



Coachella Valley
Mosquito and Vector
Control District

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

Board of Trustees Meeting

Tuesday, January 10, 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**
8. **Board Reports**
 - A. President's Report – **President Walker**

B. Finance Committee – **Treasurer Kaplan (Pg. 1)**

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 November 8, 2016, Board Meeting **(Pg. 5)**

B. Correspondence **(Pg. 10)**

C. Approval of Expenditures for November 8-30, 2016, December 1-31, 2016 and January 1-10, 2017 **(Pg. 15)**

D. Informational Items:

- AB 1661 Mandatory Sexual Harassment Training for Local Agency Officials **(Pg. 24)**
- District Travel **(Pg. 25)**
- 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 (Pg. 26)**
 - MVCAC Planning Session, December 1-2, 2016, in Sacramento, CA **(Pg. 49)**

E. Department Reports **(Pg. 50)**

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 (Pg. 53)**

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 l'Anson, Administrative Finance Manager (Pg. 54)**

H. Approval of authorization for General Manager to enter into an agreement for Payroll Services – **Anita Jones, Human Resources Manager (Pg. 55)**

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 (Pg. 56)**

- 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 (Pg. 58)**
- 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 (Pg. 59)**
- L. Approval to remain in the MVCAC NPDES Coalition – **Jeremy Wittie, MS, General Manager (Pg. 60)**
- 10. **Old Business**
 - A. None.
- 11. **New Business**
 - A. Discussion and/or approval to reschedule the February Board Meeting to the Tuesday, February 7, 2017 – **Jeremy Wittie, MS, General Manager (Pg. 71)**
 - B. Discussion and/or approval of General Manager's Revised Contract – **Doug Walker, President of the Board of Trustees (Pg. 72)**
 - C. Nomination and election of Board Officers for the 2017 Calendar Year – **ad hoc Nomination Committee (Pg. 90)**
 - D. 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 (Pg. 93)**
 - E. 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 (Pg. 94)**
- 12. **Closed Session**
 - A. None.
- 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 January 5, 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 January 5, 2017.

Crystal G. Moreno, Clerk of the Board

SECTION
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BOARD REPORTS

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Finance Committee Meeting Minutes

TIME: 4:30 P.M. NOVEMBER 8, 2016

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

Cathedral City	Shelley Kaplan	Palm Desert	Doug Walker
County at Large	Bito Larson		

TRUSTEES ABSENT:

Desert Hot Springs	Adam Sanchez
Coachella	Betty Sanchez

OTHERS PRESENT:

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager

1. Call to Order: Treasurer Kaplan called the meeting to order at 4:40 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 October 11, 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. Secretary Larson abstained.

Ayes: Trustees Kaplan and Walker.

Noes: None.

Abstained: Trustee Larson.

Absent: Trustee A. Sanchez and B. Sanchez.

6. Discussion and/or Approval:

6A. Review of Check Report from FundWare for the period October 12, 2016 to November 3, 2016: Reviewed by Committee.

6B. CalCard Charges October 2016: Reviewed by Committee

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

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

6E. Finance Seminars: Reviewed by Committee. Secretary Larson requested to attend Fundamentals of Public Funds Investing January 18 to 19 in Riverside.

7. Old Business: None.

8. New Business:

8A. Audit : Staff gave the committee a brief update on audit.

9. Schedule of Next Meetings: The next Finance Committee Meeting will be held on Tuesday, January 10th, at 4:30pm.

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

11. Adjournment: The meeting was adjourned by Treasurer Kaplan at 5:27 p.m.

SECTION

9



ITEMS OF GENERAL CONSENT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Board of Trustees Meeting Minutes

CALLED TO ORDER: 6:00 P.M. NOVEMBER 8, 2016

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

PRESIDENT:	Doug Walker	Palm Desert
TREASURER:	Shelley Kaplan	Cathedral City
SECRETARY:	Bito Larson	County at Large

Indian Wells
La Quinta

Nick Nigosian
Doug Hassett

Palm Springs

Dr. Doug Kunz

TRUSTEES ABSENT:

Coachella
County at Large
Desert Hot Springs

Betty Sanchez
Albert Keck
Adam Sanchez

Indio
Rancho Mirage

Sam Torres
Michael Monroe

OTHERS PRESENT:

Jeremy Wittie, General Manager
David I'Anson, Administrative Finance Manager
Anita Jones, Human Resources Manager
Jill Oviatt, Public Outreach Manager
Edward Prendez, IT Manager
Jennifer Henke, Interim Laboratory Manager
Kathy Jenson, Legal Counsel
Olde Avalos, Field Supervisor
Bobbie Dieckmann, Field Supervisor
Mike Martinez, Field Supervisor
Erica Frost, VCT I
Linda Petersen, VCT II

1. **Call to Order:** President Walker called the meeting to order at 6:05pm.
2. **Pledge of Allegiance:** Trustee Kunz led the Pledge of Allegiance.
3. **Roll Call:** Roll call indicated six (6) Trustees out of eleven (11) were present.
4. **Motion to Excuse Absences:** On motion from Trustee Kunz seconded by Trustee Hassett, and passed by unanimous vote, the Board of Trustees excused the absences

of Trustees Albert Keck, Michael Monroe, Adam Sanchez, Betty Sanchez, and Sam Torres.

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

Noes: None.

Abstained: None.

Absent: Trustees Keck, Monroe, A. Sanchez, B. Sanchez, and Torres.

5. Confirmation of Agenda

6. Public Comment: Erica Frost made a comment that she was very appreciative of the job the District did in Coachella and that the District did an amazing job.

Audit presentation of Fiscal Year 2015/2016 – Charles Fedak, Auditor, and David I’Anson, Administrative Finance Manager: Charles Fedak provided a brief presentation on the District’s Fiscal Year 2015/2016 audit. He commented that the District received the highest opinion that it could get.

7. Announcements:

Interim Laboratory Manager Henke introduced the District’s new Vector Ecologist Dr. Kim Hung.

General Manager’s Report: General Manager Wittie reported on the MVCAC Fall Meeting, the current arbovirus activity and risk assessment, current invasive Aedes distribution, and various items that will be coming up, moving forward. A discussion ensued.

8. Board Reports:

8A – President’s Report: Executive Committee Met November 2, 2016 at 9:30am: President Walker reported on his attendance at the MVCAC Fall Meeting and announced the dates and location of the 2017 MVCAC and AMCA Conferences.

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 2% of revenue so far.

9. Items of General Consent:

- A. Minutes for October 11, 2016, Board Meeting
- B. Correspondence
- C. Approval of Expenditures for October 12-31, 2016, and November 1-8, 2016
- D. Informational Items:

- Cancellation of December Board Meeting
- Treasurer to Approve Release of Payment to Vendors for December
- District Travel
 - Trustee/Staff reports from:
 - MVCAC Fall Meeting, October 26-27, 2016 in Seaside, CA

E. Department Reports

F. Approval of authorization for General Manager to enter into an agreement for Payroll Services – **Anita Jones, Human Resources Manager**

G. Approval to purchase 5X MagMax-96 Viral Isolation Kits from ThermoFisher Scientific in an amount not to exceed \$8,000.00 from account 7575.01.400, Internal Mosquito RT-PCR – **Jennifer A. Henke, M.S., Interim Laboratory Manager**

H. Approval of Resolution 2016-18 providing a gift certificate to employees for work performed late November through early December, 2016, in a total collective amount for all certificates not to exceed \$2,500.00, to be paid from Fund #5300.01.225 – Employee Incentive – **Jeremy Wittie, MS, General Manager**

Item 10F was pulled. Trustee Hassett recused himself on grounds that he is employed by the District's current payroll company, Paychex. The item was tabled until January, due to lack of a quorum.

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 item 10F.

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

Noes: None.

Abstained: None.

Absent: Trustees Keck, Monroe, A. Sanchez, B. Sanchez, and Torres.

10. Old Business: None.

11. New Business:

11A. Discussion and/or approval of Resolution 2016-19 Adopting the Revised Personnel Policies, Procedures & Regulations Manual, as recommended by staff – Jeremy Wittie, MS, General Manager:

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

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

Noes: None.

Abstained: None.

Absent: Trustees Keck, Monroe, A. Sanchez, B. Sanchez, and Torres.

11B. Discussion and/or approval to purchase Vectobac WDG in an amount not to exceed \$76,000.00 from Fund # 7800.01.500.02 Chemical Control Products – Rodney Chamberlain, Interim Operations Supervisor:

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

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

Noes: None.

Abstained: None.

Absent: Trustees Keck, Monroe, A. Sanchez, B. Sanchez, and Torres.

11C. Discussion and/or approval to use Salton Sea Aerial Services for applying control products in Cathedral City in an amount not to exceed \$30,000.00 from Fund # 7850.01.500.03 Aerial Applications - Urban – Rodney Chamberlain, Interim Operations Supervisor:

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

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

Noes: None.

Abstained: None.

Absent: Trustees Keck, Monroe, A. Sanchez, B. Sanchez, and Torres.

11D. Discussion and/or approval of Fiscal Year 2016-17 research proposals in an amount not to exceed \$116,503.69 from Fund #8510.01.600.00, Research Projects – Jennifer A. Henke, M.S., Interim Laboratory Manager: Interim Laboratory Manager Henke gave a brief presentation on the research proposals. A discussion ensued.

On motion from Trustee Kunz seconded by Trustee Hassett, and passed by unanimous vote, the Board of Trustees approved item 11D.

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

Noes: None.

Abstained: None.

Absent: Trustees Keck, Monroe, A. Sanchez, B. Sanchez, and Torres.

11F. Appointment of ad hoc Nomination Committee – Doug Walker, President: President Walker appointed himself and Trustees Kaplan (Chair) and Keck to serve on the ad hoc Nomination Committee.

12. Closed Session:

12A. Closed Session: Public Employee Performance Evaluation of General Counsel Pursuant to Government Code § 54957(b)(1)

Returning from Closed Session, there was no reportable action taken.

11. New Business – continued

11E. Approval of a one-month extension of General Manager's employment contract, and discussion of terms and conditions of contract for future action – Doug Walker, Board President and M. Katherine Jenson, General Counsel: General Manager Wittie gave a brief report. A discussion ensued.

On motion from Trustee Keck seconded by Trustee Kaplan, and passed by unanimous vote, the Board of Trustees approved item 11E.

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

Noes: None.

Abstained: None.

Absent: Trustees Keck, Monroe, A. Sanchez, B. Sanchez, and Torres.

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

- President Walker commented that any Trustees interested in serving as an officer, should inform Treasurer Kaplan and that Clerk of the Board Moreno would be sending out an email reminder. President Walker also commented that this was Trustee Nigosian's final meeting.

14. Adjournment: The meeting was adjourned by President Walker at 8:30 p.m.

From: Sarah Crenshaw
Sent: Friday, November 4, 2016 10:25 AM
To: DistrictWideGroup <districtwidegroup@cvmvcd.org>
Subject: Compliment Call - Miguel Vargas

Hi Everyone,

I just received a call from Laurie of Palm Springs. They are only here part-time, so she wanted to give a big thank you to Miguel Vargas for doing such a great job and completing the inspection/treatment before they had to leave town. She said she really appreciates it!

Great job Miguel! ☺

Thank you,
Sarah L Crenshaw
Administrative Clerk

From: Oldembour Avalos
Sent: Thursday, November 17, 2016 4:11 PM
To: DistrictWideGroup <districtwidegroup@cvmvcd.org>
Subject: Compliment call - Trinidad

Hello all,

Barbara of Palm Springs General Store called to say thank you to Trinidad Haro who assisted her with a service request for mosquitoes. She said "Trinidad was awesome and went above and beyond".

Great Job Trinidad! Excellent way to represent the District.

Thank you,

Oldembour Avalos
Field Supervisor

From: Diana [<mailto:1315031796@psusd.us>]
Sent: Monday, November 21, 2016 10:05 PM
To: Jill Oviatt
Subject: Thank You For Job Shadowing

Dear Jill,

This is Diana Nguyen, student of the HEAL program at Cathedral City High School. I recently visited the Coachella Valley Mosquito and Vector Control District for my job shadowing and I just wanted to say thank you so much for the opportunity you gave me and thank you for taking time out of your busy day for me. Everyone was very kind and I learned something new from everyone that I talked to. All of the day's activities were not only informative but fun as well! I had such a great time and I really appreciated everything that you and the staff did for us. I enjoyed every moment I was there and look forward to returning soon. Again, thank you so much for giving me such a memorable experience!



Cathedral City

December 5, 2016

Crystal Moreno, Executive Assistant
Coachella Valley Mosquito & Vector Control District
4320 Trader Place
Indio, CA 92201

Re: Cathedral City Appointment to the Coachella Valley Mosquito & Vector Control Board of Trustees

Dear Ms. Moreno:

At the November 30, 2016, Cathedral City Council Meeting, the City Council appointment Council Member Shelley Kaplan to serve a two-year term on the Coachella Valley Mosquito & Vector Control Board of Trustees, this term will end on December 31, 2018.

If you have any questions or need anything else please contact me at 760 770-0322 or by email at tmartinez@cathedralcity.gov.

Best Regards,

Tracey R. Martinez, CMC
Deputy City Clerk
Cathedral City



CITY OF PALM DESERT

73-510 FRED WARING DRIVE
PALM DESERT, CALIFORNIA 92260-2578
TEL: 760 346-0611
info@cityofpalmdesert.org

December 9, 2016

Ms. Crystal G. Moreno
Clerk of the Board
Coachella Valley Mosquito and
Vector Control District
43-420 Trader Place
Indio, California 92201

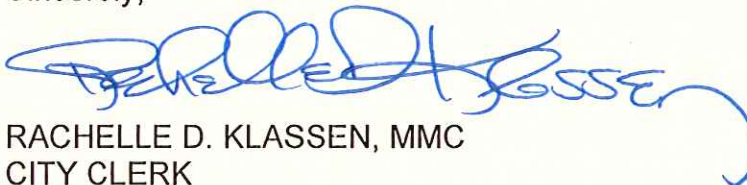
Dear Crystal:

**Subject: Reappointment of Douglas J. Walker as the City of
Palm Desert's Representative to the Coachella Valley
Mosquito and Vector Control District for a Four-Year
Term -- January 2017 - January 2021**

At its regular meeting of December 8, 2016, the Palm Desert City Council, by Minute Motion, reappointed Douglas J. Walker as its representative to the Coachella Valley Mosquito and Vector Control District for a four-year term, January 1, 2017 - January 1, 2021. A copy of the approved staff report with City Council action stamp affixed thereto is enclosed for your records.

If you have any questions or need further information from our office, please do not hesitate to contact me.

Sincerely,



RACHELLE D. KLASSEN, MMC
CITY CLERK

rdk

Enclosure (as noted)



December 19, 2016

Crystal Moreno, Clerk of the Board
Coachella Valley Mosquito & Vector Control District
43-420 Trader Place
Indio, CA 92201

Ms. Moreno:

At the December 15, 2016 Council meeting, the City Council appointed Clive Weightman to the Coachella Valley Mosquito & Vector Control District Board of Trustees as the City of Indian Wells' representative. The term of appointment is through January 7, 2019.

Mr. Weightman's contact information is:

Clive Weightman
76-102 Via Montelena
Indian Wells, CA 92210
484-888-8880
cliveweightman@msn.com

Sincerely,

Anna Grandys, CMC
City Clerk



CITY OF COACHELLA

1515 SIXTH STREET, COACHELLA, CALIFORNIA 92236

PHONE (760) 398-3502 • FAX (760) 398-8117 • WWW.COACHELLA.ORG

December 20, 2016

Crystal D. Garcia
Administrative Assistant/Clerk of the Board
Coachella Valley Mosquito & Vector Control District
43420 Trader Place
Indio, CA 92201

Via e-mail: cgarcia@cvmvcd.org

Subject: City of Coachella's Representatives on the
Coachella Valley Mosquito and Vector Control Board

Dear Ms. Garcia:

Please consider this letter as a formal notice that Councilmember Beatriz "Betty" Sanchez has been appointed to serve as representative to the Coachella Valley Mosquito and Vector Control Board by a 5-0 vote of the City Council at their meeting of December 14, 2016.

This term is a two year term expiring on January 2019.

If you have any questions pertaining to this matter, please contact Deputy City Clerk Andrea Carranza at (760) 398-3502, extension 102.

Sincerely,

Steven Hernandez
Mayor

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

November 8, 2016 to December 9, 2016

Check No	Payable to:	Purchase	Check Amount	Total Amount
	Payroll Disbursement 11/4		167,262.44	
	Payroll Disbursement 11/18		170,858.97	
	Payroll Disbursement 12/2		202,187.04	
Pre-Approved Expenditures:				540,308.45
40381	CalPERS-OPEB Contributions	OPEB Contributions: November 2016	26,035.00	
40382	CalPERS Employee Retirement Sys	Retirement Contributions PP: 10/25 & 11/24/16	44,154.50	
40383	DIRECTV, Inc.	Satellite Services: 10/25 - 11/24/16	59.99	
40384	Frontier Communications-Internet	Internet Services: 10/25 - 11/24/16	450.77	
40385	Frontier Communications-Toll/Phone	Telephone Services: 10/25 - 11/27/16	150.22	
40386	ICMA Retirement Trust	Deferred Compensation PP: 10/21 & 11/4	14,884.38	
40387	Imperial Irrigation District	District Electric Services: 10/5 - 11/2/16	1,540.13	
40388	IID - Lab Account	Lab Electric Services: 10/5 - 11/2/16	4,925.18	
40389	Sarah Crenshaw Petty Cash Custodian	Petty Cash Replenishment	177.34	
40390	Pitney Bowes Purchase Power	Postage Replenishment	1,005.00	
40391	Burrtec Waste & Recycling Svcs	Waste & Recycling Services: December 2016	373.78	
40392	CalPERS-California Public	Healthcare Premiums: December 2016	68,898.22	
40393	CalPERS Employee Retirement Sys	Retirement Contributions PP: 11/18/16	22,567.11	
40394	ICMA Retirement Trust	Deferred Compensation PP: 11/18/16	7,727.73	
40395	Indio Water Authority	Water Usage Fees: 10/3 - 11/2/16	624.62	
40396	Verizon Business	VOIP Services: November 2016	1,172.67	
40397	Verizon Wireless	Mobile Communications: 10/8 - 11/7/16	1,850.86	
40398	Vision Service Plan	Vision Premiums: December 2016	910.39	
40449	CalPERS-California Public	OPEB Contributions: December 2016	26,035.00	
40450	CalPERS Employee Retirement Sys	Retirement Contributions PP: 11/3 - 11/26/16	22,803.93	
40451	DIRECTV, Inc.	Satellite Services: 11/25 - 12/24/16	59.99	
40452	Frontier Communications-Internet	Internet Services: 11/25 - 12/24/16	450.77	
40453	Frontier Communications-Toll/Phone	Telephone Services: 11/25 - 12/27/16	152.36	
40454	Gas Co.	Gas Service Fees: 10/25 - 11/23/16	313.89	
40455	ICMA Retirement Trust	Deferred Compensation PP: 11/13 - 11/26/16	7,767.86	
40456	Principal Life Insurance Co.	Dental Insurance Premiums: December 2016	8,725.82	
40457	Standard Insurance	LTD Insurance Premiums: December 2016	2,724.30	
				266,541.81
Cash - First Foundation Bank Checking				
40399	Doug Walker	Trustee Travel	1,070.55	
40400	A+ Window & Gutter Cleaning, L	Repair & Maintenance	215.00	
40401	Airgas Carbonic, Inc	Lab Operating Supplies	729.02	
40402	Black & White Sweeping Svcs.,	Repair & Maintenance	375.00	
40403	Burrtec Waste Industries	Utilities	47.41	
40404	C&R Wellness Works	Employee Assistance Program	252.00	
40405	Car Quest Auto Parts	Vehicle Parts & Supplies	976.28	
40406	Cisco WebEx, LLC.	Maintenance Contracts	99.00	
40407	CleanExcel	Contract Services	3,140.00	
40408	Crystal Chrysler Center	Vehicle Parts & Supplies	139.31	
40409	Daniel's Tire Service	Vehicle Parts & Supplies	293.99	
40410	Department of Environmental He	Permits	51.00	
40411	Desert Feed Bag	Lab Operating Supplies	205.09	
40412	Desert Fire Extinguisher Co.,	Repair & Maintenance	373.68	
40413	Desert Resort Security Service	Contract Services	875.00	
40414	Equipment Direct, Inc.	Safety Expense	646.42	
40415	Fedak & Brown, LLP	Professional Fees	2,300.00	
40416	G & C Smog and Auto Repair	Permits, Licenses & Fees	1,035.00	
40417	G & K Services	Uniform Expense	1,496.78	
40418	Gregory Scott Klein	Public Outreach Advertising	2,250.00	
40419	High Tech Irrigation, Inc.	Repair & Maintenance	115.69	
40420	Hot Purple Energy	Repair & Maintenance	400.00	
40421	Jernigan's Sporting Goods, Inc	Lab Operating Supplies	129.59	
40422	John W. Hock Company	Lab Operating Supplies	161.86	
40423	Anita Jones	Professional Development	587.59	
40424	Bito Larson	Trustee Travel	167.04	
40425	Liebert Cassidy Whitmore	Attorney Fees	3,593.40	
40426	Life Technologies Corporation	Internal Mosquito PCR	2,878.69	
40427	Marlin Leasing	Contract Services	602.31	
40428	NAPA Auto & Truck Parts	Vehicle Parts & Supplies	1,733.92	
40429	Norman's Nursery, Inc.	Repair & Maintenance	2,349.00	
40430	Pentair Aquatic Eco-Systems, I	Equipment Parts & Supplies	164.32	
40431	Praxair Distribution, Inc.	Equipment App Parts & Supplies	45.73	
40432	Pure Water Technology, Inc.	Employee Support	211.68	
40433	Rivco Mechanical Services, Inc	Contract Services	4,628.00	
40434	Salton Sea Air Service	Aerial Applications	12,038.28	
40435	The SoCo Group, Inc.	Motor Fuel & Oils	3,535.79	

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

November 8, 2016 to December 9, 2016

Check No	Payable to:	Purchase	Check Amount	Total Amount
40436	Southwest Networks, Inc.	Professional Fees	270.00	
40437	Sun Tech	Repair & Maintenance	624.00	
40438	Sam Torres	Trustee Travel	157.73	
40439	Tri Star Contracting II, Inc.	Thermal Property Maintenance	4,569.00	
40440	U.S. Bank	CalCard	92,811.99	
40441	U.S. Foods	Chemical Control	672.25	
40442	Universal Brake & Alignment	Offsite Vehicle Maintenance & Repair	60.00	
40443	UPS	Postage	358.42	
40444	Valent BioSciences Corp.	Chemical Control	42,536.49	
40445	Valley Lock & Safe	Repair & Maintenance	207.09	
40446	Verizon Wireless	Telecommunications Equipment	190.06	
40447	Waxie Sanitary Supply	Maintenance Supplies	516.65	
40448	Zeigler Bros., Inc.	Lab Operating Supplies	410.68	
Cash - First Foundation Bank Check Run Total to be approved				193,297.78
Total Expenditures: November 8, 2016 to December 9, 2016				1,000,148.04

Doug Walker, President

Shelley Kaplan, Treasurer

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

December 10, 2016 to January 4, 2017

Check No	Payable to:	Purchase	Check Amount	Total Amount
-	Payroll Disbursement 12/16	-	164,214.00	
-	Payroll Disbursement 12/30	-	158,478.57	
-	-	-	-	322,692.57
Pre-Approved Expenditures:				
Cash - First Foundation Bank Checking				
40458	A+ Window Cleaning	Repair & Maintenance	215.00	
40459	Airgas Carbonic	Lab Operating Supplies	398.49	
40460	AIS	Office Supplies	439.41	
40461	Gregorio Alvarado	Tuition Reimbursement	681.06	
40462	Austie Corp. DBA The Printing Place	Reproduction & Printing	643.68	
40463	AvQuest Insurance	Property & Liability Insurance	4,070.00	
40464	Board Of Equalization	Use Tax Due for PE: 12/31/16	374.00	
40465	CarQuest Auto Parts	Vehicle Parts & Supplies	593.96	
40466	Clean Excel	Contract Services	3,140.00	
40467	Crystal Chrysler	Vehicle Parts & Supplies	91.56	
40468	Daniel's Tire Service	Specialty Vehicle Parts & Supplies	182.43	
40469	Desert Resort Security Service	Contract Services	875.00	
40470	Eisenhower Medical Center	Safety Expense	900.00	
40471	Elm's Equipment Rental	Repair & Maintenance	256.48	
40472	G & K Services	Uniform Expense	1,563.32	
40473	Green Desert Wholesale Nursery	Repair & Maintenance	383.40	
40474	High Tech Irrigation, Inc.	Repair & Maintenance	18.57	
40475	Kwik Kleen Of The Desert	Offsite Vehicle Maintenance & Repair	154.00	
40476	Liebert Cassidy Whitmore	Attorney Fees	300.00	
40477	Life Technologies Corporation	Internal Mosquito PCR	937.28	
40478	LSU Agricultural Center	Research Projects	5,750.00	
40479	Jess Lucia	Tuition Reimbursement	334.69	
40480	Marlin Leasing	Contract Services	602.31	
40481	Graciela Morales	Tuition Reimbursement	186.81	
40482	Mosquito & Vector Control Asn	External Mosquito PCR	360.00	
40483	NAPA Auto & Truck Parts	Vehicle Parts & Supplies	66.26	
40484	Praxair Distribution, Inc.	Equipment Application Parts & Supplies	44.35	
40485	Pure Water Technology, Inc	Employee Support	211.68	
40486	Refrigeration Supplies Distrib	Repair & Maintenance	557.83	
40487	Regents University Of California	Research Projects	45,925.13	
40488	Regents University Of California	Research Projects	37,897.00	
40489	Rutan & Tucker, LLP	Attorney Fees	3,827.63	
40490	Salton Sea Air Service	Aerial Applications	5,949.25	
40491	The SoCo Group, Inc.	Motor Fuel & Oils	4,041.81	
40492	TCI	Lab Operating Supplies	233.19	
40493	Tops N Barricades, Inc.	Promotion & Education	200.00	
40494	U.S. Bank	CalCard	96,853.26	
40495	UPS	Postage	219.74	
40496	USDA Agricultural Research Service	Research Projects	26,931.56	
40497	Waxie Sanitary Supply	Maintenance & Supplies	215.77	
40498	Weber Computer Supply	Furniture & Equipment	1,984.76	
Cash - First Foundation Bank Check Run Total to be approved				248,610.67
Total Expenditures: December 10, 2016 to January 4, 2017				571,303.24

Doug Walker, President

Shelley Kaplan, Treasurer

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended December 31 2016

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	\$ 9,233,668	\$ 436,258	\$ 9,669,926
CASH	\$ 272,692	(195,558)	\$ 77,133
INVESTMENTS & CASH	\$ 9,506,360	\$ 240,700	\$ 9,747,059
CURRENT ASSETS	\$ 1,718,988	(36,197)	1,682,791
FIXED ASSETS	\$ 11,188,461	-	11,188,461
OTHER ASSETS	\$ 3,870,348	-	3,870,348
TOTAL ASSETS	<u>\$ 26,284,157</u>	<u>\$ 204,503</u>	<u>\$ 26,488,659</u>
TOTAL LIABILITIES	\$ 5,412,462	\$ (100,711)	\$ 5,311,750
TOTAL DISTRICT EQUITY	\$ 20,871,695	305,214	21,176,909
TOTAL LIABILITIES & EQUITY	<u>\$ 26,284,157</u>	<u>\$ 204,503</u>	<u>\$ 26,488,659</u>
RECEIPTS		\$ 1,027,017	
CASH DISBURSEMENTS			
Payroll	\$ 525,057		
General Admin	\$ 261,261		
Total Cash Disbursements		\$ (786,318)	
NON-CASH ENTRIES:		\$ (36,197)	
Accrual Modifications -			
Changes in A/P, A/R & Pre-paid insurance			
Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments		<u>\$ 204,503</u>	

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended December 31 2016

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT INVESTMENT FUND BALANCES AS OF DECEMBER 31, 2016						
INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	BALANCE	PERCENT OF TOTAL INVESTMENTS
LAIF	Common Investments			0.71%	6,149,297	63.59%
Riverside County	51115			0.77%	2,195,514	22.70%
CalTRUST	Medium Term			1.13%	486,916	5.04%
First Foundation	Market Rate			0.10%	331,528	3.43%
First Foundation	CDARS	2015-02-20	2017-02-19	0.80%	506,671	5.24%
	Total Investments				\$ 9,669,926	100.00%

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT LISTING OF MONTHLY RECEIPTS For December 31, 2016			
DATE	RECEIVED FROM	AMOUNT	DESCRIPTION
12/2/2016	R&N Pallet	45.00	Recycling Reimbursement
12/5/2016	US Bank	4,819.79	CalCard Incentive
12/5/2017	Riverside County Dep of Environmental Health	2,748.00	Mosquito Pool Testing
12/8/2016	Riverside County	1,011,650.38	Property Tax Current Secured - 30% Advance
12/9/2016	Syngenta	6,739.20	Pesticide Rebate
12/29/2016	North West Mosquito & Vector Control District	588.00	Mosquito Pool Testing
12/31/2016	First Foundation	28.87	Interest
12/31/2016	CalTrust	398.04	Interest
Monthly Total		\$ 1,027,017.28	

Coachella Valley Mosquito and Vector Control District

FINANCES AT A GLANCE

ALL FUNDS COMBINED

For the Month Ended December 31 2016

	<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	1,011,650	1,165,707	6,623,515	15%
Miscellaneous Revenue	63,000	4,820	78,626	(15,626)	125%
Prior Taxes	25,500	-	-	25,500	0%
Interest Income	50,000	427	8,512	41,488	17%
Benefit Assessment Income	1,441,381	-	-	1,441,381	0%
TOTAL REVENUES	9,369,103	1,016,897	1,252,844	8,110,126	13%
Payroll Expense					
5101 Payroll - Full Time	4,396,912	321,506	2,029,630	2,367,282	46%
5102 Payroll - Seasonal	124,600	1,892	90,504	34,096	73%
5105 Overtime Expenses	30,300	12	13,831	16,469	46%
5150 CalPERS Employer Payment of Unfunded Lial	98,586	-	95,099	3,487	96%
5150 CalPERS State Retirement Expense	380,060	4,303	127,965	252,095	34%
5155 Social Security Expense	278,282	17,622	123,550	154,732	44%
5165 Medicare Expense	65,082	4,830	33,182	31,900	51%
5170 Cafeteria Plan Expense	986,626	79,433	553,172	433,455	56%
5172 Retiree Healthcare	342,420	54,480	197,378	145,042	58%
5180 Deferred Compensation	93,291	(852)	26,869	66,423	29%
5195 Unemployment Insurance	29,895	68	4,710	25,185	16%
Total Payroll Expense	6,826,055	483,294	3,295,891	3,530,164	48%
Administrative Expense					
5250 Tuition Reimbursement	20,000	1,016	11,318	8,682	57%
5300 Employee Incentive	10,000	2,250	3,190	6,810	32%
5301 Employee Support	4,000	236	2,149	1,851	54%
5302 Wellness Program	5,000	-	279	4,721	6%
5305 Employee Assistance Program	2,800	-	1,316	1,484	47%
6000 Property & Liability Insurance	141,402	16,030	(1,199)	142,601	-1%
6001 Workers' Compensation Insurance	218,461	19,386	56,219	162,242	26%
6050 Dues & Memberships	22,300	-	19,665	2,635	88%
6060 Public Outreach Materials	22,300	644	2,742	19,558	12%
6065 Recruitment/Advertising	4,000	312	702	3,298	18%
6070 Office Supplies	15,200	983	7,723	7,477	51%
6075 Postage	6,250	287	4,503	1,747	72%
6080 Computer & Network Systems	5,400	-	1,774	3,626	33%
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	2,920	27,080	10%
Information Systems	3,500	-	270	3,230	8%
District Wide	20,000	4,167	17,580	2,420	88%
Surveillance	15,730	-	-	15,730	0%
6100 Attorney Fees	-	-	-	-	-
General Counsel	60,000	3,828	15,609	44,391	26%
Labor Relations	20,000	-	570	19,430	-
Personnel	10,000	3,593	5,542	4,458	55%
6106 HR Risk Management	4,500	-	4,365	135	97%
6110 Conference Expense	-	-	-	-	-
MVCAC Committee Assignments	12,000	1,490	3,729	8,271	31%
Annual Conference Expense	13,200	-	-	13,200	0%
Trustee Travel	16,800	603	4,399	12,401	26%
6115 Trustee In-Lieu Expense	13,200	1,100	6,600	6,600	50%
6120 Trustee Support Expense	4,000	-	1,445	2,555	36%
6200 Meetings Expense	3,000	124	539	2,461	18%
6210 Promotion & Education	20,000	-	84	19,916	0%
6220 Public Outreach Advertising	40,000	2,454	2,454	37,546	6%
6500 Benefit Assessment Expense	88,440	-	6,817	81,623	8%
Total Administrative Expense	852,683	58,872	184,385	668,298	22%

Coachella Valley Mosquito and Vector Control District

FINANCES AT A GLANCE

ALL FUNDS COMBINED

For the Month Ended December 31 2016

	<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	7,362	47,855	57,145	46%
6410 Telecommunications	25,400	809	3,535	21,865	14%
Total Utility Expense	130,400	8,171	51,391	79,009	39%
Operating Expense					
7000 Uniform Expense	19,775	1,315	10,732	9,043	54%
7050 Safety Expense	20,050	28	9,198	10,852	46%
7100 Physician Fees	10,000	-	371	9,629	4%
7150 IT Communications	22,500	3,012	17,022	5,478	76%
7200 Maintenance Supplies	3,500	464	2,140	1,360	61%
7300 Building & Grounds Maintenance	50,000	4,652	22,068	27,932	44%
7310 Calibration & Certification of Equipment	13,300	-	567	12,733	4%
7350 Permits, Licenses & Fees	11,800	1,013	4,022	7,778	34%
7400 Vehicle Maintenance & Repair	24,000	409	16,826	7,174	70%
7420 Offsite Vehicle Maintenance & Repair	2,500	388	4,045	(1,545)	162%
7450 Equipment Parts & Supplies	17,300	541	10,335	6,965	60%
7500 Small Tools Expense	4,000	-	54	3,946	1%
7550 Lab Operating Supplies	28,500	966	10,347	18,153	36%
7570 Green Pool Surveillance	25,000	-	-	25,000	0%
7575 Surveillance	27,500	2,442	30,527	(3,027)	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	327	7,908	42,742	16%
7650 Equipment Rentals	1,000	-	321	679	32%
7675 Contract Services	-	-	-	-	-
Administration	7,000	418	3,494	3,506	50%
Information Systems	51,460	6,703	18,467	32,993	36%
Fleet	15,300	-	-	15,300	0%
Facilities	72,400	4,890	35,004	37,396	48%
Operations	6,000	358	2,450	3,550	41%
7700 Motor Fuel & Oils	73,200	4,197	32,448	40,752	44%
7750 Ops Operating Supplies	7,500	362	2,534	4,966	34%
7800 Control	-	-	-	-	-
Chemical Control	665,000	114,936	466,856	198,144	70%
Physical Control	12,500	-	-	12,500	0%
7850 Aerial Applications	-	-	-	-	-
Rural	50,400	8,772	38,191	12,209	76%
Urban	75,280	3,266	42,881	32,399	57%
8415 Operating Equipment	22,800	1,888	23,520	(720)	103%
8487 Furniture & Equipment	10,000	-	-	10,000	0%
8510 Research Projects	150,000	-	-	150,000	0%
8510 UCD VC of CA Mosq Research - Zika	-	-	30,000	-	-
8510 USDA - COOP expenses to be refunded	-	-	-	-	-
Total Operating Expense	1,559,965	161,347	848,048	741,917	54%
TOTAL EXPENSES	9,369,103	711,683	4,379,714	4,989,388	47%
Total Operations Revenue Less Expenses	0	305,214	(3,126,870)		
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)	305,214	(3,127,366)		

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended December 31 2016

	General Fund	Capital Replacement	Other Governmental Funds	Total
ASSETS				
<u>Cash and Investments</u>				
Cash - Checking	\$ 6,217	\$ -	\$ -	6,217
Cash - Payroll	\$ 68,916	\$ -	\$ -	68,916
Cash - Building Fund Checking	\$ -	\$ -	\$ -	-
Cash - Petty Cash	\$ 2,000	\$ -	\$ -	2,000
Investment Balances	\$ 8,008,440	\$ 1,241,100	\$ 420,386	9,669,926
Total Cash and Investments	\$ 8,085,574	\$ 1,241,100	\$ 420,386	9,747,059
<u>Current Assets</u>				
Accounts Receivable	\$ -	\$ -	\$ -	-
Interest Receivable	\$ -	\$ -	\$ -	-
Lease Payment Receivable	\$ -	\$ -	\$ -	-
Allowance for Bad Debts	\$ -	\$ -	\$ -	-
Chemical - Inventory	\$ 442,102	\$ -	\$ -	442,102
Shop - Inventory	\$ 13,795	\$ -	\$ -	13,795
Prepays and Deposits	\$ 1,226,894	\$ -	\$ -	1,226,894
Total Current Assets	\$ 1,682,791	\$ -	\$ -	1,682,791
<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	\$ 24,484,315	\$ 1,583,959	\$ 420,386	\$ 26,488,659

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended December 31 2016

	General Fund	Capital Replacement	Other Governmental Funds	Total
LIABILITIES AND EQUITY				
LIABILITIES				
<u>Current Liabilities</u>				
Accounts Payable	\$ 237,374	\$ (0)	\$ -	237,374
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	\$ 239,389	\$ -	\$ -	239,389
<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	\$ 5,311,750	\$ -	\$ -	\$ 5,311,750
EQUITY - FUND BALANCE				
Non - Spendable Fund Balance				
Invested in Capital Assets	\$ 10,845,602	\$ 342,859	\$ -	11,188,461
Inventory	\$ 516,559	\$ -	\$ -	516,559
Prepaids & 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
Unassigned Fund Balance	\$ 6,423,037	\$ 1,235,432	\$ 429,276	8,087,745
Unassigned	\$ -	\$ -	\$ -	-
Excess Revenue over (under) Expenditures	\$ (3,127,366)	\$ 5,667	\$ (8,891)	(3,130,589)
TOTAL EQUITY	\$ 19,172,564	\$ 1,583,959	\$ 420,386	21,176,909
TOTAL LIABILITIES AND EQUITY	\$ 24,484,315	\$ 1,583,959	\$ 420,386	26,488,659



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: Informational Item

AB 1661 Mandatory Sexual Harassment Training for Local Agency Officials – **Crystal G. Moreno, Clerk of the Board**

Background:

Effective January 1, 2017 – AB 1661 requires that if a local agency official receives any type of compensation, salary, or stipend, then that local agency official must receive at least two hours of sexual harassment prevention training and education within the first six months of taking office. Moreover, local agency officials must receive this training at least once every two years. “Local agency officials” includes any member of a legislative body and any elected officials of cities, counties, and special districts.

If you need assistance finding a training, please contact Clerk of the Board, Crystal Moreno.

Staff Recommendation:

N/A

Fiscal Impact:

N/A

Exhibits:

N/A



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: Informational Item

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

Background:

February 6-7, 2017: MVCAC Lobby Day (Sacramento, CA) ~ Lobby Day provides an opportunity for District staff and trustees to meet with Legislators in Sacramento to foster relationships, share about the importance of mosquito and vector control in California, and discuss issues facing mosquito control in California and the Coachella Valley. This year lobby day will focus on issues related to mosquito research funding, Invasive Aedes, and potential legislation sponsored by MVCAC targeting the use of unmanned aerial vehicles for mosquito surveillance and control. There is also a training offered by MVCAC staff on February 6th which gives attendees pointers on how to have effective meetings with their legislators. This training is targeted primarily for first time attendees.

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 be 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 MARCH 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, Interim Lab Manager

MVCAC Annual Conference (3/26-29):

Doug Walker, President
Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Jill Oviatt, Public Outreach Manager
Jennifer Henke, Interim Lab Manager



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: Informational Item

Semi-annual research reports from the University of California, Riverside and Davis, University of Miami, and the USDA for 2016 – **Jennifer A. Henke, MS, Interim Laboratory Manager**

Background:

The Research Department (Department 600) supports cooperative work with the University of California system and other research institutions for conducting mosquito-borne disease and vector research, optimizing control measures, and understanding of vector biology relevant to needs in the Coachella Valley. The proposals include finding a new methodology for detecting arboviruses and controlling adult mosquitoes, using biological control organisms to target adult mosquitoes in storm water systems, examining new control strategies for adult mosquitoes, and releasing biological control organisms to help control red imported fire ants. Each of the proposals were approved by the Research Committee and presented for approval to the full Board of Trustees at the November 2015 Meeting.

As described in District's Research Funding Policy and Procedure, researchers are to provide semiannual progress reports. The reports are from the four following proposals:

1. UC Davis (Dr. L. Coffey) – The proposal includes:

- a. Compare the effectiveness of scented sugar bait stations for arbovirus detection to the District's current methods.
- b. Examine a new testing method for sugar bait stations and other surveillance samples for arboviruses.

3. UC Riverside (Dr. W. Walton) – The proposal includes:

- a. Examine the use of attractive toxic sugar bait stations with fungi as the toxic agent in storm drains

4. USDA (Dr. D. Oi) – The proposal includes:

- a. Identify and develop effective water resistant baits as a control product for red imported fire ants.
- b. Evaluate the establishment and spread of 3 types of biological control organisms (decapitating phorid flies, the microsporidian pathogen *Kneallihazia solenopsae*, and the virus SINV-3) released during the project funded in 2014-2015.

2. U Miami (Dr. W. Qualls) – The proposal includes:

- a. Examine the effectiveness of attractive toxic sugar bait

b. Develop an attractive toxic sugar bait station for deployment in storm drains

Note – the researcher began a job at Texas Public Health in September 2016. The work was not completed, and a portion of the funds was returned to the District

Staff Recommendation:

N/A

Fiscal Impact:

N/A

Exhibits:

- UC Davis Semi-Annual Research Report
- UC Riverside Semi-Annual Research Report
- USDA Semi-Annual Research Report

Progress Report for Coachella Valley Mosquito and Vector Control District Grant**Exploiting sugar feeding to improve mosquito-borne virus surveillance**

The purpose of this study is to compare sugar baited surveillance with conventional encephalitis virus surveillance (EVS) methods in the Coachella Valley of Riverside County, California. Surveillance methods include testing for three different arboviruses: West Nile (WN), St. Louis encephalitis (SLE), and Western equine encephalomyelitis (WEE) viruses. Sugar baits have been used previously in Coachella Valley to successfully detect WNV (Lothrop *et al.* 2012) using the same quantitative reverse transcription polymerase chain reaction (qRT-PCR) that is also used throughout California to test mosquito pools concurrently for viral RNA from all 3 viruses. Building on this platform, we have modified the qRT-PCR protocol to improve sensitivity of viral RNA detection when testing sugar baits, a process that involves lowering the total elution volume during RNA extraction and consuming all of the eluate in duplicate qRT-PCR reactions.

In addition to using this qRT-PCR on sugar baits, this project also incorporates a newer, reverse transcriptase loop-mediated amplification (RT-LAMP) assay to detect viral RNA for the same 3 viral species. RT-LAMP has the potential as a field deployable diagnostic since it amplifies at a single temperature, removing the need for a thermal cycler in a laboratory setting.

Update on Project Activity Since our Last Report in May 2016)

Field Deployment of Sugar Baits in 2016: Sugar baits were deployed in Coachella Valley at 6 sites between April 7 and June 2, and at 19 different sites for 13 consecutive weeks from June 27 to September 19, 2016. Three baits were placed at each site every deployment, for a total of 887 baits over 296 spatial-temporal locations (site-weeks). Due to logistical constraints, not every site was deployed each week.

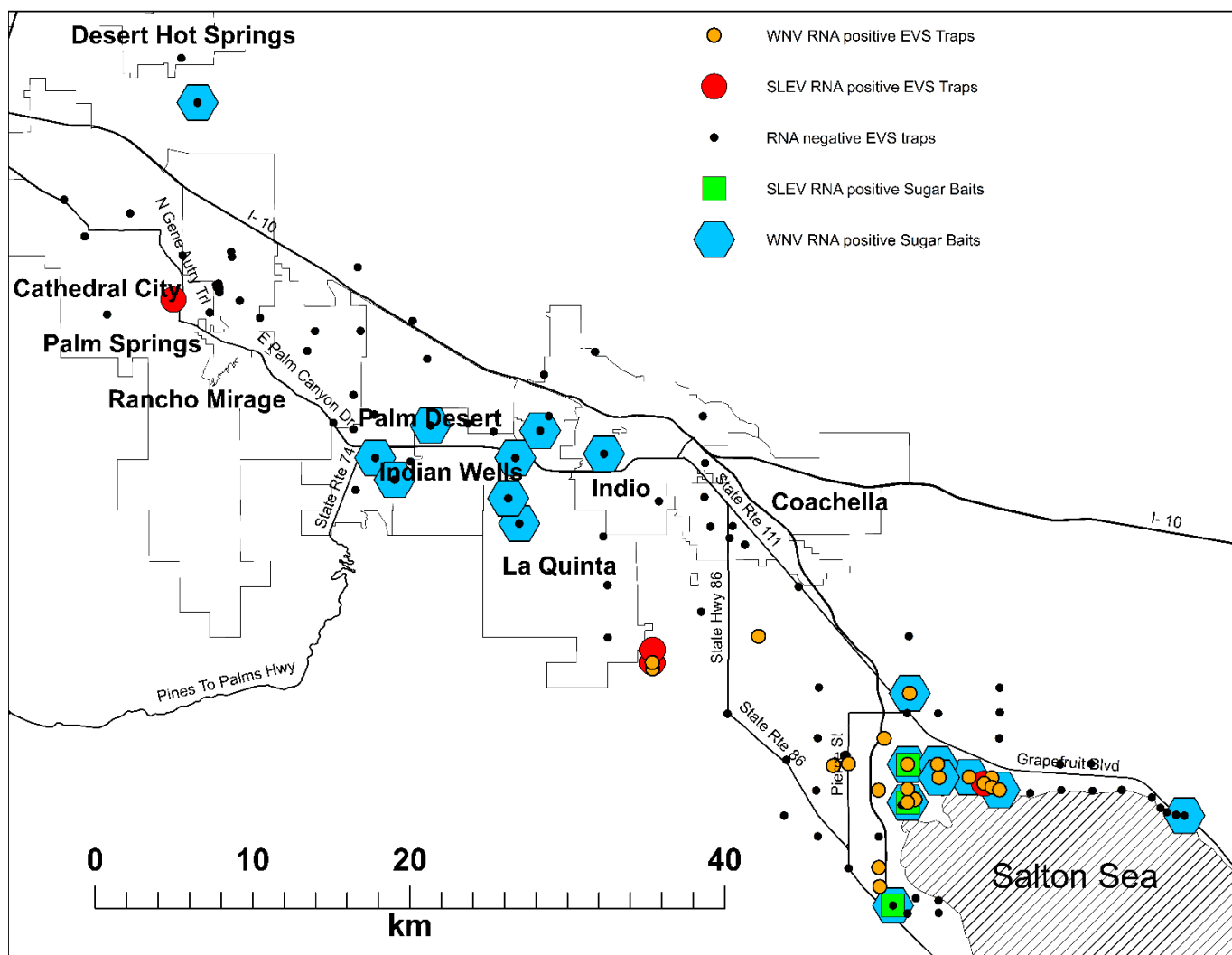
Viral RNA detection in 2016 Coachella Valley sugar baits by qRT-PCR: A total of 887 baits were deployed in summer 2016. Some sugar baits either went missing entirely or lost the cotton plug which collects the mosquito saliva; these were therefore discarded from the total number of testable baits, which was 758. Of these, 87 baits were positive for WNV (11.4%), 3 baits were positive for SLEV (0.3%), and 1 bait was positive for WEEV (0.1%) (Table 1). Given that WEEV activity has not been reported in conventional EVS surveillance for many years, the WEEV detection likely represents a false positive, with the viral RNA level being near borderline of the negative cutoff of the assay. Although none of the individual baits were positive for more than one virus, there was a single instance of 2 baits being positive for WNV and SLEV for a single site-week. Fifteen site-weeks had multiple baits positive for WNV. Higher numbers of WNV RNA positive baits than SLEV RNA positive baits is consistent with conventional EVS surveillance in Coachella Valley in 2015 and 2016.

Table 1: Sugar Baits in Coachella Valley in summer 2016 tested for WNV, SLEV, or WEEV RNA by qRT-PCR

Virus	No. positive baits (%)	No. positive sites (%)	No. positive baits (%)	No. positive sites (%)	No. positive baits (%)	No. positive sites (%)
	April 7 th to June 2nd		June 27 th to September 19th		All summer total	
WNV	8 / 129 (6.2%)	7 / 43 (16.3%)	79 / 758 (10.4%)	55 / 253 (21.7%)	87 / 758 (11.4%)	62 / 296 (20.9%)
SLEV	0 / 129 (0.0%)	0 / 43 (0.0%)	3 / 758 (0.4%)	3 / 253 (1.2%)	3 / 758 (0.4%)	3 / 296 (1.0%)
WEEV	1 / 129 (0.8%)	1 / 43 (2.3%)	0 / 758 (0.0%)	0 / 253 (0.0%)	1 / 758 (0.0%)	1 / 296 (0.3%)

Spatial Distribution of Sites: From April to October 2016, every sugar baited site was positive for WNV RNA at least once. Only six of these sites, all clustered near the Salton Sea, also experienced WNV RNA positive EVS traps for the duration of the study (Figure 1) Three sugar bait sites were positive for SLEV RNA, and four different EVS trap sites were positive for SLEV RNA, but each of these only occurred once).

Figure 1: Coachella Valley summer 2016 EVS versus sugar bait WNV and SLEV activity



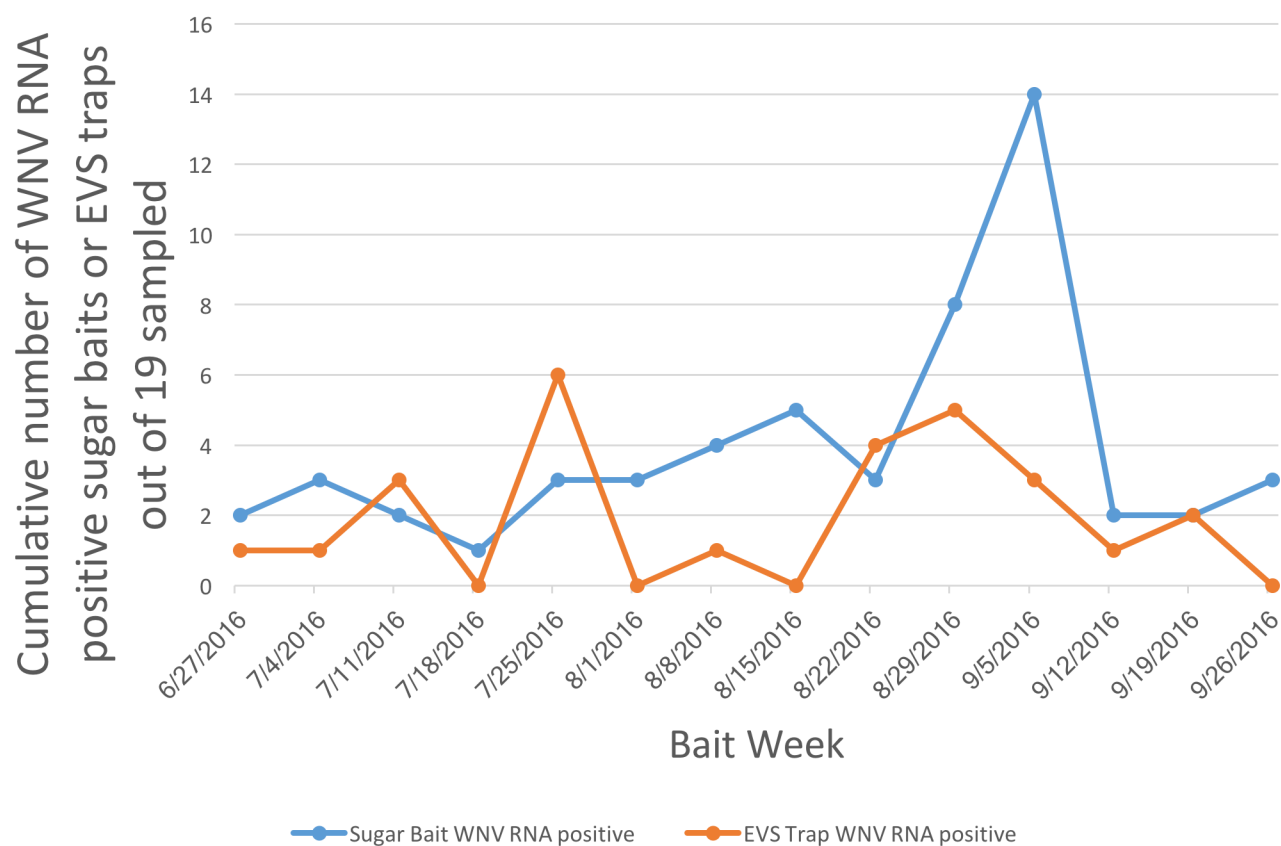
Association Between Sugar Bait and EVS Trap Viral RNA Detections: During the summer 2016 study period, 55 site-weeks tested positive for WNV RNA using the sugar bait method, and 27 site-weeks were positive by EVS traps. However, only 8 site-weeks had concurrent detections between the two methods (Table 2). This result is no different than one would expect by chance if the two methods were completely independent, given by a Chi-square test p-value of 0.29. This result could be due to the fact that the two methods rely on separate mosquito behaviors for attraction, and this non-association of results between EVS and sugar bait methods is consistent with recent similar studies we also performed in summer 2015 and 2016 in the Sacramento area of California (unpublished data).

Table 2: Concordant and Discordant Detections of WNV RNA by Sugar Bait and EVS Trap methods

Sites	EVS trap WNV RNA positive	EVS Trap WNV RNA negative	Total
Bait WNV RNA positive	8	47	55
Bait WNV RNA negative	19	179	198
Total	27	226	253

Temporal Patterns of Sugar Baits and EVS Traps: Both sugar baits and EVS traps detected positives for WNV RNA throughout the study period (Figure 2). The 2 methods peaked at different times in summer 2016, with the highest number of positive sugar baits during the week of September 5, 2016. Although overall there was not an association between positive sugar baits and positive traps, during the week of September 5, all three sites that were positive for WNV RNA by EVS trap were also positive in sugar baits.

Figure 2: Cumulative WNV RNA positive EVS traps or sugar baits in Coachella Valley, June to September, 2016



Viral RNA detection in 2016 Coachella Valley Sugar Baits assayed with RT-LAMP:

Validation of RT-LAMP for viral RNA detection with viral stocks from cell culture: To our knowledge, RT-LAMP has not been used to test sugar baits for arboviruses. Therefore, we validated this approach in a cell-culture derived viral stocks in spring 2016 applying the approach to field-deployed sugar baits. The limit of detection for RT-LAMP in those stocks was approximately 0.1 WNV genome copies and 10 SLEV and WEEV genome copies.

RT-LAMP on spiked sugar baits: We next applied viral stocks to sugar baits prior to being sampled for testing to assess viral RNA recovery of our extraction and testing process. We detected 1,000 less WNV viral RNA copies in sugar baits compared to the copy numbers we inoculated, showing a significant loss in recovery (data not shown). This loss is likely due to the viral RNA becoming diluted in the sucrose solution prior to being re-sampled. Using WNV, a minimum of 20 plaque forming units (PFU), corresponding to approximately 2000-20,000 genome copies spiked onto a bait, was the limit of detection of the RT-LAMP assay. Twenty PFU is at the low end of the amount of WNV excreted by transmitting vectors, estimated previously at 3 - 4693 PFU (Colton and Nasci, 2006). Therefore, even at the RT-LAMP limit of detection of 20 PFU, we feel confident that the assay will successfully detect infected mosquito excretant except when transmitted PFU levels are very low.

RT-LAMP on sugar baits presented to infected mosquitoes: To verify that the RT-LAMP assay will successfully detect virus after a transmitting mosquito feeds on a sugar bait, *Culex tarsalis* mosquitoes were orally infected with a high titered WNV infectious blood meal and presented with sugar baits after the completion of the extrinsic incubation period, about 10 days post-feed, at which point *Cx. tarsalis* become transmission competent. The details of the experimental design were previously described in the May 2016 report and summarized below (Table 3).

Five sugar baits were presented to each carton from 3-10 days post feed, and five additional baits were presented to carton 3 from 11-17 days post feed. All twenty sugar baits were negative by both qRT-PCR and RT-LAMP, despite some cartons containing transmission competent mosquitoes with WNV in their saliva. Therefore, this experiment was inconclusive regarding the ability of RT-LAMP to detect WNV RNA compared to conventional qRT-PCR after transmitting mosquitoes feed on sugar baits. Planned experiments in January of 2017 will use a larger cohort of *Cx. tarsalis*, and a higher titered blood meal, and color-dyed sugar to verify sugar feeding, to maximize the chances of transmission.

Table 3: WNV positive (+) or negative (-) colonized *Culex tarsalis* bodies and saliva either 3-10 or 11-17 days after ingestion of an infectious blood meal containing 1.28×10^7 PFU/mL of a WNV strain isolated from San Bernardino County in 2015.

		Tested by RT-LAMP		Tested by qRT-PCR		3-10 days post feed		Tested by RT-LAMP	Tested by qRT-PCR
Carton	Sample	Mosquito body	Mosquito saliva	Mosquito body	Mosquito saliva	Carton	Sample	Sugar Bait	
1	1	+	-	+	-	1	1	-	-
	2	-	-	-	-		2	-	-
2	3	-	-	-	-		3	-	-
	4	-	-	-	-		4	-	-
	5	+	-	+	-		5	-	-
	6	+	-	-	-	2	6	-	-
	7	-	-	+	-		7	-	-
	8	-	-	+	-		8	-	-
3	9	+	+	+	-		9	-	-
	10	-	-	-	-	3	10	-	-
	11	+	-	+	-		11	-	-
	12	-	-	-	-		12	-	-
	13	-	-	-	-		13	-	-
	14	+	+	+	-		14	-	-
	15	-	-	-	-	3 (11-17 days post feed)	15	-	-
	16	-	+	-	-		16	-	-
	17	-	-	-	-		17	-	-
							18	-	-
							19	-	-
							20	-	-

Detection of SLEV with RT-LAMP: Our current RT-LAMP primers that successfully detect a 2003 SLEV strain from Imperial County failed to detect the re-emerging SLEV in California since 2015, despite testing using several 2016 Kern County SLEV strains, as well as their closest known relative, a putative ancestral strain from Argentina in 2005 (White *et al.* 2016), multiple sets of RT-LAMP reagents, and working positive controls. We will modify the RT-LAMP primer sets in collaboration with our colleagues at Sandia that are experts in RT-LAMP (Ball *et al.* 2016) in early 2017 to yield an assay that works for SLEV. Once we have validated new primer sets on cell culture stocks, we will test archived field deployed baits from 2016 by RT-LAMP. This will allow sensitivity comparisons between conventional qRT-PCR and RT-LAMP for SLEV.

Project Progress Summary:

Overall, we feel that the sugar baiting conducted in Coachella Valley in summer of 2016 was a success. A higher percentage of sugar baits detected WNV RNA detected than in EVS traps at the same sites. We also detected higher percentages of WNV positive baits than previous sugar baiting attempts in the area (Lothrop *et al.* 2012). Detection of SLEV RNA in sugar baits also confirms that this approach detects SLEV in Coachella Valley as well, an observation that is not surprising given that WNV and SLEV use the same vectors that sugar feed. We feel that our 2016 data is evidence that the extraction and testing improvements, although incremental, further optimize the sugar baited approach to increase detection in Coachella Valley by this method.

Once we have optimized SLEV detection in early 2017, the RT-LAMP will be tested on archived summer 2016 baits and compared with the qRT-PCR data presented here. Although we believe the assay will be robust enough to detect viral RNA with the current design of sugar baits, the large reduction in sensitivity is a concern. A specially designed field-deployable

detection unit currently being manufactured by our colleagues at Sandia Laboratories will be conducive to field deployment of using RT-LAMP, and is scheduled to be tested in the summer of 2017.

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White, G. et al. 2016. Reemergence of St. Louis Encephalitis Virus, California, 2015. *Emerging Infectious Diseases*. 22(12):2185-2188.

Semiannual Research Progress Report #2 for CVMVCD grant:
Dec. 31, 2016

Fire ant IPM in the Coachella Valley: Improving fire ant bait efficacy in irrigated landscapes and
monitoring fire ant biocontrol agents

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Summary of Activity Jan. through Dec. 2016.

- Three water-resistant fire ant bait formulations were tested against laboratory fire ant colonies.
 - All three formulations caused an average 68-100% reduction in brood volumes after being either: a) soaked in water, b) soaked in water then allowed to air dry for 18-23 hours, or c) left dry. Reduced amounts of brood is indicative of effective delivery of the insect growth regulating active ingredient (pyriproxyfen) used in all tested baits.
- The three water-resistant fire ant bait formulations were further tested in irrigated, potted plants infested with fire ant colonies.
 - Colonies extracted from pyriproxyfen baited pots had mean brood reductions of 90-96%. However, results were confounded by the inconsistent collection of colonies from the control treatments, possibly due to the escape of colonies.
 - Fire ants fed on all bait formulations between irrigation cycles.
- Solenosis invicta virus 3 monitoring was conducted at the El Dorado and La Quinta Medical Center sites on May 4-5, 2016.
 - SINV-3 was detected in 33% and 68% of samples from El Dorado and La Quinta Medical, respectively.
 - Positive samples were collected from locations farther from the release site than previously sampled.
- Phorid fly trapping at Monterey Country Club and La Quinta Medical Center on May 4-5, 2016.
 - A total of 4 flies (*Pseudacteon obtusus*) were collected at Monterey.
 - No flies were collected at the La Quinta Medical Center site.

Water Resistant Baits – laboratory study

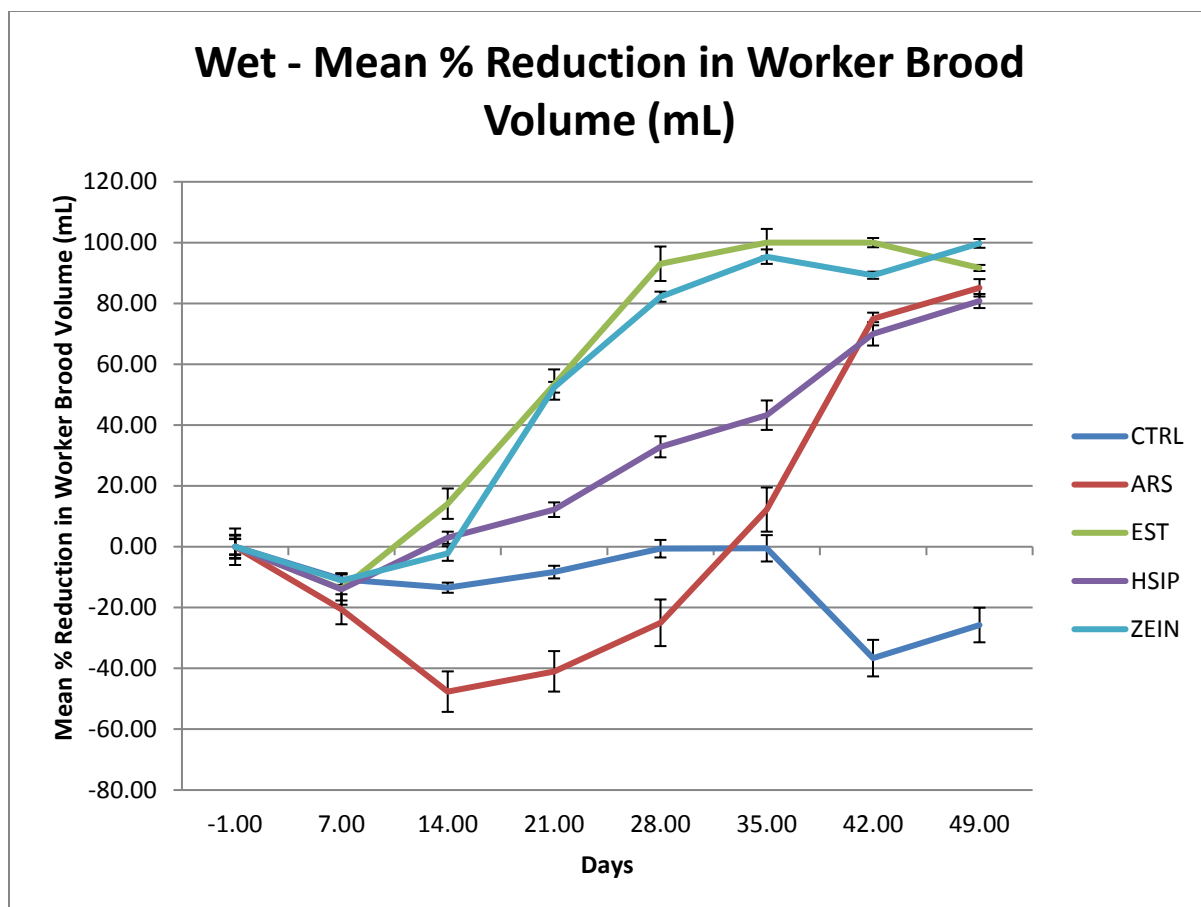
Prolonging the physical stability and palatability of fire ant baits exposed to water would markedly advance the ability to control fire ants in wet conditions. Efforts have been made to decrease the negative effects of precipitation and/or irrigation on fire ant baits that utilize a corn-grit carrier. Moisture renders corn-grit carriers mushy and unpalatable to fire ants. One example of water-resistant baits (Hsip bait), replaces the corn-grit with dried distiller's grains solubles (DDGS) (Kafle et al 2010). Another approach protects the corn-grit carrier from moisture by spraying the corn protein zein on standard fire ant bait (J. Chen, personal communication). Three water-resistant fire ant bait formulations (Hsip, Zein, Ars) plus a standard fire ant bait (Esteem) and a control bait (Table 1) were evaluated on laboratory colonies of red imported fire ants, *Solenopsis invicta*.

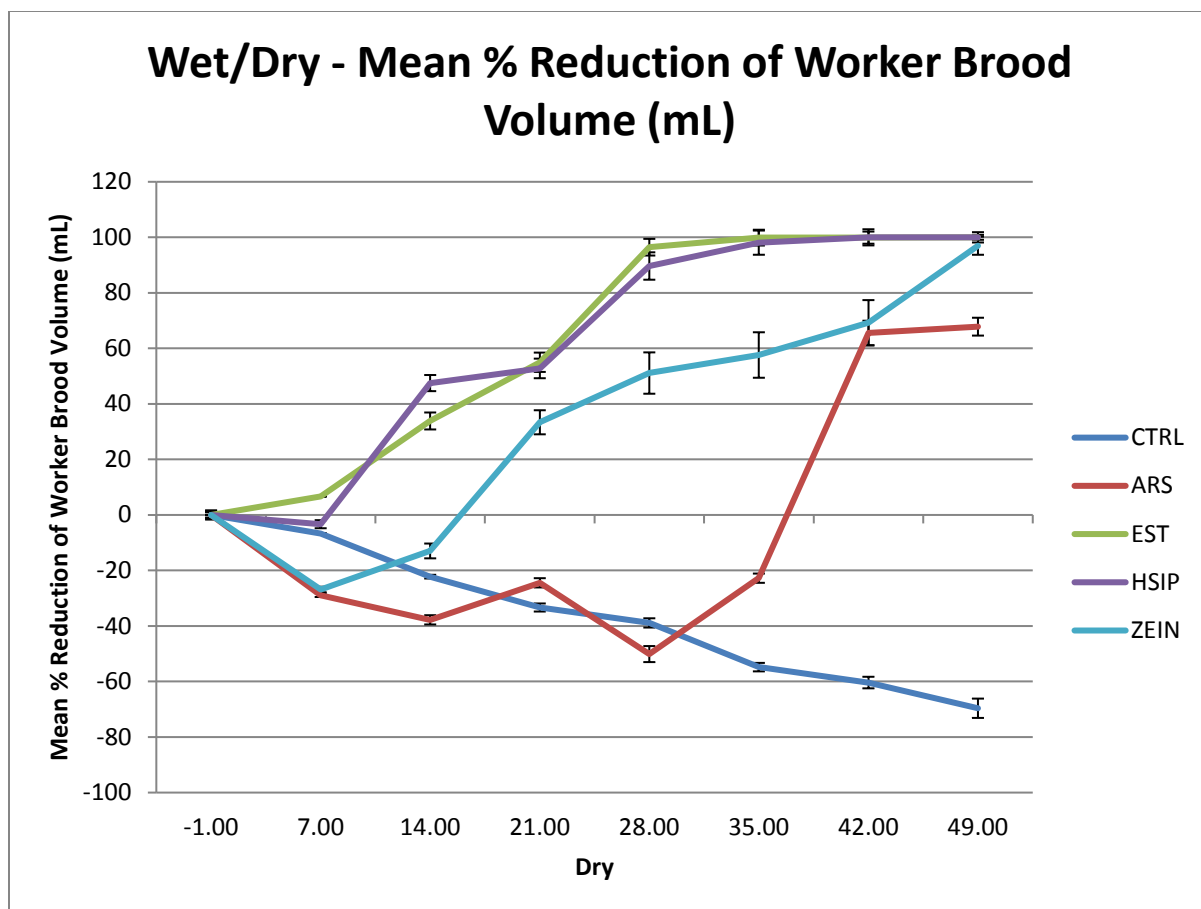
Table 1. Baits tested for water-resistance.

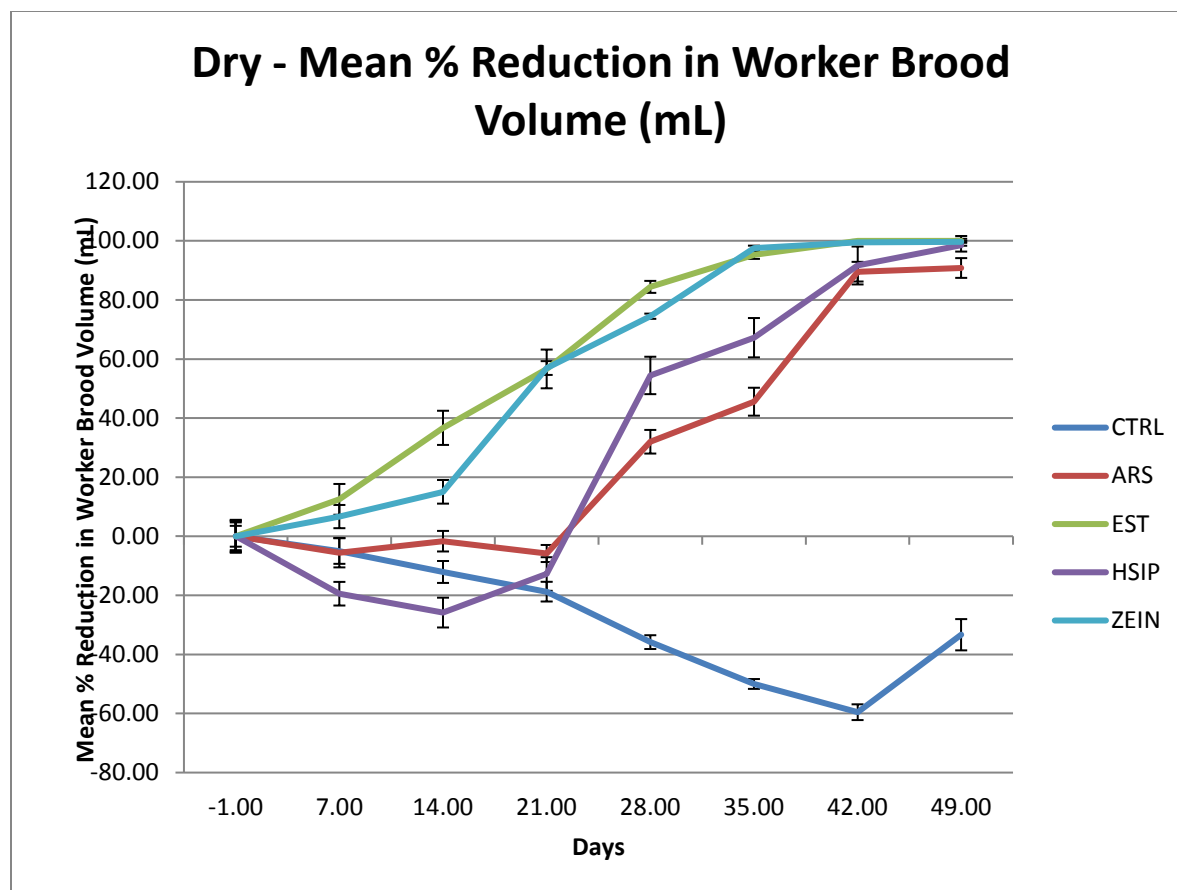
Bait	% AI	Carrier	Manufacturer
Hsip	0.5% pyriproxyfen	DDGS	Chung Hsi Chemical
Zein	0.1% pyriproxyfen	corn grit	ARS Stoneville, MS
Ars	0.1% pyriproxyfen	corn grit	ARS Stoneville, MS
Esteem	0.5% pyriproxyfen	corn grit	Valent
Control	0.0% no active ingred.	corn grit	---

Baits containing 0.1%, 0.5%, and 0% pyriproxyfen were either: a) soaked in water for 30 minutes; b) soaked in water for 30 minutes then allowed to air dry overnight (ca. 18-23 hours); or c) left dry as a standard bait. Fire ant test colonies ranged in size from 7,300-16,000 workers, 13-18 ml brood, and 1 queen. Colonies were starved for 24 hours, had access to bait for about 24 hours, and then bait was replaced with laboratory diet of frozen crickets and 10% sugar solution. Pyriproxyfen is an insect growth regulator, which causes a shift from worker caste brood to reproductive caste brood. Lack of worker brood is indicative of colony decline. Therefore baits were evaluated primarily by the average (n=3) percent reduction in brood volume. Data were collected weekly.

Graphs below show the weekly percent reductions in brood volume by moisture regimes (wet, wet/dry, and dry). Brood reductions generally were noticeable in all treatments beginning with the fourth week. This is a typical fire ant response to pyriproxyfen. Surprisingly, the standard fire ant bait, Esteem, resulted in 92-100% reduction in all moisture regimes by the end of the study (7 weeks). The other three water resistant baits (Hsip, Zein, Ars) had brood reductions of 68-100%. The ARS bait seemed to have a slower trajectory of brood reduction, however, its concentration of pyriproxyfen was lower than the 0.5% of the standard bait. These results suggest further testing under field conditions are warranted.







Water Resistant Baits – Irrigated nursery pots

Based on the results of the laboratory studies, all four pyriproxyfen (0.5%) bait formulations and a control of 20% once-refined soybean oil absorbed onto pregel defatted corn grit were tested in irrigated, potted boxwood shrubs that contained a fire ant colony. Colonies had one queen, 12-45 mL of worker brood, and 3,000-20,000 workers. Prior to baiting, colonies were starved for 24 hrs. Bait (10 g /pot) was applied in a pile under a micro-sprinkler immediately before water sprayed on the bait for 10 minutes (Fig. 1). Thereafter the sprinkler was on for 10 minutes at 8 am, 12 noon, and 4 pm, for seven days, which was an irrigation cycle used by a local nursery. For each 10 minute spray, 1.5 liters (0.4 gal) of water was applied. In addition, Rep 1 received approximately 1.16 liters of rainfall, Reps 2-3 received 1.7 liters, and Reps 4-5 received no rainfall. Pots were contained in fluon-lined trays to prevent ant escapes and held for 6-7 weeks outdoors under a covered lanai to allow for the appearance of pyriproxyfen effects. Frozen crickets, 10% (w/v) sugar solution, and water were added to the pots 48 hr after baiting to provide sustenance to fire ant colonies. Fire ants were extracted from the pots by cutting the trunk at the soil line, placing the root ball in a bucket, and slowly dripping water into the bucket until the accumulating water forced the ants out of the root ball. The size of the extracted colonies were visually estimated by counting the number of live ants and comparing the worker brood volume (not the reproductive caste brood) to photos of measured brood volume. Colonies also were examined for the presence of their queen.

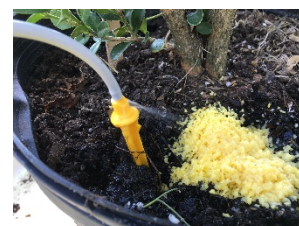


Fig. 1. Bait pile under micro-sprinkler.

Brood volume was reduced by an average 90-96% in the baited colonies while the controls had an average reduction of 52% (n=4) 6-7 weeks after baiting. However, these results were confounded by extreme variation in the brood volume recovered from the controls which included an increase in brood as well as 2 reps having over 90% reductions (Table 2). Similarly, the percent worker reductions were highly variable in the controls and the Zein bait; and the replications of the other baited colonies were reduced by unrecovered colonies or escapes (Table 3). Queen presence (Table 4) generally indicated which colonies were fully extracted from the root balls.

The high percent reductions of brood and workers in the controls indicated adjustments in methods are needed. Nevertheless, observations provided useful information. Fire ants were observed feeding on the bait that missed the micro-sprinkler spray or other protected portions of the bait piles that remained dry. The Hsip and ARS, and to a lesser extent the Zein, formulations dried more quickly and had loose particles, unlike the standard corn grit bait (Esteem). The loose particles are amenable to fire ant foraging. By the 2nd day after baiting, microbial growth (pink tinge) was evident on the Zein bait and the ARS bait was molding by the 3rd day. Based on these observations and the laboratory studies, the Hsip bait and the standard Esteem bait are the formulations that should be tested in Coachella Valley field sites.

Table 2. Percent reduction of worker brood volume from initial brood volume* 6-7 weeks after initial bait access.

	Zein	ARS	Hsip	Esteem	Control
Rep 1	100.00	100.00	73.33	92.00	escape?
Rep 2	100.00	99.67	100.00	99.67	99.33
Rep 3	100.00	escape?	100.00	100.00	-25.00
Rep 4	77.78	70.00	escape?	94.29	42.86
Rep 5	95.00	90.00	escape?	escape?	92.50
Avg (std dev)	94.56 (9.62)	89.92 (14.07)	91.11 (15.40)	96.49 (3.98)	52.42 (57.42)

*Min –Max of initial brood volume over all reps for each bait: Zein 20-45mL; ARS 12-40 mL; Hsip 20-30 mL; Esteem 12-35 mL; Control 18-40 mL.

Table 3. Percent reduction in the number of live workers ants from initial worker count 6-7 weeks after initial bait access.

	Zein	ARS	Hsip	Esteem	Control
Rep 1	94.67	83.33	93.33	94.17	escape?
Rep 2	83.33	87.50	95.56	86.11	92.50
Rep 3	99.67	escape?	99.67	92.00	62.50
Rep 4	-11.11	56.67	escape?	95.00	0.00
Rep 5	80.00	82.22	escape?	escape?	71.11
Avg (std dev)	69.31 (45.67)	77.43 (14.03)	96.19 (3.22)	91.82 (4.01)	56.53 (39.74)

*Min –Max of initial worker count over all reps for each bait: Zein 3,000-15,000; ARS 3,000-20,000; Hsip 2,500-18,000; Esteem 3,000-18,000; Control 4,000-20,000.

Table 4. Number of live queens / number of colonies recovered for each bait and replicate 6-7 weeks after initial bait access.

	Zein	ARS	Hsip	Esteem	Control
Rep 1	1 / 1	1 / 1	1 / 1	1 / 1	0 / 0
Rep 2	1 / 1	1 / 1	1 / 1	1 / 1	1 / 1
Rep 3	0 / 1	0 / 0	0 / 1	1 / 1	1 / 1
Rep 4	1 / 1	1 / 1	0 / 0	0 / 1	1 / 1
Rep 5	0 / 1	0 / 1	0 / 0	0 / 0	1 / 1
Total live Qs/ # colonies recovered	3 / 5	3 / 4	2 / 3	3 / 4	4 / 4

Solenopsis invicta virus-3.

Fire ants were inoculated with *Solenopsis invicta* virus-3 (SINV3) at the El Dorado site on June 11, 2014 and at the La Quinta Medical Center site on Jan. 26 and Oct. 22, 2015. Surveys conducted in 2014 and 2015 revealed that the virus had established at both sites. The most recent survey conducted on May 5, 2016 indicated that SINV3 was present at both the El Dorado and the La Quinta Medical Center sites. At El Dorado, SINV3 was detected in 33% (5/15) of the samples which were collected along the north ditch that parallels the inoculated plot T and the adjacent, non-inoculated plot C2. The positive samples were collected farther from the inoculated plot than previous detections. At the La Quinta Medical site, SINV3 was found in 68% (13/19) of the samples. Positive samples were obtained from fire ant nests located in the grass medians from about the middle of parking lot, throughout the Caleo Bay Alzheimer's Care facility property, and to the south end of the sidewalk along Washington Street. Thus, at both sites, SINV3 appeared to be spreading. Sampling will be conducted again in the spring of 2017.

Phorid fly monitoring.

Releases of the little decapitating fly *Pseudacteon curvatus* and the larger decapitating fly *Pseudacteon obtusus* were made at the Monterey Country Club on May 15-16 and Nov. 6-7, 2014. Releases also were made at the La Quinta Medical Center site on Nov. 6-7, 2014. Both species were confirmed to have established in 2015 at Monterey. On May 4-5, 2016, ARS and CVMVCD personnel deployed phorid fly traps (Fig. 1) at Monterey and La Quinta Medical Center to monitor their spread and determine establishment at each site, respectively.

Pseudacteon obtusus was the only species collected. At the Monterey site, 4 males were trapped on the north hillsides: 1 and 2 golf cart paths to the east of the release site; and approximately 30 yards west of the overpass; and one cart path west of that. Thus, *P. obtusus* collections extended further east and west from previous collections. The lower number of trapped flies indicated the flies are still present and the timing of the survey may not have coincided with adult fly emergence. Flies were not collected at La Quinta Medical Center. This continues the pattern of previous surveys at this release site of no evidence of establishment (Table 2).

Further sampling will be conducted in the spring of 2017.



Fig. 1. Phorid fly trap. Inverted pizza box stand coated with tangle-foot will catch phorids attracted to fire ants contained in petri dish by fluon (white film).

Table 2. Fire ant decapitating phorid flies collected at release sites in Coachella Valley, CA. Releases were predominately *Pseudacteon curvatus*, instead of *Pseudacteon obtusus*.

Site	Release dates	Survey dates				
		6/11/2014	10/28-29/2014	1/27/2015	5/13-14/2015	5/4-5/2016
Monterey	5/16, 2014 11/6-7/2014	0	<i>P. obtusus</i> : 2 male	<i>P. obtusus</i> : 1 female	<i>P. obtusus</i> : 19 male, 5 female <i>P. curvatus</i> : 1 female	<i>P. obtusus</i> : 4 male
Sonrisa	5/15/2014	0	0	0	0	na**
La Quinta Medical Center	11/6-7/2014	na*	na	0	0	0

*na, not applicable; releases not made until Nov. 2014.

**monitoring discontinued due to consistent absence of phorids and low fire ant nest densities.

Table 3. Milestones for water-resistant bait development and monitoring fire ant biocontrol agents in the Coachella Valley.

Year / Quarter	Lab test water resist. baits	Outdoor testing baits FL	CA bait field trial: site selection	CA bait field trial: treat & sample	Biocontrol monitor
2016 Jan-Mar	Done				
2016 Apr-Jun	Done				Done
2016 Jul-Sep	Not needed	Done			
2016 Oct-Dec		Done			
2017 Jan-Mar			X		
2017 Apr-Jun				X	X
2017 Jul-Sep				X	
2017 Oct-Dec					

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Annual Report, December 2016: Direct and Autodisseminated Control of Mosquitoes with Attractive Bait Stations for Underground Storm Drain Systems in the Coachella Valley

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Objectives:

The goals of this project are to investigate the efficacy of an attractive toxic sugar bait station (ATSB) to transmit and promote mosquito-propagated (autodissemination) transmission of chemical and biological control agents against mosquitoes inhabiting underground storm drain systems (USDS). We propose (i) to develop an ATSB design that effectively attracts adult *Culex quinquefasciatus* mosquitoes and exposes them to delayed-onset control agents via contact and/or ingestion under laboratory conditions, (ii) to assess lethal and sublethal effects of an entomopathogenic fungus, a biocidal/reproductive sterilizing agent, and an insect growth regulator (IGR) after ATSB exposure in laboratory assays, and (iii) to determine the efficacy of an ATSB to transmit and autodisseminate control agents to mosquito adults and offspring at developmental sites in laboratory and field trials.

ATSB Design Development

ATSB models have evolved from prototypes to the most recent ‘QuadMoat’ (QM) design (Figure 1), which can separate, protect, and deliver pyriproxyfen (PPF), insecticidal fungus (dry *Beauveria bassiana* powder formulation, BG 22WP), and/or boric acid to mosquitoes for at least one week under field conditions. The QM-ATSB is comprised of three exposure ‘zones’ for simultaneous deployment of three control agents. The outer zone is composed of five plastic vials (4 external, 1 internal) that can store at least 250 mL of the PPF insect growth regulator (IGR). Dental wicks projected through the cap of each storage vial become saturated with PPF and provide mosquito landing sites for contact-based chemical transmission. The middle zone is a foam core and plastic shell dusted with *Beauveria bassiana* powder (BG 22WP) that mosquitoes encounter when seeking attractive sugar bait (ASB). The inner zone is a single vertical sponge wick halfway through the center axis of the foam core saturated with bait from a 900 mL reservoir and acts as the primary site ingestion of control agents such as boric acid during feeding.

Figure 1. QM-ATSB design (left) and UC Riverside field deployment (right) of fungal and chemical control agents.



ATSB in the Laboratory: Adult Mortality and Infection

Mortality and infection results of laboratory ATSB experiments conducted in autumn 2016 are illustrated in Figure 2. Host-seeking females exposed to dry *Beauveria* formulation (BG 22WP without PPF) displayed mortality (mean \pm SD: $66 \pm 7\%$) and infection ($60 \pm 8\%$) higher than host-seeking females exposed to wet BG 22WP sprays (mortality: $24 \pm 3\%$; infection: $6 \pm 5\%$) and water controls (mortality: $13 \pm 9\%$; no infections). In comparison, gravid females exposed to dry BG 22WP exhibited minimal mortality ($15 \pm 3\%$ vs. $6 \pm 4\%$ controls) and lower infection levels ($26 \pm 18\%$ vs. no control infection). Interestingly, high *Beauveria* infection rates in gravid female exposures were boosted by high sublethal fungal loads evident in adults killed after the experiment (21 days).

ATSBs with PPF but lacking BGWP powder were associated with high mortality in both host-seeking ($64 \pm 3\%$ vs. $17 \pm 1\%$ controls) and gravid ($71 \pm 34\%$ vs. $13 \pm 6\%$ controls) females free of infection. Gravid mosquitoes exposed to an ATSB with both PPF and BGWP exhibited mortality ($92 \pm 15\%$ vs. $13 \pm 2\%$ controls) similar if not greater than exposures with PPF alone and infections were visible in the few surviving gravid females; however, high PPF mortality before fungal life cycle completion likely limited detectable infection rates ($12 \pm 6\%$ vs. no control infection) compared to exposures with BGWP alone.

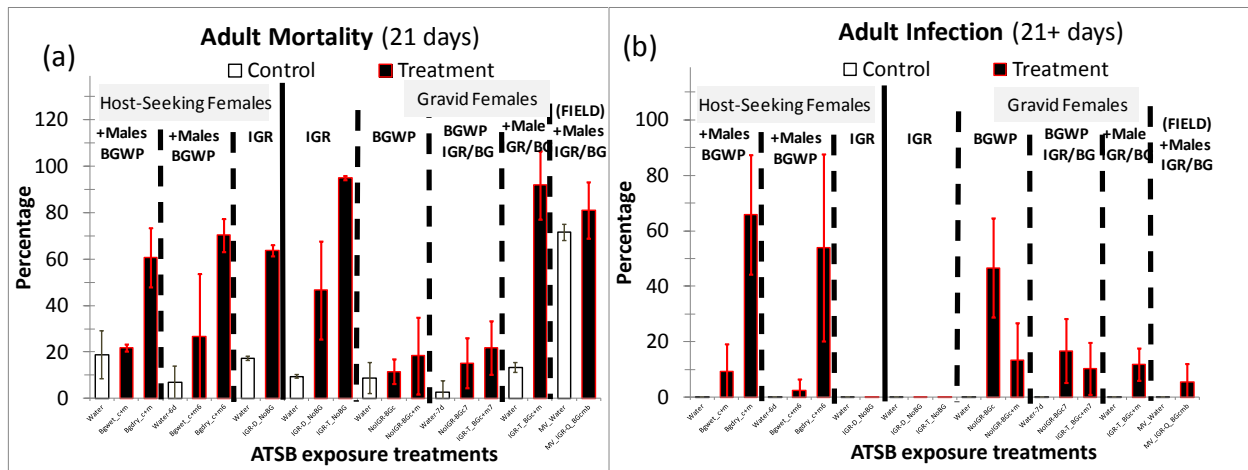


Figure 2. Mean (\pm SD) percentages of *Culex quinquefasciatus* (a) mortality and (b) fungal infection in sequential ATSB exposures within laboratory cages and field enclosures (FIELD). The vertical lines separate results from each experiment. The 21 day period included the duration of exposure and post-exposure monitoring in laboratory chambers.

Sublethal Effects of ATSB in the Laboratory: Blood feeding, Oviposition, Egg Hatch, and Autodissemination

Blood-feeding did not appear to be impacted by PPF exposure when ATSBs (BGWP absent) were introduced to host-seeking females several hours before and during the overnight blood feeding period with 1d-old chickens. Proportions of bloodfed females were similar in cages with PPF-ATSB (mean = $77 \pm 5\%$ of total females in cages) and control-ATSB ($74 \pm 9\%$) treatments.

[illegible]

The rate of egg hatch failures of females exposed to PPF-ATSB before egg-laying appeared to be significantly higher ($30 \pm 18\%$) compared to controls ($6 \pm 1\%$); in contrast, females exposed to PPF-ATSB during the egg-laying period displayed similar hatch failure rates ($22 \pm 6\%$) compared to controls ($16 \pm 11\%$).

3

control ATSBs ($71 \pm 29\%$). Conversely, no difference in larval emergence was evident (PPF-ATSB: $93 \pm 0\%$ vs. water-ATSB: 100%) when PPF exposure occurred before egg-laying and ATSBs were removed from adult cages the day before larval bowls were introduced.

Field ATSB Assessment: Release, Exposure, and Recapture

The field efficacy of QM-ATSB with PPF and BGWP treatments against *Culex quinquefasciatus* was assessed in mesh enclosures at UC Riverside's field site in November 2016 (Figures 1, 2 and 3). The QM-ATSB design with PPF and BGWP was hung from the apex of enclosures (height = 1 meter) the morning before fifty gravid females and fifty males ($n = 100$) were released in the afternoon. In the evening, bowls with 300 mL of tap water mixed with chemical (2 mL of fermented chicken bedding) and visual (0.2 mL black dye: India Ink, Pro Art, USA) oviposition attractants/stimulants and 30 fourth instar larvae were deployed on the ground at the center of the enclosures. To minimize potential interference of food particles with PPF activity, larvae were starved for one day in the cages and subsequently provided food as needed. Oviposition bowls were removed after significant numbers of egg rafts were evident (3 day period) and larvae transferred to laboratory bowls to monitor mortality and adult emergence rates. Water was added to laboratory bowls to compensate for evaporation and water loss during transfer of egg rafts. Egg rafts removed from oviposition bowls were distributed among small cups (2-3 rafts per cup) and preserved in a 70% ethanol solution. Preservation occurred within 2 days of collection to ensure larval hatch and to prevent additional molting.

Adult mosquito mortality was monitored during a 10-day period during which dead adults were removed from the ground (daily), oviposition bowl (day 4), and ATSB (day 10). A modified CDC gravid trap (battery, net, and suction column without rails) was mounted inside PVC columns at the apex of each enclosure to assess live mosquito numbers for a four-day period (days 3 – 6). Live specimens were transferred to mosquito housing chambers (MHC) and monitored in the laboratory for an additional 11 days (21 days total since the initial field release) after which they were frozen and placed with the other dead specimens. Dead specimens (including specimens that died within CDC nets) were disinfected in 70% ethanol, dried, and placed in 100% humidity growth chambers and monitored daily for presence of *Beauveria bassiana* infection for at least one week post-mortality.

When combining dead and live specimens, around half of the mosquitoes released were recaptured (53% of females and 40% of males). Apical CDC traps averaged nearly twice as many live females (15 ± 6 specimens) as live males (8 ± 1 specimens). In general, treated and control enclosures generated similar numbers of total (live + dead) specimens; however trends differed in some cases based on gender and collection type (live vs. dead). Treated enclosures produced fewer numbers of live females (PPF/BGWP = 12 ± 1 vs. water = 19 ± 7) and greater numbers of dead specimens (female + male: PPF/BGWP = 29 ± 12 vs. water = 18 ± 3) compared to control enclosures.

The mortality rate of recaptured live mosquitoes for the 21 day duration (Figure 2: field exposure + laboratory housing) was slightly higher and more variable for females in the PPF/BGWP treatment ($81 \pm 17\%$) than in the controls ($72 \pm 3\%$). Male mortality rates over 21 days were greater than 94% regardless of treatment.

Beauveria bassiana infection in treated enclosures averaged 5% for both sexes and peaked in one PPF/BGWP-ATSB enclosure replicate (13% females and 10% males). A single male recaptured from the control enclosures was found positive for *Beauveria* infection.

Nearly half of all gravid females (49%) released into enclosures laid egg rafts and numbers in the PPF/BGWP treatment (29 ± 6 egg rafts) were similar, although slightly higher, compared to the control treatment (20 ± 7 egg rafts).

Larval cohorts exhibited significant pupal mortality post-exposure to egg-laying adults in both treated and untreated enclosures; however the range of adult emergence rates was greater in control ($34 \pm 39\%$) compared to treatment ($36 \pm 10\%$) cohorts.

Discussion

The QM-ATSB has potential to be a versatile and practical bait station for vector control purposes; however, PPF and BGWP transmission rates were demonstrably variable if, for example, visiting females were exposed during their host-seeking or egg-laying periods (see Figures 2 and 3). Two modifications to enhance control agent efficacy scheduled for testing are water absorbing crystals (for PPF delivery) and electrostatic layering (for BGWP delivery).

Water-absorbing crystals (used in lawn maintenance) may enhance mosquito exposure to PPF, given a ‘crystal garden’ saturated with 75 mL of PPF triples the total contact surface area of a single QM-ATSB. The planned location for PPF-saturated crystals (at the base of the outer zone between PPF storage vials) has also been observed to be a prime spot for mosquitoes probing the ATSB station. In contrast to standing water ‘moats’ plagued by significant solution losses within a day’s time, crystal ‘moats’ prevented solution loss and remained moist without refill for at least one week (based on a laboratory trial with tap water). Experiments detailing the impact of PPF-ATSB with and without crystals on mortality, reproductive success, and autodissemination rates are scheduled for adults exposed before and/or during egg-laying periods.

Electrostatic layering has been reported boost fungal control efficacy in autodissemination stations developed for gravid *Aedes* mosquitoes and similar principles are being explored to create an electrically active QM-ATSB model. In the *Aedes* system, landing sites embedded with fungi opposite in charge to the mosquito cuticle have been suggested to improve the adhesion of fungal spores upon contact to increase overall virulence. For our purposes, an electrostatic sprayer system designed to mix charged particles with powders will be tasked to infuse charged particles with dry *Beauveria* powder onto the surfaces of the middle QM-ATSB zone (core + inner shell). Middle zone surfaces will be made electrically receptive with modified covers (e.g. fabric, foil, etc.) and fungal efficacy compared to QM-ATSBs without electrostatically charged zones. Existing QM-ATSB stations will be used to test the utility of these modifications and the resulting design used to assess the impact of the combination of PPF and BGWP agents before the egg-laying period. Head-to-head comparisons of the impact of ATSB exposures before egg-laying versus during egg-laying are also underway.

Control with boric acid-laced bait at both lethal (e.g. 1%) and sublethal (e.g. 0.1%) concentrations will also be revisited using the QM-ATSB model. Boric acid deployments in early ATSB designs resulted in significant control when used as the sole control agent and/or in

conjunction with wetted fungal formulations (e.g. Progress Report June 2016). The QM-ATSB model will accommodate boric acid, pyriproxyfen, and/or dry fungal powder to discover optimal control agent combinations.

Transmission of IGR from ATSB to *Culex quinquefasciatus* adult females to larvae via autodissemination was clearly evident in laboratory trials and undetermined in the field trial. High rates of pupal mortality in the last laboratory trial and subsequent field trial coincided with reuse of plastic bowls as oviposition sites and, despite rigorous washing and attempts to isolate control and treatment bowls, may have been linked to IGR contamination. Larval developmental stresses such as improper food/volume levels and transfers from oviposition bowls to rearing containers may also have played a role in mortality. Autodissemination methods are therefore being refined with the goal of near 100% survival of larvae in controls.



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: Informational Item

- MVCAC Planning Session, December 1-2, 2016, in Sacramento, CA

Background:

The focus of the MVCAC Planning Session was:

- Review of 2016 planning goals and overview of 2016 goals and objectives for the Association.
- Financial Planning – review current financials, reserves and investment matrix, membership dues increase in Cap, NPDES financial, reserve policy, and financial resources
- Meetings – review of schedule for 2017 and beyond
- Legal update from Dick Shanahan
- Training and Certification
- Invasive Species
- WNV Surveillance-Dead Bird Hotline
- Legislative activities – *MVCAC Legislative Day Tuesday February 7, 2017*
- Regulatory activities
- MVCAC survey results and renewal of contracts with service providers for the Association.
- MVCAC Communications and Public Relations – *New website update*
- Committees and liaisons for 2017

Attendees:

Jill Oviatt, Public Information Manager
Jennifer Henke, Interim Laboratory Manager
Jeremy Wittie, General Manager

Staff Recommendation:

N/A

Fiscal Impact:

N/A

Exhibits:

N/A

FINANCE

The financial reports show the balance sheet, receipts, and the revenue and expenditure reports for the month ending December 31, 2016. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2016 to December 31, 2016 is \$4,379,715; total revenue is \$1,252,844 resulting in excess revenue over (under) expenditure for the year to December 31, 2016 of \$(3,126,871).

THREE YEAR FINANCIALS

	12/31/2016	12/31/2015	12/31/2014
Total Revenue	1,252,844	1,153,580	1,119,283
Expenses			
Payroll	3,295,891	3,216,153	2,938,776
Administrative Expense	184,385	336,464	344,612
Utility	51,391	54,355	52,313
Operating Expense	848,048	529,356	712,141
Total Expenses	4,379,715	4,136,328	4,047,842
Profit (Loss)	(3,126,871)	(2,982,748)	(2,928,559)
Capital Expenses	496	5,948	107,014

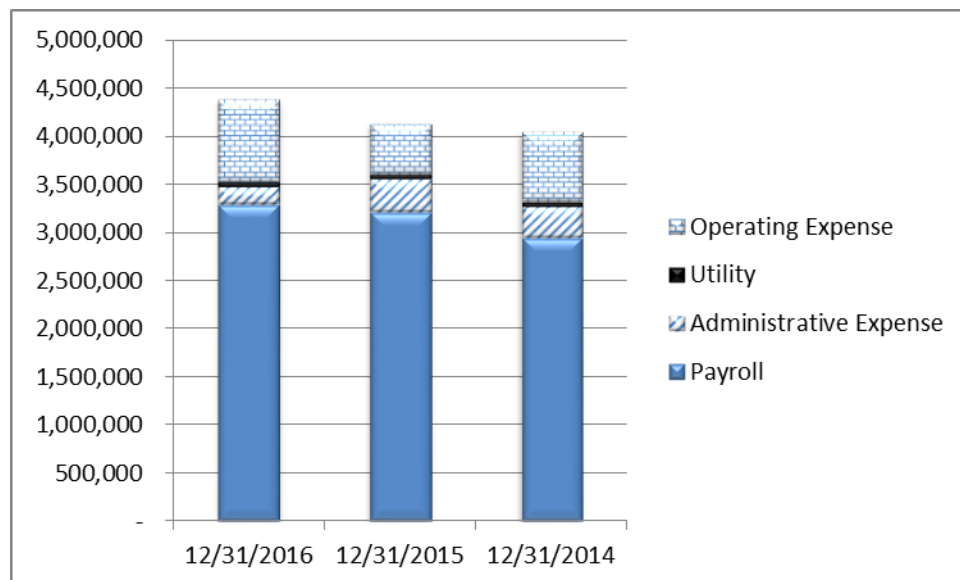


Figure 1 Same Period Three Year Expenditure

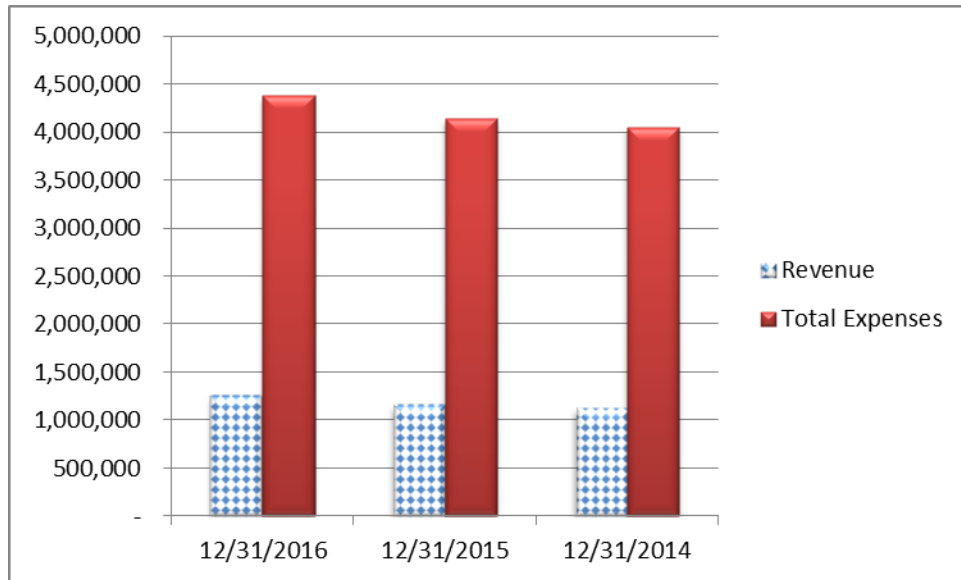


Figure 2 Same Period Three Year Revenue & Expenditure

THREE YEAR CASH BALANCE

CASH BALANCES	12/31/2016	12/31/2015	12/31/2014
Investment Balance	9,669,926	10,200,635	10,492,697
Checking Accounting	6,217	14,152	4,971
Payroll Account	68,916	84,862	293,283
Building Account			22,236
Petty Cash	2,000	2,000	2,000
TOTAL CASH BALANCES	9,747,059	10,301,649	10,815,187

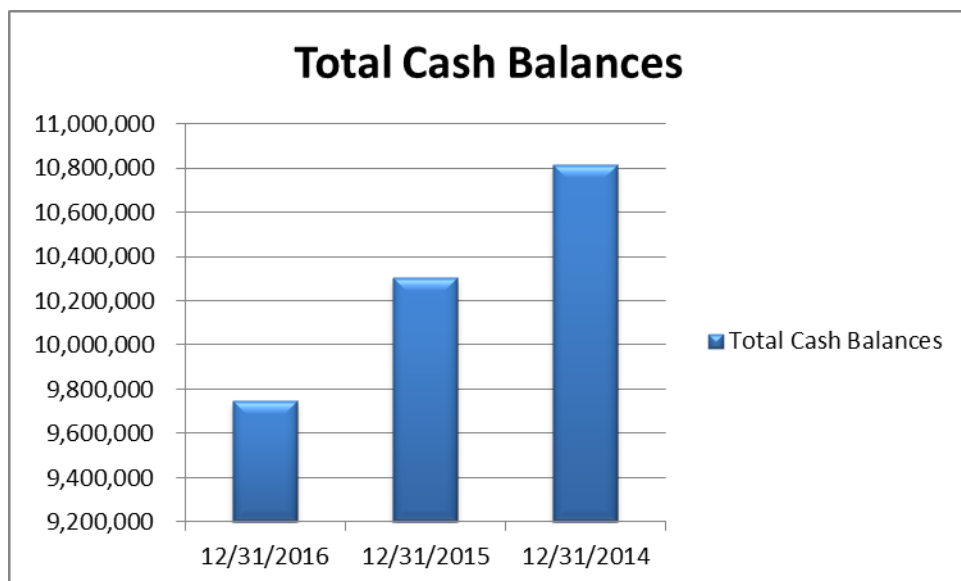


Figure 3 Same Period Three Year Cash Balances

DISTRICT INVESTMENT PORTFOLIO 12/31/2016

The District's investment fund balance for the period ending December 31, 2016 is \$9,669,926 the portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 64% of the District's investments; the Riverside County Pooled Investment Fund is 23% of the total.

The LAIF yield for the end of December 2016 was 0.71% and the Riverside County Pooled Investment Fund was 0.77%; this gives an overall weighted yield for District investments of 0.73%.

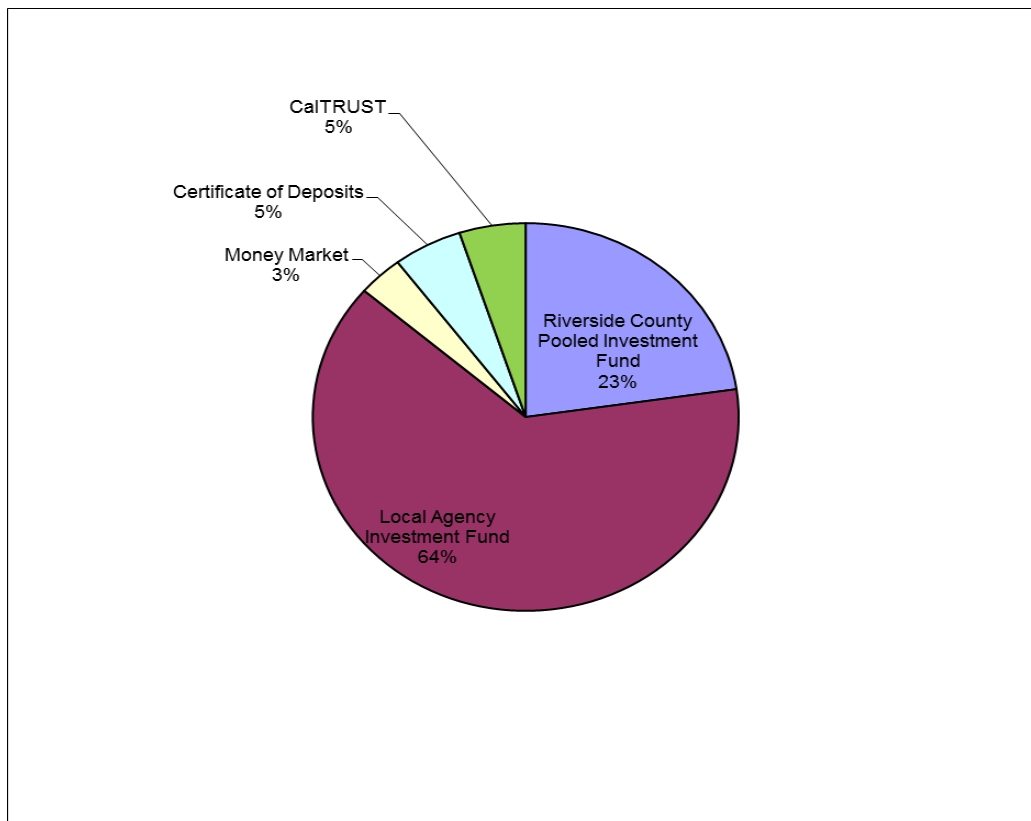


Figure 4 Investment Portfolio 12-31-16

	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

Figure 5 District Investments Weighted Yield



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: Items of General Consent

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 \$1,800.00 from Fund #7600.01.200.02, Professional Development – **Anita Jones, Human Resources Manager**

Background:

The 19th Annual Public Sector Employment Law Conference will be held in Anaheim from March 8-10, 2017. This event is a key resource for public agency management and includes a variety of informative presentations that offer practical lessons for success in the workplace.

This year, some of the topics that will be presented include information on the Fair Labor Standards Act (FLSA), Performance Measurement and Evaluations, and Conflict Management.

Staff Recommendation:


- Staff recommends approval for Human Resources Manager to attend the Liebert Cassidy Whitmore Public Sector Employment Law Conference, March 8-10, 2017, in Anaheim, California.

Fiscal Impact:

FY2016-17 Approved Budget 7600.01.200.02	Current Available Funds	Proposed Expense	Remaining Available Funds
\$12,000	\$8,433	\$1,800.00	\$6,633

Exhibits:

N/A

	Coachella Valley Mosquito and Vector Control District		January 10, 2017
Staff Report			
Agenda Item: Items of General Consent			
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			
Background:			
The District has contracted with Serna & Associates for two years; service has been satisfactory meeting all expectations. In October 2013, the Serna partnership separated, the partner that serviced the District set up the corporation Desert Resort Security Services, Inc, retaining all personnel.			
Staff Recommendation:			
<ul style="list-style-type: none">Staff recommends extending the professional service agreement for one year with Desert Resort Security Services, Inc., to perform security services in an amount not to exceed \$875 per month.			
Fiscal Impact:			
FY2016-17 Approved Budget 7675.01.305	Current Available Funds	Proposed Expense	Remaining Available Funds
\$72,400	\$37,396	\$10,500	\$26,896
Exhibits:			
N/A			



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: Items of General Consent

Approval of authorization for General Manager to enter into an agreement for Payroll Services – **Anita Jones, Human Resources Manager**

Background:

The District currently contracts for payroll processing and various related services with Paychex. This relationship has existed since January 2010. As a result of continued dissatisfaction with the current service provider, informal bids were solicited from three (3) other payroll service providers: ADP, Payroll Link, and Wells Fargo Payroll. Prior to evaluating the potential service providers, staff identified certain areas in the current payroll processing system and functionalities where improvement was needed:

- Knowledge of Government Agencies and their unique needs
- Customer Service
- Accuracy
- Report Writing Capability
- Ability to track time off and accruals accurately
- Affordable Care Act reporting

Although ADP provided extensive verbal information and scheduled an appointment with the District, they cancelled the appointment stating they would call back to reschedule, but failed to do so. Payroll Link provided a quote of approximately \$6,500.00 for the first year. Wells Fargo Payroll provided a quote of approximately \$6,400.00 for the first year. Both companies included a conversion charge that applies to the first year only. Both ADP and Wells Fargo Payroll would provide an adequate service. However, Payroll Link impressed staff the most with their extensive knowledge of payroll functions and the unique needs of our District.

Staff Recommendation:

- Staff recommends authorizing the General Manager to enter into an agreement for Payroll Services with Payroll Link.

Fiscal Impact:

FY2016-17 Approved Budget 6095.01.225	Current Available Funds	Proposed Expense	Remaining Available Funds
\$20,000	\$1,920	\$1,800.00	\$120



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: Items of General Consent

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**

Background:

The 83rd Annual Meeting of the American Mosquito Control Association will be held in San Diego, California from February 13 – 17, 2017. The meeting will consist of presentations and exhibits that illustrate and highlight the latest science, technology and products used to conduct research and control vectors. This meeting also provides ample opportunities to network with vector control professionals, researchers, and educators from around the world.

The AMCA Annual Meeting is an essential meeting for staff to attend because of the symposiums that include both the historical and future global vision of:

- Mosquito Sterile Insect Technique
- Eradication of *Aedes aegypti*
- Collection and dissemination of mosquito abundance data
- Catch basin mosquito control
- Innovative solutions for increased program, operational, and research effectiveness
- Aerial control and aviation
- Larvicide and adulticide resistance

Additional Staff:

- **Biologist** – Will be presenting a poster during the conference poster session
- **Field Supervisor** – Will be attending in place of the Interim Operations Manager
- **Lead Technician** – Receiving the Boyd Ariaz Award – registration and partial expenses will be reimbursed by AMCA

Staff Recommendation:

- Staff recommends approving funding for additional staff to attend the 2017 AMCA Annual Conference.

Fiscal Impact:			
FY2016-17 Approved Budget 7600.01.400.02	Current Available Funds	Proposed Expense	Remaining Available Funds
\$12,000	\$10,452	\$1,500	\$8,952
7600.01.500.02			
\$4,750	\$4,400	\$3,000	\$1,400
Exhibits: N/A			



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: Items of General Consent

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**

Background:

The MVCAC Conference is an annual meeting of individuals involved in vector biology and control programs in California. MVCAC is committed to solving many complex problems encountered in the field of vector biology and control. The meeting will consist of presentations and exhibits that illustrate and highlight the latest science, technology and products used to conduct research and control vectors. This meeting also provides ample opportunities to network with vector control professionals, researchers, and educators from throughout the state of California.

Additional Staff:


- **Information Technology Manager** – Member of the MVCAC IT Committee
- **Laboratory Assistant II** – Will be presenting a poster during the conference poster session
- **Field Supervisors (2)** – Will be attending in place of the Interim Operations Manager

Staff Recommendation:

- Staff recommends approving funding for additional staff to attend the 2017 MVCAC Annual Conference

Fiscal Impact:

FY2016-17 Approved Budget 6110.01.400.02	Current Available Funds	Proposed Expense	Remaining Available Funds
\$4,800	\$4,800	\$1,200	\$3,600
6110.01.500.02			
\$3,600	\$4,800	\$2,400	\$2,400
6110.01.210.02			
\$1,200	\$1,200	\$1,200	\$0

	<div>Coachella Valley Mosquito and Vector Control District</div> <div>Staff Report</div>	January 10, 2017								
<div>Agenda Item: Items of General Consent</div> <div>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</div>										
<div>Background:</div> <div>The District piloted a Fight the Bite 5K Run/Walk in 2016 to raise awareness about invasive mosquito species and the threat to public health of mosquito-borne diseases in the Coachella Valley, as well as promote behaviors to reduce mosquito habitats and the risk of being bitten by mosquitoes. The District strengthened partnerships with stakeholders who took part in the event and received positive feedback from participants and local media regarding our mission to protect public health through mosquito surveillance and control and public education. The “Fight the Bite” 5K in Palm Desert will include a race in the morning followed by a health and resource fair in the Civic Center Park, featuring a District booth where we will distribute our awareness materials, as well as partner agency booths. The event will be held two weeks prior to Mosquito Control and West Nile Virus Awareness Week and will help to promote behaviors to reduce the transmission of mosquito-borne diseases. The race will cost \$10,000 including city permits; traffic control; a contract with Klein/Clark Sports to promote the event to 14,000 runners, set up/clean up course, and provide water stations and pacers during the run; registration, bibs, timing, medals, t-shirts, and photos of event; port-a-potties; printing promotional flyers and sponsor logos; and graphic design for updated logo.</div>										
<div>Staff Recommendation:</div> <div><div>• Staff recommends the approval to contract services and payments related to the Fight the Bite 5K Run/Walk for April in an amount not to exceed \$10,000.</div></div>										
<div>Fiscal Impact:</div> <table><tr><td>FY2016-17 Approved Budget 6210.01.215</td><td>Current Available Funds</td><td>Proposed Expense</td><td>Remaining Available Funds</td></tr><tr><td>\$20,000</td><td>\$19,916</td><td>10,000</td><td>\$9,916</td></tr></table>			FY2016-17 Approved Budget 6210.01.215	Current Available Funds	Proposed Expense	Remaining Available Funds	\$20,000	\$19,916	10,000	\$9,916
FY2016-17 Approved Budget 6210.01.215	Current Available Funds	Proposed Expense	Remaining Available Funds							
\$20,000	\$19,916	10,000	\$9,916							
<div>Exhibits:</div> <div>N/A</div>										



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: Items of General Consent

Discussion and/or approval to remain in the MVCAC NPDES Coalition – **Jeremy Wittie, MS,**
General Manager

Background:

In 2011, the District joined the initial NPDES Coalition created by the Mosquito & Vector Control Association of California (MVCAC) National Pollutant Discharge Elimination System (NPDES) Ad Hoc Committee. One of MVCAC's initial goals was to establish the ability for its members to use a coalition structure as a more viable alternative to requiring each of our member agencies to undertake its own monitoring plan. In almost all cases, having a district implement an independent monitoring plan would have been significantly more expensive and time-consuming than being part of a coalition, which transfers the responsibility for water monitoring (chemistry and toxicity) compliance away from the district and to the coalition.

The main reason SWRCB wants a monitoring plan is to compile data that they currently do not have regarding water quality issues related to our use of pesticides. MVCAC is confident that if the NPDES Coalition can continue to engage with SWRCB on behalf of its members that we will have greater influence and engagement on the future of this permit.

The MVCAC Executive Committee has approved the renewal of the NPDES Coalition Agreement for the monitoring and reporting permit for the period 2016-2021. The NPDES Coalition continues to pay for the required monitoring costs and file a report on the general permit with SWRCB on behalf of coalition members. They do not need additional funds to be contributed by Coalition members and in fact are currently devising a structure to partially return funds contributed by Coalition members. They plan to retain sufficient funds to reimburse direct costs for monitoring during the new permit period. We will provide additional information once the details are finalized.

Staff Recommendation:

- Staff recommends that the District remains in the MVCAC NPDES Coalition.
- The Board of Trustees to take whatever action it deems necessary.

Fiscal Impact:

N/A

Exhibits:

- NPDES Coalition Agreement
- NPDES Coalition Rules and Policies



NPDES PERMIT COALITION MONITORING
Application and Agreement to Participate in Monitoring Program
[Revised May 2016]

Corporate Member: _____

The MVCAC corporate member named above has applied or intends to apply for coverage under the Statewide NPDES Permit for Biological and Residual Pesticide Discharges to Waters of the United States from Vector Control Applications, SWRCB Water Quality Order 2016-0039-DWQ (General Permit) and it requests and agrees to enroll and participate in the Association NPDES Permit Coalition Monitoring Program. By approving, signing and submitting this Application and Agreement, the corporate member acknowledges, agrees and commits as follows:

1. The participating corporate member agrees to comply with and be subject to the Association Rules and Policies Governing NPDES Permit Coalition Monitoring Program, as the same may be amended by the Association from time to time (Rules and Policies).
2. The participating corporate member authorizes the Association to perform the statewide coalition Monitoring Services as described in the Rules and Policies on its behalf and on behalf of the other participating corporate members. Upon acceptance of this Application and Agreement, the Association agrees to provide such services.
3. The participating corporate member agrees to cooperate with the Association in its performance of the Monitoring Services, including the prompt submittal of such documents and information that may be reasonably requested by Association.
4. The participating corporate member agrees to pay its share of the Association's NPDES Permit Coalition Monitoring Program costs as determined and billed by the Association in accordance with the Rules and Policies (after application and use of coalition monitoring and reporting program reserves from prior years, as determined by Association).

5. The participating corporate member commits to participate in the NPDES Permit Coalition Monitoring Program until June 30, 2021, including the commitment and agreement to pay its share of the program costs until that date.
6. The member acknowledges that if is expelled from the program pursuant to the Rules and Policies due to nonpayment or other default, then the member no longer shall be covered under the General Permit statewide coalition monitoring program for adulticides.
7. The participating corporate member agrees to indemnify the Association in accordance with the indemnification provision of the Rules and Policies.
8. Except for the statewide coalition Monitoring Services undertaken by the Association, the participating corporate member agrees to comply with all other requirements and limitations of the General Permit and the participating corporate member's Pesticide Application Plan for the discharge of pesticides to waters of the United States resulting from adult and larval mosquito control.

I certify that this Application and Agreement has been approved by the above-named corporate member and that I am authorized to sign this Application and Agreement on behalf of the corporate member.

Date: _____

_____ *[signature]*

_____ *[name]*

_____ *[title]*

Approved and accepted.

Date: _____

Association Executive Director



**ASSOCIATION RULES AND POLICIES
GOVERNING NPDES PERMIT COALITION MONITORING PROGRAM
[Revised May 2016]**

1. Background

The State Water Resources Control Board (State Board) on March 1, 2011 adopted the Statewide NPDES Permit for Biological and Residual Pesticide Discharges to Waters of the United States from Vector Control Applications (Water Quality Order No. 2011-0002-DWQ) to cover the discharge of pesticides to waters of the United States resulting from adult and larval mosquito, black fly and midge control. The permit covers both adulticide and larvicide applications.¹

The 2011 permit expires on July 1, 2016. The State Board adopted a new general permit on March 1, 2016. (Statewide NPDES Permit for Biological and Residual Pesticide Discharges to Waters of the United States from Vector Control Applications, SWRCB Water Quality Order 2016-0039-DWQ (General Permit).) The General Permit becomes effective on July 1, 2016. The Mosquito and Vector Control Association of California (Association) has determined that all or most corporate members have applied or will be applying to the State Board for continued coverage under the General Permit.

The General Permit requires permittees to undertake specified monitoring and reporting in accordance with the General Permit's monitoring and reporting program and related requirements. The General Permit allows the permittee to choose between individual monitoring and reporting by the permittee or participation in a statewide coalition monitoring and reporting program.

The Association implemented, managed and administered a statewide coalition monitoring and reporting program under the 2011 permit that covered monitoring and reporting related to the discharge of residual pesticides to waters of the United States resulting from both adulticide and larvicide vector control applications. The Association has determined that it will continue its coalition monitoring program under the new General Permit.

¹ An adulticide is a pesticide applied to air for adult mosquito control. A larvicide is a pesticide applied to water for larval mosquito control.

The Association has adopted these revised Rules and Policies to govern the implementation, management and administration of the Association statewide coalition monitoring program under the 2016 General Permit.

2. Monitoring Related Services

The Association will undertake, perform and implement the statewide coalition monitoring (if any) and annual reporting pursuant to and in accordance with the monitoring and reporting requirements of the General Permit and the statewide coalition monitoring plan as adopted by the Association (the Monitoring Services). The Association and its staff, contractors and consultants will perform the required monitoring and will file the appropriate annual report with the State Board. The Monitoring Services will commence upon the effective date of the General Permit. The Association will perform the Monitoring Services for and on behalf of those participating corporate members that have completed, signed and submitted the Association Application and Agreement to Participate in Monitoring Program (see section 3).

The participating corporate member will remain responsible for (a) monitoring requirements during and after pesticide applications, (b) recording and reporting the monitoring results, (c) keeping and maintaining the pesticide application log, (d) any adverse incident reporting, and (e) complying with all other General Permit requirements and limitations other than the Monitoring Services performed by the Association. The participating corporate member also will timely provide such monitoring and other information to Association as may be needed for Association to prepare a complete annual report under the General Permit.

Subject to adequate funding from the participating corporate members, the Association will perform the Monitoring Services for the five-year term of the General Permit from July 1, 2016 to June 30, 2021. The Association Board of Directors will decide whether to continue providing the Monitoring Services for the next General Permit (expected to be approved by the State Board in 2021) prior to the State Board's approval of that General Permit.

3. Participating Corporate Members

a. General. The Association will provide the Monitoring Services for and on behalf of the participating corporate members. In order to participate in the Association's statewide coalition monitoring under the General Permit, the General Permit permittee must (1) be a corporate member of the Association in good standing (e.g., Association dues are paid current), (2) apply for coverage under the General Permit (by filing the Notice of Intent, approving and submitting a Pesticide Application Plan, submitting other required paperwork, and paying applicable State Board fees) and be approved by the State Board for coverage under the General Permit, (3) complete, sign and submit the Association Application and Agreement to Participate in Monitoring Program in the form as provided by the Association, and (4) comply with the requirements of the General Permit, approved Pesticide Application Plan, Application and Agreement to Participate in Monitoring

Program, and these Rules and Policies (as the same may be amended from time to time by the Association Board of Directors). The Association will not perform the Monitoring Services or report to the State Board on behalf of any permittee that is not in compliance with these requirements. The Application and Agreement to Participate in Monitoring Program shall require the participating corporate member to participate in the program until June 30, 2021 and to pay the member's share of the program costs for that term. The Executive Director is authorized to prepare the Application and Agreement to Participate in Monitoring Program form and to approve and accept submitted Applications and Agreements to Participate, so long as consistent with these Rules and Policies.

b. New Corporate Members. An eligible agency may join the Association as a corporate member in order to participate in the General Permit statewide coalition monitoring program. Any new corporate member (joining the Association after June 1, 2016) that desires to participate in the program must complete, sign and submit the Association Application and Agreement to Participate in Monitoring Program in the form as provided by the Association and comply with the other requirements of these Rules and Policies. A new participating corporate member shall be obligated pay to the Association the new member's pro rata share of the Association's costs and expenses of providing the Monitoring Services beginning upon the date of the Association's approval of the Application and Agreement. The new member's pro rata share shall be determined by the Association Executive Director in accordance with the cost sharing principles of section 4 and based on the new participating corporate member's latest approved audited financial statements.

4. Financial and Dues

The Association Executive Director shall keep and maintain the expenses (including all administrative, contractor, consultant, legal, research and other expenses, costs and fees) and revenue associated with the Association's performance of the Monitoring Services as a stand-alone program for budgeting and bookkeeping purposes. The anticipated Monitoring Services annual expenses and revenue to support those expenses shall be included as a separate program in the annual Association budget.

The required revenue associated with the Monitoring Services as shown on the Association budget shall be allocated among the participating corporate members (after application and use of coalition monitoring and reporting program reserves from prior years, as determined by Association). The allocation shall be based on the relative total annual expenses of all participating members. The total expenses shall include expenses for all services and programs (i.e., all vector control services) but exclude capital expenses. However, if the participating corporate member is a general purpose local government agency (e.g., city, county, public utility district), then the allocation shall be based on the agency's total expenses relating to mosquito and vector control services (excluding capital expenses). In order to calculate the allocation among participating corporate members, each participating corporate member shall submit its approved audited financial statements to the Association. They shall be submitted to the Association on an annual basis as the member approves its annual financial statements.

Each participating corporate member shall agree to pay its share of the Monitoring Services expenses as determined in accordance with these Rules and Policies. As part of the annual budget process, the Executive Director shall calculate each participating member's share of the Monitoring Services expenses for the year by (a) determining each participating member's total annual expenses (less capital expenses) based on the most recent year's audited financial statement provided by the member, and (b) multiplying the Monitoring Services expenses for the year (from the Association budget) times a fraction that shall be the member's total expense figure from (a) (numerator) over the total annual expenses (less capital expenses) of all participating corporate members (denominator). The participating corporate member's share of the Monitoring Services expenses for the year shall be included in the annual Association dues statement and each participating member shall pay its share at the same time and in the same manner as payment of the regular Association dues.

5. Default

If a participating corporate member has failed to timely pay its share of the Monitoring Services expenses or has otherwise defaulted on the requirements of the Application and Agreement to Participate in Monitoring Program or these Rules and Policies, then the Association will provide notice of default to the member. If the participating corporate member has not cured the default within 20 days from the date of the notice of default, then (a) the corporate member shall no longer be a participant in the Association statewide coalition monitoring program, (b) the Association shall notify the State Board that the defaulting corporate member is no longer participating in the Association's statewide coalition monitoring program, and (c) if the default relates to nonpayment, interest shall accrue on the past-due amount at the rate of ten percent per annum. These remedies are in addition to such breach of contract and other remedies that may be available under applicable law.

6. Indemnification

The Association agrees to provide the Monitoring Services as an accommodation to its corporate members. While the Association will perform the Monitoring Services under the General Permit, it will not be a permittee under the General Permit and it does not apply pesticides. There may be litigation relating to alleged non-compliance with the Clean Water Act or General Permit. The General Permit permittee(s) would be the primary target of any such litigation. However, because the Association will be involved with the General Permit through the Monitoring Services, it is possible that the Association also may be named in Clean Water Act or General Permit related lawsuits. It also is possible that the Association may be named in a lawsuit alleging that the Monitoring Services failed to comply with the Clean Water Act or General Permit without any participating corporate member also named in the lawsuit. The Association Board of Directors has determined that, in such scenarios, it is appropriate for the corporate members to indemnify the Association.

If a participating corporate member and the Association are both named in a lawsuit alleging non-compliance with the Clean Water Act or General Permit, then the

named corporate member or members shall protect, indemnify, defend and hold harmless the Association and its officers, employees and agents from and against any and all liability, loss, cost or expense arising out of or related to that lawsuit.

If the Association is named in a lawsuit alleging non-compliance with the Clean Water Act or General Permit and no participating corporate member is also named, then all participating corporate members shall protect, indemnify, defend and hold harmless the Association and its officers, employees and agents from and against any and all liability, loss, cost or expense arising out of or related to that lawsuit. The participating corporate members shall be jointly and severally liable for any such liability, loss, cost or expense. If under this indemnity obligation a participating corporate member is held liable for any such liability, loss, cost or expense and pays in excess of its pro rata share, then such participating corporate member is entitled to contribution from each of the other participating corporate members and each other participating corporate member shall be liable for its pro rata share of the payment. A participating corporate member's pro rata share shall be determined based on the cost sharing principles of section 4.

7. Amendment.

These Rules and Regulations may be amended from time to time by the Association Board of Directors.


Adopted by the Association Board of Directors on _____, 2016

SECTION

11



NEW BUSINESS

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>January 10, 2017</p>
<p>Agenda Item: New Business</p> <p>Discussion and/or approval to reschedule the February Board Meeting to the Tuesday, February 7, 2017 – Jeremy Wittie, MS, General Manager</p>		
<p>Background:</p> <p>The annual American Mosquito Control Association Annual Conference is being held from February 13-17, 2017 in San Diego, CA. The regularly scheduled February Board Meeting is scheduled for Tuesday, February 14, 2017. To accommodate Trustees and staff planning to attend the AMCA Conference, we are requesting to move the February Board Meeting, by one week, to Tuesday, February 7th.</p>		
<p>Staff Recommendation:</p> <ul style="list-style-type: none"> • Staff recommends approving the rescheduling the February Board Meeting to Tuesday, February 7, 2017. • The Board of Trustees to take whatever action it deems necessary. 		
<p>Fiscal Impact: N/A</p>		
<p>Exhibits: N/A</p>		



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: New Business

Discussion and/or approval of General Manager Employment Agreement to be effective January 10, 2017 and 2016 Merit Pay - **ad hoc Negotiating Committee**

Background:

At the November 8, 2016 Board Meeting, the Board established the District's ad hoc Negotiations Committee. The ad hoc Negotiating Committee was comprised of President Doug Walker and Treasurer Shelley Kaplan. The Committee met with Mr. Wittie on November 29th, 2016 to negotiate salary, benefits, and any other concerns and conditions of the draft agreement. The ad hoc Negotiations Committee and Mr. Wittie reached an agreement subject to approval by the Board of Trustees.

Listed below are the proposed changes to Mr. Wittie's agreement:

1. Increase term of agreement from 1 year to 3 year agreement
2. Salary Increase

Current Salary	5% Salary Increase	2% COLA	Proposed Annual Salary
\$135,000	\$6,750	\$2,700	\$144,450

3. One time Special Merit pay of 2.5% - \$3,375.00

Staff Recommendation:

- That the Board take whatever action they deem appropriate.

Fiscal Impact:

N/A

Exhibits:

- Draft General Manager Agreement with Proposed Changes
- General Manager Job Description

EMPLOYMENT AGREEMENT

GENERAL MANAGER

(Jeremy Wittie)

This Agreement is made and entered into effective this ~~40-10~~ day of ~~November 2014~~ January 2017, by and between the Coachella Valley Mosquito and Vector Control District ("District"), a special district, and Jeremy Wittie ("Employee"), and is made in consideration of the mutual promises contained herein. The District and Employee accordingly agree as follows:

RECITALS

WHEREAS, on November 10, 2015, at a duly noticed public meeting, the Board approved to retain the services of Jeremy Wittie as the District's General Manager.

WHEREAS, with the consensus of the Board of Trustees, Employee desires to continue serving as General Manager of the District pursuant to the terms and conditions set forth in this Agreement.

ARTICLE 1. TERM OF EMPLOYMENT

1.1 Position and Term of Employment. This Agreement shall be for ~~three-one~~ (34) years term commencing on January 1, 2017~~6~~ and continuing through and including December 31, ~~2016~~2019, unless terminated pursuant to Article 1.2 or Articles 6 and 7 as set forth below. As General Manager, Employee agrees to perform all of the duties and functions of the General Manager position, as described in the General Manager Job Description attached hereto as Exhibit "A," and any such other duties as the Board of Trustees may assign from time to time during the term of this Agreement, or any extensions thereof. Employee hereby agrees to perform the functions and duties of General Manager to the best of his ability and in an efficient, competent and professional manner, consistent with the standards in the industry and in compliance with all applicable laws, statutes and regulations.

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Comment [JW1]: Increase from one year contract to three year contract

1.2 Employment Status. The District has the right to terminate this Agreement and the employment of Employee at any time upon notice to Employee, with or without cause, but only in accordance with Articles 6 and 7 hereof. Employee has the right to terminate this Agreement and his employment as General Manager at any time upon notice to the District, with or without cause. The rights and duties set forth in this paragraph may not be modified in any way except by written agreement approved by the Board of Trustees and signed by the President of the Board of Trustees and Employee.

1.3 Acknowledgment. Employee hereby acknowledges and certifies he understands the termination rights of the District and that his employment by the District is at will as provided in Article 1.2 above and Articles 6 and 7 as set forth below.

1.4 Performance Reviews. During the term of this Agreement, Employee will be evaluated by the Board of Trustees in- ~~November June and November.~~ Provided that the District continues this Agreement, the District's Board of Trustees will use its good faith efforts to evaluate Employee's performance annually every November.

Comment [JW2]: Change from two evaluations to one evaluation. Two evaluations were agreed upon in the first year to ensure both the Board and General Manager clear on direction during first year in the new position.

ARTICLE 2. DUTIES AND OBLIGATIONS OF EMPLOYEE

2.1 Title and Description of Duties. Employee shall perform services as General Manager for the District, as described in the General Manager's Job Description attached hereto as Exhibit "A," subject to direction of the Board of Trustees. In that capacity, Employee shall do and perform all services, acts, or things necessary or advisable to fulfill the duties of General Manager and any other related duties as may be assigned from time to time, in an efficient, competent and professional manner, consistent with the standards in the industry and in compliance with all applicable laws, statutes and regulations.

(a) Employee shall at all times under this Agreement act in the best interests of District and shall perform all of his duties hereunder in an efficient, competent and professional manner, consistent with the standards in the industry and in compliance with all applicable laws, statutes and regulations.

(b) Employee acknowledges that the position of General Manager is a full-time position and agrees to devote all the necessary time and

attention to the District during the term of this Agreement. Accordingly, Employee shall not engage in any other business pursuits whatsoever, directly or indirectly, or render any services of a business, commercial or professional nature to any other person or organization, whether for compensation or otherwise, without the prior written consent of the Board of Trustees.

2.2 Variance of Duties. The District, by and through the Board of Trustees, expressly reserves the right to assign duties other than those set forth in the Job Description attached hereto as Exhibit "A" or to otherwise change the duties pertaining to the position of General Manager.

2.3 Return of Property. Upon the termination of Employee's employment under this Agreement, Employee shall immediately deliver to the District, all property in Employee's possession or control belonging to the District or to any of its constituents, in good condition.

2.4 Compliance with District Policies and Rules. In performing the functions and duties pursuant to this Agreement, unless specifically provided otherwise in this Agreement, Employee shall adhere to the District's Personnel Policy and Procedures Manual as it currently exists and as it may be modified from time to time.

2.5 Suspension. Employee may be suspended with or without pay at any time and for any reason, including for disciplinary reasons or for other just cause including, but not limited to inefficiency, incompetence, or mental incapacity, during the term of this Agreement at the direction of the Board of Trustees. Employee acknowledges that he has no rights to any appeal or hearing after a suspension by the District pursuant to this Article and to the extent that any such rights might apply as a matter of law or contract, hereby waives all of such rights.

ARTICLE 3. OBLIGATIONS OF THE DISTRICT

3.1 General Description. The District shall provide Employee with the compensation and benefits specified in this Agreement.

3.2 Auto Allowance. Employee's duties require that Employee have

transportation readily available for his unrestricted use during his employment with Employer, and, to the end of assuring that Employee has a vehicle available, Employee shall receive an automobile allowance of \$6,000.00 per year, payable in monthly installments in the regular payroll process.

3.3 Bonding. The District shall bear the full cost of any fidelity or other bonds required of Employee pursuant to this Agreement or any applicable law, rule, regulation or policy.

ARTICLE 4. COMPENSATION OF EMPLOYEE

4.1 Annual Salary. As compensation for the services to be rendered by Employee hereunder, the District shall pay Employee bi-weekly an annual salary of ~~\$135,000.00~~ payable in twenty six (26) equal installments (less any tax or other required payroll deductions) during the period of employment, prorated for any partial employment period, commencing January 1, 201~~7~~⁶. Employee's salary may be reviewed on an annual basis as a part of the performance evaluation process.

Comment [JW3]: Revised annual salary pending Board discussion on January 10th, 2017

Employee's salary shall be identified in a publicly available pay schedule in accordance with the specific requirements of Title 2, California Code of Regulations, section 570.5.

ARTICLE 5. EMPLOYEE BENEFITS

5.1 Holidays. Employee shall be entitled to nationally recognized holidays ~~and one floating holiday~~ as paid holidays annually as identified in the District's Personnel Policy and Procedures Manual.

Comment [JW4]: Omitted from initial contract, all other District staff receive this floating holiday benefit.

5.2 Vacation. Employee is eligible to receive vacation earned at the rate of twenty five (25) days or two hundred (200) hours per year. In the event Employee has not utilized all earned vacation by December 31st of each year, Employee may carry over the unused vacation to the following calendar year, provided Employee does not accrue more than forty (40) days or three hundred twenty (320) hours of vacation in any given calendar year. Employee may also cash out accrued vacation in excess of eighty (80) hours, ~~at any time per District~~

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~~policy in June and/or December of each year.~~ Employee will be paid for all earned Vacation upon termination of this Agreement.

Comment [JW5]: District procedure not a legal requirement. Would like the ability to cash out vacation in excess of 80 hours at any time during the year.

5.3 Sick Leave. Employee is eligible to accrue sick leave earned at the rate of eight (8) hours monthly. Sick leave is accrued without limit. If Employee accumulates at least four hundred (400) hours of sick leave, Employee may cash out at a fifty percent (50%) reimbursement rate ~~on June 30 and December 1 of each year,~~ all sick leave hours in excess of four hundred (400) hours. After five years of continuous employment commencing with Employee's date of employment, Employee will be paid for fifty percent (50%) of earned sick leave upon termination of this Agreement. Upon Employee's retirement, Employee may convert accrued and unused sick leave to service credits pursuant to the applicable policies and regulations of the California Public Employees Retirement System.

Comment [JW6]: Same as comment on Vacation cash out.

5.4 Health Insurance. Employee shall be entitled to the highest level of health insurance coverage under the same terms that have been provided to either the California Teamsters Local 911, California School Employees Association or management level employees, provided that any change in such benefits are approved by the Board of Trustees.

5.5 Hours of Work; Administrative Leave. Employee shall be entitled to the benefits described in this section, provided that Employee complies with the obligations set forth herein. Employee is generally expected to be present at his place of employment during regular District office hours and Employee shall receive no overtime pay for any time or work beyond the regular or customary District business office hours or work days. In consideration of this obligation, Employee shall be allowed to take time off, with pay, as "Administrative Leave" equivalent to a cumulative total of ten (10) days per year, to be used at his discretion.

5.6 Longevity Pay. In addition to Employee's base pay, Employee shall be entitled to additional pay on an annual basis for each full year of employment with the District, beginning after the fifth full year of service. The payment eligibility schedule will be as follow: ~~s:~~

- 1) 1-5 -years = \$00.00 per year
- 2) 6-10 years = \$700.00 per year
- 3) 11-15 years = \$1,400.00 per year

- 4) 16-20 years = \$2,1900.00 per year
- 5) 21-25 years = \$2,800.00 per year
- 6) 26-30 years = \$3,500.00 per year
- 7) Over 30 years = \$4,200.00 per year

Comment [JW7]: Typo. Each year increase by 700.

5.7 Special Merit/Performance Bonus Pay. For any extraordinary or outstanding performance or service, as determined by the Board of Trustees, Employee may be eligible for a one-time lump sum payment separate and apart from Employee's then current base pay in an amount not to exceed five percent (5%) percent of Employee's total annual compensation as set forth in Article 4 of this Agreement.

5.8 Pension. Employee shall be entitled to the highest level of pension benefits currently afforded ~~to management~~ to management employees provided that any change in such benefits is approved by the Board of Trustees.

5.9 Life Insurance. Employee shall be entitled to the highest level of life insurance benefits afforded to any District employee union or management level employee, provided that any change in such benefits is approved by the Board of Trustees.

ARTICLE 6. TERMINATION OF EMPLOYMENT

6.1 This Agreement and the employment of Employee shall terminate under the following conditions:

- (a) The death of Employee.
- (b) The permanent disability of Employee so that Employee is unable to perform the essential duties of the job, with or without reasonable accommodation.
- (c) Upon receipt by Employee of twenty four (24) hours prior written notice from the Board of Trustees or its designee that the District intends to terminate Employee's employment for "good cause." The District has "good cause" to terminate the employment of Employee if:

- 1) Employee fails or refuses to faithfully and diligently perform the usual and customary duties of employment;
 - 2) Employee fails or refuses to comply with the policies, standards and/or rules of the District which from time to time may be changed;
 - 3) Employee violates any term or condition of this Agreement; or
 - 4) It is determined that Employee has been convicted of a felony, acted in an unethical or fraudulent manner, or has engaged in an act which would constitute bribery, perjury, embezzlement, fraud, or other such malfeasance or has acted in such a manner as to bring discredit to the District.
- (d) Upon receipt by Employee of twenty four (24) hours prior written notice from the Board of Trustees or its designee that Employee's employment is being terminated without good cause.
- (e) Employee resigns. Employee may resign at any time upon giving thirty (30) days written notice to the President of the Board of Trustees. Upon such resignation, Employee shall only be entitled to salary and benefits through the completion of the thirty (30) day notice period.
- (f) Employee acknowledges that he has no rights to any appeal or hearing after a termination of this Agreement by the District pursuant to this Article and to the extent that any such rights might apply as a matter of law or contract, hereby waives all of such rights.

ARTICLE 7. COMPENSATION UPON TERMINATION

7.1 Termination Without Good Cause. In the event Employee's employment is terminated without good cause, the District agrees to pay Employee as severance an amount equal to the monthly base salary of Employee for ~~the unexpired term of this Agreement, or~~ three months, ~~whichever is less,~~ in accordance with Government Code sections 3511.2 and 53260. In addition, Employee shall be entitled to receive COBRA (Consolidated Omnibus Budget Reconciliation Act of 1985) coverage at District expense for the same

duration as the severance payment pursuant to Government Code section 53261, and thereafter for a combined total of 18 months at Employee's expense or until such time as Employee is re-employed in any capacity, whichever occurs first. In consideration of the above, Employee agrees to execute a comprehensive release of all claims and agrees that there shall not be any entitlement to any other compensation or payment of any kind from the District (other than unused Vacation or Sick Leave as outlined in Section 5.2) in connection with the termination of Employee's employment without cause.

7.2 Termination of Employment for Good Cause. In the event the District believes Employee's employment should be terminated for good cause, the District shall pay Employee whatever salary is due up to Employee's date of discharge plus the value of any accrued but unused vacation and sick leave Employee may have up to the date of termination. Employee's sole remedy in such event is to meet with the Board in open or closed session upon Employee's request for a non-evidentiary name clearing which cannot result in Employee's reinstatement.

7.3 Termination of Employment as a Result of Death or Permanent Disability. If Employee dies, or is permanently disabled as that phrase is defined in Articles 6.1 (a) and (b), Employee's employment terminates immediately. Except for payment of unpaid wages and payment for accrued and unused sick leave in accordance with Sections 5.2 and 5.3, and for any benefits that may continue by law as payable to Employee's spouse or ~~dependants~~dependents, Employee is not entitled to receive any further wages or benefits.

ARTICLE 8. PROVISIONS OF GOVERNMENT CODE SECTIONS 53243.3-53243.4

8.1 In the event that the District provides paid leave to Employee pending an investigation of a crime involving abuse of his office or position covered by Government Code section 53243.4, and should that investigation lead to a conviction, the Employee shall fully reimburse District for any salary provided for that purpose.

8.2 In the event that the District provides funds for the legal criminal defense of Employee pending an investigation of a crime involving an abuse of his office or position covered by Government Code section 53243.4, and should

that investigation lead to a conviction, the Employee shall fully reimburse the District for any funds provided for that purpose.

8.3 In the event that the District provides a cash settlement related to the termination of Employee as defined in the terms of this Agreement and Employee subsequently is convicted of a crime involving abuse of office or position covered by Government Code section 53243.4, Employee shall fully reimburse the District for any funds provided for that purpose.

8.4 "Abuse of office or position" is defined in Government Code section 53243.4 to mean either of the following:

(a) An abuse of public authority, including, but not limited to, waste, fraud, and violation of the law under color of authority.

(b) A crime against public justice, including, but not limited to, a crime described in Title 5 (commencing with Section 67), Title 6 (commencing with Section 85) or Title 7 (commencing with Section 92) of Part 1 of the Penal Code.

ARTICLE 9. GENERAL PROVISIONS

9.1 Notices. Any notices to be given by either party to the other shall be in writing and may be transmitted either by personal delivery or by mail, registered or certified, postage prepaid with return receipt requested. Mailed notices shall be addressed to the last known address for each of the parties, but each party may change that address by written notice in accordance with this section. Notices delivered personally shall be deemed communicated as of the date of actual receipt; mailed notices shall be deemed communicated as of five (5) days after posting, if by mail.

9.2 Attorney's Fees and Costs. If any legal action is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees, costs, and necessary disbursements in addition to any other relief to which that party may be entitled. This provision shall be construed as applicable to the entire Agreement.

9.3 Entire Agreement. This Agreement supersedes any and all other

agreements, either oral or in writing, between the parties hereto with respect to the employment of Employee by the District, and contains all of the covenants and agreements between the parties with respect to Employee's employment in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding.

9.4 Modifications. Any modification of this Agreement will be effective only if it is in writing, is approved by the District and Employee, and signed by each of parties to this Agreement.

9.5 Review by Legal Counsel. Employee acknowledges the opportunity for review and has been advised to seek review of this Agreement by legal counsel prior to its execution.

9.6 Effect of Waiver. The failure of either party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

9.7 Partial Invalidity. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

9.8 Law Governing Agreement. This agreement shall be governed by and construed in accordance with the laws of the State of California.

9.9 Compliance with Laws. Employee shall comply with all local, state and federal laws and regulations applicable to the services required hereunder.

9.10 Non-Discrimination. Employee acknowledges and agrees to comply with the District's nondiscrimination policies which are set forth in the District's Personnel Policies, Procedures & Regulations Manual, as they may be

amended from time to time.

9.11 Ownership of Documents. Upon completion of any document or report required to be provided by Employee in the course of performing any of the services described in this Agreement, or upon earlier termination of this Agreement, all completed original documents and/or reports and any designs, drawings, calculations, diskettes, computer files, notes, and other related materials prepared or produced in connection with such documents or reports shall become the sole property of the District and may be used and/or reused on any other project by the District without the permission of Employee.

9.12 Confidential Employee Status.

(a) Employee shall be deemed a “confidential employee” since Employee will be privy to information leading to decisions of management that relate to employer-employee relations at the District and Employee will have access to certain confidential information that will be used to contribute to the development of official positions of management.

(b) Any and all documents and information obtained from the District by Employee in the performance of services under this Agreement shall be kept strictly confidential by Employee unless public disclosure of same is otherwise required by law.

(c) The reports, records, documents and other materials prepared by Employee in the performance of services under this Agreement shall not be publicly disclosed by Employee unless such disclosure is otherwise required by law.

(d) Employee shall not disclose to any other entity or person any information regarding the activities of the District except as required by law or as authorized by the Board of Trustees.

9.13 Non-Liability of District Officers and Employees. No officer or employee of the District shall be personally liable to Employee in the event of any default or breach by the District for any amount which may become due to Employee or for any breach of any obligation of the terms of this Agreement.

9.14 Interpretation. This Agreement shall not be interpreted against either party on the grounds that one of the parties was solely responsible for

preparing it or caused it to be prepared as both parties were involved in drafting it.

9.15 Captions and Headings. The captions and headings contained in this Agreement are provided for identification purposes only and shall not be interpreted to limit or define the content of the provisions described under the respective caption or heading.

9.16 Rights and Remedies. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default of any other default by the other party.

9.17 Venue. All proceedings involving disputes over the terms, provisions, covenants or conditions contained in this Agreement and all proceedings involving any enforcement action related to this Agreement shall be initiated and conducted in the applicable court or forum in Riverside County, California.

EMPLOYER:

Coachella Valley Mosquito and Vector Control District

APPROVED by the Governing Board of the Coachella Valley Mosquito and Vector Control in open session at a Regular Board meeting pursuant to Government Code sections 53262 and 54956(b).

By: _____
Doug Walker

Dated: _____

Title: President

APPROVED AS TO FORM:

By: _____
M. Katherine Jenson,
General Counsel

Dated: _____

EMPLOYEE:

By: _____
Jeremy Wittie

Dated: _____

EXHIBIT A
GENERAL MANAGER
JOB DESCRIPTION

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

43-420 Trader Place, Indio, CA 92201 • (760) 342-8287 • FAX (760) 342-8110

GENERAL MANAGER JOB DESCRIPTION

TITLE: General Manager
DEPARTMENT: Administration
REPORTS TO: Board of Trustees

JOB SUMMARY: Under the general direction of the Board of Trustees, this confidential and exempt position plans, organizes, directs, and administers the operations and staff of the Coachella Valley Mosquito and Vector Control District (“District”). The General Manager represents the District and the Board to public and private entities and other stakeholders, and manages a wide variety of administrative, operational, and technical programs. Considerable independent judgment and initiative is required.

ESSENTIAL JOB FUNCTIONS

- Acts as administrator and executive of the Board of Trustees.
- Provides leadership, program development, administration and coordination of the District’s Administration and Operations departments.
- Organizes the planning and preparation of District operations to meet evolving vector control needs.
- Monitors trends and changes in population distribution, land utilization, water projects development, and local, state and federal regulations.
- Determines and develops operating policies. Defines the organizational structure, divisions and assignment of functions and lines of authority to carry out the District’s mission, including business, technical, scientific, and operating functions.
- Recommends salary structure and working conditions. Maintains an employee relations program. Recruits, selects, and assigns employees to positions. Plans, directs, and conducts a training program for District personnel. Instructs employees. Reviews and evaluates work, and takes appropriate action to maintain an effective workforce and workplace standards.
- Coordinates and administers the annual budget, including analysis and justifications, and presents it to the Board of Trustees for consideration and approval. Coordinates with the Finance Manager establishment and maintenance of an accounting system, and budgetary control over expenditures.
- Sees that effective use is made of District property. Keeps or directs the keeping of records of operations. Reviews records and takes appropriate action as needed. Oversees maintenance of facilities and equipment, expenditures, and program areas.
- Confers with the District’s legal counsel and secures legal assistance as needed. Prepares complaints, including documentation and evidence on public nuisances for action by the

Board of Trustees and the District's General Counsel.

- Periodically surveys for, and directs the studies of public health threats caused by vector-borne diseases. Confers with professional personnel and develops recommendations on programs and priorities for District's operational program.
- Keeps informed of the latest developments in vector control and related fields. Participates and cooperates with public agencies and private organizations to stimulate projects favorable to the prevention and control of vectors. Reads related professional literature and participates in the activities of related professional organizations.

KNOWLEDGE, ABILITIES, AND SKILLS

- Thorough knowledge of administrative practices, principles of organization and personnel management.
- Excellent oral and written communication skills.
- General knowledge of entomology, biology, and other scientific and technical fields that contribute to the development of effective vector control programs.
- Thorough knowledge of local, state and federal laws and regulations that govern vector control activities.
- Working knowledge of the programs of public health, agriculture, reclamation districts, irrigation districts and other public and private organizations whose functions are related to vector control.
- The ability to plan, direct, organize, delegate and review the work of the District.
- The ability to supervise and coordinate the operational and administrative functions of the District.
- The ability to speak effectively before public groups.
- The ability to prepare comprehensive reports and correspondence.
- The ability to establish and maintain effective working relationships with city, county and state officials, officials of other government jurisdictions, District employees, and the general public.
- The ability to pass the physical examination prescribed by the District and be rated as able to perform clerical and light physical activity.

EXPERIENCE AND EDUCATION

- Master's degree in biology, entomology or related life science field or public and/or business administration from an accredited university is required. A PhD in biology, entomology or related life science field is preferred.
- Five years of experience in the vector control field or related fields is required, including three or more years of supervisory/management work. This experience must include program planning and evaluation.

MENTAL AND PHYSICAL ABILITIES

- The ability to demonstrate measurable visual depth perception, color vision, and see details at close range.

- The ability to have a minimum of single ear aided hearing.
- The ability to occasionally* stand for extended periods of time and sit for extended periods of time.
- The ability to coordinate eye, hand and foot. The ability to bend, twist, reach, balance, climb, lift, and carry. The ability to perform gross manipulation by hand and simple grasping. The ability to perform fine manipulation by hand.
- The ability to regularly* walk on even surfaces. The Ability to periodically* walk on uneven surfaces.

* Periodically – Activity or condition exists up to 25 percent of the time.
 Occasionally – Activity or condition exists from 25 to 50 percent of the time.
 Regularly – Activity or condition exists from 50 to 75 percent of the time.
 Frequently – Activity or condition exists 75 percent or more of the time.

LICENSES AND CERTIFICATIONS

- Possession of a valid California Driver's license and driving record acceptable to the District's insurance carrier.
- Possession of, or ability to obtain within one (1) year of employment, valid certification by the State of California as a Certified Technician in mosquito control, terrestrial invertebrate control, and vertebrate control.

Other relevant knowledge and abilities may be considered in-lieu of, or in addition to, the foregoing.



**Coachella Valley Mosquito and Vector
Control District**

Staff Report

**January 10,
2017**

Agenda Item: New Business

Nomination and election of Board Officers for the 2017 Calendar Year – **ad hoc Nomination Committee**

Background:

The Nominating Committee (Trustees *Keck, Kaplan, and Walker*) was appointed at the November 8, 2016, Board Meeting by the Board President in accordance with the District's Bylaws for the purpose of recommending a slate of Board officers for the 2017 calendar year. Pursuant to Health and Safety Code section 2027(a), the Board is required to elect its officers at the first meeting in January each year or every other year. The Board's Bylaws currently provide officer terms of one year, and each officer shall serve not more than four (4) consecutive full terms in the office to which elected. In order to be eligible to hold office, the Trustee must have served as a Trustee for one calendar year.

The four officer positions are tasked with the following duties pursuant to the Bylaws:

President: When necessary, the President shall be the official representative of the District. He/she shall have the power to appoint committees and such other powers, as may be delegated by the Board, from time to time. The President is encouraged to appoint ad hoc committees whenever appropriate. The President shall be responsible for opening meetings promptly and for administering the business of the day, expediently and with appropriate order and decorum. The President shall sign all acts, orders, resolutions and proceedings of the Board.

Vice-President: In the absence of the President, the Vice President shall assume duties of the President.

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

Treasurer – The Treasurer shall assist the President as necessary. In the absence of the President, Vice-President and Secretary, the Treasurer shall assume the duties of the President. The Treasurer shall also be responsible for management of the District's financial affairs.

Note that the Bylaws also call for the appointment of a **Parliamentarian** by the President, to assist with parliamentary procedure during Board meetings.

To facilitate the process of electing new officers, the Nominating Committee has developed a slate of candidates for the offices of the President; Vice-President; and Secretary/Treasurer to be considered by the Board of Trustees, as follows:

President:	Trustee Doug Walker
Vice-President:	Trustee Doug Hassett
Secretary:	Trustee Betty Sanchez
Treasurer:	Trustee Shelley Kaplan

(Attached is information regarding the background of each of the candidates.)

Each Board Member will have the opportunity to nominate other candidates from the floor. This slate, if elected, would serve for the 2017 calendar year. Under the Brown Act, the votes must be taken in open session, since secret ballots are not permitted.

Staff Recommendation:

- Staff recommends that the Board approve the nominated slate as presented.

Fiscal Impact:

N/A

Exhibits:

N/A

To: Board of Trustees

Subject: Nominations for Officers CVMVCD Board of Trustees

The Nominating Committee reviewed the possible candidates for the officer positions for the Vector Control Board for 2017. A survey was sent out to all qualifying Trustees to see who was interested in serving in an executive position.

As a result, we recommend the following slate of Trustees to fill the officer positions for 2017; the following Trustees have expressed their willingness to serve in these capacities.

President: Doug Walker

Trustee Walker, representing the City of Palm Desert, has served on the Board of Trustees since 2007, and has held the office of President for the past three years. Trustee Walker, with his scientific background, has also represented the District as a member of the Mosquito and Vector Control Association of California's Trustee Council. Trustee Walker has focused on transparency, and orderly processes for the Board. The Nominating Committee believes the District's interests will best be served by Trustee Walker continuing in the position of President of the Board.

Vice President: Doug Hassett

Trustee Hassett, representing the City of La Quinta, has served on the Board of Trustees since 2015. He has served as chair of the ad hoc Thermal Committee and has expressed interest in taking a more active role on the Board by serving as Vice President. This committee is nominating Trustee Hassett for Vice President.

Secretary: Betty Sanchez

Trustee B. Sanchez has served on the Board since 2015 and serves as a councilmember for the City of Coachella. She has served as a member of the Finance Committee and the ad hoc Thermal Committee. Trustee Sanchez has provided valuable input and wishes to continue to do so in the capacity of Secretary. This committee is nominating Trustee B. Sanchez for Secretary of the Board.

Treasurer: Shelley Kaplan

Trustee Kaplan has served on the Board since April of 2013 and serves as a councilmember for the City of Cathedral City. He has also served on a number of ad hoc committees including the selection of new legal counsel. He has extensive background in finance and during his work career was the Budget Director for a major research university and so is familiar with both budgeting and fund accounting. The Nominating Committee believes the District's interests will best be served by Trustee Kaplan continuing in the position of Treasurer.

Respectfully submitted by the Nominating Committee:

- Shelley Kaplan
- Albert Keck
- Doug Walker



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: New Business

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 – **Jeremy Wittie, MS, General Manager**

Background:

On June 30, 2017, the Memorandum of Understanding (MOU) with both labor unions, CSEA and Teamsters, will expire. At the last negotiations in 2014, the District's negotiation's team worked with Mark Meyerhoff of Liebert Cassidy Whitmore (LCW) in the preparation and negotiations process. General Manager Jeremy Wittie would like to continue to work with *Mark Meyerhoff* of LCW because of his prior experience with the District's unions and the negotiation process. The District already has a contract with LCW for labor relations services.

Staff Recommendation:

- Staff recommends approving the selection of Mark Meyerhoff of LCW at \$350.00 per hour, up to a maximum of \$20,000.00, to assist with upcoming union negotiations.
- The Board of Trustees to take whatever action it deems necessary.

Fiscal Impact:

FY2016-17 Approved Budget 6100.01.225	Current Available Funds	Proposed Expense	Remaining Available Funds
\$20,000.00	\$20,000.00	\$20,000.00	\$0.00

Exhibits:

N/A



Coachella Valley Mosquito and Vector Control District

Staff Report

January 10, 2017

Agenda Item: New Business

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 (Pg.)**

Background:

After the May 2016 discovery of invasive *Aedes* in the City of Coachella, the District hired 8 seasonal staff to

- Maintain the District's large property Rifa surveillance and control program and;
- Assist with invasive *Aedes* surveillance.

This allowed the District to respond rapidly with highly trained certified Vector Control Technicians in Valley cities where invasive *Aedes aegypti* were detected while maintaining Rifa surveillance and control on large properties throughout the District's service area.

Currently the District has detected invasive *Aedes aegypti* in four valley cities, Coachella, Indio, Cathedral City, and Palm Springs. Because it is not fully known

- How current infestations will respond to the District's 2016 education and control campaign and;
- Where it will may potentially be detected in 2017.

There is a need to hire additional seasonal staff for the coming season to maintain the District's Rifa program and expand the invasive *Aedes* surveillance program to continue to delineate the level of infestation in the Coachella Valley.

Staff Recommendation:

- Staff recommends approving the hiring of ten (10) seasonal technicians that will be allocated in the following Departments
 - Operations Department - 8 seasonals
 - Surveillance and Quality Control Department - 2 seasonals

Fiscal Impact:			
FY2016-17 Approved Budget 5102.01.500	Current Available Funds	Proposed Expense	Remaining Available Funds
\$124,600	\$34,096	\$98,980	(\$64,884)*
Exhibits: N/A			