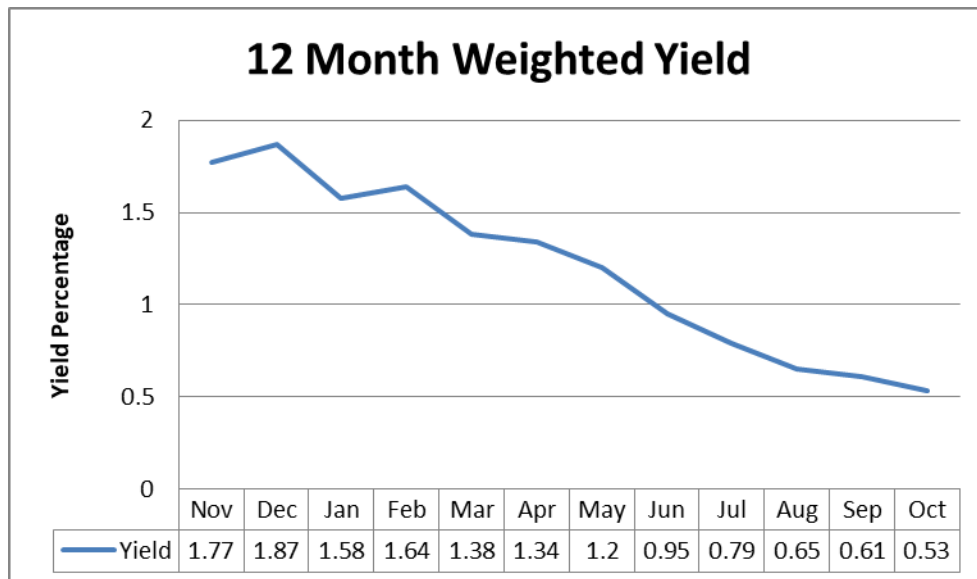


Figure 5 - District Investments Weighted Yield

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

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	10,276,532	(520,760)	9,755,772
CASH	395,520	(186,679)	208,841
INVESTMENTS & CASH	10,672,052	(707,438)	9,964,613
CURRENT ASSETS	1,571,428	(183,988)	1,387,441
FIXED ASSETS	10,177,671	-	10,177,671
OTHER ASSETS	5,511,357	-	5,511,357
TOTAL ASSETS	27,932,508	(891,426)	27,041,082
TOTAL LIABILITIES	5,811,295	(153,620)	5,657,675
TOTAL DISTRICT EQUITY	22,121,213	(737,806)	21,383,407
TOTAL LIABILITIES & EQUITY	27,932,508	(891,426)	27,041,082
RECEIPTS			
		\$ 325,738	
CASH DISBURSEMENTS			
Payroll	\$ 586,679		
General Admin	\$ 446,498		
Total Cash Disbursements		\$ (1,033,177)	
NON-CASH ENTRIES:			
Accrual Modifications -		\$ (183,988)	
Changes in A/P, A/R & Pre-paid insurance		_____	
Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments		\$ (891,426)	

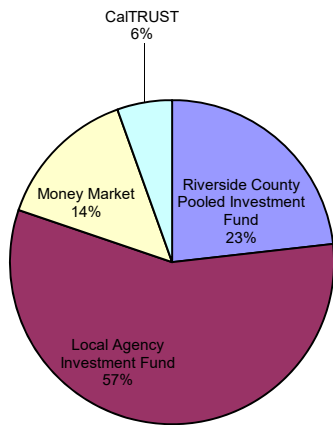
CVMVCD
Cash Journal - deposits
From 10/1/2020 Through 10/31/2020

Effective ...	Transaction Description	Deposits	Payee/Recipient Name
10/30/2020	Teeter Amounts	148,943.01	Riverside County
10/31/2020	LAIF Interest	11,783.27	Local Agency Investment Fund
10/31/2020	October Receipts - Pesticide Reabte	640.00	Syngenta Corp Protection LLC
10/31/2020	October Receipts - Calcard Rebate	2,426.91	US Bank
10/31/2020	October Receipts - Current Unsecured	154,225.87	Riverside County
10/31/2020	October Receipts - Pesticide Reabte	3,120.00	Syngenta Corp Protection LLC
10/31/2020	October Receipts - Refund canceled CEU Training	3,375.00	MVCAC
10/31/2020	October Receipts Bank Interest	101.97	California Bank & Trust
10/31/2020	October Receipts Bank Interest	17.32	First Foundation Bank
10/31/2020	October Receipts Benefit Assessment	13.24	Riverside County
10/31/2020	October Receipts Pesticide Rebate	897.00	Syngenta Corp Protection LLC
10/31/2020	Refund of Calcard charge	194.52	
Report Total		325,738.11	

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

INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	General Fund	Thermal Capital Fund	Capital Equipment Replacement Fund	Capital Facility Replacement Fund	BALANCE
	Investment Fund Balance				6,409,761	20,189	811,515	2,514,307	\$ 9,755,772
LAIF	Common Investments			0.62%	3,653,584	11,508	462,566	1,433,163	\$ 5,560,822
Riverside County	Funds 51105 & 51115			0.54%	1,487,414	4,685	188,316	583,456	\$ 2,263,871
CalTRUST	Medium Term Fund			0.20%	350,292	1,103	44,349	137,406	\$ 533,150
CA Bank & Trust	Market Rate			0.30%	829,151	2,612	104,976	325,245	\$ 1,261,984
First Foundation	Market Rate			0.25%	89,322	281	11,309	35,038	\$ 135,949
	Total Investments				6,409,763	20,189	811,515	2,514,308	<u>\$ 9,755,776</u>

**PORTFOLIO COMPOSITION AS OF OCTOBER 31, 2020
WEIGHTED YIELD 0.53%**



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
October 31, 2020

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Revenues									
4000 Property Tax - Current Secured	4,094,440	0	0	0	0	0	0	(4,094,440)	(100)%
4010 Property Tax - Curr. Supplmntl	31,160	0	0	0	0	0	0	(31,160)	(100)%
4020 Property Tax - Curr. Unsecured	167,217	153,316	154,226	910	153,316	154,226	910	(12,991)	(8)%
4030 Homeowners Tax Relief	37,173	0	0	0	0	0	0	(37,173)	(100)%
4070 Property Tax - Prior Supp.	27,926	0	0	0	0	0	0	(27,926)	(100)%
4080 Property Tax - Prior Unsecured	8,891	0	0	0	0	0	0	(8,891)	(100)%
4090 Redevelopment Pass-Thru	4,659,669	0	0	0	0	0	0	(4,659,669)	(100)%
4520 Interest Income - LAIF/CDs	120,000	30,000	23,609	(6,391)	0	14,329	14,329	(96,391)	(80)%
4530 Other Miscellaneous Receipts	63,000	21,000	9,443	(11,557)	5,250	8,227	2,977	(53,557)	(85)%
4551 Benefit Assessment Income	2,299,810	0	13	13	0	13	13	(2,299,797)	(101)%
Total Revenues	11,509,286	204,316	187,290	(17,025)	158,566	176,795	18,229	(11,321,996)	(98)%
Expenditures									
Payroll Expenses									
5101 Payroll - FT	5,000,402	1,666,801	1,518,913	147,887	416,700	372,997	43,703	3,481,488	70 %
5102 Payroll Seasonal	233,140	77,713	59,640	18,073	19,428	20,057	(628)	173,500	74 %
5103 Temporary Services	6,900	6,900	6,900	0	0	0	0	0	0 %
5105 Payroll - Overtime Expense	44,120	14,707	21,042	(6,336)	3,677	1,576	2,100	23,078	52 %
5110 FFCRA Wage Credit	0	0	(29,628)	29,628	0	0	0	29,628	0 %
5150 CalPERS State Retirement	838,526	496,219	420,290	75,929	42,788	123,835	(81,046)	418,236	50 %
5155 Social Security Expense	317,326	105,775	97,800	7,975	26,444	23,747	2,697	219,526	69 %
5165 Medicare Expense	74,213	24,738	23,826	912	6,184	5,864	321	50,387	68 %
5166 FFCRA Medi Credit	0	0	(430)	430	0	0	0	430	0 %
5170 Cafeteria Plan	1,082,168	360,723	350,068	10,655	90,181	89,039	1,141	732,100	68 %
5172 Retiree Healthcare	372,588	124,196	19,424	104,772	31,049	4,856	26,193	353,164	95 %
5180 Deferred Compensation	109,134	36,378	(4,764)	41,142	9,095	7,650	1,445	113,898	104 %
5195 Unemployment Insurance	32,066	10,689	3,644	7,044	2,672	1,520	1,153	28,422	89 %
Total Payroll Expenses	8,110,583	2,924,838	2,486,727	438,111	648,218	651,140	(2,921)	5,623,856	69 %

CVMVCD
Statement of Revenue and Expenditures
October 31, 2020

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Administrative Expenses									
5250 Tuition Reimbursement	20,000	6,667	6,194	472	1,667	1,081	585	13,806	69 %
5300 Employee Incentive	14,175	4,115	313	3,802	250	30	220	13,862	98 %
5301 Employee Support	0	0	911	(911)	0	213	(213)	(911)	0 %
5302 Wellness	600	600	103	497	0	0	0	497	83 %
5305 Employee Assistance Program	3,200	1,067	1,161	(94)	267	0	267	2,039	64 %
6000 Property & Liability Insurance	135,395	53,465	56,408	(2,943)	13,366	14,102	(736)	78,987	58 %
6001 Workers' Compensation Insurance	184,697	78,232	77,971	261	19,558	19,493	65	106,726	58 %
6050 Dues & Memberships	41,605	28,972	18,831	10,140	533	214	319	22,774	55 %
6060 Reproduction & Printing	28,550	7,733	1,533	6,200	108	95	13	27,017	95 %
6065 Recruitment/Advertising	8,500	2,833	1,357	1,476	708	597	111	7,143	84 %
6070 Office Supplies	18,556	6,270	3,924	2,346	1,483	1,274	208	14,631	79 %
6075 Postage	5,750	1,917	364	1,553	479	42	437	5,386	94 %
6080 Computer & Network Systems	5,200	1,733	2,800	(1,066)	433	1,396	(963)	2,401	46 %
6085 Bank Service Charges	120	40	35	5	10	0	10	85	71 %
6090 Local Agency Formation Comm.	2,400	2,400	2,164	236	0	0	0	236	10 %
6095 Professional Fees	78,699	49,517	13,122	36,395	2,489	2,002	487	65,577	83 %
6100 Attorney Fees	63,000	21,000	12,000	9,000	5,250	4,000	1,250	51,000	81 %
6105 Legal Services / Filing Fees	1,000	333	0	333	83	0	83	1,000	100 %
6106 HR Risk Management	4,500	1,500	5,625	(4,125)	375	0	375	(1,125)	(25)%
6110 Conference Expense	45,400	12,867	0	12,867	3,067	0	3,067	45,400	100 %
6115 In-Lieu	13,200	4,400	4,400	0	1,100	0	1,100	8,800	67 %
6120 Trustee Support	7,550	2,517	410	2,107	717	0	717	7,140	95 %
6200 Meetings Expense	4,690	1,563	273	1,290	391	104	286	4,417	94 %
6210 Promotion & Education	26,500	8,833	988	7,845	2,208	856	1,353	25,512	96 %
6220 Public Outreach Advertising	45,000	21,667	3,622	18,045	417	1,175	(758)	41,378	92 %
6500 Benefit Assessment Expenses	96,000	8,000	6,738	1,263	0	0	0	89,263	93 %
Total Administrative Expenses	854,287	328,241	221,248	106,993	54,959	46,675	8,284	633,039	74 %
Utilities									
6400 Utilities	106,000	38,467	41,907	(3,441)	8,442	15,464	(7,023)	64,093	60 %
6410 Telecommunications	1,270	423	635	(212)	106	159	(53)	635	51 %
Total Utilities	107,270	38,890	42,542	(3,652)	8,548	15,623	(7,076)	64,728	60 %

CVMVCD
Statement of Revenue and Expenditures
October 31, 2020

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Operating									
7000 Uniform Expense	44,255	15,902	15,800	102	3,574	4,864	(1,290)	28,455	64 %
7050 Safety Expense	25,225	9,167	15,191	(6,024)	1,792	3,190	(1,399)	10,034	40 %
7100 Physican Fees	5,000	1,667	2,100	(433)	417	675	(258)	2,900	58 %
7150 IT Communications	56,740	22,413	18,985	3,428	9,541	2,136	7,405	37,755	67 %
7200 Household Supplies	3,000	1,000	761	239	250	25	225	2,239	75 %
7300 Repair & Maintenance	42,000	14,000	20,151	(6,151)	3,500	4,446	(946)	21,849	52 %
7310 Maintenance & Calibration	0	0	387	(387)	0	0	0	(387)	0 %
7350 Permits, Licenses & Fees	41,552	14,311	806	13,504	4,094	0	4,094	40,746	98 %
7400 Vehicle Parts & Supplies	42,720	14,240	6,447	7,793	3,560	2,973	587	36,273	85 %
7420 Offsite Vehicle Maint & Repair	18,123	7,374	1,587	5,787	1,344	384	960	16,536	91 %
7450 Equipment Parts & Supplies	16,800	5,600	5,564	36	1,400	1,965	(565)	11,236	67 %
7500 Small Tools Furniture & Equip	4,100	1,367	1,931	(564)	342	278	64	2,169	53 %
7550 Lab Supplies & Expense	36,700	13,833	7,736	6,098	3,458	1,519	1,940	28,964	79 %
7570 Aerial Pool Surveillance	26,000	0	0	0	0	0	0	26,000	100 %
7575 Surveillance	46,610	29,637	19,216	10,420	1,759	3,019	(1,259)	27,394	59 %
7600 Staff Training	85,337	24,967	2,555	22,411	5,604	1,229	4,375	82,782	97 %
7650 Equipment Rental	1,000	333	0	333	83	0	83	1,000	100 %
7675 Contract Services	151,521	35,751	47,666	(11,916)	9,376	12,011	(2,636)	103,855	69 %
7700 Motor Fuel & Oils	80,000	26,667	24,707	1,960	6,667	9,350	(2,684)	55,293	69 %
7750 Field Supplies	14,400	4,800	1,411	3,389	1,200	211	989	12,989	90 %
7800 Control Products	786,931	262,310	284,290	(21,980)	65,578	126,707	(61,130)	502,641	64 %
7850 Aerial Applications	156,950	52,317	89,913	(37,596)	13,079	23,252	(10,173)	67,037	43 %
8415 Capital Outlay	33,952	12,484	4,432	8,052	6,309	898	5,411	29,520	87 %
8510 Research Projects	135,000	0	0	0	0	0	0	135,000	100 %
9000 Contingency Expense	109,750	36,583	0	36,583	9,146	0	9,146	109,750	100 %
Total Operating	1,963,666	606,722	571,637	35,085	152,071	199,131	(47,060)	1,392,030	71 %
Contribution to Capital Reserves									
8900 Transfer to other funds	473,481	157,827	157,827	0	39,457	39,457	0	315,654	67 %
Total Contribution to Capital Reserves	473,481	157,827	157,827	0	39,457	39,457	0	315,654	67 %
Total Expenditures	11,509,287	4,056,518	3,479,982	576,537	903,252	952,026	(48,774)	8,029,306	70 %
Net revenue over/(under) expenditures	(1)	(3,852,203)	(3,292,691)	559,511	(744,686)	(775,231)			

CVMVCD
Balance Sheet
As of 10/31/2020

		Current Year
Assets		
Cash and Investments		
1000	Cash - Investments	9,755,772.24
1012	Cash - Clearing Account	150.00
1016	Petty Cash	500.00
1017	Petty Cash Checking	1,500.00
1025	First Foundation - General	299.90
1026	First Foundation - Payroll	12,157.20
1035	CB&T General Checking	79,501.39
1036	CB&T Payroll Checking	114,732.53
	Total Cash and Investments	9,964,613.26
Current Assets		
1050	Accounts Receivable	25,300.04
1085	Inventory	459,270.86
1168	Prepaid Insurance	274,582.61
1169	Deposits	628,287.00
	Total Current Assets	1,387,440.51
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 10/31/2020

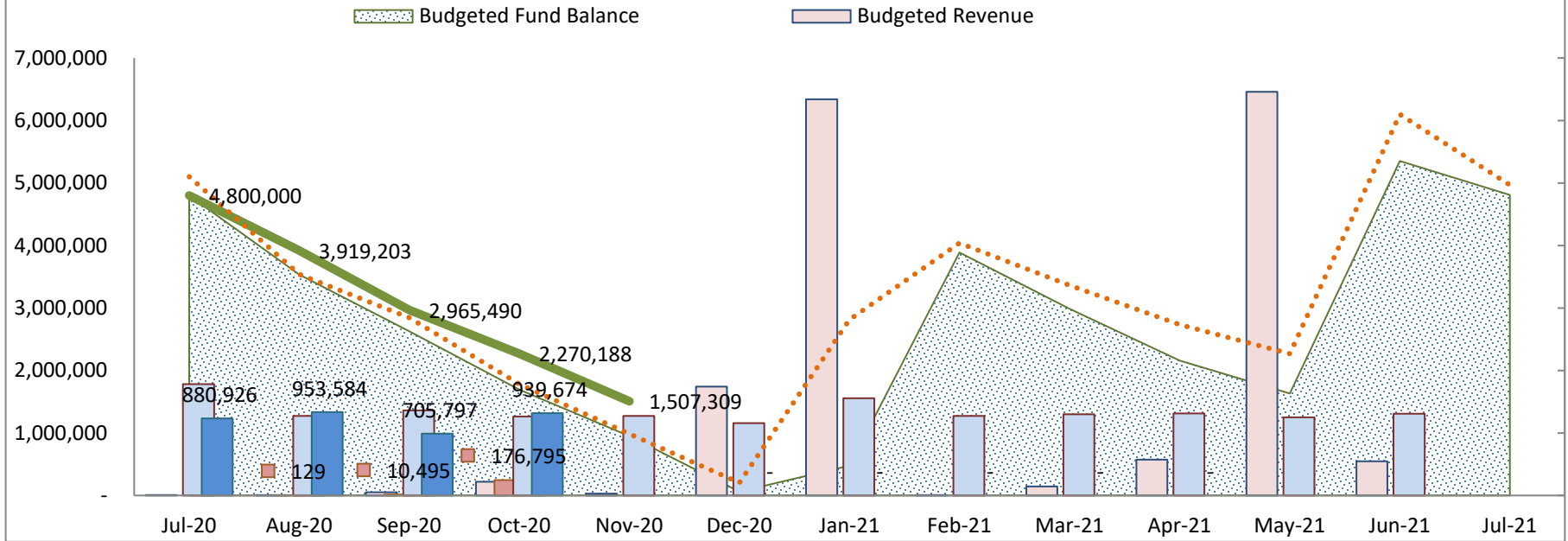
		Current Year
1520	Resources to Be Provided	3,514,102.32
1525	Deferred Outflows of Resources	1,672,593.00
1530	Deferred Outflows of Resources - OPEB	324,662.00
1900	Due to/from	0.12
	Total Other Assets	5,511,357.44
	Total Assets	27,041,081.80
Liabilities		
Short-term Liabilities		
Accounts Payable		
2015	Credit Card Payable	158,782.74
2020	Accounts Payable	41,792.95
2030	Accrued Payroll	0.06
2040	Payroll Taxes Payable	8,614.14
2185	Employee Dues	(65.85)
	Total Accounts Payable	209,124.04
	Total Short-term Liabilities	209,124.04
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	5,657,674.90
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 10/31/2020

		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	372,271.64
	Total Unassigned Fund Balance	1,714,637.54
	Current YTD Net Income	(3,274,023.53)
	Total Current YTD Net Income	(3,274,023.53)
	Total Fund Balance	21,383,406.90
	Total Liabilities and Net Assets	27,041,081.80

General Fund Operational Cash Flow

Fiscal Year 2020 - 2021



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 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 distribute the property tax revenue in January and May with advancements in December and April.

The *shaded area* represents the **Budgeted Fund Balance** which has a formula of (beginning) **Fund Balance** plus **Revenue** minus **Expenditure**. The *green line* represents the **Actual Fund Balance** and is graphed against the *shaded area* **Budgeted Fund Balance**. 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 October 31, 2020 of \$187,290 minus total Expenditure of \$3.5 million is \$1.5 million. For planning purposes the District is under budget. Expenses are \$576,537 less than budgeted, the reason for this is timing; some payroll expenses for example CalPERS and ICMA are not reflected. As long as the green line stays out of the shaded area the District is within budget, as of October 31, 2020, the line is outside the shaded area.

Human Resources

New Employees

- The following employees began work in September/October in the position of Seasonal Vector Control Operator:
 - *Gonzalo Arriaga*
 - *Daniel Castrejon*
 - *Guillermo Gonzales*
 - *Victor Hernandez*
 - *Jesse Mendez*
 - *Chad Wayman*

- *Jacob Tarango* began work in the position of Biologist on October 1st. Jacob received a Bachelor's degree in Entomology from the University of California, Riverside.

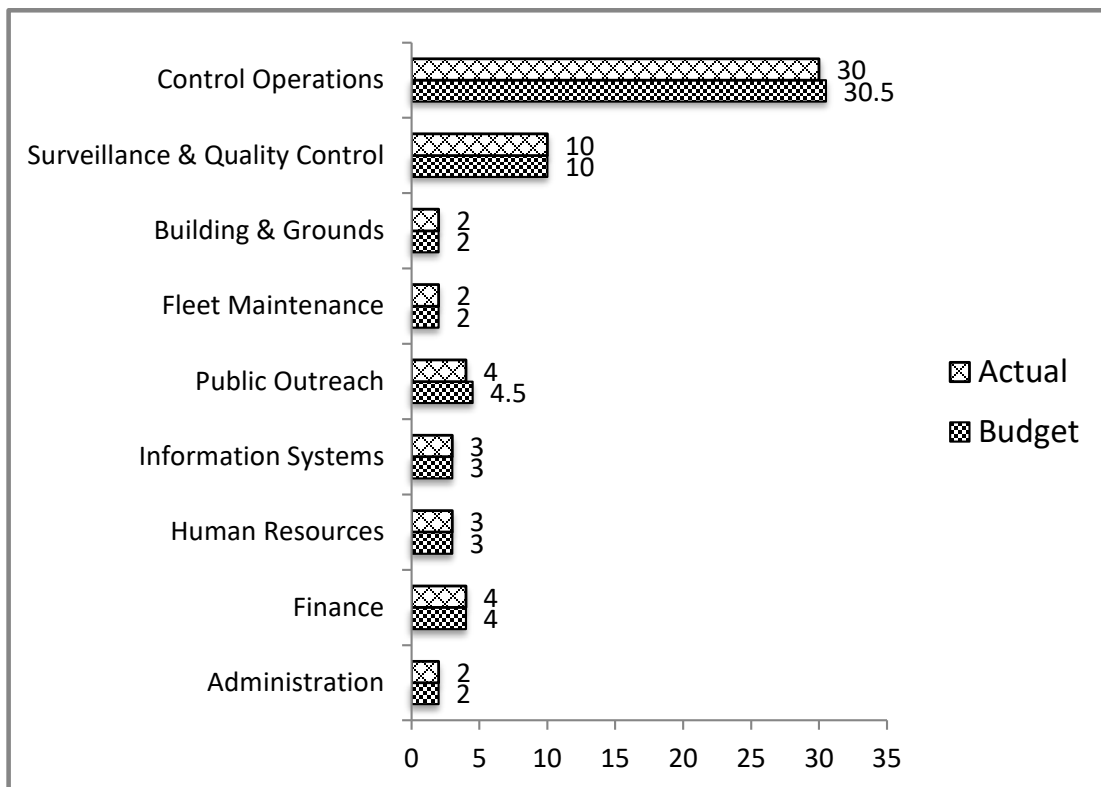
Recruitment

- Recruitment has begun for the position of Human Resources Manager and continues for the position of Seasonal Vector Control Operator.

Open Enrollment

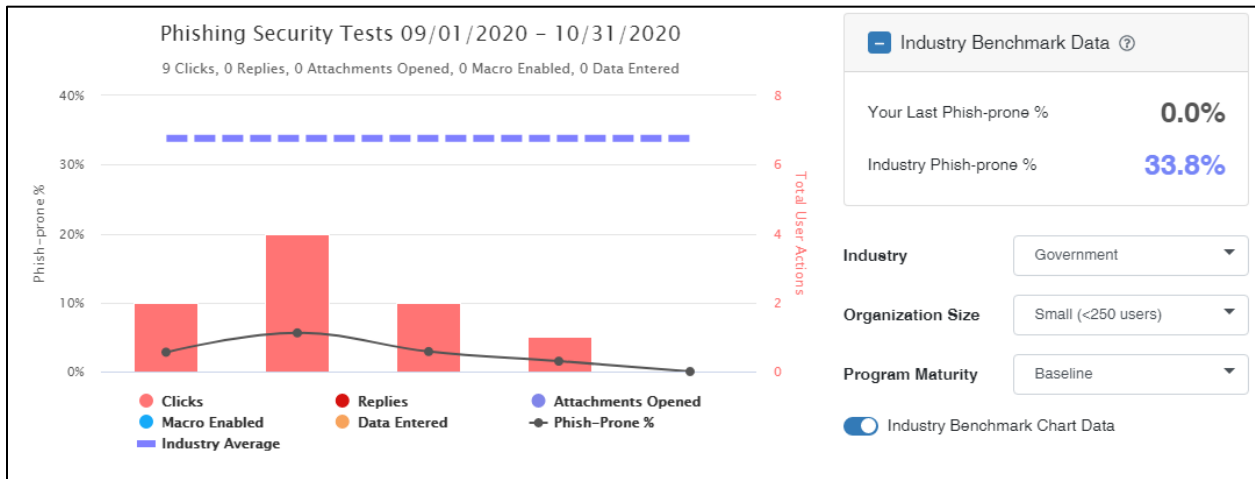
Open Enrollment for the District's health plans closed on October 16th. Changes made during open enrollment become effective January 1, 2021.

Regular Employee Headcount by Program

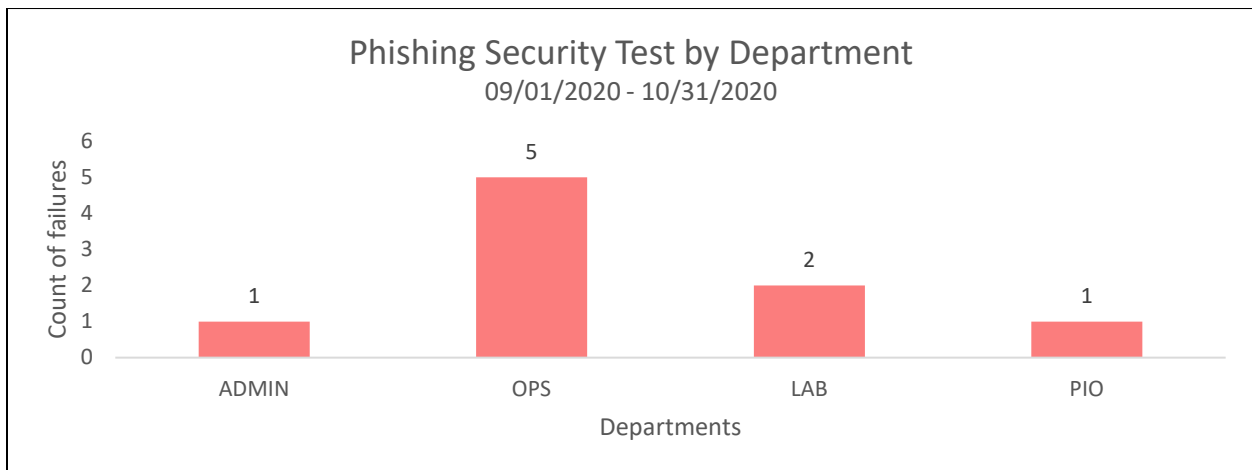


Information Technology

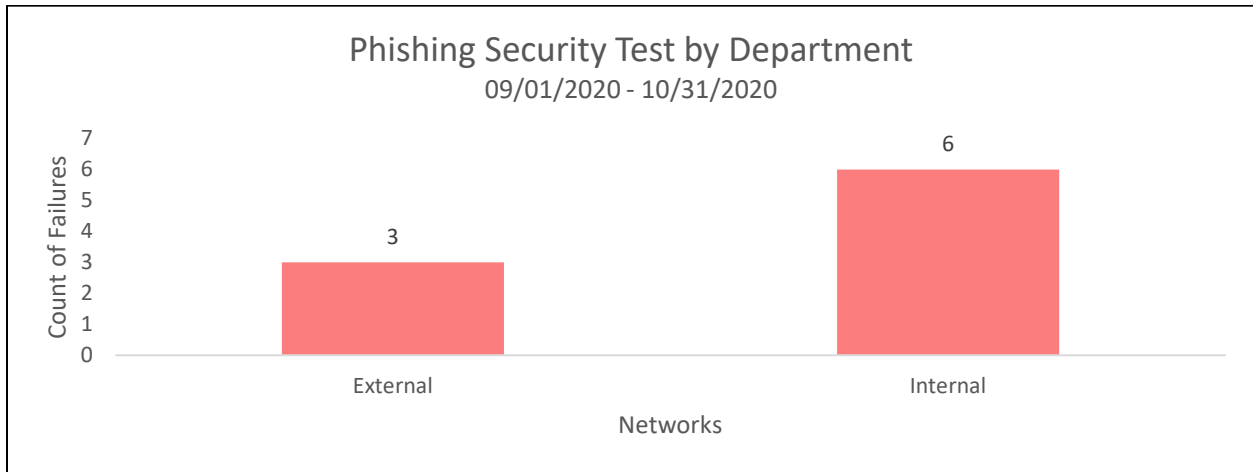
Email Security Awareness Program: KnowBe4 – During September to October, nine click events were recorded. Click Event represents a failure to recognize a Phishing Email attempt. Phishing is the fraudulent practice of sending emails purporting to be from reputable companies to induce individuals to reveal personal information, such as passwords and credit card numbers. The District continues to be below the Industry Standard for Government agencies with < 250 users. Over 280 phishing emails were sent to staff during this period.



Viewing the data results of the period, the Operations Department had the most failures. Operations has the largest number of email connected end-users and had the most opportunities to fall victim to a Phishing attempt. However, if you combine in-house users: Admin (1), Laboratory (2), and PIO (1), additional work is needed throughout the organization.



Staff members working remotely or in-the-field accounted for three of the nine failures. Additional campaigns are to be created focusing on our remote workforce to improve their ability to recognize phishing email attempts.



Local Machines: Security Management Console & Anti-Virus – Security Management Center was upgraded which manages all workstations and servers from one central location. The Security Management Center Web Console deploys anti-virus, manage tasks, enforce security policies, monitor system status, and send notifications of problems or threats on remote computers.

Firewall: Mail Traffic, Intrusion Attacks – The majority of the email traffic is clean at 84.63% with the remaining 15.37% email traffic being categorized as possible SPAM. The network had eight intrusion attacks related to an IP Address registered to Amazon.

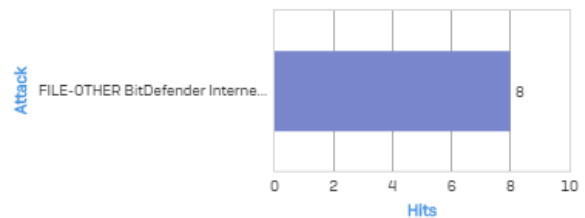
Mail traffic summary



Traffic	Mail count	Percent
Clean Mail	66067	84.63 %
Spam	9722	12.45 %
Probable Spam	2262	2.9 %
Outbound Spam	13	0.02 %
Others	5	0.01 %

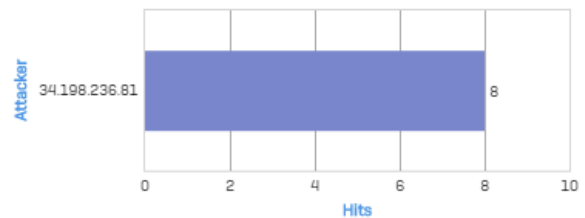
[View more](#)

Intrusion attacks

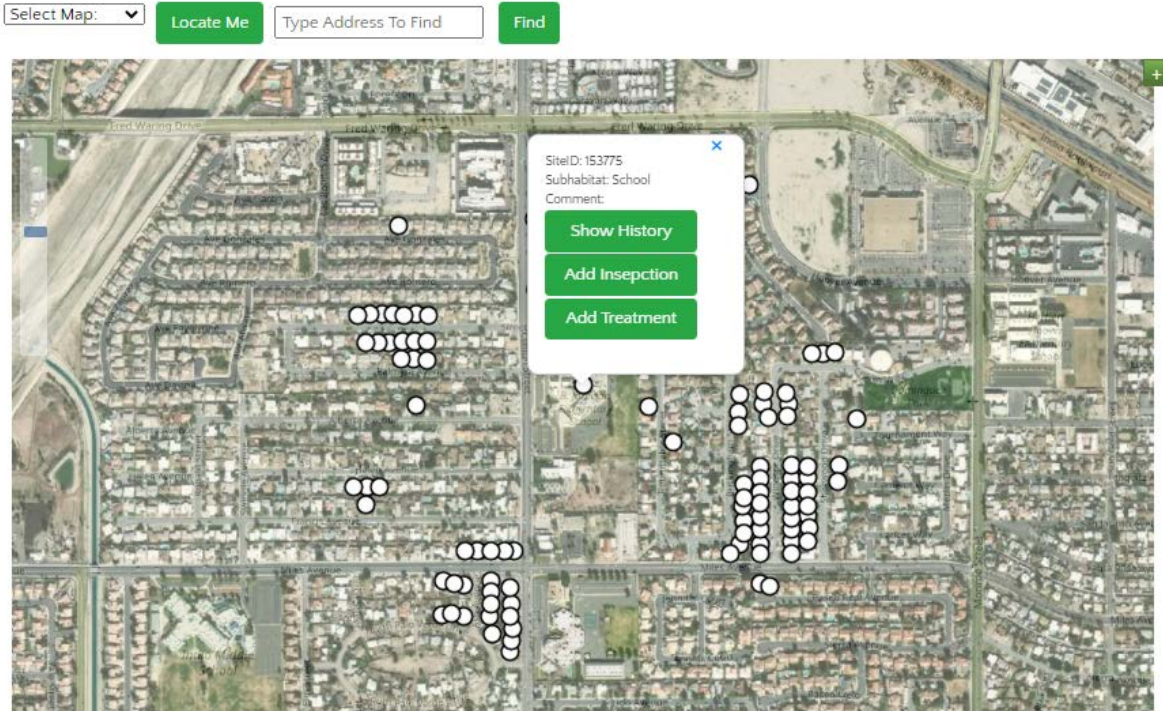


Attack	Hits
FILE-OTHER BitDefender Internet Security	8

Intrusion source



Current Project: Aedes Mosquito Workflow – Aedes Mosquito Workflow is beginning to incorporate the use of Samsung Tablets for data entry. Mosquito Technicians are software testing using the tablets connected to the District’s In-House OPS Application for their data entry.



Drone: Fleet Services & Operations - Matrice 600 and the Phantom 4 Pro Drones were used to capture a current aerial imagery of the Desert Hot Springs Area. Over 950 independent images were captured using the Phantom 4 Pro Drone. Using MapsMadeEasy, a web-based aerial map processing company, the independent images were stitched together to create a single mosaic, which allowed the Operations Department, using ArcGIS Software, the ability to acquire accurate acreage estimates of treatable area (outline in yellow).



Surveillance and Quality Control Management Program

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

DISEASE SURVEILLANCE (As of 10/30/2020)

California

	WNV - Positive 2020 YTD	WNV - Positive 2019 YTD	WNV - 5 year Average	WEE 2019 YTD	SLEV 2019 YTD
Positive Counties	39	33	39.4	0	12
Human Cases	155	178	340	0	5
Positive Dead Birds / # Tested	336/1,499	210/1,693	758.4	0	0
Positive Mosquito Pools / # Tested	2,617/39,287	3,269/41,991	3,071.2	0	355

ARBOVIRUS SURVEILLANCE TESTING – COACHELLA VALLEY

		September	October	2020 YTD	2019 YTD	5 year Average YTD
Humans		0	0	1	8	3
Dead Birds		0	0	0	0	0
Mosquito Pools	WNV	12	2	55	513	154.8
	SLEV	27	1	159	104	62.2
	# Tested	452	634	4,565	5,923	4,311.8

ENDEMIC MOSQUITO SURVEILLANCE

CO₂ TRAPS

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



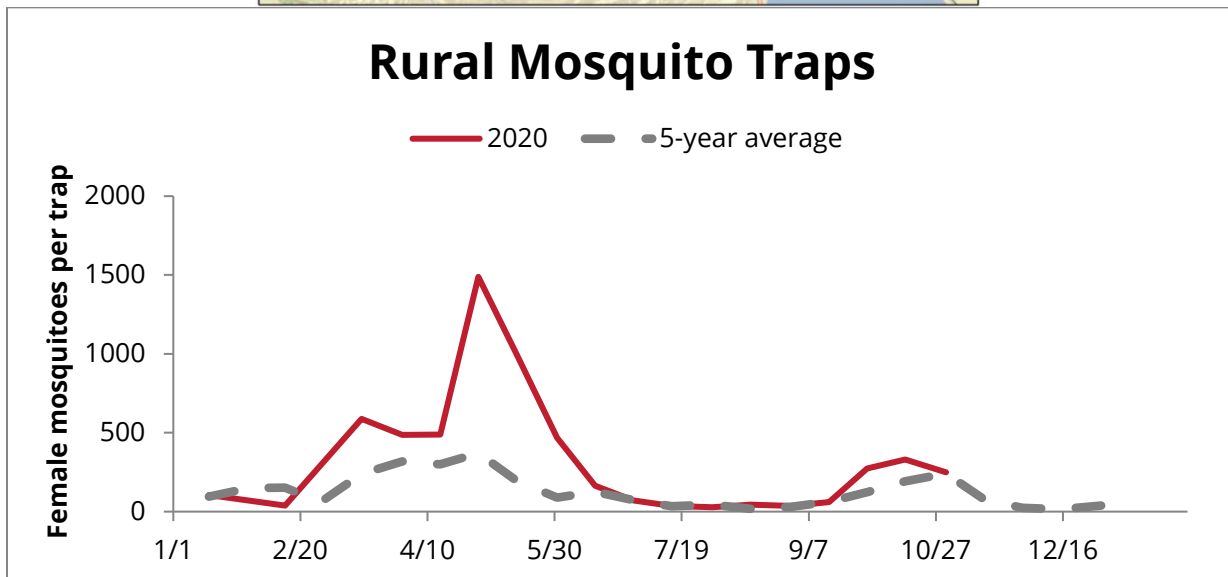
and Rural areas are also broken down into smaller zones to look at more specific regions of the Districts when planning mosquito control activities.

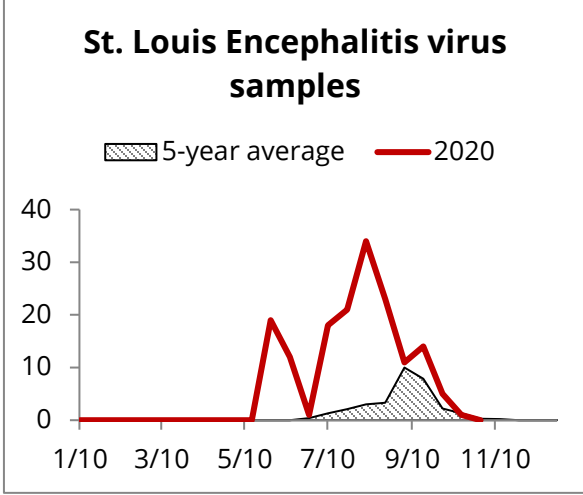
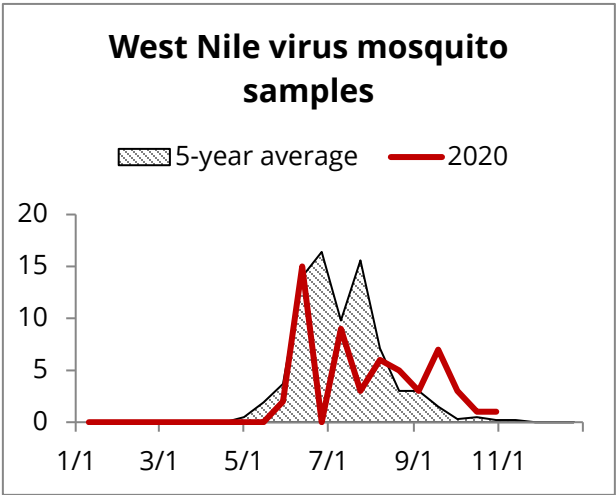
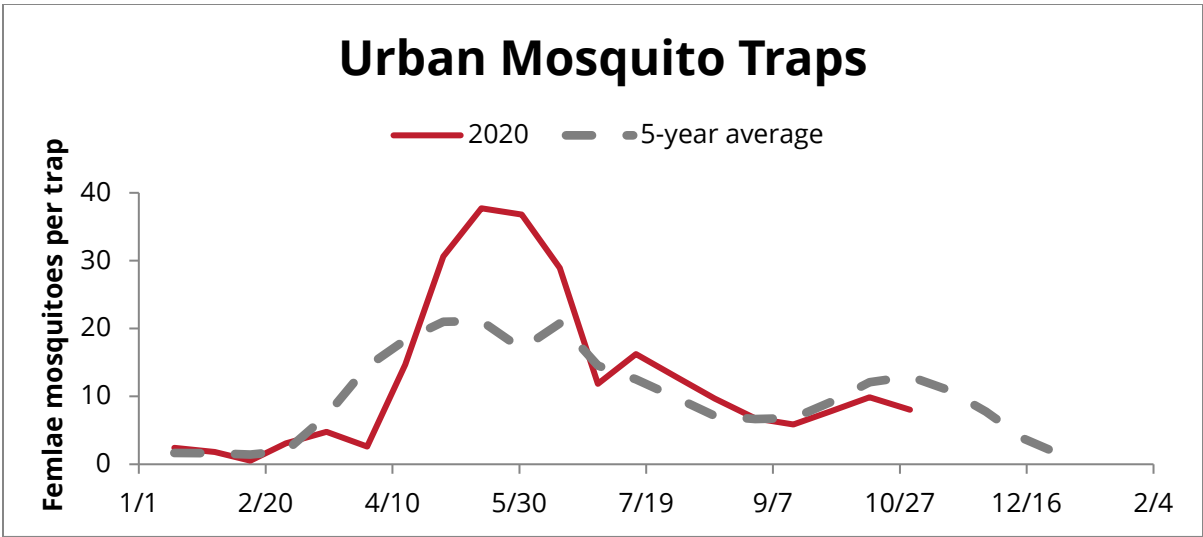
Gravid Traps

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



MOSQUITO SURVEILLANCE ZONES

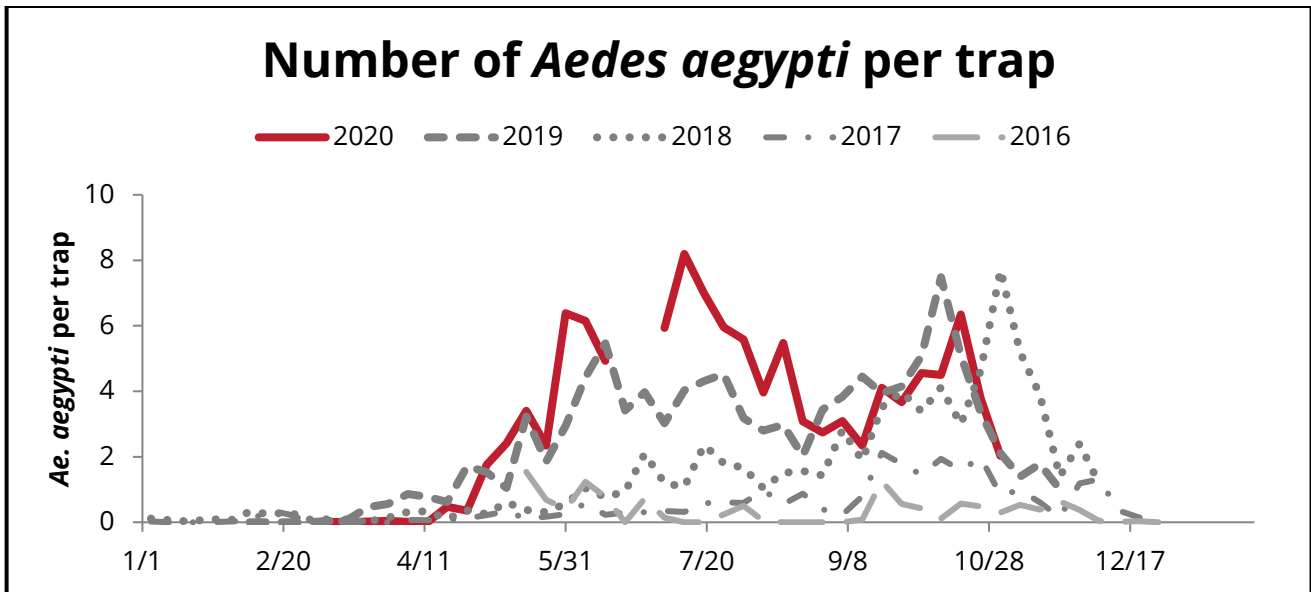




INVASIVE MOSQUITO SURVEILLANCE

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

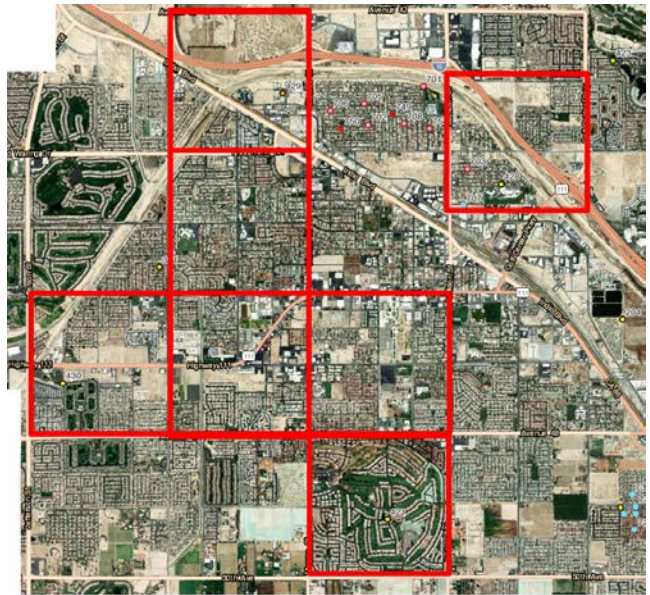




*The break in collections in June 2020 coincided with when the District was closed.

SURVEILLANCE STUDIES

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



This will provide us with a more accurate depiction of *Ae. aegypti* activity within each city and better guide our responses. We currently completed the work in Coachella, Indio, and La Quinta. The traps in Palm Desert are in progress, and we plan to continue this work next season for the additional areas.

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

prior to 2006 is being archived into the Gateway database so that it can be accessed more easily and quickly than in its current handwritten form. Currently, the District has archived mosquito collections dating back to 2000, culminating in over 20 years of data. Additional data archiving is ongoing, with information from the 1990s being added. This historical data will be used to visualize mosquito population trends, examine year-over-year seasonal abundance, and analyze virus occurrence patterns.

BG-Pro traps. There is a new style of a trap on the market called the BG-Pro developed by Biogents. It is a modular trap that can be set similarly to a CO₂ or BG-sentinel trap. We are comparing the BG-Pro trap to the CO₂ trap and BG-sentinel trap in the respective habitats where they are normally used at the District. The trap was compared with two traditional CO₂ traps in the rural area in the spring, and the new trap generally caught more mosquitoes. This summer, the BG-Pro was compared with the BG-Sentinel trap in an urban area, and it again performed well. Species, sex, and abundance data were gathered from these collections and we will use that information along with the ease of use as we consider how to incorporate it in our work next season.

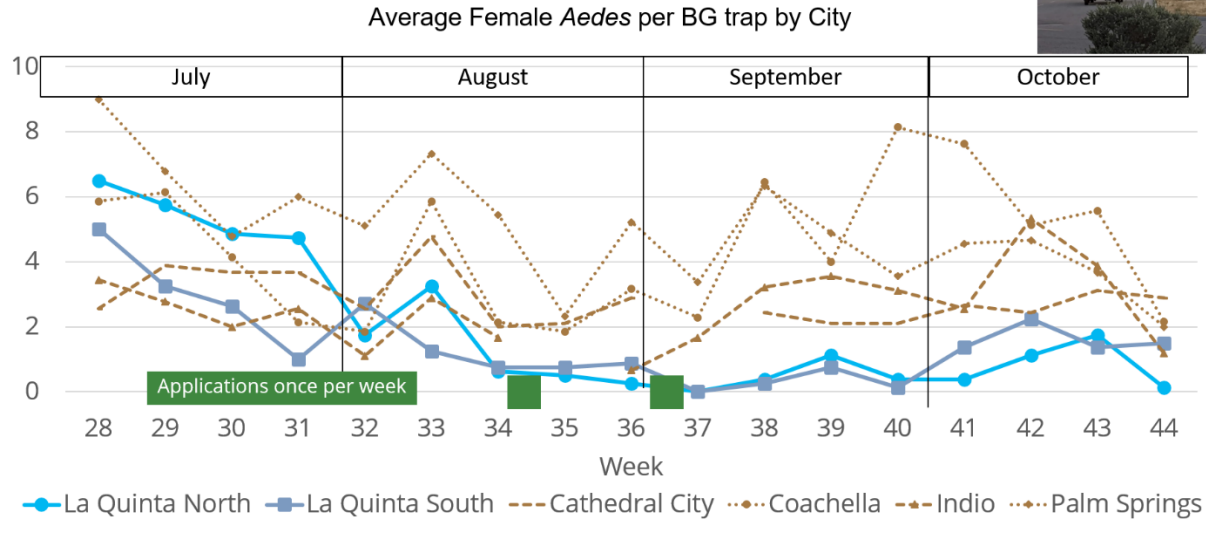
BIOLOGICAL CONTROL

As of October 30, 2020, approximately 2,500 fish were stocked in neglected swimming pools, private ponds, detention basins, and animal water troughs. The District raises its mosquitofish in outdoor ponds, and mosquitofish are taken by technicians to locations where they are needed.

PRODUCT EFFICACY

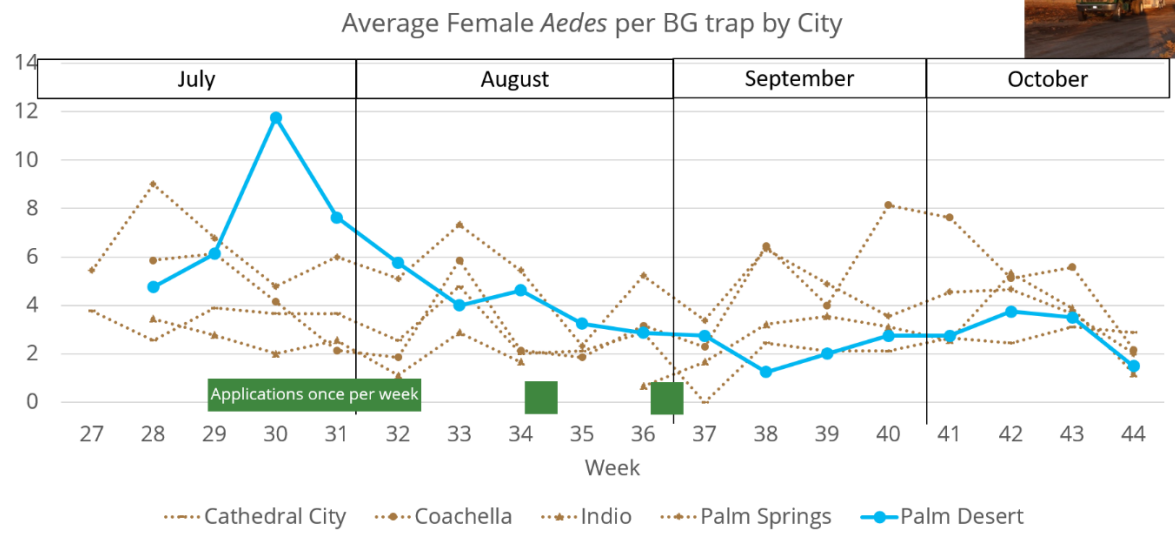
Area-wide Larvicide Applications. Larvicide applications in La Quinta and Palm Desert were examined to ensure the applications are effective at reducing *Aedes aegypti* mosquitoes. In La Quinta, two rates of VectoBac WDG (a.i.: Bti) were applied by truck. A north section was applied at 0.5 lbs. per acre, which is the same rate as previous work, and a south section was applied at 0.35 lbs. per acre. Applications were made weekly for four weeks and then every two weeks for a total of 6 applications over 8 weeks. Cups were placed in empty lots which are on the upwind side of the street. In each lot, two cups were placed; one in the open and one under plants directly behind the house on the neighboring lot. Generally, the efficacy of both rates in the cups was fairly high. We did have some inconsistent results in the cup assays along one of the routes, and through some discussions, we were able to find that the areas were not treated due to people being active or due to a lack of enough product.

Applications of larvicides can be evaluated by changes in adult mosquito populations, and it will take 2-3 weeks after the application (the time for those larvae to become adults). We can see that the two areas in La Quinta receiving treatment had fewer *Aedes* females per trap throughout September than areas that did not receive area-wide applications.



Applications of VectoBac WDG were made by helicopter at 0.25 lbs. per acre to an area in Palm Desert compared to previous applications at 0.5 lbs. per acre. Cup assays conducted to examine the efficacy of the product have shown similar effectiveness to previous results when a higher rate was used. There were some inconsistencies in the application at the edge which has been seen in the cup assays.

Applications of larvicides can be evaluated by changes in adult mosquito populations; it takes about 2-3 weeks after the application (the time for those larvae to become adults). In Palm Desert, the trend is less clear than it was for the truck applications. This could be because there were more mosquitoes collected in the traps at the start of the applications or it could be because a lower application rate was used.



SumiLarv. SumiLarv (a.i.: pyriproxifen) is a new product that works in a similar manner as other insect growth regulators, by preventing larvae from becoming adults. Six catch basin sites in Indio and 3 catch basin sites in La Quinta were treated. Water and wild larvae from each site were returned to The District Lab once per week for cup assay observations. The wild field larvae were compared with The District's susceptible colony for mortality or adult emergence (fly-off). Both locations had greater than 100 days of control with this product, which is greater than the expected activity. We plan to do some additional work examining the efficacy of this product.



Censor. Censor is a newer control product not currently used at the District that has the same active ingredient as Natular G, which is spinosad. Spinosad acts like a neurotoxin and attacks the nervous system. This leads to uncontrollable muscle-flexing in the larvae and eventually leads to paralysis and death. We are conducting a benchtop assay that compares the larval mortality rate between Censor and Natular G. We are testing 3 different application rates that are recommended by both the pesticide label and the District. If Censor yields similar results to Natular G, it may provide the District with a cheaper and equally efficient alternative to Natular G in areas where non-organic products can be applied.

In2Care Traps. *Aedes aegypti* were detected at The Living Desert in September 2019. We have been working with them using the In2Care traps to control the mosquitoes. This control strategy has two active ingredients: pyriproxifen and *Beauveria bassiana*. The mosquito picks up the pyriproxifen and takes it with her when she goes to lay eggs at other places with water. The



Beauveria bassiana is a fungus that slowly kills her. The strategy is

one that makes sense to try here because the mosquitoes go places that are difficult for people to visit (like on the animal exhibits). Over the year since we started, the mosquito population at The Living Desert has continued to be lower than the surrounding homeowners' associations, a reflection of their continued commitment to reducing standing water and potential sources wherever possible.

Salt feeding in mosquito adults. The District participated with researchers from the University of Southern Mississippi, University of Sydney, Salt Lake City Mosquito Abatement District, and Louisiana State University to conduct a study to examine whether feeding on salt could control adult mosquitoes. Commercial products being sold on the market claim that ingesting salt kills mosquitoes, which has led to several people making devices with salt solutions and selling them as mosquito control strategies.



Nine medically important species of mosquitoes were tested simultaneously among five labs: *Aedes aegypti*, *Ae. albopictus*, *Ae. notoscriptus*, *Ae. dorsalis*, *Ae. vigilax*, *Anopheles quadrimaculatus*, *Culex pipiens*, and the District's *Cx. quinquefasciatus* and *Cx. tarsalis* laboratory-reared adult mosquitoes were used for the

study. Ten male and ten female adult mosquitoes, less than one week old, were aspirated into a cage, for a total of twelve cages. Cages were kept in the District's rearing chambers. Food treatments were given with an absorbent wick placed in a vial inside the cage. The treatment levels used were water only (negative control), salt only (1.03%), sugar only (8% and the positive control), and salt and sugar (1.03% and 8% respectively). Concentrations were made to be similar to the commercial products being sold. There were three replicates for each treatment and dead adults were counted daily for one week.

The treatments showed that the mosquitoes that were fed the salt only solution did not die from the salt but from starvation, similar to being fed water only. Similar results were observed among all the laboratories. Based on the results of nine species of mosquitoes and the physiological and behavioral way mosquitoes manage salt in nature, no evidence found that supported the claim that salt-based products at these concentrations kill adult mosquitoes. In October, this collaborative study, *No Evidence That Salt Water Ingestion Kills Adult Mosquitoes* was published in the *Journal of Medical Entomology*. (<https://academic.oup.com/jme/advance-article/doi/10.1093/jme/tjaa214/5921702>).

Operations Department

General Control Overview

This update covers the months of September 2020 and October 2020 contrasted with the same period in 2019. 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 September 2020 and October 2020 were compared to similar months in 2019 are as follows:

Month	Mosquito larval Inspections		Total ground larval applications		Total aerial larval applications		Total aerial ULV applications	
	2019	2020	2019	2020	2019	2020	2019	2020
September	2,373	3,504	1,752	1,731	0	1	11	3
October	1,646	2,529	1,334	1,972	1	2	0	0
Total	4,019	6,033	3,086	3,703	1	3	11	3
% Change	+50.1%		+20%		+ 200%		-72.7%	

The month-to-month mosquito larval inspections and applications in September 2020 through October 2020 increased due to staff working in their zones and not on ULV teams as in 2019 with the high numbers of virus that year. The larval aerial treatments were higher due to high mosquito abundance along the shoreline. The ULV applications were fewer due to less virus detected during these months along the shoreline as compared to 2019.

Control of invasive *Aedes aegypti*

In September 2020 and October 2020, the inspections and treatments decreased compared to the same time in 2019 due to the Aedes Area-wide Larvicide program we performed in July through the first week of September 2020. The effectiveness of these treatments reduced the amount of Aedes detections in traps in those areas (Palm Desert and La Quinta).

	Invasive <i>Aedes</i> Inspections		Invasive <i>Aedes</i> Treatments	
	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>
September	864	520	277	149
October	1060	496	481	131
Total	1924	1,016	758	280
% Change	-47.2%		-63%	

The Red Imported Fire Ant Program

The RIFA program inspections and chemical control applications in September 2020 and October 2020 are compared to those conducted over the same period a year ago are shown below. The inspections and treatments for RIFA during this reporting period were similar to months in 2019.

	RIFA Inspections		RIFA Treatments	
	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>
September	322	260	318	217
October	383	449	344	431
Total	705	709	662	648
% Change	+.56%		-2.1%	

Service Requests

In September 2020 and October 2020, the Operations Department completed a total of 736 Service Requests (SRs) from residents compared to 1,451 Service Requests during the same period a year ago. This decrease in Service Requests correlates with the Aedes Service Request reductions due to the Aedes Area-wide Larvicide applications we performed in July through the first week of September 2020. The majority of Aedes Service Requests in 2019 were from Palm Desert and La Quinta as was this year. The impact of our Area-wide Larvicide applications resulted in fewer Service Requests from these areas. RIFA Service Requests were down due to properties re-scalping during this time of year.

Month	Total All Service Requests		Total RIFA Service Requests		Total Aedes Service Requests	
	2019	2020	2019	2020	2019	2020
September	606	370	271	232	234	82
October	845	366	283	196	457	98
Total	1,451	736	554	428	691	180
% Change	-49.2%		-22.7%		-74%	

Public Outreach Department

Area-wide larvicide neighborhood applications survey.

A short online survey was promoted via Facebook, Twitter, Instagram, and Nextdoor to residents of the two larvicide application zones (La Quinta Cove and Palm Desert).

Results:

Participation in the survey was split 47% La Quinta to 53% Palm Desert (*1 respondent lived in Rancho Mirage).

From earlier reports from our notification advertising campaign, we estimated about 70% of residents within the two areas had been notified that there would be neighborhood mosquito control treatments. Respondents to the survey were asked if they had been notified and 66% responded *Yes* suggesting that reports from the advertising campaign reports are accurate.

To find out if residents perceived mosquitoes as a problem in their neighborhood we asked two questions: 1) Have you or your family been bitten by mosquitoes while in your neighborhood? and 2) Did you know that an invasive mosquito (*Aedes aegypti*) has been detected in your neighborhood? Respondents answered *Yes* 73.1% and 77.4% respectively.

After establishing that more than 70% of respondents perceived mosquitoes to be a problem in their neighborhood, we wanted to see if they were able to discern a notable improvement after the applications had been completed and 82.6% agreed that they were seeing/feeling fewer mosquitoes after the applications had completed.

We were also able to glean some additional information from this survey. By adding an open text box to each question, we invited respondents to comment on the questions as they went along as well as an open-ended comment section at the end of the survey. Some of the notable common themes included residents' stating that they liked seeing the physical notification signs throughout their neighborhood and would like to see more/bigger signs.

Another theme of note was the claims of misinformation. Residents said they were using bug zappers, essential oils, garden plants, and bleach to reduce mosquito abundance and habitat. To help combat these myths, the outreach team is building a winter social media campaign.

Winter Social Media Campaigns - Myths vs Facts

Winter in the Coachella Valley is an excellent opportunity to address concerns and educate the public without the messages being interrupted with urgent messages such as virus activity and neighborhood treatment notifications.

Two of our Laboratory Department team members contributed to a study debunking the claim that ingesting saltwater kills mosquitoes. That study coupled with the results of the survey prompted the outreach team to design and plan a series of social media posts addressing these concerns.

With the Myth VS Fact social media campaign, we can debunk the myths that people have been hearing or using as mosquito control. The social media post consists of an introduction graphic introducing followers to the issue or myths vs fact and setting them up with what is to come in the following days with our social media platforms. An additional four myths and four corresponding facts posts will follow. Supplemental videos addressing each myth vs fact in turn will be posted as well. Finally, the last post will be a myth versus fact sheet that summarizes the myths and facts presented before.

Our goal with the myth vs. facts social media campaign is to educate the public and guide them towards the best mosquito control solution, dump and drain any stagnant water.

October Outreach

City of Indio Newsletter. Monthly piece reserved for vector control education and notices.

Elected Officials debriefing. Jeremy and Tammy hosted Zoom meetings for legislative representatives to apprise them of the state of vector control and to keep our statewide surveillance system in their minds. These meetings are generally requested bi-annually. Separate meetings were held with Assemblymember Eduardo Garcia, Assemblymember Chad Mayes, and Senator Melissa Melendez.

Coachella Valley Autism Society. Luz led this virtual event and about 100 people registered to learn about mosquitoes and how to prevent them around your home. "Creepy Mosquito Craft" materials were included and completed together via Zoom.

Boys & Girls Club. Luz led this virtual event. "Creepy Mosquito Craft" materials were delivered to the B&G Club and completed together via Zoom. About 80 students participated.

Up and coming

Cesar Chavez and Valle Del Sol Elementary School combined Virtual Science Night

Virtual classroom (grades k-5)

From: Erica Frost
Sent: Thu 10/8/2020 10:48 AM
To: DistrictWideGroup
Subject: Compliment

Good Morning Staff;

I had a caller who called to not only schedule an appointment but to make sure that we knew that **Ramon Gonzalez** did an excellent job in answering her questions about fire ants. She says that he is very knowledgeable and has a passion about his job that lacks in other entities.

Great job Ramon!!!
Erica V. Frost
Administrative Clerk

From: Diane Greeman
Sent: Fri 10/9/2020 2:50 PM
To: DistrictWideGroup
Subject: Compliment

Cruz G. & wife Ulla called to express their gratitude and to compliment **Rene Delgado** and two trainees (**Guillermo Gonzales & Victor Hernandez**). Mr. Cruz was impressed with the time and dedication Rene and the two trainees took in locating mosquito larvae and other places in their yard breeding mosquitos. He said, "They know what they are doing and were most willing to share their knowledge. Please keep these guys, we need them".

Thank you Rene for your hard work. There's no better way to train than to show how it's done first hand. Good job!

Diane Greeman
Administrative Clerk

From: Diana Reyes
Sent: Wed 10/14/2020 8:28 AM
To: DistrictWideGroup
Subject: Compliment Call

Good Morning,

I received a call in regards to **Michael Chylik** yesterday from a resident that had a RIFA appointment. She wanted to call in to let us know that she was very pleased with this technician, he was amazing, courteous and awesome! He explain the fire ant treatment process very well and went over and beyond with his customer service.

Kudos Michael, keep up the Great Customer Service!!

Diana L. Reyes
Administration Clerk

From: Erica Frost

Sent: Fri 10/23/2020 1:24 PM

To: DistrictWideGroup

Subject: Compliment

Mrs. Maclean called to say that Trini and the other two guys that are with him today are awesome!!

They went that extra mile and are doing a great job! Thanks **Trini, Guillermo,** and **Victor.**

Erica V. Frost

Administrative Clerk

Board Business Status Log 2020

Board Action Item / Description	Month	Status	Comment	
Agreements				
	Cleaning Services Agreement with CleanExcel	January	Completed	
	Adulticiding and Larviciding Aerial Applications Agreement with Salton Sea Air Service	February	Completed	
	MOU between CVAG and City of Indio		In progress	
Resolutions And Proclamations				
	Resolution No. 2020-01 Adopting the District's Social Media Policy and Resolution	January	Completed	
	Proclamation Supporting Participation in the 2020 Census	January	Completed	
	Resolution No. 2020-02 Approving the District's Pay Schedule	February	Completed	
	Resolution No. 2020-03 Authorizing the Closure of Demand Deposit Accounts with First Foundation Bank	March	Completed	
	Resolution No. 2020-04 Authorizing the Opening of Demand Deposit Accounts with California Bank & Trust Bank	March	Completed	
	Resolution No. 2020-05 Proclaiming and Ratifying the Existence of a Local Emergency	March	Completed	
	Resolution No. 2020-06 Adopting 2020 CVMVCD Mosquito-Borne Surveillance and Emergency Response Plan	May	Completed	
	Proclamation supporting the designation of the week of May 17-23, 2020 as California Special	May	Completed	

	Districts Week			
	Resolution No. 2020-07 Authorizing Attendance of Professional Development Conferences by Trustees and Employees for FY 2020-2021	June	Completed	
	Resolution No. 2020-08 Approving the District's Legislative Advocacy Policy	June	Completed	
	Resolution No. 2020-09 Approving Ratification of Side Letter to Memorandum of Understanding (MOU) between Coachella Valley Mosquito and Vector Control District and Teamsters Local 911 related to a one-year extension of the MOU and a 2% base salary increase for FY 2020-2021	June	Completed	
	Resolution No. 2020-10 Approving the District's FY 2020-21 Budget	June	Completed	
	Resolution No. 2020-11 Approving the District's Preliminary Engineer's Report	June	Completed	
	Resolution 2020-12 Approving Engineer's Report, Confirming Diagram and Assessment, and Ordering the Levy of Assessments for the Fiscal Year 2020-21	July	Completed	
	Resolution 2020-13, Adopting Employee Pay Schedule	July	Completed	
	Resolution 2020-14 Adopting the District's Invasive Mosquito Management Program and Arbovirus Response Plan	July	Completed	
	Resolution 2020-15 in Recognition of Anita Jones 20 Years of Service to the District	September	Completed	
	Resolution 2020-16 in Recognition of Arturo Gutierrez 25 Years of Service to the District	October	Completed	
	Resolution 2020-17 in Recognition of Michael Martinez 25 Years of Service to the District	September	Completed	
	Resolution 2020-18 Ratification of Side Letter to	September	Completed	

	CSEA MOU			
	Resolution 2020-19 Adopting Employee Pay Schedule	September	Completed	
	Resolution 2020-20 Side Letter of Agreement with Teamsters 911 to correct the definition of Longevity in the Teamsters MOU to comply with the Public Employees' Retirement Law (PERL)	September	Completed	
	Resolution 2020-21 Approving Side Letter to Memorandum of Understanding Regarding the Effects Related to the District's Response to the Coronavirus Pandemic	October	Completed	
	Resolution 2020-22 Revising the District's Policy for Sale of Surplus Personal Property	October	Completed	
Other				
	IT Security Awareness Training Program Kickoff	October (2019)	Ongoing	
	General Manager Employment Agreement	January	Completed	
	General Counsel Evaluation	February	Completed	
	Prerecorded Presentations: IVM Program and II/Fleet Services Departments	May	Ongoing	
	Mutual Aid Agreement with Mosquito and Vector Control agencies of Southern California	September	Completed	



**Coachella Valley Mosquito and
Vector Control District**

November 10, 2020

Staff Report

Agenda Item: Informational Item

California Special Districts Association (CSDA) Clerk of the Board Virtual Annual Conference, October 26-28, 2020 – ***Graciela Morales, Executive Assistant/Clerk of the Board***


Background:


The annual CSDA Board Secretary/Clerk Conference was held virtually this year due to the pandemic. It was three full days of education on major areas related to aspects of the Clerk of the Board responsibilities.

The courses provided useful information with sessions focused on: best practices for holding public meetings during COVID-19; collaboration and productivity tips; Microsoft 365 Suite; project management; advanced training in the California Public Records Act; records retention, and more.

ATTENDEES:

Graciela Morales, Executive Assistant/Clerk of the Board

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>November 10, 2020</p>
<p>Agenda Item: Informational Item</p> <p>Treasurer to approve release of payment to vendors for December 2020 – David l’Anson, Administrative Finance Manager</p>		
<p>Report:</p> <p>At the October 10, 2017 Board Meeting, the Trustees approved the indefinite cancellation of the December Board Meeting. Resolution 1997-17, approved October 14, 1997, authorizes the Treasurer to release payment to vendors when a quorum for the monthly Board Meeting is not present. Due to the Board not having a scheduled meeting in December, the release of payment to vendors will be approved by <i>Treasurer Clive Weightman</i>.</p> <p>Payments to vendors that are approved by <i>Treasurer Clive Weightman</i> will be presented to the Board at the January 12, 2021 Board Meeting for final review.</p>		

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>November 10, 2020</p>
<p>Agenda Item: Informational Item</p> <p>Cancellation of December 2020 Board Meeting– <i>Graciela Morales, Executive Assistant/Clerk of the Board</i></p>		
<p>Background:</p> <p>Three years ago, Trustees approved the indefinite cancellation of the December Board Meeting. The District Board went “dark” the last three years without any impact on the District’s regular business. The daily operations of the District will continue as usual and the Board will always have the opportunity to call special meetings to deal with matters that require the immediate attention of the Board. The Board will continue with its regularly scheduled Board Meeting on Tuesday, January 12, 2021 at 6:00pm.</p>		
<p>Attachment:</p> <ul style="list-style-type: none"> • 2021 Board of Trustees Meeting Calendar 		

Coachella Valley Mosquito and Vector Control District

Board of Trustees Meeting Calendar 2021 (Second Tuesday every month @ 6:30 p.m.)

JANUARY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13*	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11**	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8**	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JULY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

AUGUST

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10*	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14*	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	


District-Observed Holidays

Jan 1	New Year's Day
Jan 18	Martin Luther King Jr.
Feb 15	Presidents Day
Mar 31	Cesar Chavez Day
Apr 2	Good Friday (1/2 Day)
May 31	Memorial Day
Jul 5	Independence Day

Sep 6	Labor Day
Oct 11	Columbus Day
Nov 11	Veterans Day
Nov 25	Thanksgiving Day
Nov 26	Day After Thanksgiving
Dec 24	Christmas

*April/August/December are dark

**May/June Budget Workshops are held prior to the Board Meeting

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>November 10, 2020</p>
<p>Agenda Item: Informational Item</p> <p>Update on the CV Link Path Easement gifted to Coachella Valley Association of Governments (CVAG) – <i>Jeremy Wittie, M.S. General Manager</i></p>		
<p>Background:</p> <p>Caltrans is the state agency that oversees the funds allocated for the CV Link project. In order to disperse the funds for the project, Caltrans is requiring the District to execute a gift letter that confirms the easement to the Coachella Valley Association of Governments (CVAG) for the CV Link path is a gift. This is required so the District has no right to reclaim or demand additional payment for the easement.</p> <p>This is acceptable to the District because at this time the City of Indio has accepted the offer of dedication for Trader Place and CVAG has paid Indio the \$90,000 required to restore Trader Place, as agreed to by the parties via the executed Memorandum of Understanding (MOU) executed on November 20, 2019.</p> <p>Despite the gift letter, the District maintains its original rights under the MOU where the District preserves its right to record a Parcel Map on favorable terms and its right to require CVAG to make certain improvements to the bike path area.</p> <p>As this requirement does not impede the original terms contained within the executed MOU, the District will move to execute the gift letter so that the project can continue its scheduled course.</p> <p>The District’s legal counsel has reviewed this matter and supports the issuance of the gift letter by the District. All three parties to the MOU have also agreed with the gift letter issuance and preservations of the rights specified within the MOU.</p>		
<p>Attachment:</p> <ul style="list-style-type: none"> • Draft Gift Letter to CVAG 		



October 14, 2020.

Coachella Valley Mosquito
and Vector Control District
43420 Trader Place
Indio, CA 92201

RE: CV Link Project
APN(s): 610-070-025 and 610-070-002 (portions)

The Coachella Valley Association of Governments ("CVAG") is preparing to construct a project (CV Link) which will comprise of approximately 40± mile multi-modal public path providing access and connectivity for pedestrians, bicyclists and low-speed electric vehicles extending from the City of Palm Springs to the City of Coachella. Public records indicate that you are the owner of (a) parcel(s) of land of which a portion is needed for the CV Link Project.

To complete this construction, CVAG will require a dedication to be made on your behalf for a portion of your property identified by Assessor Parcel Numbers 610-070-025 and 610-070-002.

Please complete the attached Gift Letter and Easement Deed and return in the self-addressed envelope included. If you have any questions, please feel free to contact me at (951) 955-8173 or MTlaxcala@rivco.org. Thank you in advance for your cooperation.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Monica Tlaxcala', is written over the word 'Sincerely,'.

Monica Tlaxcala

GIFT LETTER

November ____, 2020

Coachella Valley Association of Governments
73-710 Fred Waring Dr., Suite 200
Palm Desert, CA 92260

Project: CV Link Project

Parcel(s): 610-070-025 and 610-070-002 (portions)

We, the undersigned, do hereby acknowledge that we have been fully informed of our rights under Federal law to receive just compensation for a perpetual exclusive easement and right of way for multi-modal public path purposes, over that portion of our property shown as Exhibits "A" and "B", attached hereto and made a part hereof, and that we have also been informed of our right to have an appraisal made of said property along with an offer of just compensation.

However, we do hereby waive these rights and agree to donate said perpetual exclusive easement to the Coachella Valley Association of Governments for the improvement of the CV Link Project extending from the City of Palm Springs to the City of Coachella in Riverside County, California.

This acknowledgement is signed by us freely and without coercion of any kind.

Grantor:

Coachella Valley Mosquito and Vector
Control District, a special district

By: _____


Its: _____

SECTION

13



NEW BUSINESS

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>November 10, 2020</p>
---	--	---------------------------------

Agenda Item: New Business

Approval of Resolution 2020-25 providing a gift certificate to employees for work performed late November through early December, 2020, in a total collective amount for all certificates not to exceed \$2,800.00 - **Jeremy Wittie, M.S., General Manager**

Background:
 Each year the District recognizes and incentivizes the work and contributions of its employees made throughout the season and who continue to work during the holiday season with a gift certificate (“Gift Certificate”). The Gift Certificate would be provided in the same amount as past years, forty dollars (\$40).

 The Gift Certificates serve a legitimate public purpose by incentivizing employees to continue to work during the holiday season which would advance the protection of public safety by reducing the risk of disease transmission by mosquitoes and other vectors for residents and visitors of the Coachella Valley.

 The attached Resolution authorizes the General Manager to purchase the Gift Certificates, and authorizes providing the Gift Certificates to each employee who works for the District from November 26, 2020, through December 7, 2020.

Staff Recommendation:
 Approve Resolution 2020-25 providing Gift Certificates to employees for work performed late November through early December.

Fiscal Impact:

FY2020-21 Budget GL # 5300.01.202.000	Current Available Funds	Proposed Expense Fiscal Year 2019/20	Remaining Available Funds
Amount budgeted	\$9,000	\$2,800	\$6,200

Attachment:

- Resolution 2020-25

Resolution No. 2020-25

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT PROVIDING GIFT CERTIFICATES TO DISTRICT EMPLOYEES WHO CONTINUE TO WORK FOR THE DISTRICT LATE NOVEMBER THROUGH EARLY DECEMBER 2020

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

WHEREAS, the Board of Trustees (“Board”) of the District desires to recognize the District’s appreciation of the contributions of District employees who work throughout the 2020 season; and

WHEREAS, the Board believes that such recognition serves a legitimate public purpose because it advances the protection of public safety by incentivizing employees to continue to work during the arbovirus and holiday seasons toward reducing the risk of disease transmission by mosquitoes and other vectors for residents and visitors of the Coachella Valley.

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

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Gift Certificates.

Each employee who remains employed by the District from November 26, 2020, through December 7, 2020, shall be provided a gift certificate valued at forty dollars (\$40.00).

Section 3. Public Purpose.

The provision of the subject gift certificates will serve a legitimate public purpose because it advances the protection of public safety.

Section 4. General Manager's Authority.

The General Manager is authorized to procure sufficient gift certificates to effectuate the foregoing.

Section 5. Effective Date.

This Resolution shall take effect upon its adoption.

Section 5. Certification.

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

PASSED, ADOPTED AND APPROVED, this 10th day of November, 2020.

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

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:


Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>November 10, 2020</p>
<p>Agenda Item: New Business</p>		
<p>Appointment of the ad hoc Nominations Committee – Franz De Klotz, President</p>		
<p>Background:</p> <p>The Board is required to elect its officers at the first meeting in January each year or every other year.</p> <p>In accordance with the District’s Bylaws for the purpose of recommending a slate of Board officers for the 2021 calendar year, Franz De Klotz will appoint an ad hoc Nominations Committee during the November 10, 2020 Board Meeting. The ad hoc committee shall have three to four members and may want to meet sometime in November or December.</p> <p>In mid-November a survey will be conducted by the Clerk of the Board to see which Trustees have an interest in serving in an officer position. This information will be given to the Committee to assist in the development of a slate of candidates for the offices of the President, Vice President, Secretary, and Treasurer. Each Board member will have the opportunity to nominate other candidates from the floor.</p>		
<p>Staff Recommendation: That the President appoints an ad hoc Nomination Committee</p>		

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>November 10, 2020</p>
<p>Agenda Item: New Business</p>		
<p>Appointment of the ad hoc Negotiations Committee – Franz De Klotz, President</p>		
<p>Background:</p> <p>During the October 30, 2020 Executive Committee meeting, Committee members discussed the need to appoint an ad hoc Committee charged with reviewing and/or negotiating the terms of the General Manager’s employment agreement.</p>		
<p>Staff Recommendation:</p> <p>That the Board takes whatever action deemed necessary.</p>		

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>November 10, 2020</p>
---	--	---------------------------------

Agenda Item: New Business
Approval to enter into an agreement for investment services with MBS securities, Inc. **David I’Anson, Administrative Finance Manager**

Background:
The District has investments with Local Agency Investment Fund, Riverside County, and CalTrust. The current balance is \$9,755,776 and the investment weighted yield is estimated at 0.53%. The investments are split between the General Fund, Thermal Capital Fund, Capital Equipment & Capital Replacement Funds. The General Fund has to be liquid to meet the District’s operating needs, while the Capital Equipment and Facility Replacement funds can be laddered according to the capital replacement plan.


In July 2020 the Finance Committee directed staff to look for new options to place District funds that were safe, fairly liquid with a higher yield are public funds compliant. In September the Finance Committee was given a presentation by Multi-Bank Securities, INC, (MBS). MBS is a broker-dealer of fixed-income securities operating under a client-empowerment model to offer an increased return on investment from lower overhead costs. The District is able to invest in MBS under California Government Code meeting standards for the investment of public funds. MBS has clients in the Coachella Valley including the City of Indian Wells.

During the October Finance Committee meeting staff identified funds that are required to be liquid and funds that can be laddered into CDs or bonds. It was approved by the Committee to forward this to the Board for approval to begin investment with MBS through a transfer of \$2.5M from LAIF into a laddered securities strategy.

Staff will work with MBS investment advisor Peter Yanez to design a securities laddering strategy geared toward the following:

- a. Return/risk within guidelines of the District’s investment policy
- b. Rolling maturity rates up to five years that will meet the District’s Capital Equipment liquidity needs.

Staff Recommendation:
Approval to enter into an agreement for investment services with MBS securities, Inc and approval to transfer \$2,500,000 from LAIF to into a laddered securities strategy with MBS

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>November 10, 2020</p>
---	--	---------------------------------

Agenda Item: New Business

Approval of Resolution 2020-26 adopting the District’s revised Fund Balance Policy - **David I’Anson, Administrative Finance Manager**

Background:

The Board of Trustees of the District has been granted the statutory authority and responsibility to administer the financial affairs of the District.

The Finance Committee reviewed the existing Fund Balance Policy for the District and desires to revise it.

The policy outlines the requirements to maintain a fund balance for operating cash flow, public health emergency, contingencies, future liabilities, replacement of equipment, facilities, and for future construction. The District’s Fund Balance policy follows the guidelines set in the Governmental Accounting Standards Board (“GASB”) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

Recommendation:

The Finance Committee reviewed the existing Fund Balance Policy and recommends the full Board of Trustees adopts the attached revised policy.

- Attachments:**
- Resolution 2020-26 adopting the District’s revised Fund Balance Policy
 - Revised Fund Balance Policy (redlined and clean versions)

Resolution No. 2020-26

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
REVISING THE DISTRICT'S FUND BALANCE POLICY**

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

WHEREAS, the Board of Trustees of the District has been granted the statutory authority and responsibility to administer the financial affairs of the District; and

WHEREAS, the Board of Trustees reviewed the Fund Balance Policy for the District and desires to revise it.

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

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Adoption of Revised Fund Balance Policy.

The Board of Trustees hereby adopts the Revised Fund Balance Policy, a copy of which is attached hereto and incorporated herein by this reference.

Section 3. Effective Date.

This Resolution shall take effect upon its adoption.

Section 4. Certification.

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

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

PASSED, ADOPTED AND APPROVED, this 10th day of November, 2020.

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

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT			
FUND BALANCE POLICY			
SUBJECT	Policy Number	Date Adopted	Date Revised
FUND BALANCE	02.12		10/13/20

POLICY STATEMENT:

~~It is t~~The Coachella Valley Mosquito and Vector Control District’s (“District”) policy is to maintain a fund balance for operating cash flow, public health emergency, contingencies, future liabilities, replacement of equipment, ~~facilities, facilities,~~ and for future construction. The District’s Fund Balance policy follows the guidelines set in the Governmental Accounting Standards Board (“GASB”) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

NON-SPENDABLE FUND BALANCE

~~The Non-spendable fund balance is amounts that cannot be spent because they are either (a) not spendable in form, for example chemical inventory, or (b) legally or contractually required to be maintained intact.~~ District maintains a Non-spendable Fund Balance as follows:

- **Inventory** –includes supplies of control products and vehicle parts. The District purchases and stocks product and parts and the inventory is expensed upon consumption.
- **Prepaid expenses and deposits** – includes prepaid insurance and advance deposits to the Vector Control Joint Power Authority (VCJPA) for the Members Contingency Fund.
~~Costs of prepaid and deposits are expensed as incurred.~~

RESTRICTED FUND BALANCE

~~GASB 54 states that the restricted fund balance category includes amounts that can only be spent for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.~~The District currently maintains no funds that meet the GASB 54 criteria for Restricted Fund Balance.

COMMITTED FUND BALANCE

~~GASB 54 states that the committed fund balance classification includes amounts that can only be used for the specific purposes determined by a formal action of the District's Board of Trustees.~~ The District maintains a Committed Fund Balance as follows:

- ~~● **Emergency Services - Arbovirus Epidemic Response** are funds set aside for Public Health Emergencies as defined in the CVMVCD Risk Assessment Plan. The Board policy is to maintain a minimum balance of 33% of the District's operating revenue.~~
- ~~○ These funds are liquid and are reviewed annually through the budget process.~~
- **Pollution Remediation** Committed Fund Balance is for the continual remediation obligations regarding the District's Thermal facility. The balance maintained is to fund the remedial action plan every 10 years.
 - Replenishment is from rental income, interest and an annual budgeted fund transfer.

ASSIGNED FUND BALANCE

~~GASB 54 states that the amounts in the assigned fund balance classification are intended to be used by the District for specific purposes but do not meet the criteria to be classified as restricted or committed.~~ The District maintains an Assigned Fund Balance, reviewed annually through the budget process. ~~Assigned Fund Balance with 5 designated accounts. All assigned fund balance account are liquid and reviewed annually through the budget process.~~ ~~Assigned Fund balance accounts or designations are~~ as follows:

- **Operating Reserve:** District maintains a minimum liquid working capital Reserve for Operations equal to 40% of operating revenues.
 - ~~— These funds are liquid and are reviewed annually through the budget process.~~
- **Emergency Services - Arbovirus Epidemic Response** are liquid funds set aside for Public Health Emergencies as defined in the CVMVCD Risk Assessment Plan. The Board policy is to maintain a minimum balance of 33% of the District's operating revenue.
 - ~~— These funds are liquid and are reviewed annually through the budget process.~~
- ~~● **Operating Reserve:** District maintains a minimum working capital Reserve for Operations equal to 60% of discretionary General Fund revenues.~~
- ~~○ These funds are liquid and are reviewed annually through the budget process.~~
- **Reserve for Future Healthcare Liabilities /Other post-employment benefits (OPEB):** The District maintains a balance to cover the Net OPEB liability.

~~○ These funds are liquid and are reviewed annually through the budget process.~~

- **Reserve for Equipment:** The District maintains a fund balance for replacing equipment and furnishings. The recommended funding for this reserve item is based on a 10 year replacement schedule. Funds are transferred from the Operating Budget reviewed annually during the budget process.

- These funds are 20% liquid to cover annual expense and the rest are laddered.

- ~~The fund balance is reviewed annually through the budget process.~~

- **Reserve for Facility and Vehicle Replacement:** District maintains a fund balance for replacing facilities, vehicles, and new capital projects. The recommended funding is based on an annual reserve study and Board approved funds are transferred from the Operating Budget during the budget process.

- These funds are 20 % liquid to cover annual expense and the rest are laddered.

- ~~The fund balance is reviewed annually through the budget process.~~

~~UNASSIGNED FUND BALANCE~~

~~GASB 54 states that the unassigned fund balance is the residual classification for the District's general fund including all spendable amounts not contained in the other classifications.~~

COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT			
FUND BALANCE POLICY			
SUBJECT	Policy Number	Date Adopted	Date Revised
FUND BALANCE	02.12		10/13/20

POLICY STATEMENT:

The Coachella Valley Mosquito and Vector Control District’s (“District”) policy is to maintain a fund balance for operating cash flow, public health emergency, contingencies, future liabilities, replacement of equipment, facilities, and for future construction. The District’s Fund Balance policy follows the guidelines set in the Governmental Accounting Standards Board (“GASB”) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

NON-SPENDABLE FUND BALANCE

The District maintains a non-spendable Fund Balance as follows:

- **Inventory** –includes supplies of control products and vehicle parts. The District purchases and stocks product and parts and the inventory is expensed upon consumption.
- **Prepaid expenses and deposits** – includes prepaid insurance and advance deposits to the Vector Control Joint Power Authority (VCJPA) for the Members Contingency Fund.

RESTRICTED FUND BALANCE

The District currently maintains no funds that meet the GASB 54 criteria for Restricted Fund Balance.

COMMITTED FUND BALANCE

The District maintains a Committed Fund Balance as follows:

- **Pollution Remediation** Committed Fund Balance is for the continual remediation obligations regarding the District’s Thermal facility. The balance maintained is to fund the remedial action plan every 10 years.
 - Replenishment is from rental income, interest and an annual budgeted fund transfer.

ASSIGNED FUND BALANCE

The District maintains an Assigned Fund Balance, reviewed annually through the budget process as follows:

- **Operating Reserve:** District maintains a minimum liquid working capital Reserve for Operations equal to 40% of operating revenues.
- **Emergency Services - Arbovirus Epidemic Response** are liquid funds set aside for Public Health Emergencies as defined in the CVMVCD Risk Assessment Plan. The Board policy is to maintain a minimum balance of 33% of the District's operating revenue.
- **Reserve for Future Healthcare Liabilities /Other post-employment benefits (OPEB):** The District maintains a balance to cover the Net OPEB liability.
- **Reserve for Equipment:** The District maintains a fund balance for replacing equipment and furnishings. The recommended funding for this reserve item is based on a 10 year replacement schedule. Funds are transferred from the Operating Budget reviewed annually during the budget process.
 - These funds are 20% liquid to cover annual expense and the rest are laddered.
- **Reserve for Facility and Vehicle Replacement:** District maintains a fund balance for replacing facilities, vehicles, and new capital projects. The recommended funding is based on an annual reserve study and Board approved funds are transferred from the Operating Budget during the budget process.
 - These funds are 20 % liquid to cover annual expense and the rest are laddered.