



Coachella Valley
Mosquito and Vector
Control District

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

Board of Trustees
Special Meeting
Tuesday, February 7, 2017
6:00 p.m.

AGENDA

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

1. **Call to Order** – Doug Walker, President
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Motion to Excuse Absences**
5. **Confirmation of Agenda**
6. **Public Comment**
 - Those wishing to address the Board should complete a Public Comment Card and provide it to the Clerk of the Board.
 - Non-Agenda Items: Anyone wishing to address the Board on items not on the agenda should do so at this time. Each presentation is limited to no more than 3 minutes.
 - Agenda Items: Comments should be made when the agenda item is called. Each presentation is limited to no more than 3 minutes.
7. **Announcements**
 - General Manager's Report – **Jeremy Wittie, MS, General Manager**
 - Public Outreach Update – **Jill Oviatt, MCDM, Public Information Manager**

8. **Board Reports**
 - A. President's Report – **President Walker (Pg. 1)**
 - B. Finance Committee – **Treasurer Kaplan (Pg. 3)**
9. **Items of General Consent**
 - The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. Any member of the Board or the public may request an item be pulled from Items of General Consent for separate discussion.
 - A. Minutes for January 10, 2017, Board Meeting (**Pg. 7**)
 - B. Correspondence (**Pg. 13**)
 - C. Approval of Expenditures for January 11-31, 2017 and February 1-7, 2017 (**Pg. 17**)
 - D. Informational Items:
 - District Travel (**Pg. 25**)
 - E. Department Reports (**Pg. 26**)
 - F. Approval of Resolution 2017-01 Adopting Employee Pay Schedule, in conformance with California Code of Regulations, Title 2, Sections 570.5 and 571 – **Anita Jones, Human Resources Manager (Pg. 29)**
 - G. Approval of Resolution 2017-02 – Establishing Signature Approval for Checks Written from District Accounts – **David I'Anson, Administrative Finance Manager (Pg. 33)**
 - H. Approval of Resolution 2017-03 Revising the Annual Budget for Fiscal Year 2016-2017 – **David I'Anson, Administrative Finance Manager (Pg. 36)**
 - I. Approval to renew the annual agreement with Salton Sea Aerial Services Inc. to conduct both aerial adulticiding and larviciding operations as needed to assist the District in its mosquito control operations – **Rodney Chamberlain, Interim Operations Manager (Pg. 44)**
10. **Old Business**
 - A. None.
11. **New Business**
 - A. Discussion and/or approval of agreement with the County of Riverside relating to the transfer of real property from the dissolved Redevelopment Agency to the Desert Recreation District – **Jeremy Wittie, MS, General Manager and M. Katherine Jenson, Legal Counsel (Pg. 47)**

- B. Discussion and/or approval to purchase four (4) Longray Pioneer battery operated portable electric U.L.V. fogger units from Univar in an amount not to exceed a total of \$10,000.00 from Fund # 8415.13.500 – Operations Equipment – **Rodney Chamberlain, Interim Operations Manager (Pg. 62)**
- C. Discussion and/or approval to purchase 55 BG Sentinel-2 traps in an amount not to exceed \$12,000.00 from Fund #7575.07.400 – Operating Supplies – **Jeremy Wittie, MS, General Manager (Pg. 64)**
- D. Approval of proposed change in Board of Trustees regular meeting schedule to exclude the month of April – **Jeremy Wittie, MS, General Manager (Pg. 65)**

12. **Closed Session**

- A. Closed Session: Conference Regarding Upcoming Union Negotiations Pursuant to Government Code § 54957.6 – **Jeremy Wittie, MS, General Manager**

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

The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency situation exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a). Each presentation is limited to no more than 3 minutes.

14. **Adjournment**

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 43420 Trader Place, Indio, California

Certification of Posting

I certify that on February 2, 2017, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on February 2, 2017.

Crystal G. Moreno, Clerk of the Board

SECTION

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BOARD REPORTS

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Executive Committee Meeting Minutes

TIME: 4:00 P.M. JANUARY 30, 2017

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

Cathedral City Coachella	Shelley Kaplan Betty Sanchez	Palm Desert	Doug Walker
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TRUSTEES ABSENT:

La Quinta	Doug Hassett
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OTHERS PRESENT:

Jeremy Wittie, General Manager
David I'Anson, Administrative Finance Manager
Crystal Moreno, Clerk of the Board

1. Call to Order: President Walker called the meeting to order at 4:10 P.M.

2. Roll Call: Roll call indicated three (3) committee members out of four (4) were present. On motion from Treasurer Kaplan seconded by Trustee B. Sanchez, and passed by unanimous vote, the Committee excused the absence of Trustee Hassett.

Ayes: Trustees Kaplan, B. Sanchez, and Walker

Noes: None.

Abstained: None.

Absent: Trustee Hassett

3. Confirmation of Agenda

4. Public Comments: None.

5. Review of February 7, 2017, Board Agenda:

The draft Agenda for the February Board Meeting was reviewed by the Committee. A discussion ensued. The Committee requested Consent Item 9K – Cancellation of the April Board Meeting – be moved to New Business.

6. Committee Assignments:

The summary of Trustee Committee Interest Survey was reviewed by the Committee. The Committee confirmed the Finance Committee would be comprised of Treasurer Kaplan and Trustees A. Sanchez, B. Sanchez, and Weightman. The ad hoc Research Committee will be comprised of President Walker and Trustees DeKlotz, Kunz, and Monroe. The Nominating Committee will be confirmed in October and the ad hoc Thermal Committee was still pending.

7. Trustee Comments:

None.

8. Confirmation of Next Meeting Date: The next Executive Committee Meeting was scheduled for March 6, 2017 at 4:00 P.M.

9. Adjournment: The meeting was adjourned by President Walker at 5:02 P.M.

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Finance Committee Meeting Minutes

TIME: 4:30 P.M. JANUARY 10, 2017

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

Cathedral City	Shelley Kaplan	Palm Desert	Doug Walker
Coachella	Betty Sanchez		

TRUSTEES ABSENT:

Desert Hot Springs	Adam Sanchez	County at Large	Bito Larson
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OTHERS PRESENT:

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Crystal Moreno, Clerk of the Board

1. Call to Order: Treasurer Kaplan called the meeting to order at 4:45 p.m.

2. Roll Call: Roll call indicated two (2) committee members out of four (4) were present; President Walker served as an alternate committee member.

3. Confirmation of Agenda

4. Public Comments: None.

5. Items of General Consent:

5A – Approval of Minutes from November 8, 2016, Finance Committee Meeting: On motion from President Walker seconded by Treasurer Kaplan, and passed by unanimous vote, the Committee approved the minutes as presented. Trustee B. Sanchez abstained.

Ayes: Trustees Kaplan and Walker.

Noes: None.

Abstained: Trustee B. Sanchez.

Absent: Trustees Larson and A. Sanchez.

6. Discussion and/or Approval:

6A. Review of Check Report from FundWare for the period November 9, 2016 to January 5, 2017: Reviewed by Committee.

6B. CalCard Charges December 2016: Reviewed by Committee

6C. Review of December 2016 Financials: Reviewed by Committee.

6D. Treasurer's Report and Review of Investments for December 2016: Reviewed by Committee.

6E. Finance Seminars: Reviewed by Committee.

7. Old Business: None.

8. New Business:

8A. Discussion on CalPERS Actuary Report: Administrative Finance Manager l'Anson gave a brief presentation.

9. Schedule of Next Meetings: The next Finance Committee Meeting will be held on Tuesday, February 7th, at 4:30pm.

10. Trustee and/or Staff Comments/Future Agenda Items: None.

11. Adjournment: The meeting was adjourned by Treasurer Kaplan at 5:30 p.m.

SECTION

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ITEMS OF GENERAL CONSENT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Board of Trustees Meeting Minutes

CALLED TO ORDER: 6:00 P.M. JANUARY 10, 2017

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

PRESIDENT:	Doug Walker	Palm Desert
TREASURER:	Shelley Kaplan	Cathedral City

Coachella	Betty Sanchez	Indio	John B. Stevens
County at Large	Franz DeKlotz	La Quinta	Doug Hassett
Desert Hot Springs	Adam Sanchez	Palm Springs	Dr. Doug Kunz
Indian Wells	Clive Weightman	Rancho Mirage	Michael Monroe

TRUSTEES ABSENT:

County at Large	Bito Larson
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OTHERS PRESENT:

Jeremy Wittie, General Manager
Kathy Jenson, Legal Counsel
David l'Anson, Administrative Finance Manager
Anita Jones, Human Resources Manager
Jill Oviatt, Public Outreach Manager
Edward Prendez, IT Manager
Jennifer Henke, Interim Laboratory Manager
Rod Chamberlain, Interim Operations Manager
Kim Hung, Vector Ecologist
Crystal Moreno, Clerk of the Board
Olde Avalos, Field Supervisor
Bobbie Dieckmann, Field Supervisor
Mike Martinez, Field Supervisor
Erica Frost, VCT I
Linda Petersen, VCT I

1. **Call to Order:** President Walker called the meeting to order at 6:01pm.
2. **Pledge of Allegiance:** Trustee Monroe led the Pledge of Allegiance.
3. **Roll Call:** Roll call indicated ten (10) Trustees out of eleven (11) were present.

4. **Motion to Excuse Absences:** On motion from Trustee B. Sanchez seconded by Trustee Hassett, and passed by unanimous vote, the Board of Trustees excused the absence of Trustees Bito Larson.

Ayes: Trustees DeKlotz, Hassett, Kaplan, Kunz, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Larson.

5. **Confirmation of Agenda**

6. **Public Comment:** Dale Tyerman, a resident of the City of La Quinta, made a comment regarding the fly problem that is occurring in the area of the Trilogy Community.

7. **Announcements:**

General Manager's Report: General Manager Wittie reported on the end of the year party, upcoming annual conferences, strategic planning, negotiations, budget, the arbovirus season, Aedes aegypti, and gave an update on the Trilogy fly issue. A discussion ensued.

8. **Board Reports:**

8A – President's Report: Executive Committee Met: President Walker welcomed the new trustees and encouraged trustee travel to both the MVCAC and CSDA Conferences. He also commended Interim Laboratory Manager Henke for her article that was published in the Wing Beats magazine.

8B – Finance Committee: Met at 4:30pm: Treasurer Kaplan reported that Finance Committee met prior to the Board Meeting and reviewed the District's financials. He reported that the District had received 13% of revenue so far. He also reported that the budget process would be beginning next month. A discussion ensued.

9. **Items of General Consent:**

- A. Minutes for November 8, 2016, Board Meeting
- B. Correspondence
- C. Approval of Expenditures for November 8-30, 2016, December 1-31, 2016 and January 1-10, 2017
- D. Informational Items:
 - AB 1661 Mandatory Sexual Harassment Training for Local Agency Officials
 - District Travel

- Staff reports from:
 - Semi-Annual Research Reports from the University of California, Riverside and Davis, and U.S. Department of Agriculture, for 2016 – **Jennifer Henke, Interim Laboratory Manager**
 - MVCAC Planning Session, December 1-2, 2016, in Sacramento, CA
- E. Department Reports
- F. Approval for Human Resources Manager to attend the Liebert Cassidy Whitmore Public Sector Employment Law Conference, March 8-10, 2017, in an amount not to exceed \$1800, from Fund #7600.01.200.02 – Professional Development – **Anita Jones, Human Resources Manager**
- G. Approval to extend the annual service agreement for security services for the District headquarters with Desert Resort Security Services, Inc. for one year in an amount not to exceed \$875 per month, from Fund #7675.01.305, Contract Services – **David I'Anson, Administrative Finance Manager**
- H. Approval of authorization for General Manager to enter into an agreement for Payroll Services – **Anita Jones, Human Resources Manager**
- I. Approval for additional staff to attend the American Mosquito Control Association (AMCA) Annual Conference in San Diego, CA February 13 – 17, 2017 in an amount not to exceed \$1,500, per person, from Funds #7600.01.400.02 and #7600.01.500.02, Professional Development – **Jennifer Henke, MS, Interim Laboratory Manager and Rodney Chamberlain, Interim Operations Manager**
- J. Approval for additional staff to attend the Mosquito and Vector Control Association (MVCAC) Annual Conference in San Diego, CA March 26-29 in an amount not to exceed \$1,200, per person, from Funds #6110.01.210.02, #6110.01.400.02, and #6110.01.500.02, MVCAC Annual Conference Expense – **Edward Prendez, Information Technology Manager, Jennifer Henke, MS, Interim Laboratory Manager, Rodney Chamberlain, Interim Operations Manager**
- K. Approval of funding for the second annual Fight the Bite 5K Run/Walk and Health and Resource Fair to be held at the Palm Desert Civic Center, on April 8, 2017, in an amount not to exceed \$10,000 from Existing Budget Funds – **Jill Oviatt, MCDM, Public Information Manager**
- L. Approval to remain in the MVCAC NPDES Coalition – **Jeremy Wittie, MS, General Manager**

Items 9A and 9H were pulled.

On motion from Trustee Hassett seconded by Treasurer Kaplan, and passed by unanimous vote, the Board of Trustees approved the Items of General Consent, with the exception of items 9A and 9H.

Ayes: Trustees DeKlotz, Hassett, Kaplan, Kunz, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Larson.

On motion from Trustee Kunz seconded by Treasurer Kaplan, and not passed, due to the number of abstentions, the Board of Trustees were unable to approve the Item 9A.

Ayes: Trustees Hassett, Kaplan, Kunz, and Walker.

Noes: None.

Abstained: Trustees DeKlotz, Monroe, A. Sanchez, B. Sanchez, Stevens, and Weightman.

Absent: Trustees Larson.

On motion from Trustee B. Sanchez seconded by Trustee A. Sanchez, and passed by unanimous vote, the Board of Trustees approved the Items of General Consent, with the exception of items 9A and 9H.

Ayes: Trustees DeKlotz, Kaplan, Kunz, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

Noes: None.

Recused: Trustee Hassett.

Absent: Trustees Larson.

10. Old Business: None.

11. New Business:

11A. Discussion and/or approval to reschedule the February Board Meeting to the Tuesday, February 7, 2017 – Jeremy Wittie, MS, General Manager:

On motion from Trustee B. Sanchez seconded by Treasurer Kaplan, and passed by unanimous vote, the Board of Trustees approved item 11A.

Ayes: Trustees DeKlotz, Hassett, Kaplan, Kunz, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Larson.

11B. Discussion and/or approval of General Manager's Revised Contract – Doug Walker, President of the Board of Trustees: President Walker gave a brief overview of the changes made to the General Manager's contract. A discussion ensued.

On motion from Trustee DeKlotz seconded by Trustee Monroe, and passed by unanimous vote, the Board of Trustees approved the changes made to the General Manager's contract and recommended a Special Merit Pay of 2.5% for 2016.

Ayes: Trustees DeKlotz, Hassett, Kaplan, Kunz, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Larson.

11C. Nomination and election of Board Officers for the 2017 Calendar Year – ad hoc Nomination Committee:

On motion from Trustee B. Sanchez seconded by Trustee Stevens, and passed by unanimous vote, the Board of Trustees approved the proposed slate of officers for 2017.

Ayes: Trustees DeKlotz, Hassett, Kaplan, Kunz, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Larson.

11D. Discussion and/or approval for selection of Mark Meyerhoff of Liebert Cassidy Whitmore (LCW) to assist with upcoming negotiations with California School Employees Association (CSEA) and Teamsters unions, in an amount not to exceed \$20,000.00 from Fund #6100.01.225.01 – Jeremy Wittie, MS, General Manager:

On motion from Trustee B. Sanchez seconded by Treasurer Kaplan, and passed by unanimous vote, the Board of Trustees approved item 11D.

Ayes: Trustees DeKlotz, Hassett, Kaplan, Kunz, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Larson.

11E. Discussion and/or approval to hire ten (10) seasonal technicians to be assigned to the Operations and Surveillance and Quality Control Department, in an amount not to exceed \$98,980, from 5102.01.500 Payroll Seasonal – Jeremy Wittie, MS, General Manager: General Manager Wittie gave a brief report on item 11E. A discussion ensued.

Ayes: Trustees DeKlotz, Hassett, Kaplan, Kunz, Monroe, A. Sanchez, B. Sanchez, Stevens, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Larson.

12. Closed Session: None.

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

- **Trustee Monroe** commented that he was possibly interested in attending the MVCAC Lobby Day and would let the Clerk of the Board know if he was able to attend.
- **President Walker** thanked Jill for her work on the District's new logo and informed Trustees that they would be receiving a survey regarding their interest on committees for 2017.
- **General Manager Wittie** thanked the Board for his evaluation and commented that he was looking forward to meeting the new Trustees and thanked staff for their hard work.

14. Adjournment: The meeting was adjourned by President Walker at 8:00 p.m.

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



FROM : BOS DISTRICT 4

SUBMITTAL DATE:

September 29, 2016

SUBJECT: Appointment of Franz De Klotz and reappointment Bito Larson to Coachella Valley Mosquito and Vector Control

RECOMMENDED MOTION: That the Board of Supervisors appoint of Franz De Klotz and reappoint Bito Larson to Coachella Valley Mosquito and Vector Control

BACKGROUND:

Appointment Authority: Health and Safety Code 2024

Member Franz De Klotz
23 Sherwood Road
Rancho Mirage, CA 92270
(760) 272-7370

Bito Larson
44120 Goldenrod
La Quinta CA 92253
(951) 415-4211

Term of Appointment: Full terms commencing January 1, 2017 and ending December 31, 2020.

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Jeffries, seconded by Supervisor Tavaglione and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington, Benoit and Ashley

Nays: None

Absent: None

Date: October 25, 2016

xc: Supvr. Benoit, District, Appointee, COB

Kecia Harper-Ihem
Clerk of the Board

By: 
Deputy

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

Franz De Klotz

Born in Oregon, Franz De Klotz grew up in Fresno and moved to the desert in 1983 after graduating from California State University Fresno with a bachelor of science degree in plant science/viticulture. De Klotz is the vice president of marketing for Richard Bagdasarian Inc. in Mecca, which specializes in citrus and table grapes. At Bagdasarian, he is responsible for global sales of all harvested products. In addition to his work at Bagdasarian, De Klotz also owns Pasha Marketing, a local agribusiness firm that grows and markets fresh vegetables on more than 600 acres in Mecca. De Klotz maintains close ties to the San Joaquin Valley where he was raised; he farms almonds and pistachios in Madera and also is owner of De Klotz Capital Partners, an investment group handling real estate acquisitions in the San Joaquin Valley. De Klotz and wife, Judy, live with their three sons and daughter in Rancho Mirage.

Bito Larson

Larson is a graduate of UC Riverside and has been a resident of Coachella Valley for more than 40 years and resides in La Quinta. He currently serves on the Coachella Valley Mosquito and Vector Control District as board secretary. Larson works in commercial property management and has a wife and two children.



January 5, 2017

Douglas Hassett
54-800 Avenida Rubio
La Quinta, CA 92253

Dear Mr. Hassett,

On behalf of the La Quinta City Council, it is my pleasure to congratulate you on your reappointment to the Coachella Valley Mosquito and Vector Control District. Your appointment is for a full four-year term and will end June 30, 2021.

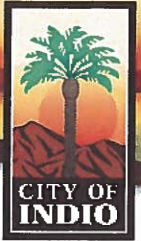
Thank you for all the effort you have extended on behalf of the City of La Quinta and for your willingness to continue to serve in that capacity.

Please contact Deputy City Clerk Pam Nieto at (760) 777 - 7103 or pnieto@la-quinta.org if you have any questions.

Sincerely,

Susan Maysels
City Clerk

January 10, 2017



John B. Stevens
83-088 Singing Hills Drive
Indio, CA 92203

RE: Coachella Valley Mosquito and Vector Control District

Dear Mr. Stevens:

Congratulations! The City Council at its meeting of December 21, 2016 appointed you to the Coachella Valley Mosquito and Vector Control District, for a two-year period, effective immediately.

Please complete and return the attached documents in the enclosed self-addressed envelope:

- Statement of Economic Interest Form 700
- Signed copy of this letter

If you have any questions, please contact Crystal G. Moreno, Clerk of the Board of the Coachella Valley Mosquito and Vector Control District at 760-342-8287.

On behalf of the City Council, I would like to express appreciation for your willingness to dedicate your time to serve on this Board and to wish you the very best.

Sincerely,

CITY OF INDIO

Maria Ypiano for
CYNTHIA HERNANDEZ, CMC
CITY CLERK

I HEREBY ACCEPT:

JOHN B. STEVENS

Enclosures

cc: Crystal G. Moreno

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

January 6, 2017 to January 31, 2017

Check No	Payable to:	Purchase	Check Amount	Total Amount
-	Payroll Disbursement 1/13/17	-	170,834.87	
-	Payroll Disbursement 1/27/17	-	175,811.77	
				346,646.64
Pre-Approved Expenditures:				
40518	Burtec Waste & Recycling	Waste & Recycling Services: January 2017	373.78	
40519	CalPERS-California Public	Healthcare Insurance Premiums: January 2017	70,021.61	
40520	CalPERS-OPEB Contributions	OPEB Contributions: January 2017	26,035.00	
40521	CalPERS Employee Retirement System	Retirement Contributions PP: 12/16 & 12/30	45,912.10	
40522	DIRECTV, Inc.	Satellite Services: 12/25 - 1/24/17	59.99	
40523	Frontier Communications - Internet	Internet Services: 12/25 - 1/24/17	450.77	
40524	Frontier Communications - Toll/POTS	Telephone Services: 12/28 - 1/27/17	175.55	
40525	Gas Co.	Gas Services: 11/23 - 12/27/16	714.49	
40526	ICMA Retirement Trust	Deferred Compensation PP: 12/16 & 12/30	15,388.70	
40527	Imperial Irrigation District	Electricity Services: 11/3 - 12/6/16	1,229.39	
40528	IID - Lab Account	Electricity Services: 11/3 - 12/6/16	5,068.64	
40529	Indio Water Authority	Water Services: 11/2 - 12/3/16	235.88	
40530	Indio Water Authority	Water Services: 11/2 - 12/3/16	171.95	
40531	Indio Water Authority	Water Services: 11/2 - 12/3/16	174.86	
40532	Principal Life Insurance Co.	Dental & Life Insurance: January 2017	9,255.98	
40533	Standard Insurance	LTD Insurance Premiums: January 2017	2,659.63	
40534	Verizon Business	VOIP Phone Services: December 2016	1,171.12	
40535	Verizon Wireless	Mobile Communications: 11/8 - 12/7/16	1,834.93	
40536	Vision Service Plan	Vision Insurance Premiums: January 2017	955.01	
40541	CalPERS-California Public	Healthcare Insurance Premiums: February 2017	67,977.79	
40542	CalPERS-OPEB Contributions	OPEB Contributions: February 2017	26,035.00	
40543	CalPERS Employee Retirement System	Retirement Contributions PP: 1/13 & 1/27	45,653.50	
40544	Frontier Communications - Internet	Internet Services: 1/25 - 2/24/17	450.75	
40545	ICMA Retirement Trust	Deferred Compensation PP: 1/13 & 1/27	15,329.37	
40546	Imperial Irrigation District	Electricity Services: 12/7 - 1/5/17	1,118.90	
40547	IID - Lab Account	Electricity Services: 12/7 - 1/5/17	4,207.37	
40548	Indio Water Authority	Water Services: 12/3 - 1/4/17	169.05	
40549	Indio Water Authority	Water Services: 12/3 - 1/4/17	171.95	
40550	Indio Water Authority	Water Services: 12/3 - 1/4/17	222.80	
40551	Pitney Bowes Purchase Power	Postage Meter Refill	500.00	
40552	Principal Life Insurance Co.	Dental & Life Insurance: February 2017	10,460.24	
40553	Standard Insurance	LTD Insurance Premiums: February 2017	2,659.63	
40554	Verizon Business	VOIP Phone Services: January 2017	1,167.54	
40555	Verizon Wireless	Mobile Communications: 12/8 - 1/7/17	1,750.43	
40556	Vision Service Plan	Vision Insurance Premiums: February 2017	955.01	
Cash - First Foundation Bank Check Run Total to be approved				360,718.71
40557	Airgas Carbonic	Lab Operating Supplies	351.30	
40558	AIS	Contract Services	173.88	
40559	Artemia International	Lab Operating Supplies	628.00	
40560	C&R Wellness Works	Employee Assistance Program	232.00	
40561	Car Quest Auto Parts	Motor Fuel & Oils	615.62	
40562	CDW Government, Inc	Office Supplies	36.21	
40563	Cisco WebEx, LLC.	Maintenance Contracts	99.00	
40564	CleanExcel	Contract Services	3,140.00	
40565	Daniel's Tire Service	Vehicle Parts & Supplies	718.57	
40566	Desert Alarm, Inc.	Repair & Maintenance- Special Projects	448.15	
40567	Desert Electric Supply	Repair & Maintenance- Bio/Lab/Tank Room	19.19	
40568	Elm's Equipment Rental	Repair & Maintenance- Shop & Grounds	285.47	
40569	Fedak & Brown, LLP	Professional Fees	500.00	
40570	Hawk Designs	Repair & Maintenance- Shop & Grounds	190.00	
40571	Inland Power Equipment Co.	Equipment Parts & Supplies	348.06	
40572	Kwik Kleen Of The Desert	Offsite Vehicle Maintenance & Repair	424.50	
40573	Liebert Cassidy Whitmore	Attorney Fees - Personnel	355.00	
40574	NAPA Auto & Truck Parts	Vehicle Parts & Supplies	547.17	
40575	Northern Tool & Equipment Co.	Specialty Vehicle Parts & Supplies	202.43	
40576	Palm Springs Pump Inc.	Repair & Maintenance- Bio/Lab/Tank Room	391.07	
40577	Pipette.com/Accutech Laborator	Maintenance & Calibration	475.00	
40578	Powers Awards	Promotion & Education	104.17	
40579	Praxair Distribution, Inc.	Equipment Application Parts & Supplies	169.70	
40580	Riverside County Fair & National Date Festival	Promotion & Education	400.00	
40581	Scrima, Victor	Tuition Reimbursement	158.75	
40582	SeqGen, Inc.	Maintenance & Calibration	2,800.00	
40583	SoCo Group, Inc., The	Motor Fuel & Oils	2,902.67	
40584	SWG, Inc. DBA Earth Systems Southwest	Professional Fees	8,326.50	
40585	TCI	Lab Operating Supplies	155.25	
40586	U.S. Bank	CalCard	106,266.74	
40587	Universal Brake & Alignment	Offsite Vehicle Maintenance & Repair	60.00	
40588	UPS	Postage	10.28	
40589	Waxie Sanitary Supply	Maintenance & Supplies	223.96	

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

January 6, 2017 to January 31, 2017

Check No	Payable to:	Purchase	Check Amount	Total Amount
Cash - First Foundation Bank Check Run Total to be approved				131,758.64
Cash - First Foundation Bank Checking (Equipment)				
40590	CarQuest Auto Parts	Vehicle Capital Outlay	32.17	
40591	Winner Chevrolet	Vehicle Capital Outlay	191,257.25	
Cash - First Foundation Bank Checking (Equipment)				191,289.42
Total Expenditures: January 6, 2017 to January 31, 2017				1,030,413.41

Doug Walker, President

Shelley Kaplan, Treasurer

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended January 31 2017

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	\$ 9,675,269	\$ 2,512,085	\$ 12,187,354
CASH	\$ 77,133	4,011	\$ 81,145
INVESTMENTS & CASH	<u>\$ 9,752,402</u>	<u>\$ 2,516,096</u>	<u>\$ 12,268,499</u>
CURRENT ASSETS	\$ 1,704,626	(14,619)	1,690,008
FIXED ASSETS	\$ 11,188,461	-	11,188,461
OTHER ASSETS	\$ 3,870,348	-	3,870,348
TOTAL ASSETS	<u>\$ 26,515,837</u>	<u>\$ 2,501,478</u>	<u>\$ 29,017,315</u>
TOTAL LIABILITIES	\$ 5,311,750	\$ (115,719)	\$ 5,196,031
TOTAL DISTRICT EQUITY	\$ 21,198,744	2,622,540	23,821,284
TOTAL LIABILITIES & EQUITY	<u>\$ 26,510,494</u>	<u>\$ 2,506,821</u>	<u>\$ 29,017,315</u>
RECEIPTS		\$ 3,474,402	
CASH DISBURSEMENTS			
Payroll	\$ 346,824		
General Admin	\$ 611,801		
Total Cash Disbursements		\$ (958,624)	
NON-CASH ENTRIES:		\$ (14,300)	
Accrual Modifications -			
Changes in A/P, A/R & Pre-paid insurance			
Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments		<u>\$ 2,501,478</u>	

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
INVESTMENT FUND BALANCES AS OF JANUARY 31, 2017**

INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	BALANCE	PERCENT OF TOTAL INVESTMENTS
LAIF	Common Investments			0.75%	6,159,771	50.54%
Riverside County	Funds 51105, 51110 and 51115			0.78%	4,280,597	35.12%
CalTRUST	Medium Term			1.16%	486,916	4.00%
First Foundation	Market Rate			0.10%	753,398	6.18%
First Foundation	CDARS	2015-02-20	2017-02-19	0.80%	506,671	4.16%
	Total Investments				\$ 12,187,354	100.00%

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
LISTING OF MONTHLY RECEIPTS**

For January 31, 2017

DATE	RECEIVED FROM	AMOUNT	DESCRIPTION
1/1/2017	Riverside County	14,308.53	Property Tax - Homeowners Exemption
1/3/2017	Riverside County	1,959,312.01	Pass Thru Tax Increment
1/9/2017	GLA Vector Control District	10,000.00	Research Pass Thru Funds
1/13/2017	Local Agency Investment Fund	10,474.31	LAIF Interest
1/17/2017	Riverside County	771,694.81	Property Tax Current Secured
1/17/2017	Riverside County	707,899.26	Benefit Assessment
1/17/2017	Geico	713.00	Reimbursment for vehicle damage

Monthly Total \$ 3,474,401.92

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended January 31 2017

	<u>Budget 2016-17</u>	<u>This Month</u>	<u>Y-T-D</u>	<u>Budget Balance</u>	<u>% Y-T-D</u>
REVENUES					
Current Taxes	7,789,222	2,745,315	3,911,022	3,878,200	50%
Miscellaneous Revenue	63,000	24,172	102,798	(39,798)	163%
Prior Taxes	25,500	-	-	25,500	0%
Interest Income	50,000	10,474	24,329	25,671	49%
Benefit Assessment Income	1,441,381	780,918	780,918	660,463	54%
TOTAL REVENUES	9,369,103	3,560,880	4,819,067	4,529,595	51%
Payroll Expense					
5101 Payroll - Full Time	4,396,912	324,294	2,353,924	2,042,988	54%
5102 Payroll - Seasonal	124,600	-	90,504	34,096	73%
5105 Overtime Expenses	30,300	109	13,940	16,360	46%
5150 CalPERS Employer Payment of Unfunded Lia	98,586	-	95,099	3,487	96%
5150 CalPERS State Retirement Expense	380,060	73,227	201,192	178,868	53%
5155 Social Security Expense	278,282	20,690	144,241	134,041	52%
5165 Medicare Expense	65,082	4,839	38,021	27,061	58%
5170 Cafeteria Plan Expense	986,626	84,356	637,528	349,098	65%
5172 Retiree Healthcare	342,420	28,445	225,823	116,597	66%
5180 Deferred Compensation	93,291	22,150	49,019	44,272	53%
5195 Unemployment Insurance	29,895	19,024	23,734	6,161	79%
Total Payroll Expense	6,826,055	577,134	3,873,025	2,953,030	57%
Administrative Expense					
5250 Tuition Reimbursement	20,000	346	11,664	8,336	58%
5300 Employee Incentive	10,000	57	3,247	6,753	32%
5301 Employee Support	4,000	333	2,482	1,518	62%
5302 Wellness Program	5,000	-	279	4,721	6%
5305 Employee Assistance Program	2,800	232	1,548	1,252	55%
6000 Property & Liability Insurance	141,402	7,890	6,691	134,711	5%
6001 Workers' Compensation Insurance	218,461	19,386	75,605	142,856	35%
6050 Dues & Memberships	22,300	110	19,775	2,525	89%
6060 Public Outreach Materials	22,300	1,375	4,117	18,183	18%
6065 Recruitment/Advertising	4,000	175	877	3,123	22%
6070 Office Supplies	15,200	1,771	9,494	5,706	62%
6075 Postage	6,250	510	5,013	1,237	80%
6080 Computer & Network Systems	5,400	215	1,989	3,411	37%
6085 Bank Service Charges	200	-	35	165	18%
6090 Local Agency Formation Commission	1,000	-	1,044	(44)	104%
6095 Professional Fees	-	-	-	-	-
Administration	30,000	(370)	2,550	27,450	9%
Information Systems	3,500	5	275	3,225	8%
District Wide	20,000	2,420	20,000	(0)	100%
Surveillance	15,730	-	-	15,730	0%
6100 Attorney Fees	-	-	-	-	-
General Counsel	60,000	-	15,609	44,391	26%
Labor Relations	20,000	-	570	19,430	-
Personnel	10,000	655	6,197	3,803	62%
6106 HR Risk Management	4,500	-	4,365	135	97%
6110 Conference Expense	-	-	-	-	-
MVCAC Committee Assignments	12,000	153	3,882	8,118	32%
Annual Conference Expense	13,200	-	-	13,200	0%
Trustee Travel	16,800	455	4,854	11,946	29%
6115 Trustee In-Lieu Expense	13,200	800	7,400	5,800	56%
6120 Trustee Support Expense	4,000	321	1,766	2,234	44%
6200 Meetings Expense	3,000	34	573	2,427	19%
6210 Promotion & Education	20,000	304	388	19,612	2%
6220 Public Outreach Advertising	40,000	-	2,454	37,546	6%
6500 Benefit Assessment Expense	88,440	73,018	79,835	8,605	90%
Total Administrative Expense	852,683	110,196	294,581	558,102	35%

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended January 31 2017

	<u>Budget 2016-17</u>	<u>This Month</u>	<u>Y-T-D</u>	<u>Budget Balance</u>	<u>% Y-T-D</u>
Utility Expense					
6400 Utilities	105,000	6,665	54,520	50,480	52%
6410 Telecommunications	25,400	534	4,069	21,331	16%
Total Utility Expense	130,400	7,199	58,589	71,811	45%
Operating Expense					
7000 Uniform Expense	19,775	418	11,149	8,626	56%
7050 Safety Expense	20,050	1,005	10,203	9,847	51%
7100 Physician Fees	10,000	-	371	9,629	4%
7150 IT Communications	22,500	4,882	21,904	596	97%
7200 Maintenance Supplies	3,500	224	2,363	1,137	68%
7300 Building & Grounds Maintenance	50,000	3,267	25,335	24,665	51%
7310 Calibration & Certification of Equipment	13,300	3,275	3,842	9,458	29%
7350 Permits, Licenses & Fees	11,800	32	4,054	7,746	34%
7400 Vehicle Maintenance & Repair	24,000	1,777	20,147	3,853	84%
7420 Offsite Vehicle Maintenance & Repair	2,500	112	4,157	(1,657)	166%
7450 Equipment Parts & Supplies	17,300	866	11,201	6,099	65%
7500 Small Tools Expense	4,000	-	54	3,946	1%
7550 Lab Operating Supplies	28,500	1,810	12,157	16,343	43%
7570 Green Pool Surveillance	25,000	-	-	25,000	0%
7575 Surveillance	27,500	76	30,603	(3,103)	111%
7600 Staff Training	-	-	-	-	-
State Certified Technician Fees	6,000	-	5,720	280	95%
State Required CEU	3,750	-	-	3,750	0%
Professional Development	50,650	2,565	10,473	40,177	21%
7650 Equipment Rentals	1,000	-	321	679	32%
7675 Contract Services	-	-	-	-	-
Administration	7,000	117	3,610	3,390	52%
Information Systems	51,460	1,812	20,279	31,181	39%
Fleet	15,300	-	-	15,300	0%
Facilities	72,400	3,140	38,144	34,256	53%
Operations	6,000	57	2,508	3,492	42%
7700 Motor Fuel & Oils	73,200	3,003	35,451	37,749	48%
7750 Ops Operating Supplies	7,500	1,028	3,562	3,938	47%
7800 Control	-	-	-	-	-
Chemical Control	665,000	94,990	538,467	126,533	81%
Physical Control	12,500	-	-	12,500	0%
7850 Aerial Applications	-	-	-	-	-
Rural	50,400	5,949	44,141	6,259	88%
Urban	75,280	-	42,881	32,399	57%
8415 Operating Equipment	22,800	(2,088)	21,432	1,368	94%
8487 Furniture & Equipment	10,000	1,985	1,985	8,015	20%
8510 Research Projects	150,000	116,504	116,504	33,496	78%
8510 UCD VC of CA Mosq Research - Zika	-	-	30,000	-	-
8510 USDA - COOP expenses to be refunded	-	-	-	-	-
Total Operating Expense	1,559,965	246,806	1,073,019	516,946	69%
TOTAL EXPENSES	9,369,103	941,335	5,299,215	4,069,888	57%
Total Operations Revenue Less Expenses	0	2,619,545	(480,147)		
CAPITAL EXPENSES					
6095 Professional Fees	10,000	-	496	9,504	5%
8463 Interior Equipment Upgrade	80,000	-	-	80,000	0%
8487 Facility Improvements	30,000	-	-	30,000	0%
TOTAL CAPITAL EXPENSES	120,000	-	496	119,504	0%
Total Operations Revenue Less Expenses	(120,000)	2,619,545	(480,643)		

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended January 31 2017

ASSETS	General Fund			Capital Replacement		Other Governmental Funds		Total
<u>Cash and Investments</u>								
Cash - Checking	\$ 6,217	\$ -	\$ -	\$ -	\$ -	\$ -	6,217	
Cash - Payroll	\$ 72,928	\$ -	\$ -	\$ -	\$ -	\$ -	72,928	
Cash - Building Fund Checking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
Cash - Petty Cash	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	2,000	
Investment Balances	\$ 10,527,956	\$ 1,239,012	\$ 420,386	\$ -	\$ -	\$ -	12,187,354	12,268,499
Total Cash and Investments	\$ 10,609,101	\$ 1,239,012	\$ 420,386	\$ -	\$ -	\$ -		
<u>Current Assets</u>								
Accounts Receivable	\$ 14,172	\$ -	\$ -	\$ -	\$ -	\$ -	14,172	
Interest Receivable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
Lease Payment Receivable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
Allowance for Bad Debts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
Chemical - Inventory	\$ 465,480	\$ -	\$ -	\$ -	\$ -	\$ -	465,480	
Shop - Inventory	\$ 12,252	\$ -	\$ -	\$ -	\$ -	\$ -	12,252	
Prepays and Deposits	\$ 1,198,103	\$ -	\$ -	\$ -	\$ -	\$ -	1,198,103	
Total Current Assets	\$ 1,690,008	\$ -	\$ -	\$ -	\$ -	\$ -		1,690,008
<u>Fixed Assets</u>								
Construction in Progress	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	
BIO Control Building	\$ 6,963,768	\$ -	\$ -	\$ -	\$ -	\$ -	6,963,768	
Vehicles	\$ -	\$ 1,510,661	\$ -	\$ -	\$ -	\$ -	1,510,661	
Computer Equipment	\$ 113,607	\$ 227,751	\$ -	\$ -	\$ -	\$ -	341,358	
Computer Equipment GIS	\$ -	\$ 301,598	\$ -	\$ -	\$ -	\$ -	301,598	
Office Furniture and Equipment	\$ 1,027,317	\$ 167,882	\$ -	\$ -	\$ -	\$ -	1,195,199	
Bio Control Equipment/Furniture	\$ 32,034	\$ -	\$ -	\$ -	\$ -	\$ -	32,034	
Land	\$ 417,873	\$ -	\$ -	\$ -	\$ -	\$ -	417,873	
Oleander Building	\$ 5,665,862	\$ -	\$ -	\$ -	\$ -	\$ -	5,665,862	
Signage	\$ 23,651	\$ -	\$ -	\$ -	\$ -	\$ -	23,651	
Structures and Improvements	\$ 2,976,296	\$ -	\$ -	\$ -	\$ -	\$ -	2,976,296	
Accumulated Depreciation	\$ (6,374,807)	\$ (1,865,032)	\$ -	\$ -	\$ -	\$ -	(8,239,839)	
Total Fixed Assets	\$ 10,845,602	\$ 342,859	\$ -	\$ -	\$ -	\$ -		11,188,461
<u>Other Assets</u>								
Deferred Outflows of Resources	\$ 338,926	\$ -	\$ -	\$ -	\$ -	\$ -	338,926	
Resources to be Provided	\$ 3,531,422	\$ -	\$ -	\$ -	\$ -	\$ -	3,531,422	
Total Other Assets	\$ 3,870,348	\$ -	\$ -	\$ -	\$ -	\$ -		3,870,348
TOTAL ASSETS	\$ 27,015,058	\$ 1,581,871	\$ 420,386	\$ -	\$ -	\$ -	\$ 29,017,315	

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended January 31 2017

	General Fund		Capital Replacement		Other Governmental Funds		Total
LIABILITIES AND EQUITY							
LIABILITIES							
<u>Current Liabilities</u>							
Accounts Payable	\$ 121,395	\$	260	\$	-	121,655	
Accrued Payroll and Payroll Taxes	\$ 2,291	\$	-	\$	-	2,291	
Deferred Revenue	\$ -	\$	-	\$	-	-	
Retentions Payable - Capital Fund	\$ -	\$	-	\$	-	-	
Claims/Judgments Payable	\$ (52)	\$	-	\$	-	(52)	
Union Dues/Charity Payable	\$ (224)	\$	-	\$	-	(224)	
Total Current Liabilities	\$	123,410	\$	260	\$		123,670
<u>Long Term Liabilities</u>							
Deferred Inflows of Resources	\$ 613,465	\$	-	\$	-	613,465	
Net Pension Liability	\$ 622,269	\$	-	\$	-	622,269	
Pollution Remediation Obligation	\$ 2,100,000	\$	-	\$	-	2,100,000	
OPEB Obligation	\$ 1,172,619	\$	-	\$	-	1,172,619	
Compensated Absences Payable	\$ 564,008	\$	-	\$	-	564,008	
Total Long Term Liabilities	\$	5,072,361	\$	-	\$		5,072,361
TOTAL LIABILITIES		<u>\$ 5,195,771</u>		<u>\$ 260</u>		<u>\$</u>	<u>\$ 5,196,031</u>
EQUITY - FUND BALANCE							
Non - Spendable Fund Balance							
Invested in Capital Assets	\$ 10,845,602	\$	342,859	\$	-	11,188,461	
Inventory	\$ 516,559	\$	-	\$	-	516,559	
Prepays & Deposits	\$ 1,391,699	\$	-	\$	-	1,391,699	
Committed Fund Balance	\$	12,753,859	\$	342,859	\$		13,096,719
Designated for Emergency Service	\$ 3,123,034	\$	-	\$	-	3,123,034	
Assigned Fund Balance							
Designated for Other Post Employment Ben	\$ 436,469	\$	-	\$	-	436,469	
Designated for Environmental Remediation	\$ -	\$	-	\$	429,276	429,276	
Designated for General Reserve	\$ 5,621,462	\$	-	\$	-	5,621,462	
Designated for Replacements & Emergency	\$ 365,106	\$	-	\$	-	365,106	
Designated for Future Construction	\$ -	\$	-	\$	-	-	
Designated for Equipment Replacement	\$ -	\$	277,787	\$	-	277,787	
Designated for Vehicle Replacement	\$ -	\$	957,646	\$	-	957,646	
Total Assigned Fund Balance	\$	6,423,037	\$	1,235,432	\$	429,276	8,087,745
Unassigned Fund Balance							
Unassigned	\$ -	\$	-	\$	-	-	-
Excess Revenue over (under) Expenditures	\$ (480,643)	\$	3,319	\$	(8,891)	(486,215)	
TOTAL EQUITY		<u>\$ 21,819,287</u>		<u>\$ 1,581,611</u>		<u>\$ 420,386</u>	<u>\$ 23,821,284</u>
TOTAL LIABILITIES AND EQUITY		<u>\$ 27,015,058</u>		<u>\$ 1,581,871</u>		<u>\$ 420,386</u>	<u>\$ 29,017,315</u>



Coachella Valley Mosquito and Vector Control District

Staff Report

February 7, 2017

Agenda Item: Informational Item

District Travel – **Crystal G. Moreno, Executive Assistant**

Background:

February 13-17, 2017: AMCA Annual Conference (San Diego, CA) ~ The conference is a valuable resource for all attending and provides a unique opportunity to network with Districts, public health departments, federal government public health agencies, and military personnel from around the country. Attendees are able to discuss their practices with other professionals and technicians, giving them insight into new methods and products. Additionally, updates are given on the status of the Clean Water Act/NPDES permit for both the state of California as well as the EPA national permit.

Requests to attend must have been made by the JANUARY 2017 BOARD MEETING.

March 26-29, 2017: MVCAC Annual Conference (San Diego, CA) ~ The annual MVCAC Conference provides quality public information, comprehensive mosquito and vector-borne disease surveillance, training to high professional standards, and effective legislative advocacy on behalf of California mosquito and vector control districts. MVCAC promotes cost effective methods of mosquito and vector control as a means to protect public health and safety. MVCAC actively promotes the safe and effective use of public health pesticides. MVCAC does this through legislative advocacy, public education and media relations.

Requests to attend must be made by the FEBRUARY 2017 BOARD MEETING.

The following are conferences and meetings that are currently scheduled to be attended:

AMCA Annual Conference (2/13-17):

Doug Walker, President
Jeremy Wittie, General Manager
Jennifer Henke, Laboratory Manager
Kim Hung, Vector Ecologist
Bobbie Dieckmann, Field Supervisor
Greg Alvarado, Lead Technician

MVCAC Annual Conference (3/26-29):

Doug Walker, President
Jeremy Wittie, General Manager
Jill Oviatt, Public Outreach Manager
Jennifer Henke, Laboratory Manager
Edward Prendez, IT Manager
Kim Hung, Vector Ecologist
Olde Avalos, Field Supervisor
Mike Martinez, Field Supervisor
Geneva Ginn, Lead Technician
Clive Weightman, Trustee
Dr. Doug Kunz, Trustee
Shelley Kaplan, Trustee

FINANCE

The financial reports show the balance sheet, receipts, and the revenue and expenditure reports for the month ending January 31, 2017. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2016 to January 31, 2017 is \$5,299,214; total revenue is \$4,819,067 resulting in excess revenue over (under) expenditure for the year to January 31, 2017 of \$(480,147). This is a smaller deficit than in the two previous fiscal years due to the increased Benefit Assessment revenue received in January.

THREE YEAR FINANCIALS

	1/31/2017	1/31/2016	1/31/2015
Total Revenue	4,819,067	4,378,113	4,155,419
Expenses			
Payroll	3,873,025	3,770,529	3,442,689
Administrative Expense	294,581	455,717	452,933
Utility	58,589	64,338	62,592
Operating Expense	1,073,019	800,380	754,420
Total Expenses	5,299,214	5,090,964	4,712,634
Profit (Loss)	(480,147)	(712,851)	(557,215)
Capital Expenses	496	5,948	100,630

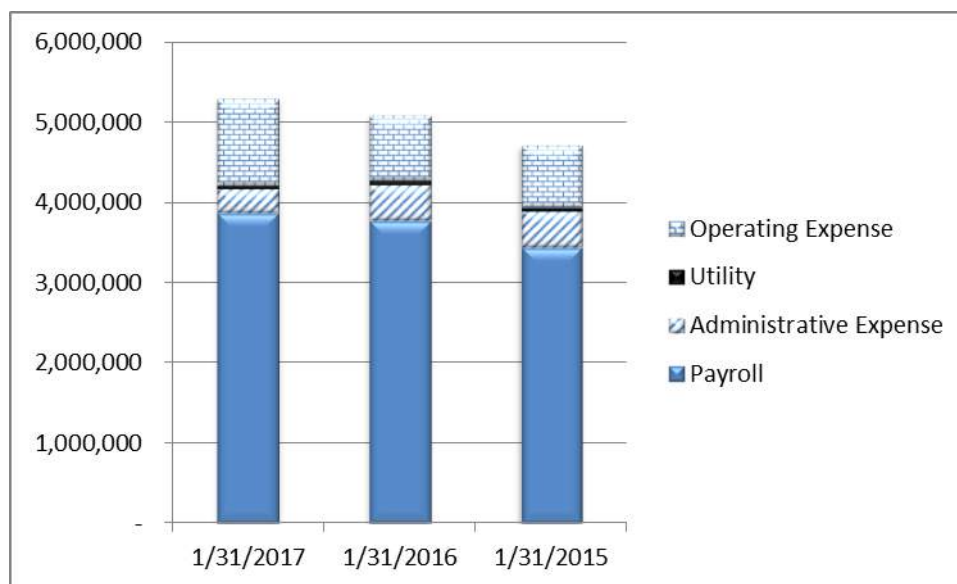


Figure 1 Same Period Three Year Expenditure

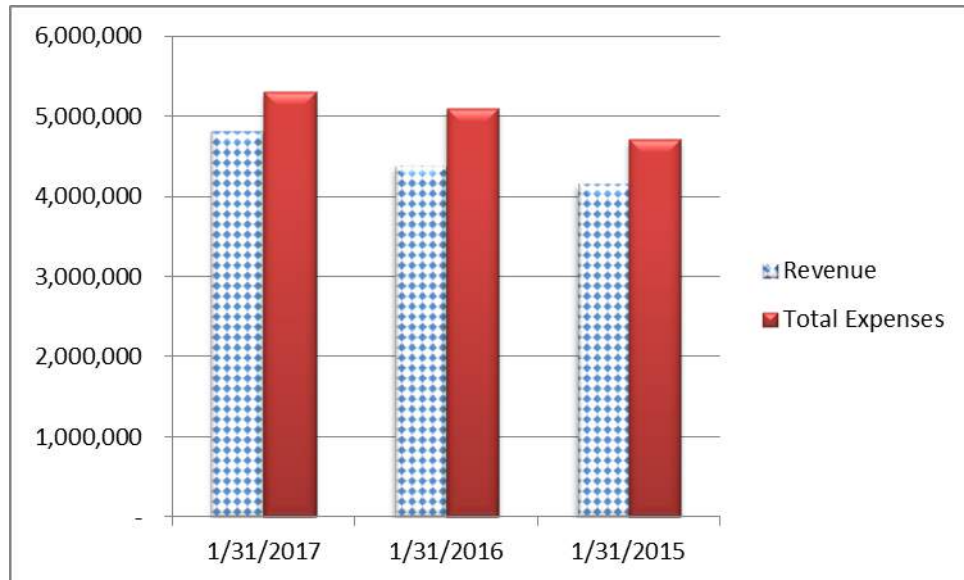


Figure 2 Same Period Three Year Revenue & Expenditure

THREE YEAR CASH BALANCE

CASH BALANCES	1/31/2017	1/31/2016	1/31/2015
Investment Balance	12,187,354	12,345,293	12,583,641
Checking Accounting	6,217	(126,597)	4,971
Payroll Account	72,928	208,789	123,679
Building Account	-	-	22,236
Petty Cash	2,000	2,000	2,000
TOTAL CASH BALANCES	12,268,499	12,429,485	12,736,527

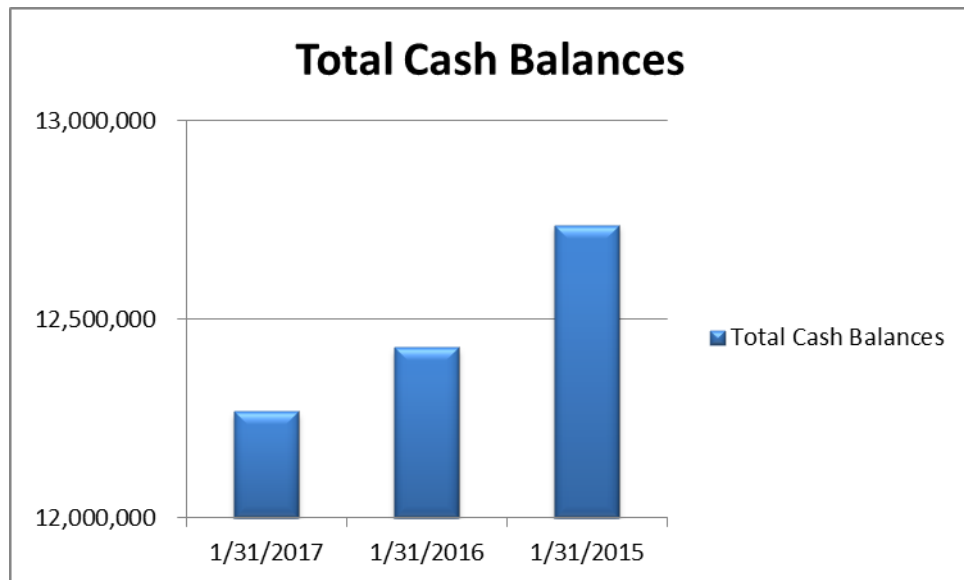


Figure 3 Same Period Three Year Cash Balances

DISTRICT INVESTMENT PORTFOLIO 1/31/2017

The District's investment fund balance for the period ending January 31, 2017 is \$12,187,354 the portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 51% of the District's investments; the Riverside County Pooled Investment Fund is 35% of the total.

The LAIF yield for the end of January 2017 was 0.75% and the Riverside County Pooled Investment Fund was 0.78%; this gives an overall weighted yield for District investments of 0.74%.

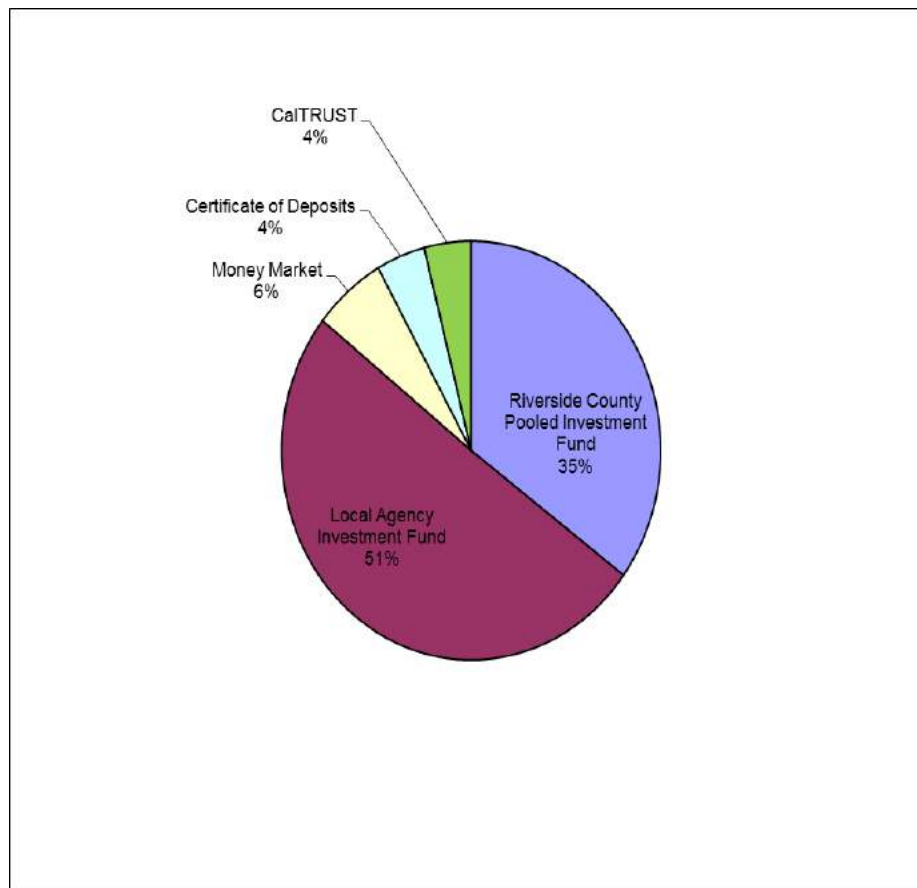



Figure 4 Investment Portfolio 1-31-17

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2011	0.66	0.67	0.66	0.64	0.65	0.61	0.60	0.56	0.56	0.54	0.53	0.52
2012	0.53	0.51	0.50	0.50	0.47	0.46	0.47	0.43	0.43	0.41	0.39	0.34
2013	0.33	0.34	0.33	0.32	0.32	0.32	0.32	0.32	0.31	0.30	0.32	0.29
2014	0.27	0.30	0.33	0.31	0.30	0.30	0.34	0.37	0.35	0.37	0.35	0.39
2015	0.37	0.40	0.36	0.35	0.37	0.39	0.41	0.41	0.43	0.43	0.44	0.46
2016	0.50	0.55	0.57	0.56	0.54	0.61	0.57	0.63	0.64	0.63	0.69	0.73
2017	0.74											

Figure 5 District Investments Weighted Yield

	<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;">February 7, 2017</p>
<p>Agenda Item: Items of General Consent</p> <p>Approval of Resolution 2017-01 Adopting Employee Pay Schedule, in conformance with California Code of Regulations, Title 2, Sections 570.5 and 571 – Anita Jones, Human Resources Manager</p>		
<p>Background:</p> <p>On August 10, 2011, CalPERS adopted <i>California Code of Regulations (CCR) Title 2, Sections 570.5 and 571(b)</i>, which set specific requirements for making pay schedules publicly available. The stated purpose was to ensure consistency and enhance disclosure and transparency of public employee compensation.</p> <p>In order to fully meet the requirements of these regulations, the pay schedule must list a position title for every employee position, show a pay rate for each position, and indicate the time base for the pay rate (hourly, monthly, annually, etc.). This pay schedule updates the General Manager's pay rate reflected in the employment agreement approved at the January 10, 2017, Board meeting. The pay schedule is included in the attached resolution as <i>Exhibit A</i>.</p>		
<p>Staff Recommendation:</p> <ul style="list-style-type: none"> • That the Board of Trustees approve Resolution 2017-01. 		
<p>Fiscal Impact: N/A</p>		
<p>Exhibits:</p> <ul style="list-style-type: none"> • Resolution 2017-01 		

RESOLUTION NO. 2017-01

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT APPROVING THE DISTRICT'S PAY SCHEDULE TO CONFORM WITH THE CALIFORNIA CODE OF REGULATIONS (CCR) TITLE 2, SECTION 570.5 AND AMENDMENTS TO CCR SECTION 571, SUBDIVISION (b)

WHEREAS, the Coachella Valley Mosquito and Vector Control 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, California Code of Regulations, Title 2, Section 570.5 requires governing bodies of local agencies contracting with CalPERS to approve and adopt a publicly available pay schedule in accordance with public meeting laws; and

WHEREAS, the Board of Trustees wishes to meet the requirements of these regulations by adopting a Pay Schedule which sets forth the pay ranges for all District employee classifications in one single document;

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. Approval of Pay Schedule

That the Board of Trustees hereby approves the pay schedule shown on Exhibit "A," which is incorporated herein by this reference, for classifications as designated on said schedule, 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.

PASSED, ADOPTED AND APPROVED, this 7th day of February, 2017.

Doug Walker, President
Board of Trustees

ATTEST:

Crystal G. Moreno, Clerk of the Board

APPROVED AS TO FORM:

M. Katherine Jenson, General Counsel

REVIEWED:

Jeremy Wittie, MS, General Manager

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Monthly Pay Schedule - Effective 1/1/17


	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
VCT Trainee	2,064.86	2,168.10	2,276.50	2,390.33	2,509.84	2,635.34
Laboratory Technician	2,905.46	3,050.73	3,203.27	3,363.43	3,531.60	3,708.18
VCT I, Utility Worker	3,708.18	3,893.59	4,088.27	4,292.69	4,507.32	4,732.69
VCT II, Laboratory Asstistant I	4,507.32	4,732.69	4,969.32	5,217.79	5,478.68	5,752.61
Mechanic I	4,732.69	4,969.32	5,217.79	5,478.68	5,752.61	6,040.24
Lead VCT, Lab Assistant II, Mechanic II	4,969.32	5,217.79	5,478.68	5,752.61	6,040.24	6,342.25
Administrative Clerk	4,183.00	4,392.00	4,611.00	4,842.00	5,083.00	5,338.00
Accounting Technician I	4,287.00	4,502.00	4,727.00	4,963.00	5,212.00	5,472.00
Accounting Technician II	4,792.00	5,031.00	5,283.00	5,548.00	5,825.00	6,116.00
Public Outreach Coord, IT/GIS Assist	5,566.00	5,844.00	6,136.00	6,443.00	6,765.00	7,104.00
Biologist	5,852.00	6,144.00	6,452.00	6,774.00	7,113.00	7,468.00
Field Supervisor	6,786.00	7,125.00	7,482.00	7,856.00	8,250.00	8,662.00
Environmental Biologist, Vector Ecologist, IT/GIS Analyst, Lead Supervisor	7,125.00	7,482.00	7,856.00	8,250.00	8,661.00	9,094.00
Executive Assistant/Clerk of the Board	5,709.60	5,995.08	6,294.83	6,609.58	6,940.05	7,287.06
Human Resources Manager, IT Manager, Public Information Manager, Operations Manager, Lab Manager	7,551.37	7,928.94	8,325.39	8,741.65	9,178.74	
Admin/Finance Manager	7,824.37	8,215.59	8,626.37	9,057.69	9,510.57	
General Manager	12,037.50					

Educational Incentive Pay

Certificate	1%	Master's Degree	4%
Associate Degree	2%	Doctorate Degree	5%
Bachelor's Degree	3%		

Temporary - Out of Class

5%

	<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;">February 7, 2017</p>
<p>Agenda Item: Items of General Consent</p> <p>Approval of Resolution 2017-02 – Establishing Signature Approval for Checks Written from District Accounts – David I'Anson, Administrative Finance Manager</p>		
<p>Background:</p> <p>This replaces resolution 2016-02, reflecting the new officers:</p> <p>a) The <i>President, Vice-President, Secretary, and Treasurer</i>, are authorized to sign bank drafts for District expenses.</p> <p>b) Bank drafts for the payment of expenditures up to \$9,999.99 that are not pre-authorized pursuant to Resolution 2009-14 may be electronically signed with the signature of the <i>President</i> and the <i>Treasurer</i>.</p> <p>c) Bank drafts for expenditures \$10,000 and over that are not pre-authorized pursuant to Resolution 2009-14 must be manually signed by the <i>President</i> and at least one of the following in this order of availability: <i>Treasurer, Secretary, or Vice President</i>.</p>		
<p>Staff Recommendation:</p> <ul style="list-style-type: none"> • That the Board of Trustees approve Resolution 2017-02. 		
<p>Fiscal Impact: N/A</p>		
<p>Exhibits:</p> <ul style="list-style-type: none"> • Resolution 2017-02 		

RESOLUTION NO. 2017-02

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT ESTABLISHING SIGNATURE APPROVAL FOR BANK DRAFTS WRITTEN BY THE DISTRICT

WHEREAS, the Coachella Valley Mosquito and Vector Control 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, there is a need to annually establish authorization to sign bank drafts for District expenses; and

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

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. Signature Approval.

a) The ***President, Vice-President, Secretary, and Treasurer***, are authorized to sign bank drafts for District expenses.

b) Bank drafts for the payment of expenditures up to \$9,999.99 that are not pre-authorized pursuant to Resolution 2009-14 may be electronically signed with the signature of the ***President*** and the ***Treasurer***.

c) Bank drafts for expenditures \$10,000 and over that are not pre-authorized pursuant to Resolution 2009-14 must be manually signed by the ***President*** and at least one of the following in this order of availability: ***Treasurer, Secretary, or Vice President***.

Section 3. Severability.

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

Section 4. Repeal of Conflicting Provisions.

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

Section 5. Effective Date.

This Resolution shall take effect upon its adoption.

Section 6. 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 7th day of February, 2017.

**Doug Walker, President
Board of Trustees**

ATTEST:

Crystal G. Moreno, Clerk of the Board

APPROVED AS TO FORM:

M. Katherine Jenson, General Counsel

REVIEWED:

Jeremy Wittie, MS, General Manager



Coachella Valley Mosquito and Vector Control District

Staff Report

February 7, 2017

Agenda Item: Items of General Consent

Approval of Resolution 2017-03 Revising the Annual Budget for Fiscal Year 2016-2017 –
David I'Anson, Administrative Finance Manager

Background:

In December, the District received a retrospective adjustment check for \$137,000 from the Vector Control Joint Powers Agency (VCJPA) for adjustments made to the Property, Liability and Workers Compensation insurance programs. As a result of the unanticipated refund check, the forecasted expenditure for Property and Liability Insurance has been revised down from \$141,402 to \$95,402, and the forecasted Workers Compensation Insurance has been revised down from \$218,461 to \$144,461. These funds are now freed up to be allocated across the following budget line items:

Budget Line Item	Description	Adopted Budget	Revision	Amended Budget
6000.01.225.00	Property & Liability Insurance	141,402.00	(46,000.00)	95,402.00
6001.01.225.00	Workers Comp Insurance	218,461.00	(74,000.00)	144,461.00
7400.01.300.02	Parts and Supplies – Specialty Equipment	5,000.00	4,500.00	9,500.00
7420.01.300.00	Offsite Vehicle Repair	2,500.00	5,000.00	7,500.00
7550.01.400.00	Laboratory Supplies	7,700.00	7,700.00	15,400.00
7575.01.400.04	Mosquito PCR – Internal	22,500.00	6,400.00	28,900.00
7575.01.400.07	Surveillance Traps & Parts	5,000.00	17,000.00	22,000.00
5102.01.500.00	Payroll – Seasonal	124,600.00	65,000.00	189,600.00
7450.01.500.00	Field Equipment	6,700.00	4,000.00	10,700.00
8415.01.500.00	Operations Capital Equipment	10,000.00	10,400.00	20,400.00
Total		543,863.00	0	543,863.00

Staff Recommendation:

- Staff recommends approving Resolution 2017-03 Revising the Annual Budget for Fiscal Year 2016-2017

Exhibits:

- Resolution 2017-03
- Revised Budget

RESOLUTION NO. 2017-03

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT APPROVING A REVISION TO THE ANNUAL BUDGET FOR FISCAL YEAR 2016-2017 REVISING “LINE ITEM” EXPENDITURES

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

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

WHEREAS, the Board of said District adopted an Annual Budget for Fiscal Year 2016-2017 on June 14, 2016 pursuant to Resolution No. 2016-07 (“Annual Budget”); and

WHEREAS, there is a need to revise the Annual Budget of the District due to requirements changing within the District; and

WHEREAS, the Board of said District desires to adopt the revised annual budget for fiscal year 2016-2017 (“Revised Annual Budget”), attached hereto as Exhibit “A” and incorporated herein by this reference.

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 and incorporated herein.

Section 2. Approval of Revision to Annual Budgeted “line item” expenditures; Adoption of Revised Annual Budget.

The Board hereby approves the revision of “line item” expenditures as follows:

Budget Line Item	Description	Adopted Budget	Revision	Amended Budget
6000.01.225.00	Property & Liability Insurance	141,402.00	(46,000.00)	95,402.00
6001.01.225.00	Workers Comp Insurance	218,461.00	(74,000.00)	144,461.00
7400.01.300.02	Parts and Supplies – Specialty Equipment	5,000.00	4,500.00	9,500.00
7420.01.300.00	Offsite Vehicle Repair	2,500.00	5,000.00	7,500.00

7550.01.400.00	Laboratory Supplies	7,700.00	7,700.00	15,400.00
7575.01.400.04	Mosquito PCR – Internal	22,500.00	6,400.00	28,900.00
7575.01.400.07	Surveillance Traps & Parts	5,000.00	17,000.00	22,000.00
5102.01.500.00	Payroll – Seasonal	124,600.00	65,000.00	189,600.00
7450.01.500.00	Field Equipment	6,700.00	4,000.00	10,700.00
8415.01.500.00	Operations Capital Equipment	10,000.00	10,400.00	20,400.00
Total		543,863.00	0	543,863.00

The Board hereby further approves and adopts the Revised Annual Budget for Fiscal Year 2016-2017 attached hereto as Exhibit “A” and incorporated herein by this reference. A copy of said Revised Annual Budget shall be made available for public inspection in the office of the General Manager.

Section 3. Severability.

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

Section 4. Repeal of Conflicting Provisions.

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

Section 5. Effective Date.

This Resolution shall take effect immediately upon its adoption.

Section 6 Certification.

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

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PASSED, ADOPTED AND APPROVED, this 7th day of February, 2017.

**Doug Walker, President
Board of Trustees**

ATTEST:

Crystal G. Moreno, Clerk of the Board

APPROVED AS TO FORM:

M. Katherine Jenson, General Counsel

REVIEWED:

Jeremy Wittie, MS, General Manager

EXHIBIT A
REVISED ANNUAL BUDGET

(behind this page)

Coachella Valley Mosquito and Vector Control District
FY 2016-2017
GENERAL OPERATING BUDGET

	<u>Revised Budget 2016-2017</u>	<u>Adopted Budget 2016-2017</u>	<u>Budget 2015-2016</u>	<u>Actual 2014-2015</u>
Beginning Spendable Fund Balance	11,272,861	11,272,861	11,835,452	11,455,403
REVENUES				
Property Taxes Current	7,789,222	7,789,222	7,392,366	6,965,147
Property Taxes Prior	25,500	25,500	25,500	32,909
Interest Income	50,000	50,000	30,000	40,422
Miscellaneous Revenue	63,000	63,000	16,000	45,050
*Benefit Assessment Income	1,441,381	1,441,381	971,970	946,473
TOTAL REVENUES	9,369,103	9,369,103	8,435,836	8,030,001
EXPENSES				
Payroll Expense				
5101 Payroll - Full Time	4,396,912	4,396,912	4,159,277	3,922,248
* 5102 Payroll - Seasonal	189,600	124,600	9,100	37,946
5103 Temporary Services	-	-	-	6,900
5105 Overtime Expenses	30,300	30,300	30,300	18,564
5150 CalPERS Employer Payment of Unfunded	98,586	98,586	98,555	-
5150 CalPERS State Retirement Expense	380,060	380,060	353,673	380,120
5155 Social Security Expense	278,282	278,282	262,667	247,602
5165 Medicare Expense	65,082	65,082	61,430	61,142
5170 Cafeteria Plan Expense	986,626	986,626	913,247	832,263
5172 Retiree Healthcare	342,420	342,420	296,577	280,488
5180 Deferred Compensation	93,291	93,291	97,310	91,549
5195 Unemployment Insurance	29,895	29,895	27,725	26,988
Total Payroll Expense	6,891,055	6,826,055	6,309,861	5,905,810
Administrative Expense				
5250 Tuition Reimbursement	20,000	20,000	6,000	7,078
5300 Employee Incentive	10,000	10,000	10,000	8,958
5301 Employee Support	4,000	4,000	4,000	3,682
5302 Wellness	5,000	5,000	5,000	-
5305 Employee Assistance Program	2,800	2,800	2,800	2,744
* 6000 Property & Liability Insurance	95,402	141,402	127,566	76,339
* 6001 Workers' Compensation Insurance	144,461	218,461	220,670	224,019
6050 Dues & Memberships	22,300	22,300	21,490	20,885
6060 Public Outreach Materials	22,300	22,300	14,400	5,377
6065 Recruitment/Advertising	4,000	4,000	4,000	3,978
6070 Office Supplies	15,200	15,200	15,870	17,917
6075 Postage	6,250	6,250	8,620	9,604
6080 Computer & Network Systems	5,400	5,400	5,400	5,040
6085 Bank Service Charges	200	200	200	146
6090 Local Agency Formation Commission	1,000	1,000	1,000	979
6095 Professional Fees				
Administration	30,000	30,000	35,000	40,919
Information Systems	3,500	3,500	6,975	4,602
District Wide	20,000	20,000	14,500	14,086
Surveillance	15,730	15,730		
6100 Attorney Fees - General Counsel	60,000	60,000	60,000	58,661
6100 Attorney Fees - Labor Relations	20,000	20,000	5,000	11,442
6100 Attorney Fees - Personnel	10,000	10,000	10,000	-
6106 HR Risk Management	4,500	4,500	5,000	4,158
6110 Conference Expense				
MVCAC Committee Assignments	12,000	12,000	14,400	5,228
Annual Conference Expense	13,200	13,200	14,400	11,500
Trustee Travel	16,800	16,800	16,800	10,614
6115 Trustee In-Lieu Expense	13,200	13,200	13,200	12,501
6120 Trustee Support Expense	4,000	4,000	2,900	3,818
6130 Special Events				
6200 Meetings Expense	3,000	3,000	3,000	2,173
6210 Promotion & Education	20,000	20,000	20,000	10,275
6220 Public Outreach Advertising	40,000	40,000	40,000	38,218
6500 Benefit Assessment Expense	88,440	88,440	105,000	97,210
Total Administrative Expense	732,683	852,683	813,191	712,151

Coachella Valley Mosquito and Vector Control District
FY 2016-2017
GENERAL OPERATING BUDGET

	<u>Revised Budget 2016-2017</u>	<u>Adopted Budget 2016-2017</u>	<u>Budget 2015-2016</u>	<u>Actual 2014-2015</u>
Utility Expense				
6400 Utilities - IID 36 Month Contract	-	-	-	-
6400 Utilities	105,000	105,000	95,500	101,825
6410 Telecommunications	25,400	25,400	26,460	12,954
Total Utility Expense	<u>130,400</u>	<u>130,400</u>	<u>121,960</u>	<u>114,779</u>
Operating Expense				
7000 Uniform Expense	19,775	19,775	18,850	17,033
7050 Safety Expense	20,050	20,050	20,050	20,358
7100 Physician Fees	10,000	10,000	12,000	1,342
7150 IT Communications	22,500	22,500	28,000	33,278
7200 Maintenance Supplies	3,500	3,500	3,500	3,909
7300 Building & Grounds Maintenance	50,000	50,000	50,000	52,677
7310 Calibration & Certification of Equipment	13,300	13,300	19,900	6,066
7350 Permits, Licenses & Fees	11,800	11,800	12,900	13,012
* 7400 <i>Vehicle Maintenance & Repair</i>	28,500	24,000	25,000	27,042
* 7420 <i>Offsite Vehicle Maintenance & Repair</i>	7,500	2,500	6,600	3,641
* 7450 <i>Equipment Parts & Supplies</i>	21,300	17,300	16,500	10,613
7500 Small Tools Expense	4,000	4,000	1,500	1,853
* 7550 <i>Lab Operating Supplies</i>	36,200	28,500	16,000	23,475
7570 Green Pool Surveillance	25,000	25,000	35,000	-
* 7575 <i>Surveillance</i>	50,900	27,500	31,300	40,228
7600 Staff Training				
State Certified Technician Fees	6,000	6,000	5,000	4,680
State Required CEU	3,750	3,750	13,300	637
Professional Development	50,650	50,650	42,850	44,267
7650 Equipment Rentals	1,000	1,000	1,000	287
7675 Contract Services	-	-	-	-
Administration	7,000	7,000	7,000	6,438
Information Systems	51,460	51,460	46,500	39,693
Fleet	15,300	15,300		
Facilities	72,400	72,400	85,400	79,797
Operations	6,000	6,000	6,000	3,942
7700 Motor Fuel & Oils	73,200	73,200	83,400	94,372
7750 Ops Operating Supplies	7,500	7,500	7,500	16,254
7800 Control	-	-	-	-
Chemical Control	665,000	665,000	570,000	448,956
Physical Control	12,500	12,500	30,000	1,693
7850 Aerial Applications	-	-	81,200	32,760
Rural	50,400	50,400	-	-
Urban	75,280	75,280	-	-
* 8415 <i>Operating Equipment</i>	33,200	22,800	30,750	2,938
8487 Furniture & Equipment	10,000	10,000	1,000	439
8510 Research Projects	150,000	150,000	150,000	144,327
9000 Contingency Expense				
Total Operating Expense	<u>1,614,965</u>	<u>1,559,965</u>	<u>1,458,000</u>	<u>1,176,007</u>
 TOTAL EXPENSES	 9,369,103	 9,369,103	 8,703,012	 7,908,747
 Operating Revenue Less Expenses	 <u>0</u>	 <u>0</u>	 <u>(267,176)</u>	 <u>121,254</u>

Coachella Valley Mosquito and Vector Control District
FY 2016-2017
GENERAL OPERATING BUDGET

	<u>Revised Budget 2016-2017</u>	<u>Adopted Budget 2016-2017</u>	<u>Budget 2015-2016</u>	<u>Actual 2014-2015</u>
CAPITAL BUDGET				
6095 Professional Fees	10,000	10,000	10,000	10,758
6100 Attorney Fees				-
8415 Laboratory Equipment				-
8415 Equipment Capital Outlay				-
8463 Interior Equipment Upgrade	80,000	80,000	80,000	4,901
8487 Facility Improvements	30,000	30,000	100,000	144,324
9000 Contingency Expense				
TOTAL CAPITAL EXPENSES	<u>120,000</u>	<u>120,000</u>	<u>190,000</u>	<u>159,983</u>
TRANSFERS FROM GENERAL FUND				
12 Thermal Remediation Fund	44,750	44,750	44,750	44,750
TOTAL TRANSFERS	<u>44,750</u>	<u>44,750</u>	<u>44,750</u>	<u>44,750</u>
Total Transfer from Reserves	<u>164,750</u>	<u>164,750</u>	<u>501,926</u>	<u>616,276</u>
Operating Revenue Less Capital & Operating Expenses	<u>(164,750)</u>	<u>(164,750)</u>	<u>(501,926)</u>	<u>(83,479)</u>
TOTAL GENERAL FUND EXPENSES	<u>9,533,853</u>	<u>9,533,853</u>	<u>8,937,762</u>	<u>8,113,480</u>
Ending Spendable Fund Balance	<u>11,108,111</u>	<u>11,108,111</u>	<u>11,333,526</u>	<u>11,371,924</u>



Coachella Valley Mosquito and Vector Control District

Staff Report

February 7, 2017

Agenda Item: Items of General Consent

Approval to renew the annual agreement with *Salton Sea Aerial Services Inc.* to conduct both aerial adulticiding and larviciding operations as needed to assist the District in its mosquito control operations – **Rodney Chamberlain, Interim Operations Manager**

Background:

Currently, the District has a control contract with *Salton Sea Aerial Service, Inc.* to conduct adulticide or larvicide activities. The District guarantees the contractor a minimum of 14 hours of work per year at an hourly rate of \$1,500.00 per hour in exchange for equipment standby availability to conduct aerial pesticide applications upon notice during the year.

Need Assessment:

Operational: The application of control products in inaccessible areas such as the Salton Sea marsh habitats and where large applications are required, as in duck club habitats and the wetland marshes of Valley Sanitation District are often applied by aerial treatment rather than ground because of accessibility and time saving issues. The need for these applications will continue in the future. In addition, helicopter service provided by Salton Sea Air Service, Inc. can also apply adulticide products to all areas of the Coachella valley, if it becomes necessary

To Protect Public Health: The District Operations Department is charged with the responsibility of maintaining minimal mosquito abundance and, if necessary, a quick response to the possibility of a significant human disease transmission and outbreak. The availability of aerial application equipment is necessary for both routine preventative larvicide applications as well as emergency response to minimize disease potential.

Staff Recommendation:

- Staff recommends renewing agreement with Salton Sea Aerial Services, Inc.

Fiscal Impact:

FY2016-17 Approved Budget 7850.01.500	Current Available Funds	Proposed Expense	Remaining Available Funds
\$125,680.00	\$38,657.88	\$21,000.00	\$17,657.88

Exhibits:


N/A

SECTION

11



NEW BUSINESS

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>February 7, 2017</p>
<p>Agenda Item: New Business</p> <p>Discussion and/or approval of agreement with the County of Riverside relating to the transfer of real property from the dissolved Redevelopment Agency to the Desert Recreation District – Jeremy Wittie, MS, General Manager and M. Katherine Jenson, Legal Counsel</p>		
<p>Background:</p> <p>The District was asked by the County of Riverside to consider approval of an agreement relating to the transfer of ownership of certain real properties from the City's now-dissolved Redevelopment Agency to the Desert Recreation District. The property will be used for public purposes. This transaction requires the approval of fourteen local "taxing entities" that may have received pass-through payments and distributions of property taxes attributable to redevelopment project areas of the former Redevelopment Agency, pursuant to Health and Safety Code § 34180(f)(1). Approval of the agreements will be revenue-neutral for the District.</p>		
<p>Staff Recommendation:</p> <ul style="list-style-type: none"> • Staff recommends approving the agreement. 		
<p>Fiscal Impact: N/A</p>		
<p>Exhibits: N/A</p>		



**COUNTY OF RIVERSIDE
EXECUTIVE OFFICE**

JAY E. ORR
COUNTY EXECUTIVE OFFICER

GEORGE A. JOHNSON
CHIEF ASSISTANT COUNTY EXECUTIVE OFFICER

ROB FIELD
ASSISTANT COUNTY EXECUTIVE OFFICER
ECONOMIC DEVELOPMENT AGENCY

MICHAEL T. STOCK
ASSISTANT COUNTY EXECUTIVE OFFICER
HUMAN RESOURCES

ZAREH SARAFIAN
ASSISTANT COUNTY EXECUTIVE OFFICER
HEALTH SYSTEMS

PAUL McDONNELL
ASSISTANT COUNTY EXECUTIVE OFFICER
COUNTY FINANCE DIRECTOR

January 23, 2017

Jeremy Wittie, General Manager
Coachella Mosquito and Vector Control
45-420 Trader Place
Indio, CA 92201

RE: Compensation Agreement for the Transfer of APN 757-062-003 located between Church Street and Olive Street, in the community of Thermal in Riverside County to the Desert Recreation District

Dear Mr. Wittie:

The State of California Department of Finance (DOF) has advised the Successor Agency to the Redevelopment Agency for the County of Riverside (Successor Agency) that the Agreement for Taxing Entity Compensation for Assessor's Parcel Number 757-062-003 should be entered into between the County of Riverside (County) and related taxing entities, not by the Successor Agency. They have also advised that the subject property should be first conveyed to the County and not the Desert Recreation District. Per the DOF, the modification is required to comply with the terms of the Successor Agency's Long Range Property Management Plan and the redevelopment dissolution laws. At the direction of the DOF, attached please find a revised Agreement for Taxing Entity Compensation deleting the Successor Agency as a party to the agreement and allowing for the conveyance of the property to the County. All other terms have remained unchanged.

It is proposed that the County of Riverside (the "County") transfer the aforementioned property to the District consistent with the provisions of the Successor Agency's Long-Range Property Management Plan (the "LRPMP"), which was formally approved by the California Department of Finance on December 18, 2015 and made effective on that date. A copy of the property profile as shown in the LRPMP is attached.

The property is referenced as the "Future Thermal Library Property" in the LRPMP. The property is located off of Highway 111 between Church Street and Olive Street in the unincorporated community of Thermal. The property is approximately 4.38 acres, and is located across the street from Jerry Rummond's Senior and Community Center. The LRPMP specifies that the County will pursue the development of a park for the benefit of the residents; and, in order to effectuate this action, the County desires to transfer the property to the Desert Recreation District.

Real property included within the "Future Development Sites" category of the LRPMP is to be transferred after the Successor Agency has entered into a California Health and Safety Code ("HSC") § 34180 (f)(1) compensation agreement (the "Compensation Agreement") with the taxing entities, as defined in HSC § 34171 (k), that receive pass-through payments and distributions of property taxes attributable to redevelopment project areas of the former redevelopment agency. Our records confirm that your agency is an affected taxing agency in this matter.

Therefore, it is respectfully requested that your agency consider and approve the attached Compensation Agreement that will authorize the transfer of the Thermal Property (APN 757-062-003) from the Successor Agency to the Desert Recreation District at no cost. The Successor Agency staff are available to meet with you, your staff, and/or appear before your Board to present the Agreement, as your agency may require.

For your information, the Compensation Agreement, for the Thermal Property (APN 757-062-003), is anticipated to be approved by the Riverside County Board of Supervisors by February 7, 2017. In addition, each affected taxing entity has been requested to approve the Compensation Agreement. Once the Compensation Agreement has been approved by each affected taxing entity, a fully executed copy of the Compensation Agreement will be returned to each taxing entity.

Once your agency has approved and executed the Compensation Agreement, please return an original executed copy of it to my office.

On behalf of the County of Riverside, your cooperation with respect to processing the Compensation Agreement for approval will be appreciated. If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read "Alex Gann".

Alex Gann
Deputy County Executive Officer

Attachments:
Agreement for Taxing Entity Compensation for APN 757-062-003

**AGREEMENT FOR
TAXING ENTITY COMPENSATION
FOR
APN 757-062-003**

THERMAL, RIVERSIDE COUNTY

This Agreement for Taxing Entity Compensation (this "**Agreement**"), dated for reference purposes as of _____, 2016, is entered into by and among the County of Riverside "**County**" and the following public agencies (all of which are collectively referred to herein as the "**Parties**" and as the "**Taxing Entities**");

- County of Riverside, a political subdivision of the State of California;
- Riverside County Free Library;
- Riverside County Structure Fire Protection;
- Riverside County Regional Parks and Open Space;
- County Service Area 125;
- Riverside County Office of Education;
- Supervisorial Road District 4;
- Coachella Valley Unified School District;
- Desert Community College District;
- City of La Quinta;
- City of Coachella Annexation Area;
- Coachella Valley Public Cemetery;
- Coachella Fire Protection;
- Coachella Valley Mosquito and Vector Control;
- Coachella Valley Recreation and Parks (Desert Recreation District);
- Coachella Valley Water District (CVWD);
- Coachella Valley Resource Conservation District
- CVWD Imp. District 1 Debt Service; and
- CVWD Storm Water Unit.

RECITALS

WHEREAS, Pursuant to Assembly Bill xl 26 (together with AB 1484 and SB 107, the "Dissolution Act"), the Redevelopment Agency for the County of Riverside ("Redevelopment Agency") was dissolved effective February 1, 2012, and pursuant to Health & Safety Code Section 34173, the County of Riverside elected to serve as the successor agency to the dissolved Redevelopment Agency;

WHEREAS, California Health and Safety Code ("HSC") Section 34191.5 provides for the disposition of Successor Agency property pursuant to the approved Long Range Property Management Plan ("LRPMP");

WHEREAS, on November 5, 2015 the Amended LRPMP was approved by resolution of the Oversight Board of the (insert full name of OB) ("Oversight Board");

WHEREAS, on December 18, 2015, the California Department of Finance approved the Amended LRPMP;

WHEREAS, the Successor Agency owns property within the Desert Communities Redevelopment Project Area, Thermal Sub-area, bearing the Assessor's Parcel number 757-062-003;

WHEREAS, pursuant to the Amended LRPMP, the Successor Agency will transfer property within the Desert Communities Redevelopment Project Area, Thermal Sub-area, bearing the Assessor's Parcel number 757-062-003 to the County for future development;

WHEREAS, CA HSC Section 31480(f) provides that if a county wishes to retain any properties or other assets for future redevelopment activities, funded from its own funds and under its own auspices, it must reach a compensation agreement with other taxing entities to provide payments to them in proportion to their shares of the base property tax, as determined pursuant to , CA HSC 34188, for the value of the property retained;

WHEREAS, the Property is recognized by the County as a vital site for the development of a park to fulfill the redevelopment plan objectives as detailed in the Redevelopment Plan for Project No. 4, as adopted by the Riverside County Board of Supervisors on December 23, 1986 via Ordinance 638. The disposition of this Property for development of a community park is addressed in the Amended LRPMP, which is required pursuant to CA HSC Section 34191.3. As such, the County desires to transfer this Property to the Desert Recreation District for development of a community park as authorized under CA HSC Section 34191.5;

WHEREAS, the Desert Recreation District's ownership and control of the Property for development, which includes the oversight of the development of the Property into a community park, are necessary to achieve the Desert Recreation District and the County of Riverside's goal of providing community recreational opportunities to residents;

WHEREAS, in addition to the County, the affected Taxing Entities are stakeholders in the sale proceeds and property tax revenues of the Property;

WHEREAS, the Taxing Entities were informed of the Successor Agency's strategy and vision concerning the transfer of the Property to the Desert Recreation District for development of a community park; and

WHEREAS, pursuant to the Amended LRPMP, the County will be transferring the Property to the Desert Recreation District, subject to entering into this Agreement with the Taxing entities.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is acknowledged, the Parties agree as follows:

1. **Purpose.** This Agreement is executed with reference to the facts set forth in the foregoing Recitals, which are incorporated herein by this reference. The purpose of this Agreement is to address the forbearance of certain prospective revenues among the Taxing Entities that share in the property tax in proportion to their share of the property tax base, as determined under the Dissolution Act ("Tax Increment") for properties located within Project No. 4 in the City of Thermal ("Project Area") formerly administered by the Redevelopment Agency.
2. **Transfer the Property to the Desert Recreation District.** The Taxing Entities agree that the County shall transfer the Property to the Desert Recreation District for Zero Dollars (\$0).
3. **Forbearance of Sale.** The Taxing Entities agree that by consenting to the County's transfer of the Property to the Desert Recreation District for Zero Dollars (\$0) that such consent is a forbearance of the sale proceeds.
4. **Authorization.** The individuals executing this Agreement, on behalf of their public entities, are representing and warranting that they have the legal power, right and actual authority to bind the entities they represent to the terms and conditions hereof.
5. **Compensation Agreement.** The Parties hereto acknowledge and agree that that CA HSC Section 34191.3 provides that once the Amended LRPMP has been approved by the California Department of Finance, the Amended LRPMP shall govern and supersede all other provisions of the Dissolution Act relating to the disposition and use of the former Redevelopment Agency's real property assets.

The Parties hereto intend this Agreement to satisfy certain requirements under the Amended LRPMP. If a court order, legislation or Department of Finance policy reverses the requirement of the County to enter into this Agreement, the Parties acknowledge that it will not be necessary for the County to enter into this Agreement with the Taxing Entities, and in such event, the County will be permitted to dispose of the Property even if this Agreement has not been executed by all Taxing Entities.

6. **Miscellaneous Provisions**

- a. This Agreement may be modified or amended only by a written agreement executed by the Parties here to
- b. This Agreement, including any attachments, if any, constitutes a final, complete and exclusive statement of the terms of the agreement between the Parties pertaining to the subject matter hereof, and supersedes all prior written or oral agreements, understandings,

representations or statements between the Parties with respect to the subject matter hereof. Neither party has been induced to enter into this Agreement and neither party is relying on any representation or warranty outside those expressly set forth in this Agreement

c. Except as otherwise specified in this Agreement, all notices to be sent pursuant to this Agreement shall be made in writing, and sent to the Parties at their respective addresses specified on the signature pages to this Agreement or to such other address as a Party may designate by written notice delivered to the other Parties in accordance with this Section. All such notices shall be sent by: (i) personal delivery, in which case notice is effective upon delivery; (ii) certified or registered mail, return receipt requested, in which case notice shall be deemed delivered on receipt if delivery is confirmed by a return receipt; or (iii) nationally recognized overnight courier, with charges prepaid or charged to the sender's account, in which case notice is effective on delivery if delivery is confirmed by the delivery service.

d. The section headings and captions used herein are solely for convenience and shall not be used to interpret this Agreement. The Parties agree that this Agreement shall not be construed as if prepared by one of the Parties, but rather according to its fair meaning as a whole, as if all Parties had prepared it.

e. Whenever action or approval by the County is required under this Agreement, the Deputy County Executive Officer or his or her designee may act on or approve such matter unless specifically provided otherwise, or unless the Deputy County Executive Officer determines in his or her discretion that such action or approval requires referral to the County of Riverside Board of Supervisors for consideration.

f. This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute one and the same instrument. The signature pages of one or more counterpart copies may be removed from such counterpart copies and all attached to the same copy of this Agreement, which, with all attached signature pages, shall be deemed to be an original Agreement.

g. The Parties hereto further represent and declare that they carefully read this Agreement and know the contents thereof, and that they sign the same freely and voluntarily.

h. Each party represents that the person executing this Agreement on behalf of said party has the full authority to do so to bind the party to perform pursuant to the terms and conditions of this Agreement.

i. If any term or provision of this Agreement, the deletion of which would not adversely affect the receipt of any material benefit by any party hereunder, shall be held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and each other term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. It is the

intention of the parties hereto that in lieu of each clause or provision of this Agreement that is illegal, invalid or unenforceable, there be added as part of this Agreement and enforceable clause or provision similar in terms to such illegal, invalid or unenforceable clause or provision as may be possible.

i. Each party hereto covenants and agrees to perform all acts and obligations, and to prepare, execute, and deliver such written agreements, documents, and instruments as may be reasonably necessary to carry out the terms and provisions of this Agreement.

j. No provision in this Agreement is to be interpreted for or against either party because that party or its legal representatives drafted such provision.

k. Except as expressly set forth herein, nothing contained in this Agreement is intended to or shall be deemed to confer upon any person, other than the Parties and their respective successors and assigns, any rights or remedies hereunder.

l. This Agreement shall be governed by and construed in accordance with the laws of the State of California without regard to principles of conflicts of laws. Any action to enforce or interpret this Agreement shall be filed and heard in the Superior Court of the County of Riverside and the Parties waive any provision of law providing for a change of venue to another location.

SIGNATURES ON FOLLOWING PAGES

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

COUNTY OF RIVERSIDE

By: _____
Name: John Tavaglione
Title: Chairman of the Board of Supervisors

RIVERSIDE COUNTY FREE LIBRARY

By: _____
Name: John Tavaglione
Title: Chairman of the Board of Supervisors

RIVERSIDE COUNTY STRUCTURAL FIRE PROTECTION

By: _____
Name: John Tavaglione
Title: Chairman of the Board of Supervisors

SIGNATURES CONTINUED ON FOLLOWING PAGES

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

RIVERSIDE COUNTY REGIONAL PARKS AND OPEN SPACE DISTRICT

By: _____
Name: Kevin Jeffries
Title: Chairman, District Board of Directors

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

RIVERSIDE COUNTY SERVICE AREA 125

By: _____
Name: John Tavaglione
Title: Chairman of the Board of Supervisors

SUPERVISORIAL ROAD DISTRICT 4

By: _____
Name: John Tavaglione
Title: Chairman of the Board of Supervisors

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

RIVERSIDE COUNTY OFFICE OF EDUCATION

By: _____

Name: _____

Title: _____

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

COACHELLA VALLEY UNIFIED SCHOOL DISTRICT

By: _____

Name: _____

Title: _____

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

DESERT COMMUNITY COLLEGE DISTRICT

By: _____

Name: _____

Title: _____

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

CITY OF LA QUINTA

By: _____

Name: _____

Title: _____

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

CITY OF COACHELLA ANNEXATION AREA

By: _____

Name: _____

Title: _____

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

COACHELLA VALLEY PUBLIC CEMETERY

By: _____

Name: _____

Title: _____

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

COACHELLA FIRE PROTECTION

By: _____

Name: _____

Title: _____

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

COACHELLA VALLEY MOSQUITO VECTOR AND CONTROL

By: _____

Name: _____

Title: _____

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

DESERT RECREATION DISTRICT

By: _____

Name: _____

Title: _____

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

COACHELLA VALLEY WATER DISTRICT

By: _____

Name: _____

Title: _____

COACHELLA VALLEY WATER DISTRICT, IMP. DISTRICT 1 DEBT SERVICE

By: _____

Name: _____

Title: _____

COACHELLA VALLEY WATER DISTRICT, PSEUDO

By: _____

Name: _____

Title: _____

COACHELLA VALLEY WATER DISTRICT, STORM WATER UNIT

By: _____

Name: _____

Title: _____

IN WITNESS WHEREOF, the interested Parties have caused this Agreement to be duly executed the day and year first above written.

COACHELLA VALLEY RESOURCE CONSERVATION DISTRICT

By: _____

Name: _____

Title: _____



Coachella Valley Mosquito and Vector Control District

Staff Report

February 7, 2017

Agenda Item: New Business

Discussion and/or approval to purchase four (4) Longray Pioneer battery operated portable electric U.L.V. fogger units from the lowest bidder in an amount not to exceed a total of \$10,000.00 from Fund # 8415.01.500 – Operations Equipment – **Rodney Chamberlain, Interim Operations Manager**

Background:

In response to the invasive Aedes mosquito, the District dispatches eight technicians per day to perform door to door residential inspections and treatments. Under the current situation two technicians share an electric backpack fogger used to fog treat property when needed. During the months of September through November of last year several more areas of invasive Aedes were located and difficulties were encountered in having to pair technicians to perform the inspections and treatments, follow-up visits, and scheduled treatments at properties located in numerous areas throughout the Coachella Valley. The purchase of four additional units would provide a unit for each technician so they can be assigned work independently.

Product	Unit Cost	Total
4 – Longray backpack Pioneer foggers	\$1700.00	\$6800.00
4 – Spare lithium batteries	\$500.00	\$2000.00
CA Sales Tax @ 8.0%		\$700.00
Total		\$9500.00

Need Assessment:

- **Operational Control Efforts:** The fogging of residential properties is one technique that has been used by the District to reduce adult Aedes mosquito populations. Providing field technicians with individual units will significantly increase their independence as well as the effectiveness at covering multiple properties.
- **To Protect Public Health:** The District Operations Department is charged with the responsibility of controlling adult mosquito abundance and invasive mosquito species through the use of adulticide control when necessary.

Staff Recommendation:

- Staff recommends approving the purchase four (4) Longray Pioneer battery operated portable electric U.L.V. fogger units.

Fiscal Impact:			
FY2016-17 <i>Amended Budget</i> 8415.01.500	Current Available Funds	Proposed Expense	Remaining Available Funds
\$20,400.00	\$10,096.94	\$9,500.00	\$596.94
Exhibits:			
N/A			



Coachella Valley Mosquito and Vector Control District

February 7, 2017

Staff Report

Agenda Item: New Business

Discussion and/or approval to purchase 55 BG Sentinel-2 traps in an amount not to exceed \$12,000.00 from Fund #7575.07.400 – Operating Supplies – **Jeremy Wittie, M.S., General Manager (Pg.)**

Background:

The Laboratory Department proposes to expand its current trapping program to allow for greater flexibility to be able to respond to the current infestations in 4 cities (5 locations). In 2016, the District used a combination of BG Sentinel-2 traps and CO₂ traps. Evaluating the effort of the traps with the number of adults collected, the Laboratory Department recommends the use of BG Sentinel-2 traps to monitor the population of *Aedes* mosquitoes. The addition of 55 traps would allow for the Laboratory Department to conduct adequate surveillance to 10 additional locations (either due to service requests or to human cases of an arbovirus transmitted by *Aedes* mosquitoes).

When the enhanced surveillance is not needed, the additional traps will be used in areas where we suspect large movement of people (mobile home parks), plants (nurseries), or containers (automobile repair shops, cemeteries) may result in favorable conditions for *Aedes aegypti* invasion or establishment.

Staff Recommendation:

- Staff recommends approving the purchase of 55 BG Sentinel-2 traps in an amount not to exceed \$12,000.00 from the lowest responsible bidder.

Fiscal Impact:

FY2016-17 Amended Budget 7575.07.400	Current Available Funds	Proposed Expense	Remaining Available Funds
22,000.00	16,254.71	12,000.00	4,254.71

Exhibits:

N/A



Coachella Valley Mosquito and Vector Control District

Staff Report

February 7, 2017

Agenda Item: New Business

Discussion and/or approval of proposed change in Board of Trustees regular meeting schedule, to exclude the month of April – **Jeremy Wittie, MS, General Manager (Pg.)**

Background:

Currently, the Board of Trustees ("Board") regularly meets the second Tuesday of every month throughout the year. This is in conformance with Section 2028 of the California Health and Safety Code, which provides that a board of trustees is required to meet "at least once every three months."

Resolution 1997-17, approved on October 14, 1997, authorizes the Treasurer to release payment to vendors when a quorum, for the monthly Board Meeting, is not present. If the April Board Meeting is cancelled, the release of payments to vendors will be approved by the Treasurer.

Staff Recommendation:

- Staff recommends approving going dark for the month of April 2017.

Fiscal Impact:

N/A

Exhibits:

N/A