



Coachella Valley Mosquito and Vector Control District

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

Board of Trustees Meeting Via Zoom and In-Person

Tuesday, June 14, 2022

6:00 p.m.

UPDATED-AGENDA

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

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

Pursuant to Assembly Bill 361, this meeting will be conducted by video and/or teleconference as well as in-person public access to the meeting location. To view/listen/participate in the meeting live, please join by calling 1-888-475-4499 (toll-free), meeting ID: [812 3330 3833](https://us02web.zoom.us/j/81233303833), or click this link to join: <https://us02web.zoom.us/j/81233303833>, or attend in person at the District office located at the address listed above. Written public comment may also be submitted to the Clerk of the Board by 1:30 p.m. on June 14, 2022, at mtallion@cvmosquito.org. Transmittal prior to the meeting is required. Any correspondence received during or after the meeting will be distributed to the Board as soon as practicable and retained for the official record.

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

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

1. Call to Order – Benjamin Guitron, President

2. Pledge of Allegiance

3. Roll Call

4. Confirmation of Agenda

5. Public Comments

Those wishing to address the Board should send an email to the Clerk of the Board by 1:30 p.m. on June 14, 2022, at mtallion@cvmosquito.org, or appear at the meeting to provide public comments. Please note that, as stated above, the meeting will be conducted remotely and in person.

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

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

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

6. Board Reports

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

Executive Committee oral report and Executive Committee minutes from May 26, 2022 **(Pg. 6)**

B. Finance Committee – **Doug Walker, Treasurer**

Finance Committee oral report and Finance Committee minutes from May 10, 2022 **(Pg. 9)**

7. Staff Informational Reports

A. Live Reports

- Operations Department Introduction – **Roberta Dieckmann, Operations Manager**

- Arbovirus Surveillance and Response update – **Jennifer Henke, M.S., Laboratory Manager and Roberta Dieckmann, Operations Manager**
Questions and/or comments from Trustees regarding the reports

8. Items of General Consent

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

- A. General Manager’s Report – **Jeremy Wittie, M.S., General Manager (Pg. 12)**
- B. Minutes for May 10, 2022, Budget Workshop and Board Meeting, June 6, 2022, Special Board meeting and Strategic Planning Workshop **(Pg.15)**
- C. Approval of expenditures for May 3, 2022-June 8, 2022 ~~(Pg. 29)~~ **(Pg. 31)**
- D. Informational Items:
 - Approval of Resolution 2022-14 authorizing remote teleconferencing meetings for the period June 14, 2022 – July 13, 2022 – **Jeremy Wittie, M.S., General Manager ~~(Pg. 30)~~ (Pg. 32)**
 - Financials – **David l’Anson, MPA, MBA/ACC., Administrative Finance Manager ~~(Pg. 36)~~ (Pg. 38)**
 - Important Budget Meeting Dates – **Finance Committee ~~(Pg. 51)~~ (Pg. 53)**
 - Correspondence ~~(Pg. 54)~~ **(Pg. 56)**
 - Trustee Travel – **Melissa Tallion, Executive Assistant/ Clerk of the Board ~~(Pg. 58)~~ (Pg. 60)**
 - Departmental Reports: Human Resources; Information Technology; Surveillance and Quality Control; Operations; and Public Outreach ~~(Pg. 59)~~ **(Pg. 61)**
 - Government Social Media Conference – **Luz Moncada, Community Liaison and Fernando Gutierrez ~~(Pg. 82)~~ (Pg. 84)**
 - National Association of Government Communicators – **Tammy Gordon, M.A., APR, Public Information Officer ~~(Pg. 83)~~ (Pg. 85)**
 - Professionals in Human Resources Association (PIHRA) – California HR Annual Conference, Anaheim, CA – **Grace Morales, Human Resources Specialist ~~(Pg. 84)~~ (Pg. 86)**
 - The Employment Risk Management Authority (ERMA) Board of Directors meeting, Sacramento, CA – **Jeremy Wittie, M.S., General Manager ~~(Pg. 85)~~ (Pg. 87)**

- Western Region - International Public Management Association for Human Resources (IPMA-HR) Annual Conference, May 1-4, 2022, in Anaheim, CA– **Crystal Moreno, M.S., Human Resources Manager (Pg. 86) (Pg. 88)**
- Approval of Resolution 2022-11 Authorizing Attendance of Professional Development Conferences and Meetings by Members of the Board of Trustees and Employees of the District for the Fiscal Year 2022-2023 – **Jeremy Wittie, M.S., General Manager (Pg. 87) (Pg. 89)**

9. Old Business

- A. Discussion and/or approval of Resolution 2022-16 adopting the 2022-2025 Strategic Business Plan – **Jeremy Wittie, M.S., General Manager (Pg. 95) (Pg. 97)**
- B. Appointment of ad hoc Land/Building Committee – **Benjamin Guitron, President (Pg. 140) (Pg. 142)**

10. New Business

- A. Discussion and/or approval of Resolution 2022-12 Adopting FY 2022-23 Budget – **Jeremy Wittie, M.S., General Manager and David l’Anson, MPA, MBA/ACC., Administrative Finance Manager (Pg. 141) (Pg. 143)**
- B. Discussion and/or approval of Resolution 2022-13 intention to levy assessments for fiscal year 2022-13, preliminary approval of engineer's report, and providing for notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment – **David l’Anson, MPA, MBA/ACC., Administrative Finance Manager (Pg. 173) (Pg. 175)**

11. Closed Session (s)

Closed Session (s):

A. Conference with Legal Counsel – Existing Litigation pursuant to Government Code section 54956.9

Name of Case: DIR-CalOSHA: In Matter of Appeal of Coachella Valley Mosquito and Vector Control District (Ins. No. 1483049)

B. Conference with Legal Counsel – Existing Litigation pursuant to Government Code section 54956.9

Name of Case: DIR-Labor Commissioner: Anderson v. Coachella Valley Mosquito and Vector Control District (Case No. RCI-601454 (2018))

12. Comments by General Counsel

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 exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a). Each presentation is limited to no more than three minutes.

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.



Certification of Posting

I certify that on June 10, 2022, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District and on the District’s website, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on June 10, 2022.

Melissa Tallion, Clerk of the Board



BOARD REPORTS

Coachella Valley Mosquito and Vector Control District

Executive Committee Meeting Via Zoom

DRAFT - Minutes

TIME AND DATE: 1:30 p.m., Thursday, May 26, 2022

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

TRUSTEES PRESENT:

Indio	Benjamin Guitron, President
Indian Wells	Clive Weightman, Vice President
Palm Springs	Doug Kunz, Secretary
Palm Desert	Doug Walker, Treasurer

ABSENT:

None

Members of the Public present:

Yes-

OTHERS PRESENT:

Jeremy Wittie, M.S., General Manger
Melissa Tallion, Clerk of the Board

1. Call to Order

President Guitron called the meeting to order at 1:32 p.m.

2. Roll Call

Roll call indicated three (3) Committee members were present.

3. Confirmation of Agenda

There was a consensus to approve the agenda as presented.

4. Public Comments

None

5. Review of June 14, 2022, draft Board meeting agenda

The draft June Board meeting agenda was reviewed by the Committee. Changes to the agenda and discussions included asking Legal Counsel to review the two

sentences after the public comment section to reword to remove the word attack. The Committee asked to have a placeholder for Closed Session added to the agenda.

6. Old Business

- A. Continued discussion regarding the District observing the Federal holiday Juneteenth National Independence Day
A discussion ensued. Jeremy Wittie presented Crystal Moreno's analysis as asked by the Executive Committee. Mr. Wittie recommended that this item be tabled until the 2024 Union Negotiations and if staff would like to observe this day; they can use their floating holiday.
- B. LAFCO Update
Jeremy Wittie gave an update on the Municipal Service Review process. Mr. Wittie will send a link to the document that is up for public review to the Board of Trustees.
- C. Continued discussion regarding the CVMVCD 2022 Strategic Business Plan June 6, 2022, is the day of the virtual Strategic Business plan. Melissa Tallion will send out an invite to the Board of Trustees.

7. New Business

- A. Discussion regarding the Boardroom modernization for FY 2022-23
Jeremy Wittie stated that the District has money set aside for this project. A discussion ensued. The Executive Committee asked staff to revitalize the ad hoc land/building committee and add item 9B to the Old Business section of the agenda.

8. Trustee/staff comments

The Executive Committee welcomed Trustee Doug Kunz.

9. Confirmation of next meeting

The next meeting was scheduled for Thursday, June 30, 2022, at 1:30 p.m.

10. Adjournment

The meeting was adjourned by President Guitron at 2:15 p.m.

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Finance Committee Meeting Via Zoom and In-Person
DRAFT-Minutes**

TIME 3:30 p.m. **DATE:** May 10, 2022

LOCATION: 43420 Trader Place Indio, CA 92201 via zoom

COMMITTEE MEMBERS PRESENT:

Palm Desert	Doug Walker
Indian Wells	Clive Weightman
County at Large	Bito Larson

COMMITTEE MEMBERS ABSENT:

None

OTHER TRUSTEES PRESENT:

None

STAFF PRESENT:

Jeremy Wittie, M.S., General Manager
David l'Anson, MPA, MBA/ACC., Administrative Finance Manager
Melissa Tallion, Executive Assistant/Clerk of the Board

MEMBERS OF THE PUBLIC PRESENT:

No

- 1. Call to Order:** *Treasurer Walker called the meeting to order at 3:34 p.m.*
- 2. Roll Call:** *Roll call indicated all three (3) Committee members were present.*
- 3. Confirmation of Agenda:** *The agenda was confirmed as presented.*
- 4. Public Comments:** *None.*

5. Items of General Consent

Approval of Minutes from May 3, 2022, Finance Committee Meeting
On a motion from Trustee Weightman seconded by Trustee Larson, and passed by the following roll call votes, the Committee approved the minutes as presented.

Ayes: Treasurer Walker, Trustees Larson, and Weightman

Noes: None.

Abstained: None.

Absent: None

6. Old Business:

- A. Review of Check Report from Abila MIP for the period of April 12, 2022, to May 3, 2022

A discussion ensued regarding a few checks that needed further explanation.

- B. CalCard Charges – March 25, 2022, to April 24, 2022

The CalCard monthly statement was reviewed by Committee members and staff.

Questions regarding specific charges were brought forward by Trustees. Staff provided more information.

- C. Review of April 2022 Financials and Treasurers Report

The documents were reviewed.

7. New Business:

- A. Review of finance-related items on the Board agenda

The Committee discussed the overview of the Surplus options that would be brought to the Board during the May 10, 2022, Budget Workshop. David l'Anson said that audit had been scheduled for one week in July and one in September.

8. Schedule Next Meeting: *The next Finance Committee meeting was scheduled for June 14, 2022, at 4:30 p.m.*

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

11. Adjournment: *The meeting was adjourned by Treasurer Walker at 3:59. p.m.*



ITEMS OF GENERAL CONSENT



Coachella Valley Mosquito & Vector Control District

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

General Manager Report – June 14, 2022

Dear Board of Trustees,

The final Draft FY 2022-23 budget, presented within the June Board Packet, is the culmination of many months of critical thinking and collaborative work by both District staff and the Board of Trustees. The ultimate aim of this process is the maintenance of a fiscally sound operating budget and reserve fund to ensure the effective delivery of District services to protect all Coachella Valley residents and visitors from vector and vector-borne diseases. Special thanks to David l’Anson, Administrative Finance Manager, for facilitating this process with dedicated and thoughtful Department leadership and to the Board of Trustees Finance Committee for their careful critique and direction that has resulted in the final document being presented for approval.

I also would like to recognize and express my gratitude to both the full Board of Trustees and District Staff for the commitment to the process of developing the proposed 2022 Strategic Business Plan. The amount of thought and feedback that has been garnered through this process shows the commitment and dedication of both the Board and Staff to the District’s paramount role in protecting our public and preserving the quality of life we cherish here in the Coachella Valley. Having this well-thought-out constructed plan of Board direction allows staff to effectively work through challenges faced in delivering the District mission.

Special Thanks to our IT Department, Ed Prendez, Tony Molina, Marco Petrovic, and Melissa Tallion for fine-tuning the Board hybrid experience. It took a lot of work to get the set-up complete, but they were able to reach that goal.

Integrated Vector Management Program

Virus season has officially started with the recent detection of one West Nile Virus sample of *Culex tarsalis* mosquitoes in the Thermal area near Avenue 68 and Fillmore Street. Staff quickly responded to this detection with an increase in adult mosquito and disease surveillance, enhanced mosquito source inspections, and intensification of public awareness through a media release, posting of Virus signs in the area, and visiting East Valley area communities with additional information and mosquito repellent. Local media, Univision, and NBC also interviewed District staff. The IVM Management team will provide a brief update during the Board meeting and you can also find the recent Arbovirus Risk Report on the District website at https://www.cvmosquito.org/sites/g/files/vyhli4551/f/pages/06.06.22_risk_report.pdf. This is used

BOARD OF TRUSTEES

President BENJAMIN GUITRON IV Indio **Vice President** CLIVE WEIGHTMAN Indian Wells
Secretary DR. DOUGLAS KUNZ Palm Springs **Treasurer** DOUGLAS WALKER Palm Desert
RITA LAMB Cathedral City DENISE DELGADO Coachella GARY GARDNER Desert Hot Springs JOHN PENA La Quinta
STEVE DOWNS Rancho Mirage BITO LARSON County at Large JANELL PERCY County at Large JEREMY WITTIE General Manager

for planning purposes by staff on a weekly basis to gauge the level of risk of arbovirus transmission throughout the District's service area.

Administration/HR

Each year, the District hires Seasonal staff to assist our full-time staff during the busy mosquito season. This year Operations Department is using seasonal staff to augment the Invasive Aedes Program; we have four (4) first-time seasonals and one (1) returning seasonal. HR will be working on hiring three (3) more seasonal staff in the coming month.

Diana Ramirez is our newest full-time Lab Technician and member of the District's Surveillance and Quality Control Department. One of Diana's essential duties is setting and processing mosquito traps from around the Valley for virus testing. The District is glad to have them all on the Team and I thank them in advance for the important service they will deliver to the Community in the coming season.

I would like to congratulate two (2) of our newest Vector Control Technicians, Iver Romero and Aaron Rivas, for passing all FOUR of the State Vector Control Certifications exams. This is a huge accomplishment and required for employment at the District. The four (4) tests cover pesticide handling and safety, mosquito ecology, surveillance and control, arthropods, and vertebrates of public health importance.

Lastly, Charles Rodriguez, a 14-year District employee is retiring at the end of June. Charles has been a vital part of the District Team and for most of those 14 years was responsible for raising millions of mosquitofish that were deployed as part of the District Bio-Control program. Congratulations to him and wishing him the best in his retirement!

Board Packet Overview

Please review the Board packet in its entirety, however, here are a few things of note:

- **Finance** – District financials show a favorable variance of \$1 million mainly due to the increase in revenue and operating and admin expenses under budget (p.49)
- **Human Resources** – The Anita Jones Academy of Excellence (formerly known as the Beyond the Bite Academy) was conducted for the first time since the beginning of the pandemic. We had four (4) graduating staff that voluntarily went through the program that focused on their professional growth. (p.62)
- **IT**- The KnowBe4 phishing training proves to be a valuable training tool that shows staff are learning to be attuned to phishing attempts but also shows additional training and work needs to be done to ensure the integrity of the District network. (p.64)
- **Surveillance and Quality Control** – Detecting and measuring insecticide resistance is a vital component of our program. Assays are conducted each year to monitor for this in local mosquito populations. As an added bonus, scientific papers describing this important work were published in the peer-reviewed journal Arthropod Management Tests. Congratulations to our lab staff and operations staff for this important work and to our Vector Ecologist Dr. Kim Hung for going the extra mile to get this published. (p.73)

- **Operations** – Drone applications continue to be evaluated and conducted working with our contracting partner Leading Edge. Recent work was completed in early June along the Salton Sea Shoreline. Information and maps of this work from earlier applications can be seen in the operations report. (p.78) District drone applications using recently purchased application drones should begin in late summer or early fall once approved and certified by FAA.
- **Public Outreach** - Less COVID-19 has allowed community events to rebound this season. Outreach is busy capitalizing on these events throughout the Coachella Valley and information about recent events can be found in the report. (p.82)

Future Events

- The Mosquito and Vector Control Association (MVCAC) will be holding its virtual Summer Board meeting via zoom on July 28th from 9 AM to 12 PM. This will involve items of business for the MVCAC Board and updates from MVCAC staff, Committee Chairs, and other Vector Control partners.
- California Special District Association (CSDA) Annual Conference is August 22 – 25 at our very own JW Marriott Desert Springs Resort in Palm Desert. If you haven't attended a CSDA annual meeting before I would highly recommend attendance. Valuable information as well as networking opportunities with other Board members and staff from around the state. Any Trustees interested in attending, please let Melissa know as soon as possible.
- **What's happening with Mosquito Surveillance and Control in your Neighborhood?** - Melissa will be reaching out to Trustees in June to schedule a ride-along with the GM before year's end. This will involve setting a mosquito trap at your house, identifying what mosquitoes you have in your trap, and meeting up with the District's Vector Control Technician assigned to your neighborhood to give you a better feel of mosquito control issues and activities in your community.

Thank you for taking the time to review the Board packet. I hope you have found this written report useful and if you have any suggestions for the content or format, I welcome your feedback. If you have any questions about the contents of the Board packet, feel free to reach out to me directly either at the District office, 760-342-8287, or via email at jwittie@cvmosquito.org

Respectfully,

Jeremy Wittie, MS
General Manager

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Budget workshop Meeting Via Zoom and In-Person **DRAFT**-Minutes

MEETING TIME: 4:30 p.m. Tuesday, May 10, 2022

LOCATION: 43420 Trader Place, Indio, CA 92201- ***Via Zoom and In-Person***

TRUSTEES PRESENT

PRESIDENT: Benjamin Guitron	Indio (arrived at 4:51 p.m.)
VICE PRESIDENT: Doug Walker	Palm Desert
TREASURER: Clive Weightman	Indian Wells
Steve Downs	Rancho Mirage
Dr. Doug Kunz	Palm Springs (arrived at 4:39 p.m.)
Rita Lamb	Cathedral City
John Peña	La Quinta

TRUSTEES ABSENT

Denise Delgado	Coachella
Gary Gardner	Desert Hot Springs
Bito Larson	County at Large
Janell Percy	County at Large

STAFF AND GENERAL COUNSEL PRESENT

Jeremy Wittie, General Manager
Crystal Moreno, Human Resources Manager
David l'Anson, Administrative Finance Manager
Jennifer Henke, Laboratory Manager
Roberta (Bobbye) Dieckmann, Operations Manager
Edward Prendez, Information Technology Manager
Tammy Gordon, Public Information Officer
Kim Hung, Vector Ecologist
Gabriela Harvey, Vector Ecologist
Melissa Tallion, Executive Assistant/Clerk of the Board

Other staff members joined the meeting as well

MEMBERS OF THE PUBLIC PRESENT

No

- 1. Call to Order** – *Vice President Weightman called the meeting to order at 4:33 p.m.*
- 2. Roll Call** – *At roll call five (5) Trustees out of eleven (11) were present.*

3. **Confirmation of Agenda** – Vice President Weightman inquired if there were any agenda items to be shifted. Upon no objections by the Board of Trustees, the agenda was confirmed.
4. **Public Comments** – None
5. **Overview/Discussion of the Draft FY 2022/2023 Budget** – Vice President Weightman handed the meeting over to Treasurer Walker. The draft budget was reviewed to include organizational changes. Treasurer Walker gave an overview of the goals of the meeting. Jeremy Wittie welcomed the Board to the meeting and thanked the staff for getting the Boardroom ready for a hybrid meeting. David l'Anson discussed the six options that the Finance Committee recommended for the \$1million surplus. Staff and the Finance Committee recommend Option 6.

Recommended Option 6 - Split the FY 21-22 \$1million surplus between capital funds:

A. \$300,000 to Facility

- a) With an increase in contribution from Operating Budget from \$420,00 to \$590,000.

B. \$200,000 for Equipment and,

C. \$500,000 to Capital Project Sterile Mosquito Insectary Fund Reserve.

Roberta (Bobbye) Dieckmann, Operation manager discussed the drone (surveillance) program, and Jennifer Henke, Laboratory manager discussed the Laboratory Expansion to include a space for a sterile mosquito program.

The Board came to a consensus and agreed with the staff and Finance Committee's recommendation for option #6.

6. **Trustee/Staff Comments** – Jeremy Wittie thanked the staff and Finance Committee for the ease of the budget process. President Guitron inquired if there were any comments from the Board. Hearing none, President Guitron moved to adjourn the meeting.
7. **Adjournment** – President Guitron adjourned the meeting at 5:27 p.m.

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Board of Trustees Meeting Via Zoom and In-Person Summary of Action Items May 10, 2022

- ❖ The Board of Trustees approved Resolution 2022-08 authorizing remote teleconferencing meetings for the period May 12, 2022 – June 10, 2022.
- ❖ The Board of Trustees approved Resolution 2022-07 and Adoption of the 2022 CVMVCD Mosquito-borne Virus Surveillance and Emergency Response Plan
- ❖ The Board of Trustees approved Resolution 2022-09 and Adoption of the CVMVCD Invasive Mosquito Management Program and Arbovirus Response Plan
- ❖ The Board of Trustees elected Trustee Kunz to fill the vacant Secretary seat on the Board.
- ❖ The Board of Trustees elected appointed the ad hoc Research Committee.
 - Trustee Kunz
 - Trustee Percy
 - Trustee Walker

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Board of Trustees Meeting Via Zoom and In-Person
DRAFT-Minutes

MEETING TIME: 6:00 p.m. Tuesday, May 10, 2022

LOCATION: 43420 Trader Place, Indio, CA 92201- ***Via Zoom and In-Person***

TRUSTEES PRESENT

PRESIDENT: Benjamin Guitron	Indio
VICE PRESIDENT: Doug Walker	Palm Desert
TREASURER: Clive Weightman	Indian Wells
Denise Delgado	Coachella
Steve Downs	Rancho Mirage
Gary Gardner	Desert Hot Springs
Dr. Doug Kunz	Palm Springs
Rita Lamb	Cathedral City
Bito Larson	County at Large
John Peña	La Quinta

TRUSTEES ABSENT

Janell Percy	County at Large
--------------	-----------------

STAFF AND GENERAL COUNSEL PRESENT

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

Other staff members joined the meeting as well

MEMBERS OF THE PUBLIC PRESENT

No

- 1. Call to Order** – *President Guitron called the meeting to order at 6:03 p.m.*

2. Pledge of Allegiance – *Trustee Gary Gardner led the Pledge of Allegiance.*

3. Oath of Office – *Melissa Tallion, Clerk of the Board, administered the oath of office for Trustee Steve Downs.*

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

5. Confirmation of Agenda – *President Guitron inquired if there were any agenda items to be shifted. Upon no objections by the Board of Trustees, the agenda was confirmed.*

6. Public Comments – *None*

7. Board Reports

President's Report:

President Guitron stated that the Executive Committee held its meeting on April 26, 2022, and reviewed the Board agenda for May 2022. Discussions later in the Board meeting will cover the hybrid meeting set up moving forward.

Treasurer's Report:

Treasurer Doug Walker reported that most of his report will come under Old Business later in the meeting reviewing the draft budget. Treasurer Walker reported that the Finance Committee had two meetings to review and make suggested changes to the draft budget.

8. Staff Informational Reports

A. Live Reports

- General Manager's Report:

Jeremy Wittie said it is great to begin having all of the Trustees back in person. Thank you to the staff for working hard to make this hybrid meeting possible. Mr. Wittie welcomed Trustee Steve Downs to the CVMVCD Board of Trustees, gave an update on the upcoming Strategic Plan workshop, reminded the Board of upcoming conferences, and highlighted the work of the Public Outreach department.

- Laboratory Introduction:

Jennifer Henke introduced the Surveillance and Quality Control Staff. The department has two Laboratory Technicians, three Laboratory Assistants, three Biologists, two Vector Ecologists, and one Laboratory manager.

9. Items of General Consent

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

A. Minutes for March 8, 2022, Board Meeting and April 12, 2022, Special Board Meeting

B. Approval of expenditures for March 4, 2022-May 2, 2022

C. Informational Items:

- Financials
- Important Budget Meeting Dates
- PacVec Center of Excellence, April 5-6, 2022
- ESA Pacific Branch, April 10-13, 2022
- MVCAC Spring Quarter Meeting, April 26-27, 2022
- Accept the resignation of Trustee Isaiah Hagerman

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

Ayes: President Guitron, Trustees Delgado, Downs, Gardner, Kunz, Lamb, Larson, Peña, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Percy.

10. Old Business

A. Discussion and Approval of Resolution 2022-08 authorizing remote teleconferencing meetings for the period May 12, 2022 – June 10, 2022

A discussion ensued regarding the opening up of in-person meetings. Jeremy Wittie reminded the Board of the requirements of approving a Resolution every 30 days to continue to meet remotely or in a hybrid setting.

On a motion from Trustee Peña, seconded by Trustee Gardner, and passed by the following roll call votes, the Board of Trustees approved Resolution 2022-08 authorizing remote teleconferencing meetings for the period May 12, 2022 – June 10, 2022.

Ayes: President Guitron, Trustees Delgado, Downs, Gardner, Kunz, Lamb, Larson, Peña, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Percy.

B. 2021 Valley-wide Market Research Project Results Summary Report

Tammy Gordon's report this month was written. President Guitron inquired if there were any questions. Upon no questions from the Board President Guitron moved on to the next agenda item.

11. New Business

A. Discussion regarding the Budget Workshop held before the Board meeting
Treasurer Walker thanked the Finance Committee and staff for their hard work pulling all the details together. Please review the Budget packet for more information on the draft budget. Jeremy Wittie said he would gladly meet with any of the Trustees who may have questions about the budget.

B. Overview and Discussion of the 2021 Annual Report
Jeremy Wittie discussed the background of the annual report for the District, showed the updated format for the 2021 Annual Report and answered questions from the Board.

C. Approval of Resolution 2022-07 and Adoption of the 2022 CVMVCD Mosquito-borne Virus Surveillance and Emergency Response Plan

On a motion from Trustee Walker, seconded by Trustee Peña, and passed by the following roll call votes, the Board of Trustees approved Resolution 2022-07 and adopted the 2022 CVMVCD Mosquito-borne Virus Surveillance and Emergency Response Plan.

Ayes: President Guitron, Trustees Downs, Gardner, Kunz, Lamb, Larson, Peña, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Delgado (internet issue) and Percy.

D. Approval of Resolution 2022-09 and Adoption of the CVMVCD Invasive Mosquito Management Program and Arbovirus Response Plan

On a motion from Trustee Kunz, seconded by Trustee Peña, and passed by the following roll call votes, the Board of Trustees approved Resolution 2022-09 and adopted the CVMVCD Invasive Mosquito Management Program and Arbovirus Response Plan.

Ayes: President Guitron, Trustees Delgado, Downs, Gardner, Kunz, Lamb, Larson, Peña, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Percy.

E. Nomination and Election of the vacant Secretary seat on the Board of Trustees

On a motion from Trustee Peña, seconded by Trustee Weightman, and passed by the following roll call votes, the Board of Trustees elected Trustee Kunz to fill the vacant Secretary seat on the Board of Trustees.

Ayes: President Guitron, Trustees Delgado, Downs, Gardner, Kunz, Lamb, Larson, Peña, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Percy.

F. Appointment of ad hoc Research Committee

On a motion from Trustee Gardner, seconded by Trustee Peña, and passed by the following roll call votes, the Board of Trustees appointed the ad hoc Research Committee. The Committee is comprised of the following Trustees: Trustees Kunz, Percy, and Walker.

Ayes: President Guitron, Trustees Delgado, Downs, Gardner, Kunz, Lamb, Larson, Peña, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Percy.

12. Closed Session (s)

Closed Session (s):

A. Conference with Legal Counsel – Existing Litigation pursuant to Government Code section 54956.9

Name of Case: DIR-CalOSHA: In Matter of Appeal of Coachella Valley Mosquito and Vector Control District (Ins. No. 1483049)

No reportable action

B. Conference with Legal Counsel – Existing Litigation pursuant to Government Code section 54956.9

Name of Case: DIR-Labor Commissioner: Anderson v. Coachella Valley Mosquito and Vector Control District (Case No. RCI-601454 (2018))

No reportable action

13. Comments by General Counsel

Lena Wade, General Counsel mentioned that the General Assembly is considering amending the Brown Act to continue with the relaxed remote opportunities for teleconference meetings. Ms. Wade will update the Board as she receives information.

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

No comments

15. Adjournment – President Guitron adjourned the meeting at 7:32 p.m.

Benjamin Guitron
President

Dr. Doug Kunz
Secretary

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**SPECIAL MEETING - Board of Trustees Meeting Via Zoom
Summary of Action Items
June 6, 2022, 2022**

- ❖ The Board of Trustees approved Resolution 2022-10 authorizing remote teleconferencing meetings for the period June 11, 2022 – July 10, 2022.

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

SPECIAL MEETING - Board of Trustees Meeting Via Zoom
UPDATED-DRAFT - Minutes

MEETING TIME: 3:00 p.m., Monday, June 6, 2022

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

TRUSTEES PRESENT

PRESIDENT: Benjamin Guitron	Indio (joined at 3:04 p.m.)
VICE PRESIDENT: Doug Walker	Palm Desert
TREASURER: Clive Weightman	Indian Wells
Steve Downs	Rancho Mirage
Rita Lamb	Cathedral City
John Peña	La Quinta
Janell Percy	County at Large

TRUSTEES ABSENT

SECRETARY: Dr. Doug Kunz	Palm Springs
Denise Delgado	Coachella
Gary Gardner	Desert Hot Springs
Bito Larson	County at Large

STAFF AND GENERAL COUNSEL PRESENT

Jeremy Wittie, General Manager
Lena Wade, Legal Counsel, SBEMP
Jennifer Henke, Laboratory Manager
Melissa Tallion, Executive Assistant/Clerk of the Board

MEMBERS OF THE PUBLIC PRESENT

No

- 1. Call to Order** – Vice President Weightman called the meeting to order at 3:02 p.m.
- 2. Pledge of Allegiance** – Vice President Weightman led the Pledge of Allegiance
- 3. Roll Call** – At roll call six (6) Trustees out of eleven (11) were present.

4. Public Comments – One (1) written comment was received from Mr. Brad Anderson. The written comment was distributed to the Board of Trustees and Legal Counsel and is attached for the record.

5. Discussion and/or approval of Resolution 2022- 10 authorizing remote teleconferencing meetings for the period June 11, 2022 – July 10, 2022

On a motion from Trustee Peña seconded by Trustee Percy, and passed by the following roll call votes, the Board of Trustees approved Resolution 2022-10 authorizing remote teleconferencing meetings for the period June 11, 2022 – July 10, 2022.

Ayes: President Guitron, Trustees Downs, Lamb, Peña, Percy, Walker, Weightman

Noes: None.

Abstained: None

Absent: Trustees Delgado, Gardner, Kunz, Larson

6. Adjournment-President Guitron adjourned the meeting at 3:09 p.m.

Benjamin Guitron
President

Dr. Doug Kunz
Secretary

Melissa Tallion

From: [REDACTED]
Sent: Monday, June 6, 2022 12:53 PM
To: Melissa Tallion; Edward Prendez
Subject: Public Comment - CVMVCD Special meeting June 6, 2022 (3:PM)

June 6, 2022

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

Re: Written Public Comment in regards to Resolution 2022-10

Dear Current CVMVCD Board of Trustees,

It's been well documented that the CVMVCD administration (Jeremy Wittie - General manager) have worked with CVMVCD legal counsel (Lena Wade - SBEMP*) to advised CVMVCD Board of Trustees:

Benjamin Gouitron /Clive Weightman /Douglas Kunz /Janell Percy /Bito Larson /Denise Delgado /Rita Lamb /Steve Downs /John Pena /Gary Gardner /Doug Walker

To provide the CVMVCD organization with the flexibility to potentially commit fraud with malicious intent by misusing California's AB361 in an unethical manner to allow CVMVCD appointees to be unaccountable to Coachella Valley Resident's when not being accessible to the general public for In-person Public meetings of the CVMVCD organization under other than Public health pupose's.

The actions of CVMVCD to hold In-person Public meetings of certain groups while disallowing Public accessibility to other public meetings only highlights the potential corruption that have been known to likely pledge the CVMVCD. Actions to wrongfully adjust dates of CVMVCD resolutions and calling an unnecessary suspicious Special meeting (noticed late on Friday for a Monday meeting) have illustrated the need to invite external organizations to Investigate the unchecked radical operations of the CVMVCD.

As stated before, the CVMVCD administration written statements demanding certain requirements in regards to submissions, are unlawful as described in Californias AB361.

Please, consider integrity/honorable service and of course ethical standards before voting to allow for the continuous implementation to avoid Public venues while attending other public event's under a false narrative that will deceive Resident's while limiting Public participation/monitoring of the People's business.

Sincerely,

Brad [REDACTED]

* slovan baron empey murphy pinkney, llp

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Strategic Business Plan Workshop Via Zoom **UPDATED-DRAFT-Minutes**

MEETING TIME: 3:15 p.m., Monday, June 6, 2022

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

TRUSTEES PRESENT

PRESIDENT: Benjamin Guitron	Indio
VICE PRESIDENT: Doug Walker	Palm Desert
TREASURER: Clive Weightman	Indian Wells
Steve Downs	Rancho Mirage
Rita Lamb	Cathedral City
Bito Larson	County at Large
Janell Percy	County at Large
John Peña	La Quinta

TRUSTEES ABSENT

SECRETARY: Dr. Doug Kunz	Palm Springs
Denise Delgado	Coachella
Gary Gardner	Desert Hot Springs

STAFF AND GENERAL COUNSEL PRESENT

Jeremy Wittie, General Manager
Crystal Moreno, Human Resources Manager
David l'Anson, Administrative Finance Manager
Jennifer Henke, Laboratory Manager
Roberta (Bobbye) Dieckmann, Operations Manager
Edward Prendez, Information Technology Manager
Tammy Gordon, Public Information Officer
Edward Prendez, Information Technology Manager
Chris Cavanaugh, Field Supervisor
Melissa Tallion, Executive Assistant/Clerk of the Board
Martin Rauch, Consultant, Rauch Communications Consultants, Inc.

Other staff members joined the meeting as well

MEMBERS OF THE PUBLIC PRESENT

No

- 1. Call to Order** – *President Guitron called the meeting to order at 3:16 p.m.*

2. **Welcome** – *Jeremy Wittie, General Manager welcomed the Board to the workshop. Jeremy gave a brief overview of the process thus far.*
3. **Public Comments** – *one (1) written comment was received from Mr. Brad Anderson. The written comment was distributed to the Board of Trustees and Legal Counsel and is attached for the record.*
4. **Workshop-Overview/Discussion of the Strategic Business Plan** – *Jeremy Wittie and Martin Rauch discussed the business plan. The Trustees offered suggestions on things they would like to see changed or added. Updates to the Strategic Business plan will be discussed in more detail during the June 14, 2022, Board of Trustees meeting.*
5. **Adjournment** – *President Guitron adjourned the meeting at 4:12 p.m.*

DRAFT

Melissa Tallion

From: [REDACTED]
Sent: Monday, June 6, 2022 12:53 PM
To: Melissa Tallion; Edward Prendez
Subject: Public Comment - CVMVCD Special Workshop June 6, 2022 (3:15PM)

June 6, 2022

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

Re: Public Comment in regards to external company report (predetermined strategy "business" plan)

Dear CVMVCD appointed members,

The continued reckless activities surrounding how organizations such as the CVMVCD have wasted resources (financial and employees work time) in an attempt to exhaust budgetary amounts have only increased the disconnect between entrenched political elements (CVMVCD) and taxpayers that continue to fund the ever increasing appetite of California Special Districts (CVMVCD).

The CVMVCD administration have proven to damaged the culture of that long established organization with nepotism (friend's and family) and having undereducated people hold positions that would never be accessible to them without top-down political favoritism.

The Coachella Valley is at increased risk of harm (Vectors/Diseases) from the CVMVCD administration lack of integrity in its operations.

CVMVCD priorities as outlined in the strategic report have shifted to the mosquito species *Aedes aegypti* as number one? It was introduced in the Coachella Valley back in 2016 only weeks after certain entrenched CVMVCD administration employees traveled to Southern California *Aedes aegypti* infected areas. That one mosquito species has been allowed to become potentially dangerously established in the Coachella Valley by the poor performance and unusual abatement techniques of CVMVCD administration officials.

Please, consider allowing citizens the opportunity to participate in CVMVCD forums that continue to deny that opportunity for members of the public to participate. Having only internal sounding boards will only continue to develop bad policy and poor performance and increased risk of harm to the public from direct actions of the CVMVCD to avoid their duties.

Sincerely,

Brad [REDACTED]
[REDACTED]

Cc:

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

May 3-June 8, 2022

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	May 13, 2022	220,748.38	
	Payroll Disbursement	May 27, 2022	228,044.17	
				448,792.55
Pre-Approved Expenditures Utilities/Benefits:				
43995	CalPERS Healthcare Acct	Healthcare Retired/Active 06/2022	92,966.86	
43996	CalPERS-OPEB Contributions	Retiree Healthcare Prefunding	312,420.00	
43997	CalPERS Retirement Acct	Retirement Contributions: 05/13, 05/27PP	64,623.30	
43998	ICMA Retirement Trust	Deferred Compensation Contributions 05/13, 05/27PP	22,646.81	
43999	Principal Life Insurance Co.	Dental/Life Insurance 06/22	14,179.85	
				506,836.82
Pre-Approved Expenditures less than \$10,000.00:				
44001	Abila	Cloud Computing Services	873.87	
44002	Advance Imaging Systems	Contract Services	870.78	
44003	Airgas USA, LLC	Dry Ice	2,104.36	
44004	Allen Wayne, LTD	Printing and Reproduction	1,000.00	
44005	American Engraving Co.	Professional Fees	1,297.66	
44008	Cintas Corporation #3	Safety Expense	5,587.84	
44009	CleanExcel	Janitorial Services	6,751.00	
44010	Cove Electric, Inc.	Capital Outlay	2,827.20	
44011	C&R Wellness Works	Employee Assistance Services	310.50	
44013	Desert Electric Supply	Repair & Maintenance	36.70	
44014	Dudek & Associates	Civil Engineering - ADA Improvements	7,198.75	
44015	Eisenhower Medical Center	Safety Expense	6,300.00	
44016	Eisenhower Occupational Health Serv	Physician Fees	305.00	
44017	Employee Relations Inc.	Recruitment/Advertising	482.89	
44018	Environmental Systems Research Inst	Software Licensing	2,500.00	
44019	Ewing Irrigation	Repair & Maintenance	1.70	
44020	Jennifer Henke	MVCAC Committee Assignments	107.95	
44021	Independent Moisture Testing	Repair & Maintenance	500.00	
44022	Indio Emergency Medical Group	Physician Fees	810.00	
44023	Jernigan's Sporting Goods, Inc.	Field Supplies	587.36	
44024	KGAY/Gay Desert Guide	Advertising	1,497.00	
44025	Izzy Motors Inc. dba La Quinta Chevrolet	Vehicle Parts & Supplies	211.91	
44026	Linde Gas & Equipment Inc.	Cylinder Rentals	59.60	
44027	Marlin Business Bank	Contract Services	928.18	
44029	Graciela Morales	Professional Development	131.98	
44030	Nearmap US Inc.	Aerial Pool Surveillance	2,400.00	
44031	Pitney Bowes Global Financial Svcs	Contract Services	310.82	
44032	Puretec Industrial Water	Equipment Parts & Supplies	324.98	
44033	Refrigeration Supplies Distributor	Repair & Maintenance	147.09	
44035	Rivco Mechanical Services, Inc.	Repair & Maintenance	4,907.14	
44040	Veolia ES Technical Solutions, LLC	Operating Supplies	640.93	
44041	Three Peaks Corp	Repair & Maintenance	3,761.99	
44042	UC DAVIS AR Lockbox	Surveillance: Internal PCR	441.00	
44044	Vector-Borne Disease Account	CDPH Annual Certification Fees	8,477.00	
44045	Waterlogic Americas LLC	Employee Support	106.57	
44047	Association Reserves - Inland Empire, LLC	Annual Reserve Study	1,800.00	
Cash - California Bank & Trust Checking				66,599.75
Cash - California Bank & Trust Checking				
44012	Desert Air Conditioning	Repair & Maintenance	10,412.00	
44028	Meridian Consultants	Professional Fees	19,615.00	
44034	Russell E. Patterson DBA R.E. Patterson and Associates	Professional Fees	18,000.00	
44036	Salton Sea Air Service	Aerial Rural Larvicide	35,801.38	
44037	Slovak Baron Empey Murphey & Pinkney LLP	Attorney Fees	12,125.00	
44038	SC Commercial LLC dba SC Fuels	Motor,Fuel, Oil	16,732.87	
44039	Target Specialty Products	Capital Replacement	58,937.11	
44043	ES Opco USA LLC dba Vesperis	Control Products	21,663.00	
44046	U.S. Bank	Calcard Statement May	89,047.35	
44048	Ocean Air Helicopters	Aerial Larvicide	28,600.00	
Cash - California Bank & Trust Check Run Total to be Approved				310,933.71
Total Expenditures: May 3-June 8, 2022				1,333,162.83

Benjamin Guitron IV, President

Douglas Walker, Treasurer



**Coachella Valley Mosquito and
Vector Control District**

June 14, 2022

Staff Report

Agenda Item: Informational Item

Discussion and approval of Resolution 2022-14 authorizing remote teleconferencing meetings for the period June 14, 2022 – July 13, 2022 – **Jeremy Wittie, M.S., General Manager**

Background:

The Board of Trustees met on June 6, 2022, and adopted Resolution 2022-10 proclaiming a local emergency, ratifying the proclamation of a state of emergency by Executive Order N-09-21, and authorizing remote teleconferencing meetings of the Legislative bodies of the Coachella Valley Mosquito and Vector Control District for the period of June 11, 2022, to July 10, 2022, pursuant to the provisions of the Ralph M. Brown act.

If a local agency passes a resolution by majority vote that meeting in person during the state of emergency would present imminent risks to the health or safety of attendees, the resolution will permit meeting under the provisions of AB 361 for a maximum period of 30 days. After 30 days, the local agency would need to renew its resolution, consistent with the requirements of AB 361, if the agency desires to continue meeting under the modified Brown Act requirements or allow the resolution to lapse.

This Resolution will cover all meetings of the Legislative Bodies.

- Board of Trustees Meetings
- Executive Committee Meetings
- Finance Committee Meetings

AB 361 provides that it will sunset on January 1, 2024.

Staff Recommendation:

Approve Resolution 2022-14 authorizing remote teleconferencing meetings for the period June 14, 2022, to July 14, 2022.

Continue to pass AB 361 resolutions to authorize remote teleconference meetings for all Board of Trustee meetings (Monthly, Executive, Finance, Ad hoc) until Governor Newsom rescinds his state of emergency addressing the COVID-19 pandemic.

Doing so will continue to allow Trustees, staff, and the public to attend and participate in meetings both in person or virtually which will enhance access to public meetings and maintain a safer meeting environment as we continue to conduct District business and navigate COVID-19 in the coming months.

Exhibits:

- Resolution 2022-10

RESOLUTION NO. 2022-14

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A
STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21,
AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF
THE LEGISLATIVE BODIES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
FOR THE PERIOD JUNE 14, 2022 – JULY 13, 2022, PURSUANT TO PROVISIONS OF
THE RALPH M. BROWN ACT**

WHEREAS, the Coachella Valley Mosquito And Vector Control District (the “District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Trustees; and

WHEREAS, all meetings of the District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code §§ 54950 – 54963) (the “Brown Act”), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing or the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, on March 4, 2020, the Governor of the State of California proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; despite sustained efforts, the virus continues to spread and is impacting nearly all sectors of California; and

WHEREAS, on February 28, 2022, the California Department of Public Health website was updated and strongly recommends that all persons, regardless of vaccine status, continue indoor masking; and

WHEREAS, given the continued heightened risks of the predominant variant of COVID-19 in the community, holding meetings with all members of the legislative body, staff, and the public in attendance in person in a shared indoor meeting space would pose an unnecessary and immediate risk to the attendees; and

WHEREAS, the Board of Trustees does hereby find that the ongoing risk posed by the highly transmissible COVID-19 virus will continue to cause conditions of peril to the safety of persons within the District which are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and the Board of Trustees desires to proclaim a local emergency and ratify the proclamation of a state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Trustees does hereby find that the legislative bodies of the District shall conduct the District's meetings without compliance with Government Code section 54953(b)(3), as authorized by Government Code section 54953(e), and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in Government Code section 54953(e)(2); and

WHEREAS, the Board of Trustees previously adopted Resolution No. 2022-10 on June 6, 2022, finding that the requisite conditions exist for the legislative bodies of the District to conduct remote teleconference meetings without compliance with Government Code section 54953(b)(3); and

WHEREAS, all meeting agendas stating meeting dates, times, and the manner in which the public may attend and offer public comment by call-in option or internet-based service option shall be posted, at a minimum, on the District's website, and at the District's main office.

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

Section 1. Recitals.

The recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency.

The Board of Trustees hereby proclaims that a local emergency now exists throughout the District, and the ongoing risk posed by the highly transmissible COVID-19 virus has caused and will continue to cause, conditions of peril to the safety of persons within the District; furthermore, the guidance of Riverside County Public Health recommends physical distancing and face coverings.

Section 3. Ratification of Governor's Proclamation of a State of Emergency.

The Board of Trustees hereby ratifies the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings.

The President of the Board of Trustees, the District's General Manager, and legislative bodies of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date.

This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) July 13 , 2022, or such time the Board of Trustees adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the District may continue to teleconference without compliance with Government Code section 54953(b)(3).

Section 6. Certification.

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

PASSED, ADOPTED, AND APPROVED, this 14th day of June 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**Benjamin Guitron, President
Board of Trustees**

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager



FINANCE REPORTS

FINANCE

The financial reports show the preliminary balance sheet, receipts, and revenue and expenditure reports for the month ending May 31, 2022. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2021, to May 31, 2022, is \$11,684,740; total revenue is \$9,688,798 resulting in excess revenue over (under) expenditure for the year to May 31, 2022, of (\$1,995,942).

THREE YEAR FINANCIALS

	5/31/2022	Budget	5/31/2021	5/31/2020
	Actual	Budget	Actual	Actual
	5/31/2022		5/31/2021	5/31/2020
Revenue	9,688,798	9,131,421	9,201,589	10,782,318
Expenses				
Payroll	8,811,368	8,754,980	6,868,113	6,894,513
Administrative Expe	718,374	884,799	559,146	585,742
Utility	103,726	98,839	85,228	120,411
Operating Expense	1,610,048	1,997,471	1,299,795	1,722,056
Contribution to Capital	441,224	441,192	434,024	461,585
Total Expenses	11,684,740	12,177,281	9,246,306	9,784,307
Profit (Loss)	(1,995,942)	(3,045,860)	(44,717)	998,011

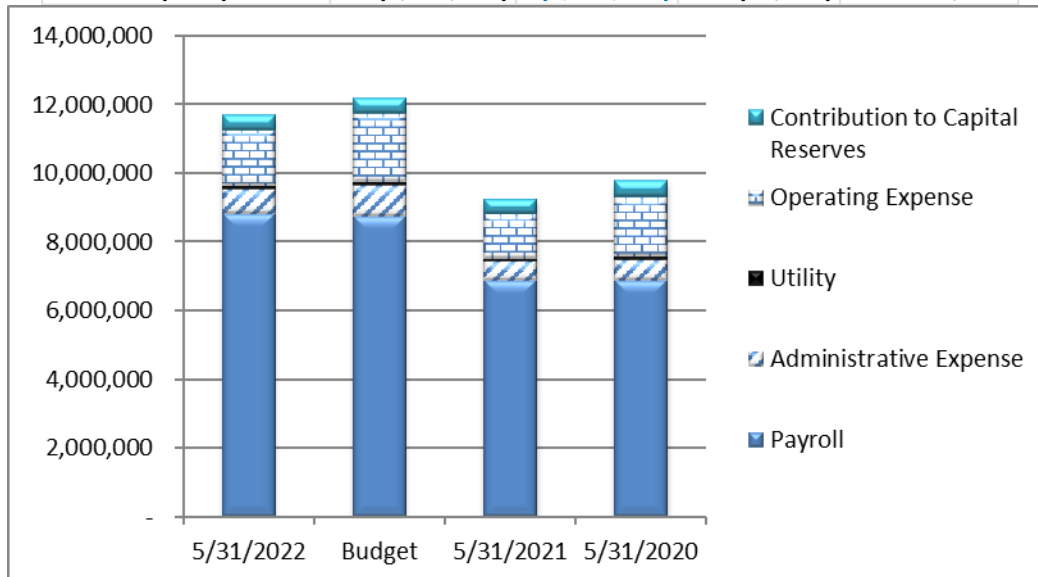


Figure 1 - Three Year Expenditure

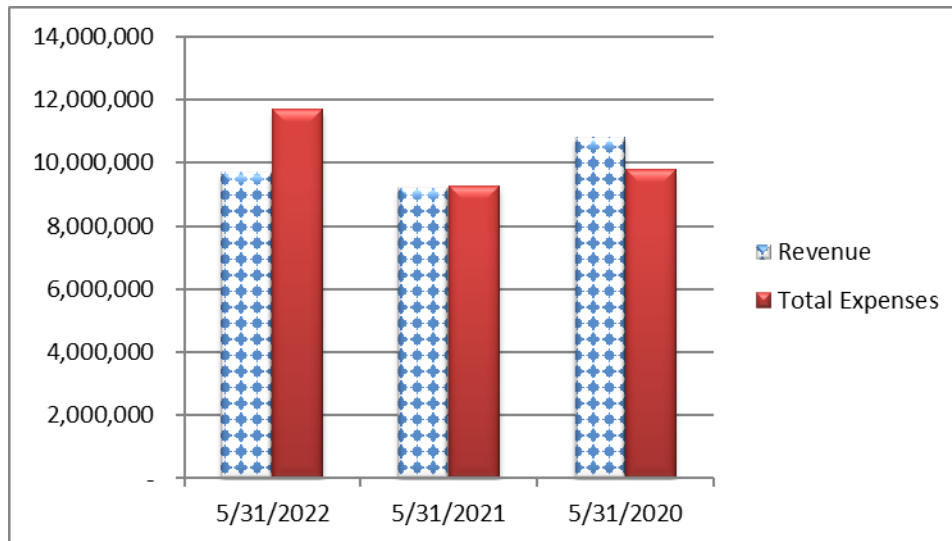


Figure 2 - Three Year Revenue & Expenditure

THREE YEAR CASH BALANCE

Cash Balances	5/31/2022	5/31/2021	5/31/2020
Investment Balance	12,555,127	12,398,478	10,820,441
Checking Account	5,543	107,605	53,877
Payroll Account	150,816	141,689	428,725
Petty Cash	2,000	2,000	2,000
Total Cash Balances	12,713,486	12,649,772	11,305,042

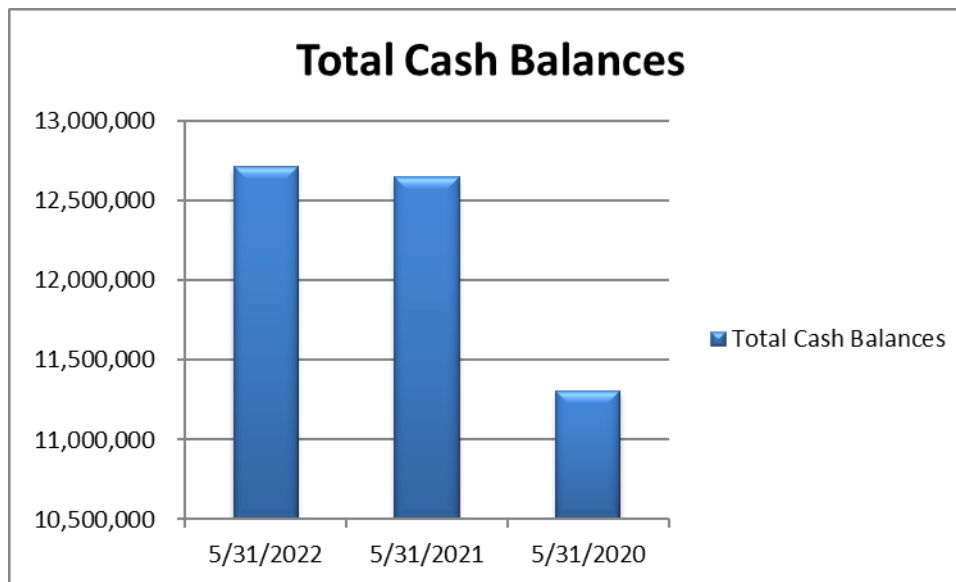


Figure 3 - Cash Balances

DISTRICT INVESTMENT PORTFOLIO 5/31/2022

The District's investment fund balance for the period ending May 31, 2022 is \$12,555,127. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 23% of the District's investments; the Riverside County Pooled Investment Fund is 37% of the

total. The LAIF yield for the end of April was 0.71% and the Riverside County Pooled Investment Fund was 0.56% this gives an overall weighted yield for District investments of 0.51%.

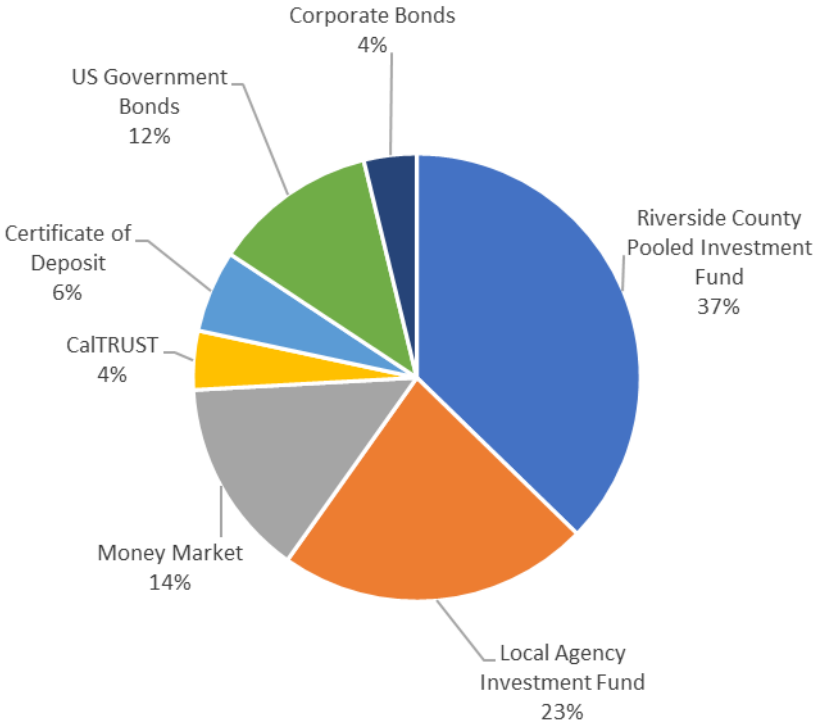


Figure 4 - Investment Portfolio 5/31/22

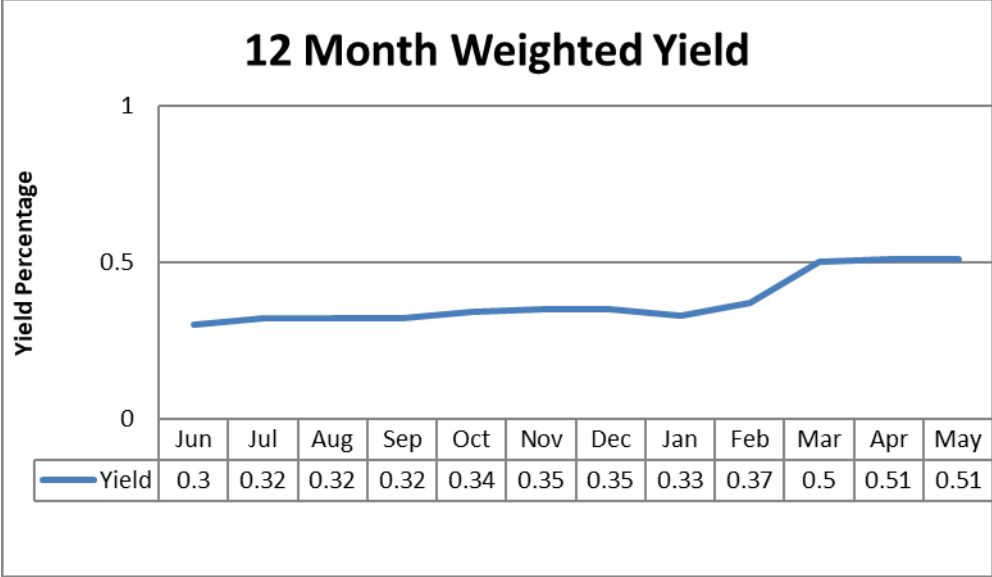


Figure 5 - District Investments Weighted Yield

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended May 31, 2022

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	12,126,014	429,113	12,555,127
CASH	167,278	(8,919)	158,358
INVESTMENTS & CASH	12,293,292	420,194	12,713,486
CURRENT ASSETS	1,697,174	983,105	2,680,279
FIXED ASSETS	9,632,595	-	9,632,595
OTHER ASSETS	4,995,513	-	4,995,513
TOTAL ASSETS	28,618,574	1,403,298	30,021,873
TOTAL LIABILITIES	5,789,692	(71,072)	5,718,620
TOTAL DISTRICT EQUITY	22,828,882	1,474,371	24,303,253
TOTAL LIABILITIES & EQUITY	28,618,574	1,403,298	30,021,873
RECEIPTS			
		\$ 1,351,124	
CASH DISBURSEMENTS			
Payroll	\$ 448,793		
General Admin	\$ 482,137		
Total Cash Disbursements		\$ (930,930)	
NON-CASH ENTRIES:			
Accrual Modifications - Changes in A/P, A/R & Pre-paid insurance		\$ 983,104	
Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments		\$ 1,403,298	

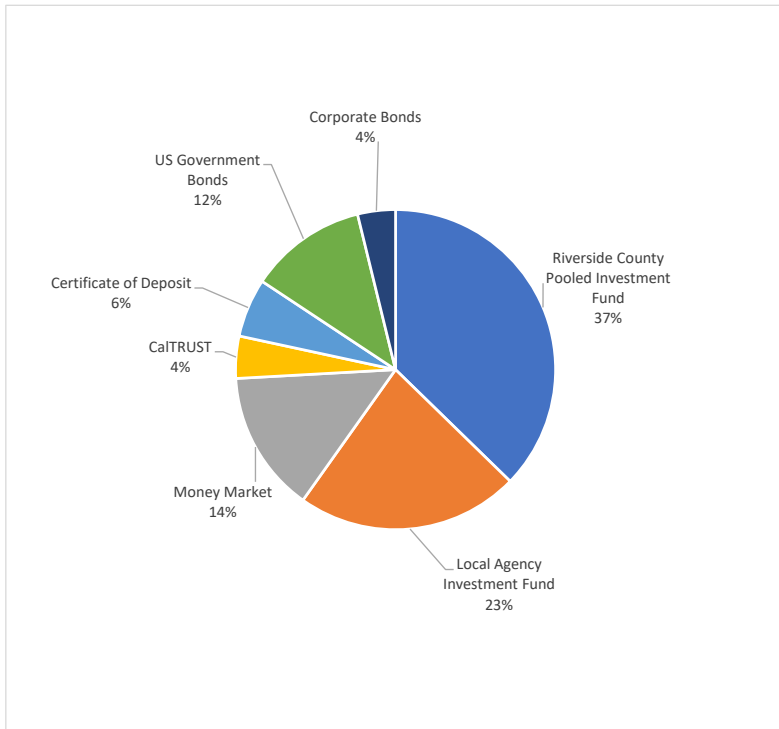
CVMVCD
 Cash Journal - deposits
 From 5/1/2022 Through 5/31/2022

<u>Effective ...</u>	<u>Transaction Description</u>	<u>Deposits</u>	<u>Payee/Recipient Name</u>
5/31/2022	Current Year SBE	67,800.07	Riverside County
5/31/2022	May Receipts - Bank Interest	15.34	California Bank & Trust
5/31/2022	May Receipts - CA Homeowners Tax Relief	13,188.55	Riverside County
5/31/2022	May Receipts - Current Secured	1,268,043.69	Riverside County
5/31/2022	Surveillance	<u>2,076.00</u>	Riverside County Department of Environmental Health
Report Total		<u><u>1,351,123.65</u></u>	

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
INVESTMENT FUND BALANCES AS OF MAY 31, 2022**

INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	General Fund	Thermal Capital Fund	Capital Equipment Replacement Fund	Capital Facility Replacement Fund	BALANCE
LAIF	Common Investments			0.68%	2,533,931	29,555	22,411	243,408	\$ 2,829,306
Riverside County	Funds 51105 & 51115			0.56%	4,192,922	48,905	37,084	402,770	\$ 4,681,681
CalTRUST	Medium Term Fund			0.21%	479,120	5,588	4,237	46,024	\$ 534,970
CA Bank & Trust	Market Rate			0.02%	1,591,648	18,565	14,077	152,893	\$ 1,777,183
Pershing	Market Rate			0.00%	15,533	181	137	1,492	\$ 17,343
BMW Bank	Certificate of Deposit	11/20/2020	11/20/2025	0.50%			59,440	188,226	\$ 247,665
State BK of India	Certificate of Deposit	11/23/2020	11/24/2025	0.55%			59,557	188,597	\$ 248,153
Goldman Sachs	Certificate of Deposit	9/21/2021	9/22/2026	1.05%		37,736	50,474	159,833	\$ 248,043
Federal Home Ln	US Government Bonds	11/24/2020	11/24/2025	0.63%			179,402	568,108	\$ 747,510
Federal Natl Mtg Assn	US Government Bonds	11/25/2020	11/25/2025	0.63%			178,461	565,127	\$ 743,588
Bank Amer Corp	Corporate Bonds	11/25/2020	11/25/2025	0.65%			115,124	364,561	\$ 479,685
Total Investments					8,813,154	140,531	720,404	2,881,038	\$ 12,555,127

**PORTFOLIO COMPOSITION AS OF MAY 31, 2022
WEIGHTED YIELD 0.51%**



In compliance with the California Code Section 53646; the Finance Administrator of the Coachella Valley Mosquito and Vector Control District hereby certifies that sufficient liquidity and anticipated revenue are available to meet the District's budgeted expenditure requirements for the next six months.

Investments in the report meet the requirements of the Coachella Valley Mosquito and Vector Control District's adopted investment policy

Respectfully submitted

NOTED AND APPROVED

CVMVCD
Statement of Revenue and Expenditures
May 31, 2022

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Revenues									
4000	Property Tax - Current Secured	4,121,655	3,940,439	4,101,481	161,041	1,334,142	1,335,844	1,701	(20,174) (0)%
4010	Property Tax - Curr. Supplmntl	30,561	0	0	0	0	0	0	(30,561) (100)%
4020	Property Tax - Curr. Unsecured	170,821	165,780	196,264	30,483	0	0	25,443	15 %
4030	Homeowners Tax Relief	36,430	36,430	32,028	(4,402)	5,522	13,189	7,667	(4,402) (12)%
4070	Property Tax - Prior Supp.	23,736	0	60,757	60,757	0	0	37,021	156 %
4080	Property Tax - Prior Unsecured	9,069	0	0	0	0	0	(9,069)	(100)%
4090	Redevelopment Pass-Thru	5,406,064	2,703,032	3,002,448	299,416	0	0	(2,403,616)	(44)%
4520	Interest Income - LAIF/CDs	42,000	31,500	24,608	(6,892)	0	15	15	(17,392) (41)%
4530	Other Miscellaneous Receipts	63,000	57,750	34,672	(23,078)	5,250	0	(5,250)	(28,328) (45)%
4551	Benefit Assessment Income	2,299,810	2,196,490	2,236,541	40,052	967,523	970,677	3,154	(63,269) (3)%
	Total Revenues	12,203,146	9,131,421	9,688,798	557,377	2,312,437	2,319,725	7,288	(2,514,348) (21)%

Expenditures

Payroll Expenses

5101	Payroll - FT	5,373,288	4,914,228	4,792,043	122,185	459,046	440,176	18,871	581,245 11 %
5102	Payroll Seasonal	203,400	186,450	204,080	(17,630)	16,950	3,677	13,274	(680) (0)%
5103	Temporary Services	6,900	6,900	0	6,900	0	0	6,900	100 %
5105	Payroll - Overtime Expense	45,120	41,360	5,132	36,228	3,760	626	3,134	39,988 89 %
5150	CalPERS State Retirement	1,873,120	1,716,198	1,865,888	(149,690)	156,921	95,752	61,169	7,233 0 %
5155	Social Security Expense	331,680	303,363	314,162	(10,799)	28,316	28,323	(7)	17,518 5 %
5165	Medicare Expense	77,570	70,948	74,642	(3,694)	6,622	6,624	(2)	2,929 4 %
5170	Cafeteria Plan	1,141,827	1,043,833	1,068,350	(24,517)	97,990	18,204	79,786	73,476 6 %
5172	Retiree Healthcare	372,588	341,539	359,311	(17,772)	31,049	32,262	(1,213)	13,277 4 %
5180	Deferred Compensation	108,010	98,905	95,185	3,720	9,105	(2,638)	11,743	12,826 12 %
5195	Unemployment Insurance	34,236	31,256	32,577	(1,320)	2,980	493	2,487	1,660 5 %
	Total Payroll Expenses	9,567,740	8,754,980	8,811,368	(56,388)	812,740	623,498	189,242	756,371 8 %

CVMVCD
Statement of Revenue and Expenditures
May 31, 2022

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Administrative Expenses									
5250	Tuition Reimbursement	20,000	18,333	8,825	9,508	1,667	0	1,667	11,175 56 %
5300	Employee Incentive	15,500	14,208	7,090	7,118	1,292	123	1,168	8,410 54 %
5301	Employee Support	0	0	1,172	(1,172)	0	213	(213)	(1,172) 0 %
5302	Wellness	5,600	5,133	4,847	286	467	4,275	(3,808)	753 13 %
5305	Employee Assistance Program	3,200	2,933	3,461	(527)	267	923	(656)	(261) (8)%
6000	Property & Liability Insurance	156,406	141,706	170,432	(28,726)	14,701	17,526	(2,825)	(14,026) (9)%
6001	Workers' Compensation Insurance	181,607	160,223	90,832	69,391	21,384	21,345	39	90,775 50 %
6050	Dues & Memberships	42,816	39,162	33,273	5,889	2,654	2,249	405	9,543 22 %
6060	Reproduction & Printing	7,950	7,704	4,347	3,357	246	1,022	(776)	3,603 45 %
6065	Recruitment/Advertising	7,500	6,875	4,281	2,594	625	302	323	3,219 43 %
6070	Office Supplies	17,111	15,685	9,453	6,232	1,426	222	1,204	7,658 45 %
6075	Postage	5,750	5,271	518	4,753	479	0	479	5,232 92 %
6080	Computer & Network Systems	8,199	7,516	7,606	(90)	683	25	659	593 7 %
6085	Bank Service Charges	200	183	(15)	198	17	0	17	215 107 %
6090	Local Agency Formation Comm.	2,400	2,400	2,243	157	0	0	0	157 7 %
6095	Professional Fees	192,000	185,250	149,821	35,429	6,750	20,179	(13,429)	42,179 22 %
6100	Attorney Fees	68,000	62,333	58,682	3,651	5,667	8,275	(2,608)	9,318 14 %
6105	Legal Services / Filing Fees	1,000	917	0	917	83	0	83	1,000 100 %
6106	HR Risk Management	6,000	5,500	1,500	4,000	500	0	500	4,500 75 %
6110	Conference Expense	44,400	42,917	22,429	20,488	1,483	461	1,023	21,971 49 %
6115	In-Lieu	13,200	12,100	11,300	800	1,100	1,000	100	1,900 14 %
6120	Trustee Support	7,600	6,967	782	6,184	633	0	633	6,818 90 %
6200	Meetings Expense	4,890	4,482	3,849	633	408	0	408	1,041 21 %
6210	Promotion & Education	5,000	5,000	2,840	2,160	0	0	0	2,160 43 %
6220	Public Outreach Advertising	46,000	46,000	40,140	5,860	0	0	0	5,860 13 %
6500	Benefit Assessment Expenses	86,000	86,000	78,666	7,334	0	(64,801)	64,801	7,334 9 %
Total Administrative Expenses		948,329	884,799	718,374	166,425	62,530	13,338	49,192	229,955 24 %
Utilities									
	6 ⁴ Utilities	106,000	97,167	102,034	(4,867)	8,833	7,999	835	3,966 4 %
	6 ⁴ Telecommunications	1,824	1,672	1,692	(20)	152	0	152	132 7 %
Total Utilities		107,824	98,839	103,726	(4,887)	8,985	7,999	987	4,098 4 %

CVMVCD
Statement of Revenue and Expenditures
May 31, 2022

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
Operating									
7000	Uniform Expense	44,727	41,038	43,848	(2,810)	3,689	4,634	(946)	879 2 %
7050	Safety Expense	32,375	29,706	27,024	2,682	2,669	6,355	(3,686)	5,351 17 %
7100	Physican Fees	5,000	4,583	3,265	1,318	417	625	(208)	1,735 35 %
7150	IT Communications	56,860	52,122	45,140	6,981	4,738	2,389	2,350	11,720 21 %
7200	Household Supplies	3,000	2,750	2,776	(26)	250	0	250	224 7 %
7300	Repair & Maintenance	42,000	38,500	51,238	(12,738)	3,500	4,889	(1,389)	(9,238) (22)%
7310	Maintenance & Calibration	6,170	6,170	4,831	1,339	0	0	0	1,339 22 %
7350	Permits, Licenses & Fees	8,273	7,848	7,912	(64)	426	147	279	362 4 %
7360	Software Licensing	22,305	22,305	21,295	1,010	0	2,500	(2,500)	1,010 5 %
7400	Vehicle Parts & Supplies	44,720	40,993	39,051	1,942	3,727	212	3,515	5,669 13 %
7420	Offsite Vehicle Maint & Repair	17,343	15,898	9,463	6,435	1,445	421	1,024	7,880 45 %
7450	Equipment Parts & Supplies	28,620	26,395	16,865	9,530	1,750	2,193	(443)	11,755 41 %
7500	Small Tools Furniture & Equip	4,400	4,033	3,151	882	367	0	367	1,249 28 %
7550	Lab Supplies & Expense	36,700	33,492	18,015	15,477	3,208	2,222	986	18,685 51 %
7570	Aerial Pool Surveillance	26,000	26,000	2,400	23,600	26,000	2,400	23,600	23,600 91 %
7575	Surveillance	60,360	58,601	69,951	(11,350)	1,759	3,649	(1,890)	(9,591) (16)%
7600	Staff Training	85,824	80,139	44,408	35,731	6,385	647	5,738	41,416 48 %
7650	Equipment Rental	1,000	917	297	619	83	0	83	703 70 %
7675	Contract Services	109,720	101,782	115,802	(14,020)	9,928	7,223	2,705	(6,082) (6)%
7680	Cloud Computing Services	101,370	83,784	89,067	(5,283)	2,329	1,190	1,139	12,303 12 %
7700	Motor Fuel & Oils	80,000	73,333	100,361	(27,028)	6,667	7,924	(1,258)	(20,361) (25)%
7750	Field Supplies	14,600	13,383	7,604	5,780	1,217	408	809	6,996 48 %
7800	Control Products	711,280	689,393	489,937	199,455	21,887	62,920	(41,032)	221,343 31 %
7850	Aerial Applications	209,213	191,779	199,022	(7,244)	17,434	35,801	(18,367)	10,191 5 %
7860	Unmanned Aircraft Application Services	40,000	36,667	26,318	10,349	3,333	0	3,333	13,682 34 %
8415	Capital Outlay	46,343	43,631	26,701	16,930	2,712	538	2,174	19,642 42 %
8510	Research Projects	182,093	171,626	144,307	27,319	10,467	11,427	(960)	37,786 21 %
9000	Contingency Expense	109,750	100,604	0	100,604	9,146	0	9,146	109,750 100 %
Total Operating		2,130,046	1,997,471	1,610,048	387,423	145,533	160,716	(15,183)	519,998 24 %
Contribution to Capital Reserves									
	8¢ Transfer to other funds	481,300	441,192	441,224	(32)	40,108	40,141	(32)	40,076 8 %
Total Contribution to Capital Reserves		481,300	441,192	441,224	(32)	40,108	40,141	(32)	40,076 8 %

CVMVCD
Balance Sheet
As of 5/31/2022

		Current Year
Assets		
Cash and Investments		
1000	Cash - Investments	12,555,127.48
1012	Cash - Clearing Account	150.00
1016	Petty Cash	500.00
1017	Petty Cash Checking	1,500.00
1035	CB&T General Checking	5,392.58
1036	CB&T Payroll Checking	150,815.63
	Total Cash and Investments	12,713,485.69
Current Assets		
1050	Accounts Receivable	1,035,477.78
1080	Interest Receivable	4,539.84
1085	Inventory	633,981.76
1167	Prepaid Research Proposals	79,986.95
1168	Prepaid Insurance	41,430.19
1169	Deposits	884,862.00
	Total Current Assets	2,680,278.52
Fixed Assets		
1170	Construction in Progress	4,925.00
1300	Equipment/Vehicles	2,055,955.14
1310	Computer Equipment	488,713.68
1311	GIS Computer Systems	301,597.91
1320	Office Furniture & Equipment	1,300,099.10
1330	Land	417,873.30
1335	Oleander Building	5,665,861.83
1336	Signage	23,651.39
1340	Structures & Improvements	3,026,125.52
1341	Bio Control Building	6,849,603.74
1342	Bio Control Equip/Furn	43,986.77
1399	Accumulated Depreciation	(10,545,798.38)
	Total Fixed Assets	9,632,595.00

CVMVCD
Balance Sheet
As of 5/31/2022

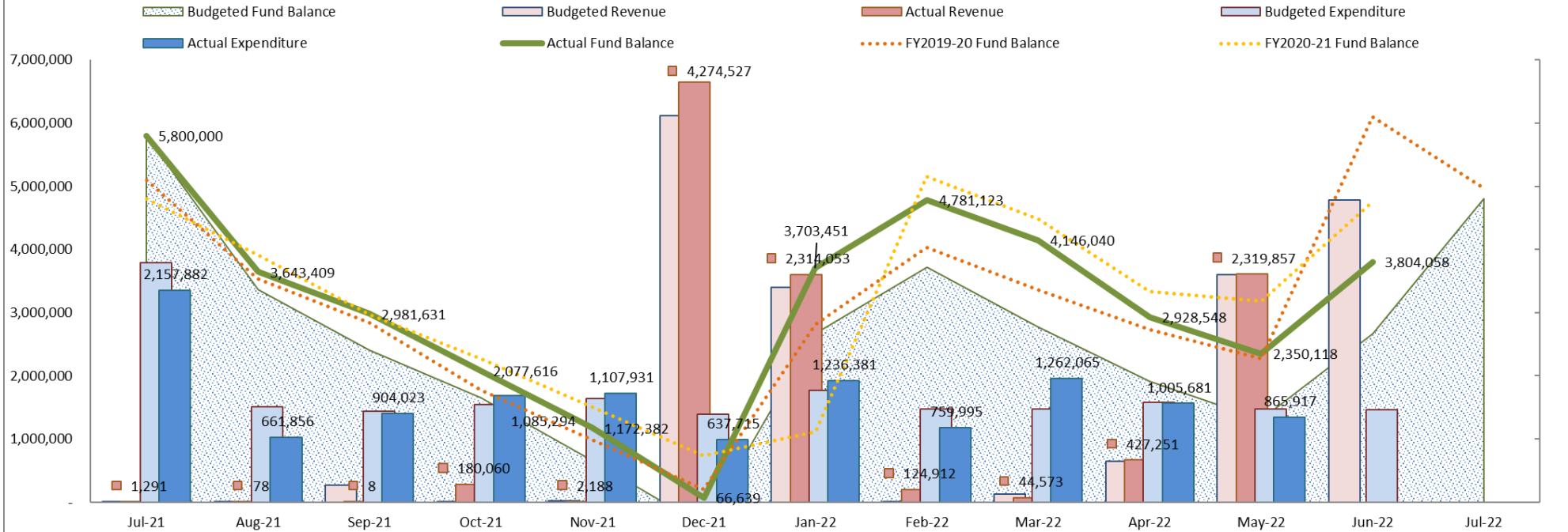
		Current Year
Other Assets		
1520	Resources to Be Provided	3,514,102.32
1525	Deferred Outflows of Resources	1,068,928.00
1530	Deferred Outflows of Resources - OPEB	412,483.00
1900	Due to/from	0.12
	Total Other Assets	4,995,513.44
	Total Assets	30,021,872.65
Liabilities		
Short-term Liabilities		
Accounts Payable		
2015	Credit Card Payable	55,982.90
2020	Accounts Payable	588,760.05
2030	Accrued Payroll	0.03
2040	Payroll Taxes Payable	84.54
2175	Claims/Judgements Payable	(426.30)
2185	Employee Dues	426.30
	Total Accounts Payable	644,827.52
Deferred Revenue		
2025	Deferred Revenue	11,250.00
	Total Deferred Revenue	11,250.00
	Total Short-term Liabilities	656,077.52
Long-term Liabilities		
2100	Pollution Remediation Obligation	2,100,000.00
2200	Net Pension Liability	1,612,919.00
2210	Deferred Inflows of Resources	85,158.00
2230	Deferred Inflows - OPEB	16,118.00
2300	Net OPEB Liability	453,746.00
2500	Compensated Absences Payable	794,601.32
	Total Long-term Liabilities	5,062,542.32
	Total Liabilities	5,718,619.84

CVMVCD
Balance Sheet
As of 5/31/2022

		Current Year
Fund Balance		
Non Spendable Fund Balance		
3920	Investment in Fixed Assets	10,698,793.35
3945	Reserve for Prepaids & Deposit	1,041,259.68
3960	Reserve for Inventory	459,270.86
	Total Non Spendable Fund Balance	12,199,323.89
Committed Fund Balance		
3965	Public Health Emergency	4,851,276.00
	Total Committed Fund Balance	4,851,276.00
Assigned Fund Balance		
3910	Reserve for Operations	5,800,000.00
3925	Reserve for Future Healthcare Liabilities	453,746.00
3955	Thermal Remediation Fund	63,688.00
3970	Reserve for Equipment	726,018.00
3971	Reserve for Facility & Vehicle Replacement	2,659,312.00
	Total Assigned Fund Balance	9,702,764.00
Unassigned Fund Balance		
3900	Fund Equity	(568,650.76)
	Total Unassigned Fund Balance	(568,650.76)
Current YTD Net Income		
		(1,881,460.32)
	Total Current YTD Net Income	(1,881,460.32)
	Total Fund Balance	24,303,252.81
Total Liabilities and Net Assets		30,021,872.65

General Fund Operational Cash Flow

Fiscal Year 2021- 2022



The **General Fund Operational Cash Flow** graph outlines the District’s working capital for the fiscal year July 1, 2021, to June 30, 2022. The beginning fund balance is \$5.8 million and the ending fund balance is \$4.8 million. Expenditure is approximately divided by 12 equal months, with some differences accounting for the seasonality of the program for example control products and seasonal employment which are greater in the mosquito breeding season. July expenditure is higher than average because of the prefunding lump sum of \$1.3 million for CalPERS unfunded liability. The budget also accounts for prepayments. The revenue follows a different pattern, Riverside County distributes the property tax revenue in January and May with advancements in December and April. The *shaded area* represents the **Budgeted Fund Balance** which has a formula of (beginning) **Fund Balance** plus **Revenue** minus **Expenditure**. The *green line* represents the **Actual Fund Balance** and is graphed against the *shaded area Budgeted Fund Balance*. FY2019-2020 Fund Balance is the orange dash line. FY2020-2021 Fund Balance is the yellow dash line.

The graph shows for June 1 the \$5.8 million **Fund Balance** plus total Revenue for July 1 to May 31, 2022, of \$9,688,798 minus total Expenses of \$11,684,741 is \$3,804,058. Revenue shows a \$557,377 favorable year to date budget variance, which includes an almost \$300,000 favorable variance in Pass Thru revenue, \$161,041 in current secured property taxes and a \$40,052 in Benefit Assessment revenue. Administrative expenses have a favorable variance of \$166,425 this is due to the high retrospective adjustment for workers compensation, also in May the County of Riverside refunded benefit benefit expenses that were overcharged in January. Operating expenses have a favorable variance of \$387,423, expenses for Contingency budget are variable depending on mosquito abundance and virus prevalence, favorable variance for control products is because less aerial larvicide applications occurred this fiscal year and there was a change in RIFA protocol that brought about cost savings. Overall, the District is showing a favorable variance of \$1 million mainly due to increase in revenue and operating and admin expenses under budget. For planning purposes, the District is under budget. As long as the green line stays out of the shaded area the District is within budget, as of May 31, 2022, the line is outside the shaded area.

	Budget	Actual	Variance	June 30 2022	June 30 2022	
	5/31/2022	5/31/2022		Total Budget	Latest Estimate	
Revenue	9,131,421	9,688,798	(557,377)	12,203,146	12,977,141	favorable variance - pass thru revenue & property taxes higher than anticipated
Expenses						
Payroll	8,754,980	8,811,368	(56,388)	9,567,740	9,567,740	
Administrative Expense	884,799	718,374	166,425	948,329	858,329	favorable variance - workers comp expenses lower than budgeted
Utility	98,839	103,726	(4,887)	107,824	114,824	
Operating Expense	1,997,471	1,610,048	387,423	2,130,046	1,790,296	favorable variance - contingency expense not used, pesticide budget not fully expensed
Contribution to Capital	441,192	441,224	(32)	481,300	481,300	
Total Expenses	12,177,281	11,684,740	492,541	13,235,239	12,812,489	
Profit (Loss)	(3,045,860)	(1,995,942)	(1,049,918)	(1,032,093)	164,652	

FY2022-23 BUDGET CALENDAR

STAGE	TASK TO BE COMPLETED	ACTIVITIES	STAKEHOLDERS	DEADLINE
STAFF	Budget Templates created	Templates in Microix Budget Workflow Created. Sent to Department Budget managers (complete)	Administrative Finance Manager	January 17, 2022
	Personnel Salary & Benefits	Updated information from Payroll & benefits added to Workflow. Budget spreadsheets & formulae created.	Administrative Finance Manager	Ongoing
	Budget Workshop for Managers	Help facilitate & train staff to build budget in Workflow	Management & Supervisory Team	February 7, 2022
	Budget docs to AFM & GM	General Manager to review and approve budget documents	GM, Management & Supervisory Team	March 7, 2022
	Completion of first draft	Team to review and adjust budget according to GM & AFM suggestion & direction	GM, Management & Supervisory Team	March 25, 2021
	Draft 1 Budget	Preparation of first draft of FY2022/2023 Budget for Finance Committee Budget Meeting. PDF and hard copy to FC Trustees	Finance	April 1, 2022
FINANCE COMMITTEE	Draft 1 for Finance Committee	Emailed to Finance Committee For Review email questions or meet. Reserve Study to be emailed with draft Budget	Finance Committee Department heads, General Manager & Administrative Finance Manager	April 8, 2022
	Draft 1 for Finance Committee	Finance Committee to review draft budget & reserve study & discuss in meeting **FINANCE COMMITTEE MEETING	Finance Committee General Manager & Administrative Finance Manager	Tuesday April 12, 2022 1:00 p.m.-2:30 p.m.

STAFF	Updated salary	Salary & Benefits Proposals & scenarios	Administrative Finance Manager	April 29
FINANCE COMMITTEE	Final Draft for Finance Committee	Final draft of FY2022/2023 Budget for Finance Committee Budget Meeting, attended by General Manager, Finance Committee and Administrative Finance Manager. **FINANCE COMMITTEE MEETING	Finance Committee General Manager & Administrative Finance Manager	May 3, 2022 1:00pm – 3:00pm
BOARD	Final Draft for Budget Workshop	Budget Workshop for in depth discussion BOARD MEETING	Board of Trustees Workshop	May 10, 2022 4:30pm – 5:30pm
	Adoption of Final Draft	Adoption of FY2022/2023 Budget BOARD MEETING	Board of Trustees Board Meeting	June 14, 2022
	Set Benefit Assessment Rate	Adopt Resolution – Intention to Levy Assessment, Preliminary approval of engineer’s report and providing notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment BOARD MEETING	Board of Trustees Board Meeting	June 14, 2022
	Adopt Benefit Assessment Resolution	Adopt Resolution approving Engineer’s Report, Confirming Diagram and Assessment, and Ordering the Levy of Assessments for fiscal year 2022-23 for the Coachella Valley Mosquito and Vector Control District Mosquito, Fire Ant and Disease Control Assessment	Public Hearing	July 12, 2022

		Public Hearing BOARD MEETING		
--	--	--	--	--



CORRESPONDENCE

Melissa Tallion

From: Chris Cavanaugh
Sent: Wednesday, May 11, 2022 12:29 PM
To: District Wide Group
Subject: Kudos to Iver

Hi all,

I wanted to share some positive feedback we received regarding one of our new technicians, Iver Romero.

Mr. Gullo from Indian Wells wrote:

"I just wanted to thank for setting up my appointment and also to let you know my Vector Control Tech was excellent .. I believe his name was Iver and he was very knowledgeable and pleasant to work with..

I'm not sure if our problem will disappear, but if it doesn't it will not be a result of his performance.."

Great work, Iver! Thank you for representing the District so well.



Chris Cavanaugh

Field Supervisor
Office (760) 342-8287
Fax (760) 342-8110

www.cvmosquito.org

Coachella Valley MVCD

Melissa Tallion

From: Diane Greeman
Sent: Friday, June 3, 2022 2:13 PM
To: District Wide Group
Subject: Compliment

Joanne [REDACTED] called to extend her appreciation for Erica. She was so helpful, gave her much information and was a very nice person to talk to.

Good job Erica!!



Diane Greeman
Administrative Clerk
Office (760) 342-8287
www.cvmosquito.org
Coachella Valley MVCD

Melissa Tallion

From: Diane Greeman
Sent: Thursday, June 2, 2022 12:42 PM
To: District Wide Group
Subject: Compliment

Cindy [REDACTED] from Indian Wells called to say the following:

Iver Romero was here this morning and I want to report what an absolute joy it was to meet him. He is extremely knowledgeable and helpful. He mentioned that he is in training but you would never know it. He took his time and went as far as to check and find other breeding sources outside of my yard and informed me that he will make sure it gets taken care of.

You are a true testimony of what this District represents. Thank you Iver!



Diane Greeman
Administrative Clerk
Office (760) 342-8287
www.cvmosquito.org
Coachella Valley MVCD



**Coachella Valley Mosquito and
Vector Control District**

June 14, 2022

Staff Report

Agenda Item: Informational Item

Trustee Travel – **Melissa Tallion, Executive Assistant/Clerk of the Board**

Background:

August 22-25, 2022: CSDA Annual Conference (Palm Desert, CA)

The CSDA Annual Conference & Exhibitor Showcase is the one conference special district Leaders can't afford to miss! It is the most densely packed educational and networking experience available to special districts. Come together with other special district leaders from across the state to meet with industry suppliers, hear from the best in special district-specific topics with over thirty breakout session options, network with your peers and more at the leadership conference for special districts.

**Requests to attend must be made by July 15, 2022, VIA EMAIL:
MTALLION@CVMOSQUITO.ORG**

SAVE THE DATE!

July 28, 2022: MVCAC Summer Meeting (9am-12pm, via zoom)

More information to come!

SAVE THE DATE!

November 1-3, 2022: MVCAC Fall Meeting (Visalia, CA)

More information to come!

SAVE THE DATE!

January 29 – February 1, 2023: 91st Annual MVCAC Conference (Anaheim, CA)

More information to come!



DEPARTMENT REPORTS

Human Resources

Recruitment

- The District is currently recruiting for three (3) Vector Control Technician I.
- Recruitment for Seasonal Vector Control Operators is also ongoing.

New Employees

- *Diana Ramirez* began work as a Laboratory Technician on April 6, 2022.
- *Michael Caro*, a returning Seasonal Vector Control Operator, began his second season with the District on May 16, 2022.
- The following, first season, Seasonal Vector Control Operators also began work with the District on May/June 2022:
 - *Eduardo Lopez*
 - *Ruben Portillo*
 - *Osiel Salinas*
 - *Ricardo Serna*

Anita Jones Academy of Employee Excellence

The District provides opportunities for employees to learn and grow in their careers, master current responsibilities, and prepare for growth and changes in the work environment. The courses included in the Academy are designed to meet the key needs of the District's employees and provide the opportunity to improve skills, increase effectiveness and enhance abilities. Employees enrolled in the Academy complete in-house courses geared to furthering their professional development and include a group project that utilizes their new skills to develop a presentation.

On April 8, 2022, the following employees graduated from the Anita Jones Academy of Employee Excellence:

- Erica Frost
- Ryan Gonzalez
- Marisa Kelling
- Victor Scrima



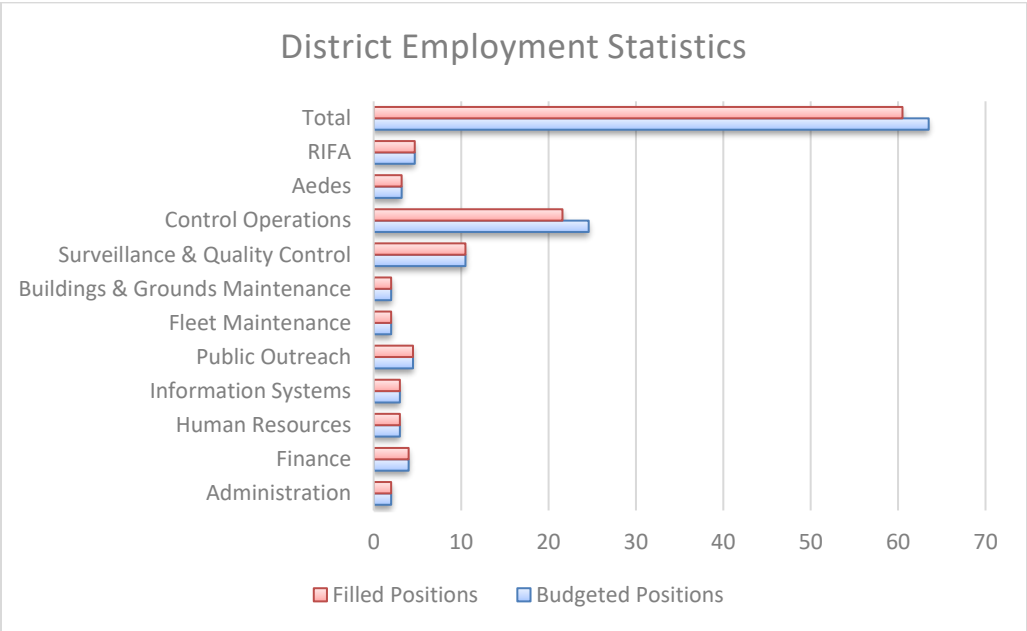
Staff Training

On May 11, 2022, the District conducted follow-up training regarding the Respectful Civil Workplace Policy and an updated overview of COVID-19 protocols and the ongoing changes to restrictions and safety procedures.

Tuition Reimbursement Program

On April 30, 2022, Field Supervisor *Greg Alvarado* earned his Bachelor of Business Administration degree from California Southern University. Greg participated in the District's Tuition

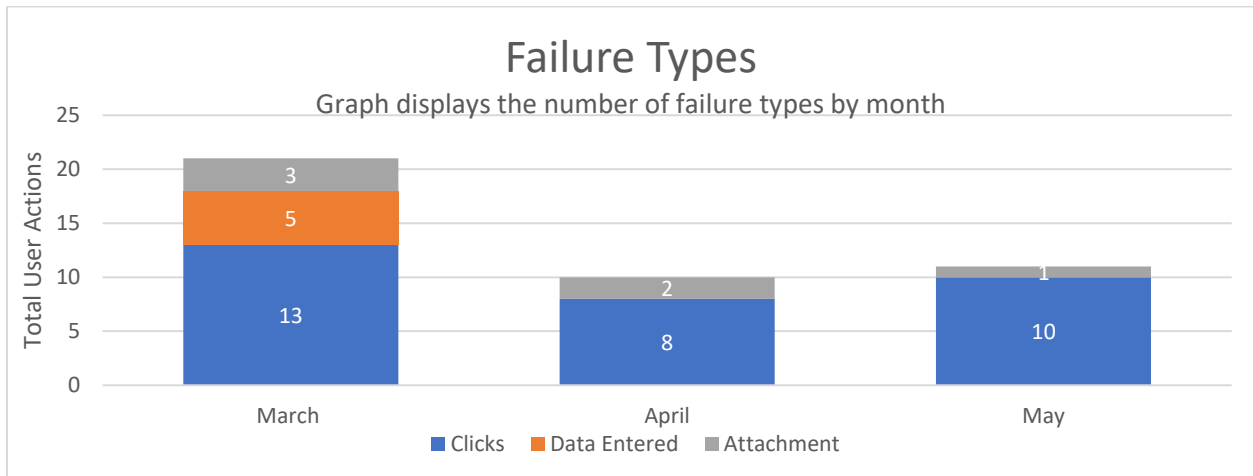
Reimbursement Program and joins a growing list of employees who the District has helped to support and encourage furthering their education. The program is open and available to all staff wishing to earn a certificate or degree in a program related to their role with the District.



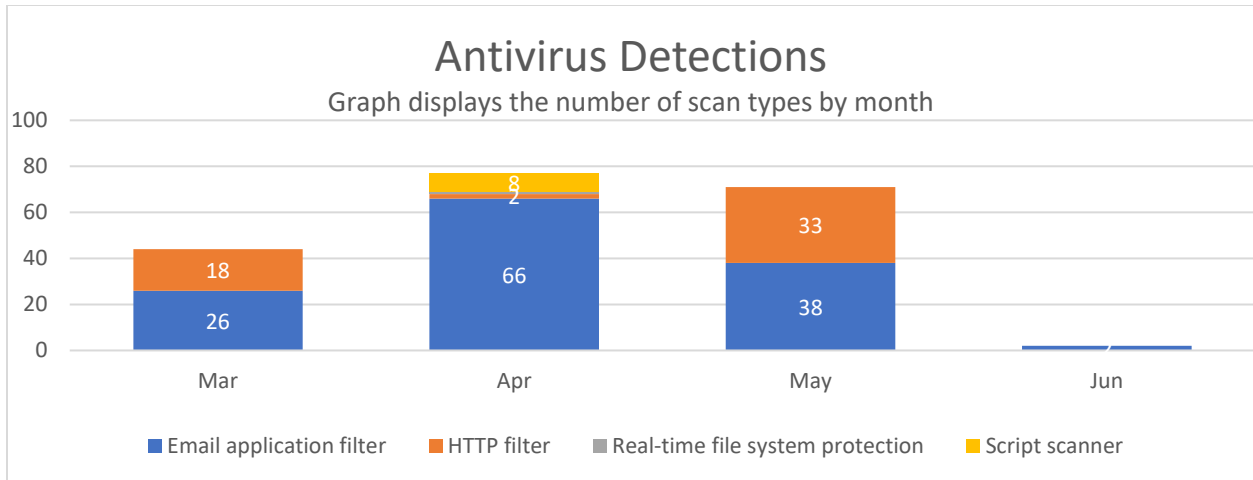
Information Technology

KnowBe4 Phishing Campaign: All users at the District are part of bi-weekly phishing campaigns. Phishing campaigns are comprised of social engineering messages where an attacker sends a fraudulent message designed to trick a person into revealing sensitive information to the attacker or to deploy malicious software on the victim's infrastructure like ransomware.

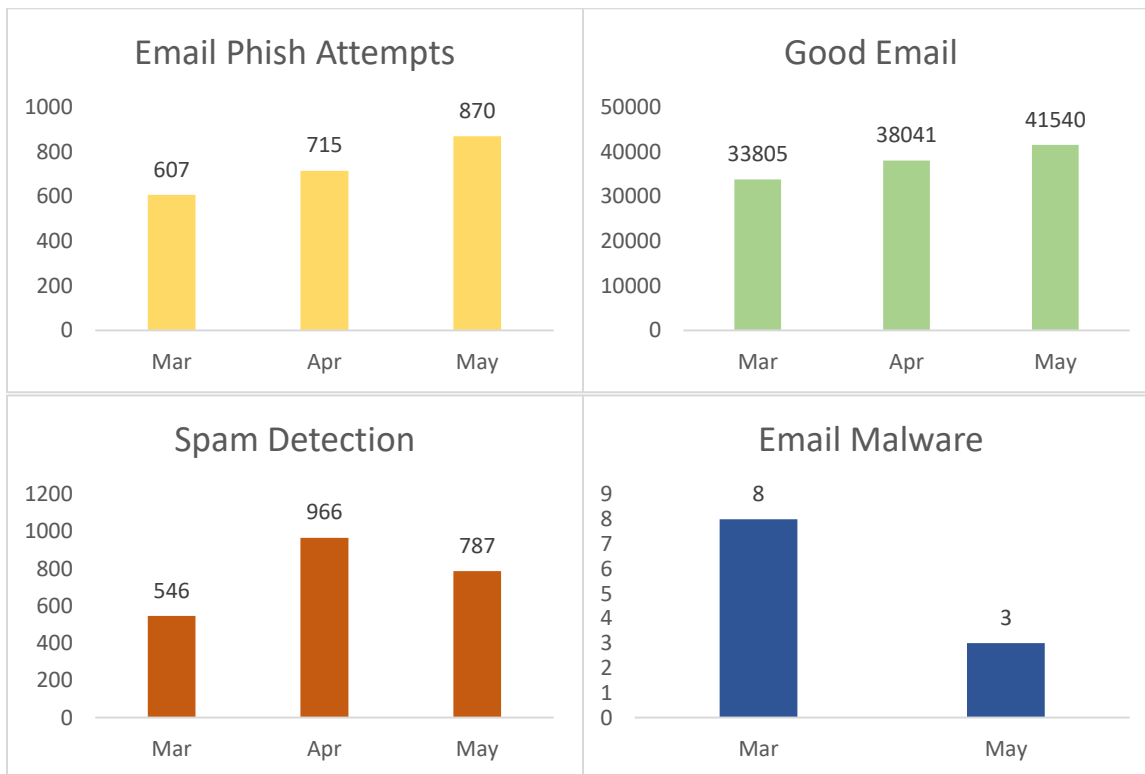
Reports indicate in March that seventeen (17) users clicked a link directing them to a fake login screen, four (4) user-entered credentials, and three (3) users opened file attachments. In April, eight (8) users clicked a link, and two (2) users opened a file attachment. There was a 47% improvement in the user not clicking on a suspicious link between March and April. Campaign results were similar between April and May. When a user fails to identify a phishing attempt, the user is automatically placed into a training group and receive different training phishing session to increase users' ability to identify phishing attempts.



Anti-Virus Detections: Count of all antivirus detections in the last three (3) months grouped by scan. Reports indicate the Email Application Filter and HTTP Filter are the primary methods external parties are trying to attack end-users. Email Application Filter is an Endpoint Security Application for email clients to increase the level of active protection against malicious code in email messages and HTTP Filter addresses malicious activity within the user's web browser (Edge, Firefox, Chrome).



Microsoft 365 Threat Protection Status: Threat protection status graphs provide information about threats found before email delivery, covering relevant detection technologies, policy types, and delivery actions. Graphs show how much email is sent and blocked in a given period.

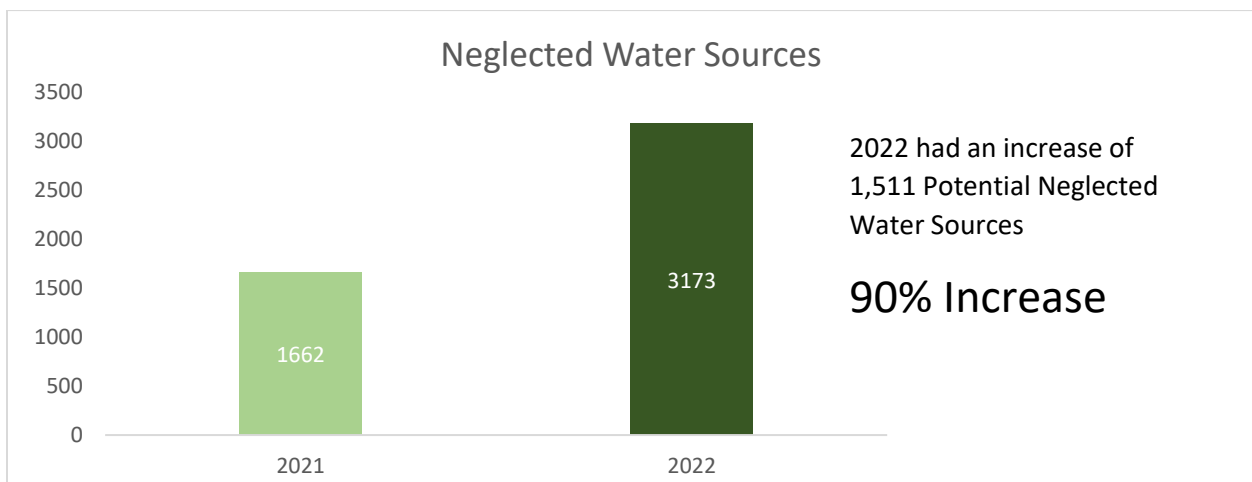


Aerial Imagery: MVCAC IT Committee Members have successfully reached an agreement with [Nearmap](#) to provide high-resolution aerial services for participating vector control agencies. Each participating agency can use the imagery service within desktop and custom applications. The District is utilizing the imagery service in the District's OPS

Application providing Vector Control Technicians with a high-resolution base map for data entry.

Each agency is also part of Nearmap’s Alpha Project, an Artificial Intelligence (AI) Project to identify neglected pools based on color signatures. Depending on the quality of the Alpha Project’s Output, a neglected pool dataset could be generated each year at a fraction of the cost compared to current neglected pool flights.

Neglected Pool Flight: On May 13th the Neglected Pool Flight took place capturing 3,173 potential neglected water sources in the Coachella Valley. This was an increase of 90% from the 2021 Neglected Pool Flight of 1,662 potential neglected water sources. IT/GIS and Operations are in the process of identifying new and duplicate water sources.



Fleet Services

Drone Surveillance: Richard Ortiz Shop Mechanic II and Gregory Alvarado Field Supervisor utilized the Phantom 4 Pro Drone to capture aerial surveillance of Sunset Duck Club. Over 3,006 images were captured and stitched together using Maps Made Easy Web Service to create a GeoTIFF Mosaic. GeoTIFF Mosaics provides the ability to create geo-referenced features to identify, mark, and review

Drone Surveillance	Sunset Duck Club
<p>3,006 Images 180 Acres</p>	

Out of Service Vehicles: Unit# 40, a vehicle assigned to the Surveillance Department has finally been repaired by the La Quinta Chevrolet and released back to service

SURVEILLANCE AND QUALITY CONTROL MANAGEMENT PROGRAM

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

DISEASE SURVEILLANCE (As of 6/3/2022)

California

	WNV - Positive 2022 YTD	WNV - Positive 2021 YTD	WNV - 5 year Average	WEE 2021 YTD	SLEV 2021 YTD
Positive Counties	8	4	8	0	0
Human Cases	0	0	0.2	0	0
Positive Dead Birds / # Tested	5/360	6/560	10.4	0	0
Positive Mosquito Pools / # Tested	16/6,317	3/6,553	41.6	0	0

ARBOVIRUS SURVEILLANCE TESTING – COACHELLA VALLEY

		March	April	May	2022 YTD	2021 YTD	5 year Average YTD
Humans		0	0	0	0	0	0
Dead Birds		0	0	0	0	0	0
Mosquito Pooled Samples	WNV	0	0	0	0	0	9.2
	SLEV	0	0	0	0	0	3.8
	# Tested	576	792	763	2,294	1,583	2,047

ENDEMIC MOSQUITO SURVEILLANCE

CO₂ TRAPS

During the normal mosquito season (March through mid-November) the District Laboratory staff maintains 56 CO₂ (carbon dioxide) traps throughout the District to monitor the mosquito populations. Extra emphasis is placed on mosquito species that are known to be vectors of viruses that cause human disease. These vector species in the Coachella Valley are *Culex tarsalis* and *Cx. quinquefasciatus*. In the rural areas *Cx. tarsalis* is the most abundant vector species. CO₂ traps release carbon dioxide to attract mosquitoes looking to obtain a blood meal and are very effective at collecting *Culex* mosquitoes. The average number of vectors captured per trap per night is monitored and used to guide the operational activities of the District. The number of mosquitoes collected in half-month periods as compared to the previous 5-year average to determine anomalies in mosquito abundance. The surveillance program mosquito abundance is broadly reported in two areas – Urban and Rural. These Urban and Rural areas are also broken down into smaller zones to look at more specific regions of the District when planning mosquito control activities.

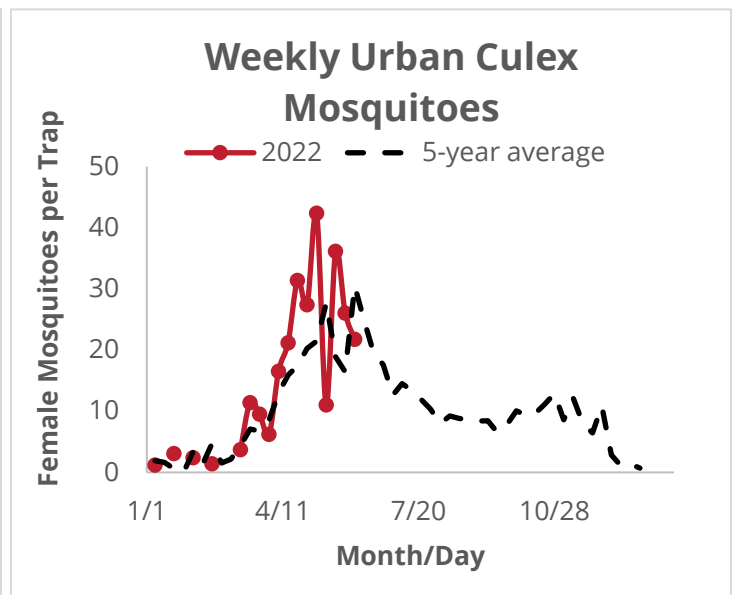
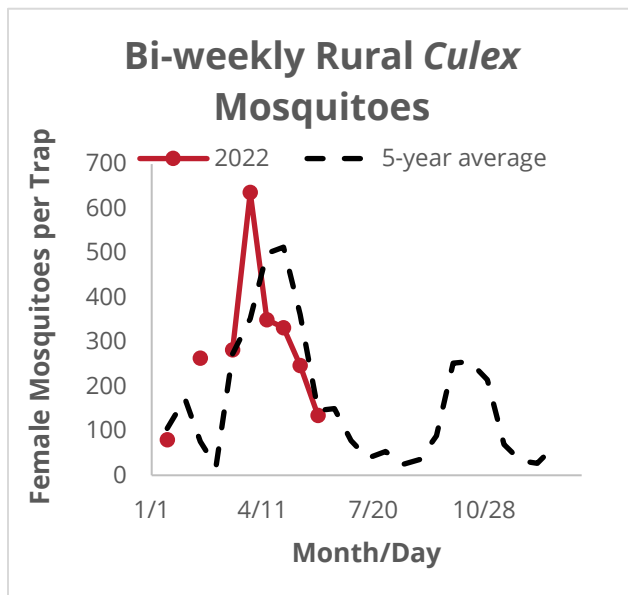
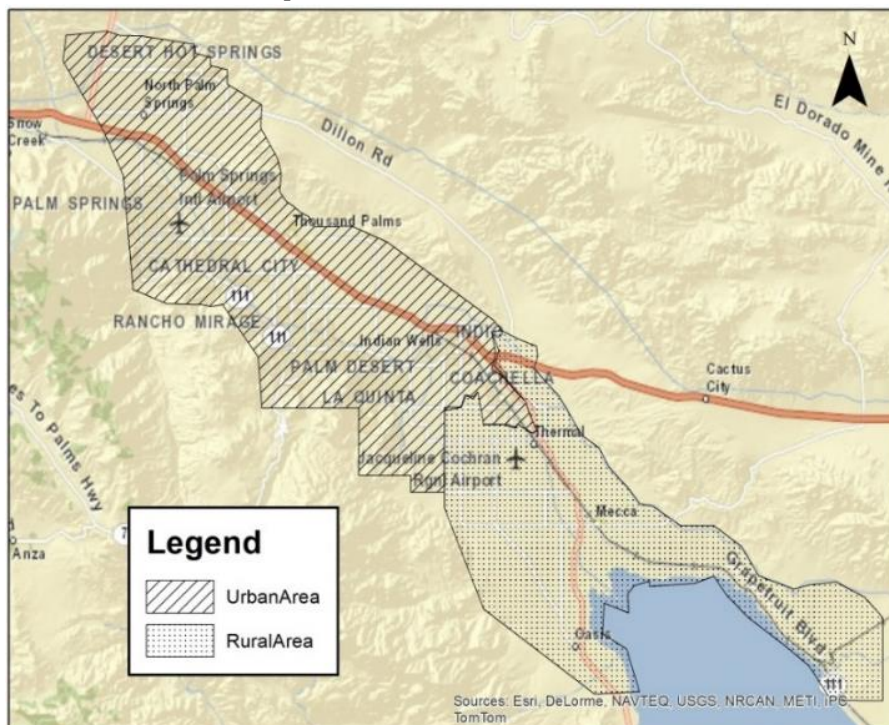


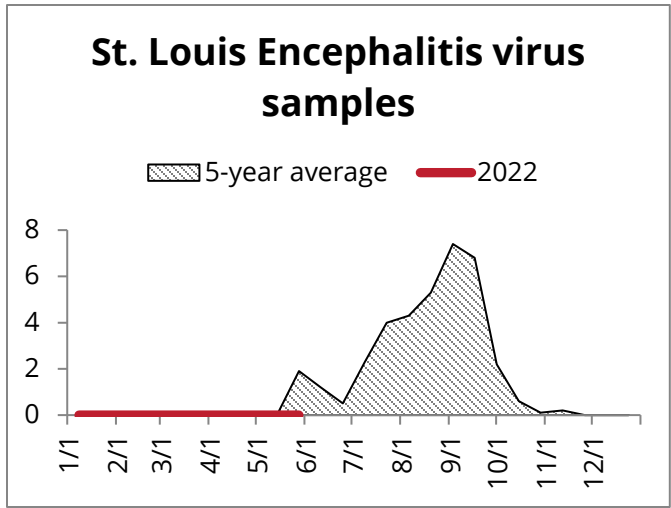
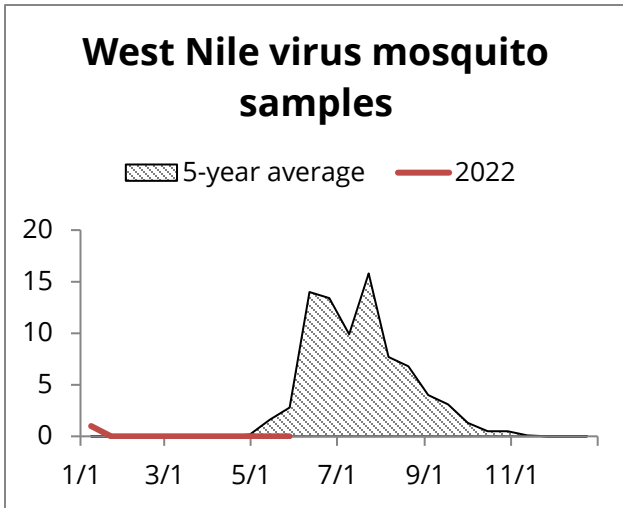
Gravid Traps

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



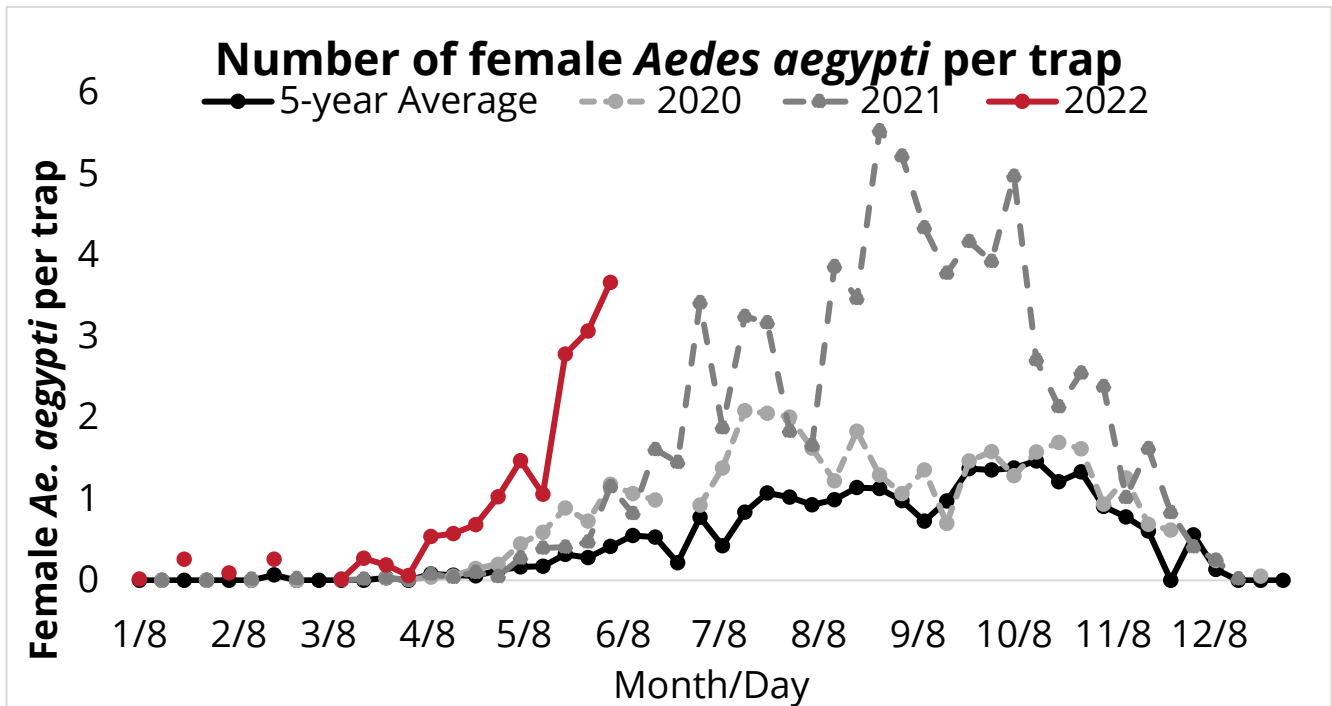
MOSQUITO SURVEILLANCE ZONES





EXOTIC MOSQUITO SURVEILLANCE

Aedes aegypti has been detected throughout the Coachella Valley. BG-Sentinel traps are deployed within cities of known *Aedes* activity on a routine basis for host-seeking mosquitoes. Employees set traps at 83 routine locations weekly. Expansion trapping is in progress for 2022, examining new areas or adjusting trap locations to be representative of the community.



PRODUCT EFFICACY

Resistance in adult mosquitoes. Bottle bioassay resistance testing is conducted annually to monitor the effectiveness of products used to control adult mosquitoes. Wild mosquitoes are compared to our susceptible strain, laboratory-reared mosquitoes. The mosquitoes are exposed to a small amount of product that coats the inside of bottles. We examined mosquito resistance in local rural and urban mosquitoes against Aqua-Reslin (permethrin with synergist), Fyfanon ULV (malathion), and Trumpet EC (naled). Additionally, local rural mosquitoes were tested against Merus 3.0 (pyrethrins) and local urban mosquitoes were tested against Deltagard (deltamethrin). The tested rural and urban mosquitoes indicate signs of resistance to all the products except Trumpet EC.

Semi-field trials are conducted to verify whether the products are still effective during applications despite the development of insecticide resistances. We conducted trials using Evergreen 5-25 (pyrethrins with synergist). Evergreen 5-25 is a product that cannot be evaluated with a bottle bioassay so the semi-field assay is a method to evaluate this product. The local rural mosquitoes treated with Evergreen 5-25 were knocked down to 91% at 4 hr post-treatment but showed recovery with a final knockdown rate of 83%. Evergreen 5-25 was effective against the local rural mosquitoes but insecticide resistance was evident.

Malathion Treatment. Fyfanon ULV is a product that was not part of the District's product rotation. The active ingredient for this is malathion, an organophosphate. Laboratory and Operations staff conducted a field assay to examine the efficacy of this product on the colony *Cx. quinquefasciatus* adults. Operations conducted two passes of Fyfanon ULV at the mid-label rate (0.045 lb a.i./acre). For each pass, there were 9 cages of female mosquitoes for treatment and 1 untreated control cage. The 9 cages were placed at 100 ft, 200 ft, and 300 ft from the truck path. The mosquitoes all achieved 100% knockdown at 48 hours post-treatment. This assay gave the staff experience with handling Fyfanon ULV in the field.



Valent adulticide. Mosquito adulticide resistance is prevalent in our local urban mosquito populations and is evidenced by the past years of bottle bioassays and semi-field assays. Valent Biosciences (VBC) (Libertyville, IL) is developing an adulticide that contains novel active ingredients found to be effective against local mosquitoes in Florida and Northern California. VBC staff visited and assisted with a semi-field assay using the local urban and colony mosquitoes against the new VBC product and DeltaGard. The treatments resulted in good knockdown of the susceptible colony mosquitoes

and less than 50% knockdown of the local urban mosquitoes for both adulticides. These results reveal that this rate of application for the VBC product will not be enough to knockdown the local mosquitoes and a higher label rate will be required.

Drone larvicide application. Gerald Chuzel and Kim Hung completed an evaluation with the Operations Department. Unmanned aerial vehicles (UAVs or drones) were used to apply MetaLarv S-PT (a.i.: methoprene) to a drying duck club pond in January. The product is expected to control mosquito larvae for 42 days; samples indicated that it provided more than 75% inhibition of adults emerging for 38 days.



MosquitoMate. In April, the District reared over 9,000 *Aedes aegypti* for a collaborative project. The District reared these mosquitoes simultaneously with MosquitoMate (Lexington, KY), Orange County MVCD, and Greater Los Angeles MVCD using the same type of rearing pans, mosquito eggs, and food to ensure all agencies had the same materials and procedures. This study gave the lab staff experience with mass-rearing *Ae. aegypti* using MosquitoMate's protocols and software. Furthermore, this gave proof of the concept that eggs can be shipped to and reared at different facilities while delivering the same quality.

Excluding mosquitoes. Plant saucers create a habitat suitable for *Aedes aegypti* larvae due to the excess water accumulation. The District has been investigating if the use of water-absorbing crystals can hinder *Ae. aegypti* development. Mosquito larvae were placed into water saucers filled with 100 mL of water with 1 g of water-absorbing crystals. To simulate an over-watering situation, 50 mL of water was added each day, and larvae development was observed. Our first study demonstrated that larvae can fully develop into adult mosquitoes if the water-absorbing crystals are saturated beyond their holding capacity. In another study, we consistently added water crystals at a 1:1 ratio to the plant saucers (50 mL water: 0.5g crystal). The larvae were consistently unable to pupate or emerge as adults. Although this approach showed larvae mortality, it may not be practical in a home setting. The future of our water-absorbing crystal studies will be to determine if there is a consistent amount of crystal that can inhibit larvae growth and if the crystals can deter egg laying in the adult *Ae. aegypti*.

BIOLOGICAL CONTROL

Mosquitofish. As of May 27, 2022, approximately 1,227 mosquitofish were stocked in neglected swimming pools, private ponds, detention basins, and animal watering troughs. The District raises its mosquitofish in outdoor ponds, and mosquitofish are taken by technicians to locations where they are needed.

EXTERNAL RESEARCHERS

Fire Ant and Irrigated Baits. Dr. David Oi, Research Entomologist, and Rachel Atchison, Biological Science Technician, from the USDA Center for Medical, Agricultural, and Veterinary Entomology



(USDA-CMAVE) visited in May for their ongoing research for controlling red imported fire ants in the Coachella Valley. The projects examine 1) the spread of biological control agents first released in 2014; 2) the impact of irrigation on fire ant control products, and 3) the timing of alate ants.

The biological control agents were first released in 2014. Samples are collected routinely to examine their ability to survive in the desert climates with the extreme heat and drought conditions.

Fire ant bait, when wet, is thought to be unpalatable to fire ants. If ants do not pick up the bait and take it into the colony nest, the treatment is not effective. Dr. Oi has found that the baits are picked up in the laboratory, and part of the 2022 work is examining the field efficacy of irrigated baits.

Alate ant traps were also placed at two locations, in Indian Wells and La Quinta. Alate ants have wings. Male and female winged ants emerge from the nest, mate in the air, and then the female ants will start a new nest. Knowing the timing of when alate ants are produced and starting new colonies can improve control efforts, allowing the District to impact colonies before reproduction starts and when nests are small. The traps will be monitored by lab staff this year.



ENVIRONMENTAL COMPLIANCE

CALIFORNIA ENVIRONMENTAL QUALITY ACT. The District is drafting a Supplement to its Mitigated Negative Declaration to reflect the changes in the District's work since the 2011 MND was adopted. We expect to begin the public review in July with potential adoption at the September Board meeting.

ADDITIONAL DEPARTMENT ACTIVITIES



NEW COLLEAGUE. Diana Ramirez joined the department as a Laboratory Technician on April 6. The District added a Laboratory Technician position in the 21-22 Budget reflecting the increased adult mosquito surveillance work. Diana graduated from Coachella Valley High School, attended UC Berkeley, and obtained a Bachelor of Arts in Spanish and Integrative Biology.

PRESENTATIONS. Jennifer Henke was invited to speak at a Global Resistance Summit hosted by Valent BioSciences on March 24. Speakers discussed insecticide resistance in mosquitoes from molecular methods of detecting resistance to monitoring within field populations. Jennifer was asked to give an overview of resistance in *Culex* and *Aedes* mosquitoes in the United States, providing a context of the US within the globe as colleagues presented similar trends in Mexico, Africa, and Asia. Approximately 500 people attended online, and the presentations were recorded (available at this webpage:

<https://www.valentbiosciences.com/publichealth/global-mosquito-control-resistance-virtual-summit-3-24-2022/presentation/>).

ASSOCIATIONS. The MVCAC Laboratory Technologies Committee (LTC) organizes and hosts a workshop annually to offer enhanced communication, training, and collaboration among vector control laboratory personnel. On March 29 and 31, 2022, Kim Hung, the LTC committee chair, worked with the committee and collaborated with Pacific Southwest Center of Excellence in Vector-Borne Disease (PacVec) to host a workshop on using and analyzing geospatial data. There were 39 participants in the workshop from agencies in California, Arizona, Nevada, and Utah. Attendees learned the applications of GIS and spatial analysis for vector control, the elements of a good map, methods to summarize surveillance data, and how to join spatial data to other non-spatial data. There was a take-home exercise so participants could learn to apply spatial analysis tools to service request data using ArcGIS Pro software.

PUBLISHED PAPERS: Results of work completed in 2021 are now published and available for anyone to read (click the link to go to the publication). The papers are about the resistance to pesticides in adult mosquitoes in the laboratory and in semi-field assays.

Hung, K. Y., M. Snelling, and J. Tarango. 2022. Insecticide Resistance Bottle Bioassay Evaluation of *Culex quinquefasciatus* Mosquitoes From Coachella Valley, 2021. Arthropod Management Tests. 47: tsac068. <https://doi.org/10.1093/amt/tsac068>

Hung, K. Y., A. Gutierrez, M. Kensington, M. Snelling, J. Tarango, G. Valadez, and V. Valenzuela. 2022. Insecticide Resistance Semifield Evaluation of *Culex quinquefasciatus* Mosquitoes From Coachella Valley, 2021. Arthropod Management Tests. 47: tsac069. <https://doi.org/10.1093/amt/tsac069>

Hung, K. Y., A. Gutierrez, M. Snelling, and J. Tarango. 2022. Insecticide Resistance Bottle Bioassay Evaluation of *Culex tarsalis* Mosquitoes From Coachella Valley, 2021. Arthropod Management Tests. 47: tsac056. <https://doi.org/10.1093/amt/tsac056>

Hung, K. Y., J. Tarango, M. Kensington, A. Gutierrez, M. Snelling, and G. Valadez. 2022. Insecticide Resistance Semifield Evaluation of *Culex tarsalis* Mosquitoes From Coachella Valley, 2021. Arthropod Management Tests. 47: tsac067. <https://doi.org/10.1093/amt/tsac067>

Operations Department

General Control Overview

This update covers the months of March 2022 through May 2022. The department's workflow focuses on three areas that include 13 urban and 5 rural and agricultural zones that are covered by 18 technicians. Two additional workflows are the Red Imported Fire Ants (RIFA) with 5 full time staff and the Invasive *Aedes* programs that has 2 full time staff, assisted by 5 seasonal staff.

Larval Mosquito Inspections and Control (non-invasive *Aedes*)

The operations activities completed in March 2022 through May 2022.

Month	Mosquito Larval Inspections	Total Ground Larval Applications	Total Aerial Helicopter Larval Applications	Total Drone Applications	Total aerial ULV applications
March	4,034	2,184	8	5	0
April	3,837	2,645	10	0	0
May	3,411	2,362	0	0	0
Total	11,282	7,191	18	5	0

In order to decrease mosquito populations along the shoreline, helicopter and drone application treatments were performed. This reduced the number of inspections and treatments by ground. Also, as the months progressed and got warmer both rural and urban sources were drying up. No ULV applications were conducted since no virus was detected and larvae applications were done to suppress the mosquito population numbers.

Control of invasive *Aedes aegypti*

In March 2022 through May 2022, the inspections and treatments have increased as *Aedes* becomes more progressive throughout the valley. Also, education regarding *Aedes* throughout the valley has increased the number of Service Requests and surrounding inspections and treatments.

Month	Mosquito Larval Inspections	Total Ground Larval Applications	Total Aerial Helicopter Larval Applications	Total Drone Applications	Total aerial ULV applications
March	338	22	0	0	0
April	540	90	0	0	0
May	698	254	0	0	0
Total	1,576	366	0	0	0

Beginning end of July, a WALs (Wide Area Larvicide) program will take place with 8 treatments on Saturdays – 7/23, 7/30, 8/6, 8/13, 8/20, 8/27, 9/10, 9/24 both by ground and by helicopter. The areas to be treated by ground are North Palm Springs and the areas by helicopter are South Palm Desert. These two areas were selected after reviewing data from adult mosquito trap populations, Service Requests, inspections and treatments and were determined to warrant the WALs program.

The Red Imported Fire Ant Program

The RIFA program inspections and chemical control applications from March through May 2022 These inspections and treatments for RIFA includes residences, schools, public parks, HOA's, Country Clubs, Golf Courses and businesses.

Month	RIFA Inspections	RIFA Treatments
March	358	270
April	339	292
May	223	196
Total	1,576	758

Service Requests

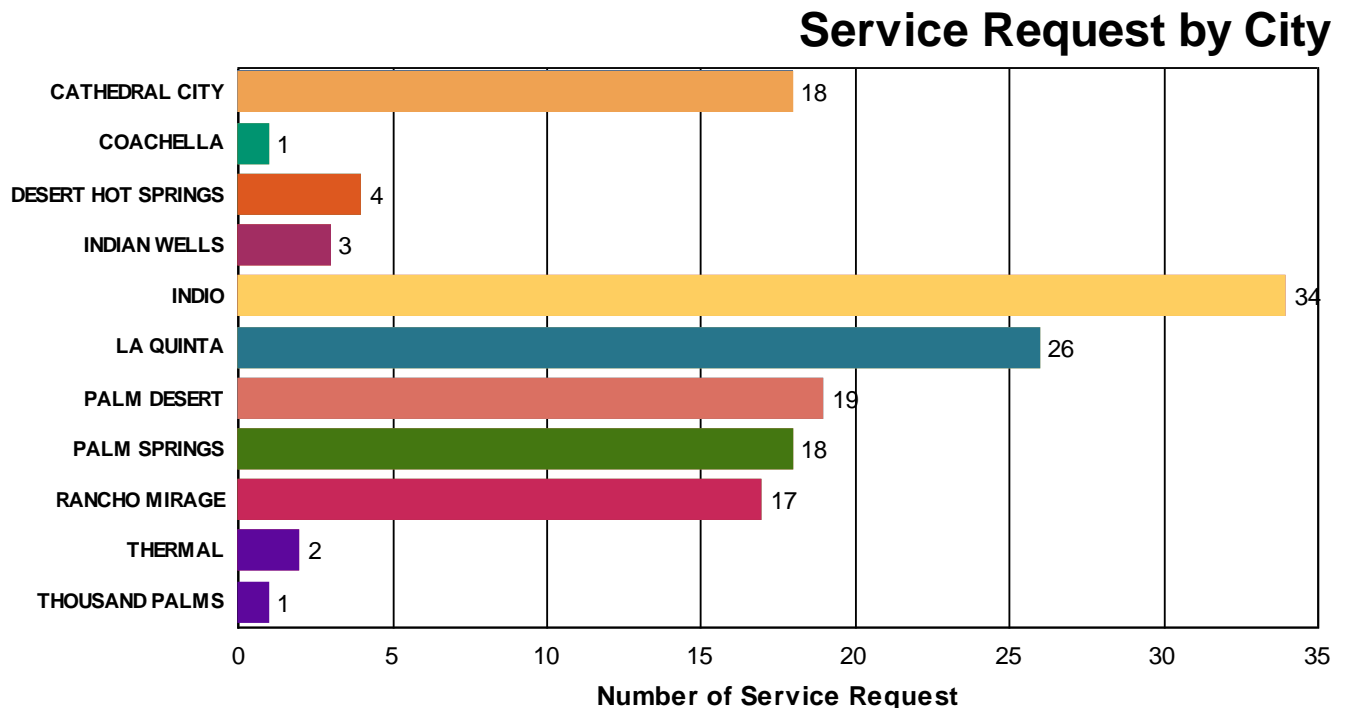
Month	Total All Service Requests	Total RIFA Service Requests	Total Aedes Service Requests
March	143	80	40
April	280	123	106
May	407	142	215
Total	830	345	361

Total of all Service Requests increased from March to April by 95.7%. From April to May 45% increase with increase total from March to May at **184.6%**.

Total RIFA Service Requests increased from March to April by 53.7%. From April to May 15.4% increase with increase total from March to May at **77.5%**.

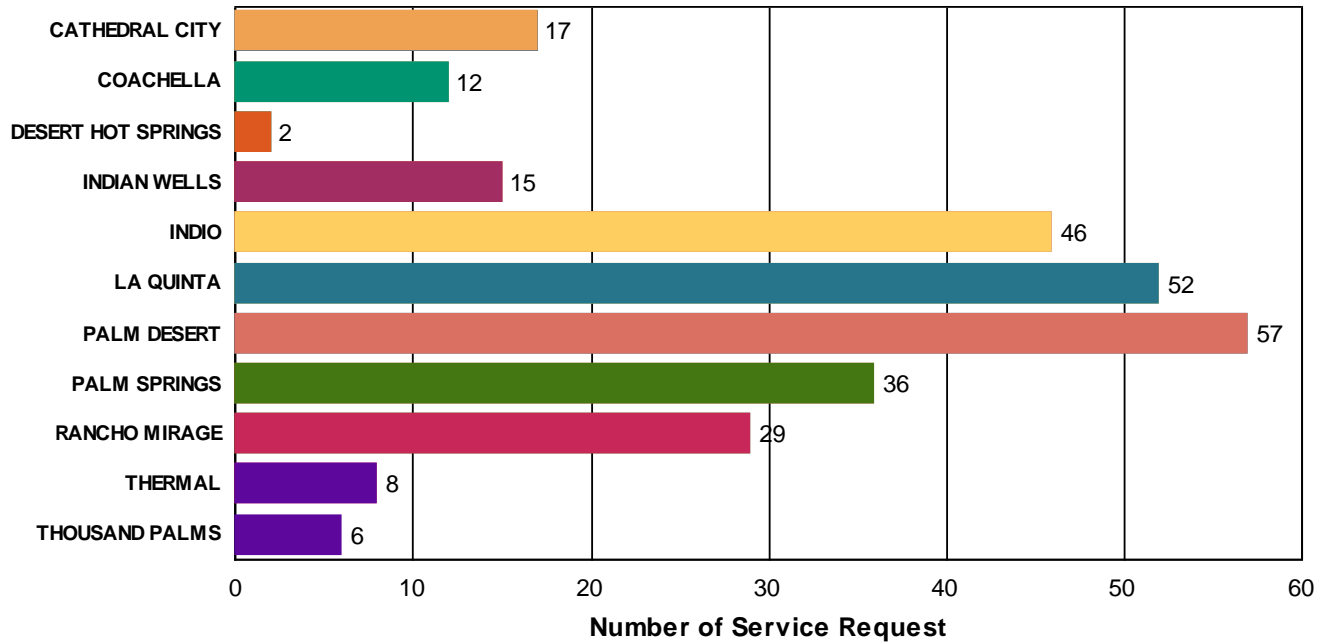
Total Aedes Service Requests increased from March to April by 165%. From April to May 102.8% increase with increase total from March to May at **437.5%**.

March by City



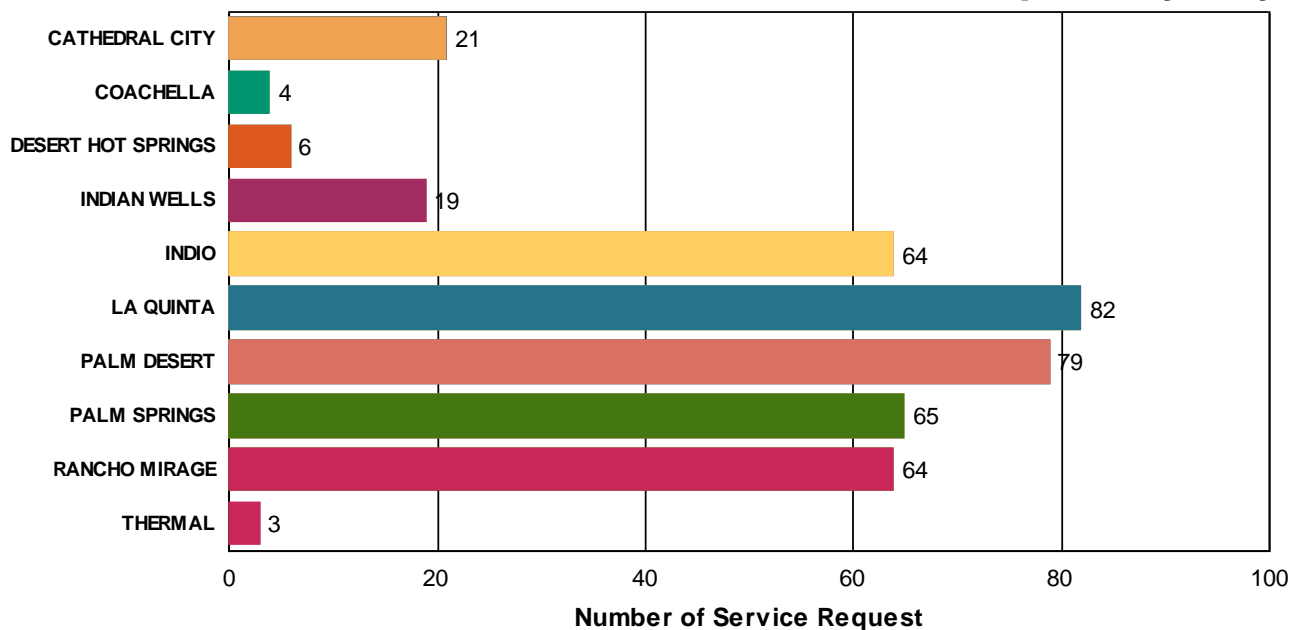
April by City

Service Request by City

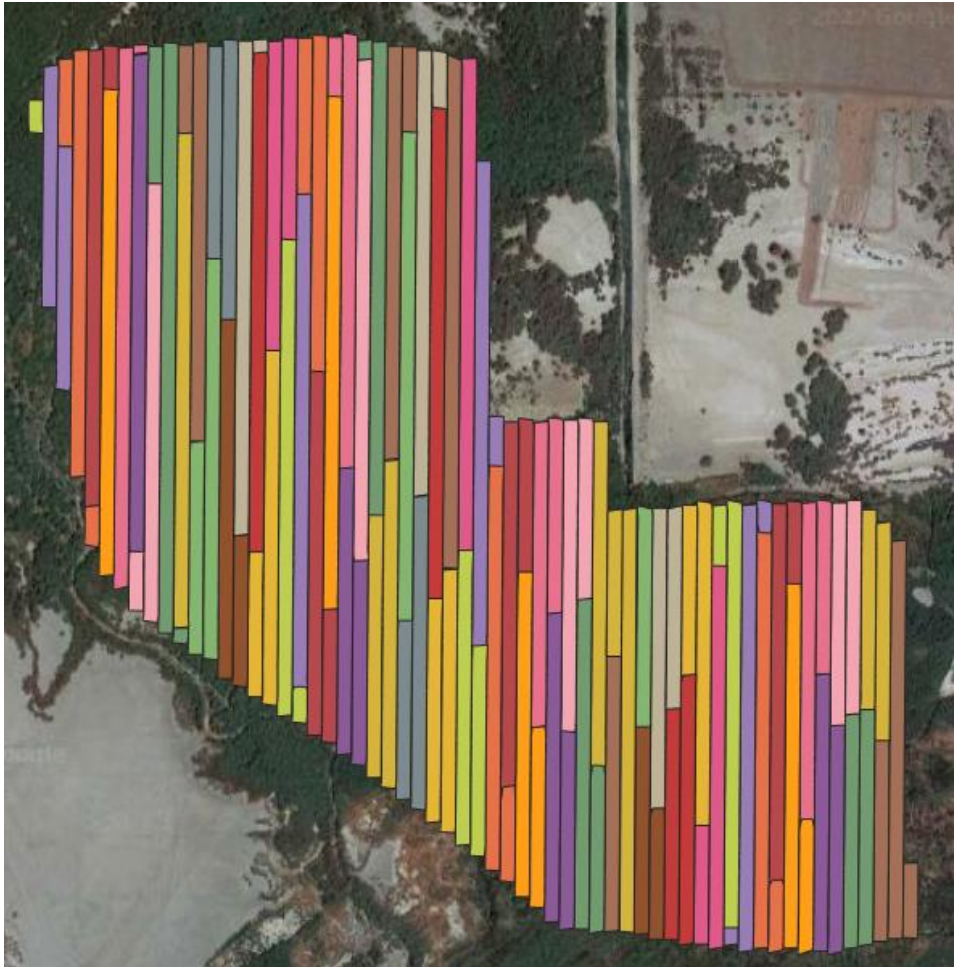


May by City

Service Request by City



Section Enlarged



Public Outreach and Educational Programs

March-May 2022

The goals of the Public Outreach Department include supporting the District Mission by providing educational opportunities for the public at large. The department divides such opportunities in a variety of ways to influence our residents in a strategic way.

Our science-based classroom visits focus on grades K-5. Presentations are based on California's Next Generation Science Standards (NGSS) and help support the teacher's curriculum. This program is led by Community Liaison Luz Moncada.

Adult educational presentations are a collaborative effort but our newest team member, Community Liaison Fernando Gutierrez is charged with developing a robust program in the coming years that will provide presentations and training to adults in settings such as HOA meetings or training maintenance workers to become champions of source reduction.

Call Center staff offer educational pieces to every caller in need of our services. Callers are looking for solutions the District can provide to them and the call center staff Diana Reyes and Erica Frost provide ways callers can become empowered to help themselves and thereby help their community.

Community events are an excellent way to spread awareness, provide information, and answer questions by interacting with families, residents, and visitors alike. Event booths also show that the District is a part of the community. We live here and play here too.

Much time and effort are also dedicated to relationship management between government agencies and community partnerships. Presentations to City and Community Councils, state legislators, and professional associations are provided.

With many meetings, events, and presentations returning to in-person, the Outreach team had many opportunities to do what we do best and engage with the public face-to-face.

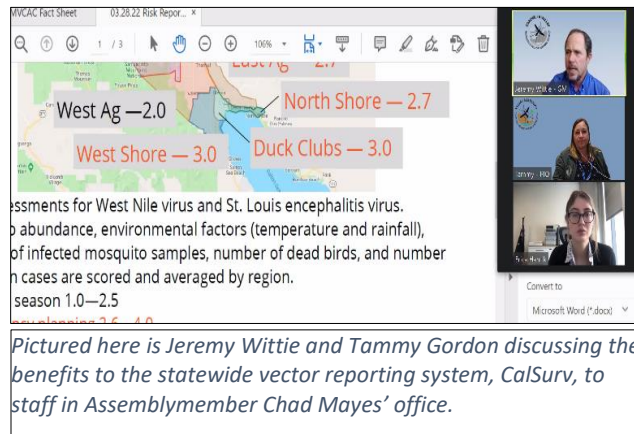
This reporting period had the following interactions:

- 8 - Classroom Visits
- 9 - Presentations
- 21 - Community Events

These exchanges resulted in contact with **more than 3,000 Coachella Valley residents** asking questions and providing feedback. Some of the highlights include:

LEGISLATIVE DAY IN PARTNERSHIP WITH THE MOSQUITO AND VECTOR CONTROL ASSOCIATION OF CALIFORNIA

Each year, Vector Control representatives visit state representatives to discuss issues important to the industry. Since 2020, these meetings have been virtual. This year, Jeremy Wittie and Tammy Gordon met with the offices of Senator Melissa Melendez, Assemblymember Chad Mayes, and Assemblymember Eduardo Garcia. Topics this year included:



- Thanking each of them for support of [CalSurv](https://vectorsurv.org/) an essential tool in fighting vector-borne diseases that were included in the 2021-22 state budget as an annual appropriation. The state's ongoing support for this online interactive platform is critical as it enables the real-time collection, visualization, and analysis of data on vector-borne diseases. You can find more information on CalSurv at <https://vectorsurv.org/>.
- The importance for Districts to use innovative tools including the Sterile Insect Technique to combat pesticide resistance and achieve our [Vision](#) of progressing towards a future free of vector-borne disease.
- The importance of drone use in public health. Drones are helping Districts across the country provide safer alternatives to the public and to their staff. Surveillance and operations have both benefitted from this technology and it is important that elected officials at the state level support us in our efforts.

COMMUNITY EVENTS

Although the Outreach team attended a number of community events, the most attendance was recorded at the Palm Springs Picnic and Community Expo. Held at the Ruth Hardy Park, over 400 people visited our booth in just under three hours.



Erica Frost speaks to local resident at the Palm Springs Picnic.



Community Liaison Luz Moncada shows off the mosquito life cycle at an Easter event in Thousand Palms.



Community Liaison Fernando Gutierrez knows how to draw a crowd at the Coachella Eggstravaganza.

Springtime also means Easter events. With the help of Vector Control Technicians Marco Medel and Marisa Kelling, the Outreach team attended three Eggstravaganza events...on the same day!

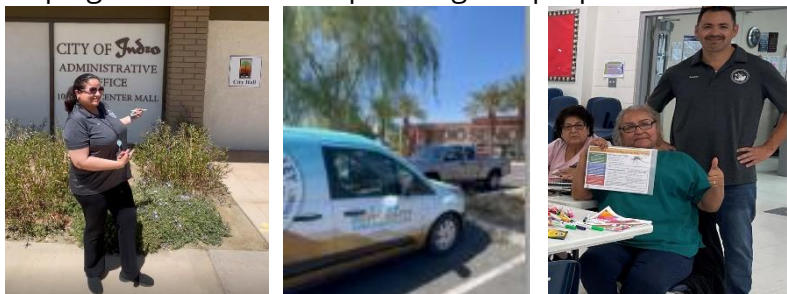


Outreach team member Diana Reyes and District Technician Marco Medel get ready for the City of La Quinta Birthday Celebration. Special thanks to Diana for her time and effort scheduling these additional events!

MOSQUITO AWARENESS WEEK AND SPRING ADVERTISING

The abundance of mosquitoes collected in traps begins to pick up in the spring. The kick-off to “mosquito season” coincides with [California Mosquito Awareness Week \(CMAW\)](#) and often our Spring Advertising Campaigns. These campaigns help to remind and inform the public about best practices for reducing mosquitoes around our community as well as the risk associated with mosquito-borne illnesses. Because prevention is the best method for mosquito reduction, our spring messages focus on source reduction.

CMAW is a weeklong awareness campaign and takes much planning and preparation at both a District and State level. This year, the outreach team was able to visit 40 locations throughout the Coachella Valley including sites in all nine cities and unincorporated areas of our service area. Most locations visited are public domain sites such as city halls, libraries, and senior centers. We also partner with agencies to supply fliers and information to community centers, childcare facilities, and tribal centers.



Outreach staff Diana Reyes, the Mosquito Outreach Explorer van (Moe), and Fernando Gutierrez traverse the Valley spreading awareness and information for Mosquito Awareness Week.

Paid advertising is one way to gain the notice of residents and visitors in the Coachella Valley. Our Spring Advertising Campaign includes English and Spanish advertisements on radio, television, and print media. We also use digital media to increase our email contacts list – otherwise known as a listserv. By using social media, we suggested residents sign up for our email notification and they would be notified when there are virus detections as well as neighborhood treatments. We have used this technique each spring for the past three years and have grown our list from just a few hundred to 4,000 email addresses.

Pictured right: 2022 advertisement examples. Spanish print (right) and social media (far right).





**Coachella Valley Mosquito and
Vector Control District**

Staff Report

June 14, 2022

Agenda Item: Informational Item

Staff report:

Government Social Media Conference (GSMCON), March 29-31, Dallas, TX and virtual

Attendees: Community Liaisons Luz Moncada (in person), Fernando Gutierrez (virtual)

Overview:

The Government Social Media Conference is the largest social media conference in the U.S. for government agencies. Since 2015, GSMCON has brought in representatives from social networks including Facebook, Twitter, LinkedIn, Nextdoor, Snapchat and TikTok as well as platforms like ArchiveSocial, Hootsuite and many more to connect directly with government agencies. Participants learn practical skills for managing public sector social media.

Topics included:

- Smartphone Video Lab
- Legal and First Amendment Considerations
- Meta updates for government users
- LinkedIn updates
- Twitter updates
- Storytelling
- Reputation Management
- Branding
- Content Strategy



**Coachella Valley Mosquito and
Vector Control District**

Staff Report

June 14, 2022

Agenda Item: Informational Item

Staff report:

National Association of Government Communicators, Communications School, virtual
Dates: May 10-12, 2022

Overview:

The National Association of Government Communicators' principal purpose is to advance communication as an essential professional resource at every level of local, state, tribal and national government. Communications School provides practical educational sessions to help government communicators increase their skills. Some topics and themes for this year's conference included:

- Data Maturity and Misinformation
- How to Tackle Skepticism and Mistrust with Credibility Campaigns
- Podcasting, Video Streaming, and the Metaverse

The 2022 conference was presented with hybrid options of being in person but also available through streaming via Whova.

Attendee:

Tammy Gordon, Public Information Officer



**Coachella Valley Mosquito and
Vector Control District**

June 14, 2022

Staff Report

Agenda Item: Informational Item

Professionals in Human Resources Association (PIHRA) – California HR Annual Conference, May 9-11, 2022, in Anaheim, CA

Background:

The annual Professionals in Human Resources Association Conference was three full days of education on the most essential topics in Human Resources.

The sessions offered provided important information with breakout sessions focused on:

- Effective strategies for today's HR professionals
- Enhancing the employee experience through diversity, equity, and inclusion
- Hiring, recruiting, and training best practices
- Increasing your strategic value through automation
- Leadership and personal growth
- People and talent management
- Workplace culture, empathy, and work/life integration

ATTENDEE:

Graciela Morales, HR Specialist



**Coachella Valley Mosquito and
Vector Control District**

Staff Report

June 14, 2022

Agenda Item: Informational Item

The Employment Risk Management Authority (ERMA) Board of Directors meeting – June 6, 2022, Sacramento, CA – Jeremy **Wittie, M.S., General Manager**

Background:

The Employment Risk Management Authority (ERMA) is a statewide joint powers authority designed to provide broad coverage and tailored loss prevention services to reduce the employment practices liability (EPL) exposures of California public entities.

EMRA began providing coverage to California public entities July 1, 1999. The program now covers more that 200 public entities throughout California.

On June 6, 2022 ERMA held it's Board of Directors meeting in Sacramento, CA. The next scheduled Board of Directors meeting is November 7, 2022.

ATTENDEE:

Jeremy Wittie, M.S., General Manager; ERMA Board Member representing the Vector Joint Power Authority (VCJPA)



**Coachella Valley Mosquito and
Vector Control District**

June 14, 2022

Staff Report

Agenda Item: Informational Item

Western Region - International Public Management Association for Human Resources (IPMA-HR) Annual Conference, May 1-4, 2022, in Anaheim, CA

Background:

The annual Western Region IPMA-HR Conference provides an opportunity for public sector HR professionals to learn, grow, network, and exchange knowledge about the field to apply ideas and inspiration to your daily practice as leaders in public sector HR.

Sessions covered various topics, such as:

- Influencing Peak Performance Management through Continuous Communication
- Improving Public Sector Employee Engagement through Modern Employee Listening
- Leading and Managing Change
- How to Address Incivility in the Workplace
- Managing Resistance to Change

ATTENDEE:

Crystal Moreno, Human Resources Manager

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>June 14, 2022</p>
<p>Agenda Item: Items of General Consent</p> <p>Approval of Resolution 2022-11 Authorizing Attendance of Professional Development Conferences and Meetings by Members of the Board of Trustees and Employees of the District for Fiscal Year 2022-2023 – Jeremy Wittie, M.S., General Manager</p>		
<p>Background:</p> <p>In 2009, an ad hoc travel committee comprised of the Board of Trustees directed staff to develop a travel resolution for Board adoption of the types of travel by Board members and employees to be authorized on an as-needed basis. Resolution 2009-05, Authorizing Attendance of Professional Development Conferences and Meetings by Members of the Board of Trustees and Employees of the District for Fiscal Year 2009-2010 was approved at the May 2009 Board Meeting and accomplished this purpose.</p> <p>Resolution 2022-11 would authorize attendance at conferences and meetings for Fiscal Year 2022-2023. Schedule “A” of Resolution 2022-11 contains a list of professional conferences and meetings that staff and/or Board members would be authorized to attend, based on need, between July 1, 2022, and June 30, 2023, and also designates which staff and Board members would be authorized to attend each conference or meeting.</p> <p>Resolution 2022-11 would also limit Board members to a maximum of two (2) conferences or meetings that involve overnight travel and would limit staff to a maximum of two (2) conferences or meetings per function performed by the employee. An exception to this limitation would be made for meetings and conferences where it is necessary to carry out a committee assignment for the Mosquito and Vector Control Association of California.</p>		
<p>Staff Recommendation:</p> <ul style="list-style-type: none"> • Staff recommends that the Board approve Resolution 2022-11. 		
<p>Exhibits:</p> <ul style="list-style-type: none"> • Resolution 2022-11 • 2022-2023 Professional Development Conferences & Meetings 		

RESOLUTION NO. 2022-11

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT AUTHORIZING ATTENDANCE OF PROFESSIONAL DEVELOPMENT CONFERENCES AND MEETINGS BY MEMBERS OF THE BOARD OF TRUSTEES AND EMPLOYEES OF THE DISTRICT FOR FISCAL YEAR 2022-2023

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

WHEREAS, pursuant to Health and Safety Code Section 2051 and the District's adopted Travel and Expense Policy, the Board of Trustees (“Board”) of the District may authorize members of the Board and District employees to attend professional, educational, or vocational meetings, and cause the District to pay their actual and necessary traveling expenses while on official business.

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

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Authorization and Approval for Attendance.

Subject to Section 3 hereof, the Board hereby authorizes and approves the conference and meeting list attached hereto and incorporated herein by this reference as Exhibit “A,” for the fiscal year 2022-2023, for attendance by Board members and/or employees of the District as designated therein. The Board finds that the list of conferences and meetings satisfies the criteria set forth in Health and Safety Code Section 2051 and the District’s Travel and Expense Policy and that the proposed attendance at the conferences and meetings on the list will result in a benefit to the District.

Section 3. Limitations.

In order to preserve the District's finances, Board members shall attend no more than two conferences or meetings per fiscal year which involve overnight travel. Employees shall attend no more than two conferences or meetings per function performed by the employee. These limitations shall not apply where attendance at a meeting or conference is necessary to carry out a committee assignment, such as in the case of the Mosquito and Vector Control Association of California committee assignment.

Section 4. Severability.

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

Section 5. Repeal of Conflicting Provisions.

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

Section 6. Effective Date.

This Resolution shall take effect upon its adoption.

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

Section 7. Certification.

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

PASSED, ADOPTED, AND APPROVED this 14th day of June 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**Benjamin Guitron, IV, President
Board of Trustees**

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

EXHIBIT "A"

**SEE ATTACHED
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
AUTHORIZING ATTENDANCE OF PROFESSIONAL DEVELOPMENT
CONFERENCES AND MEETINGS BY MEMBERS OF THE BOARD OF
TRUSTEES AND EMPLOYEES OF THE DISTRICT FOR FISCAL YEAR 2022-
2023**

Abila MIP Fund Accounting Training	Administrative Finance Manager, Accounting Technician I, Accounting Technician II	TBA	TBA
American Mosquito Control Association	General Manager, Public Information Officer, Laboratory Manager, Vector Ecologist (2), Laboratory Staff (1), Operations Manager, Field Supervisors (2), Trustees	February 27-March 3	Reno, NV
California Special District Association Annual Conference	General Manager, Administrative Finance Manager, Laboratory Manager, Trustees, Public Information Officer	August 22-25, 2022	Palm Desert, CA
California Society of Municipal Finance Officers Conference and Seminars	Administrative Finance Manager, Accounting Technician, Payroll Coordinator	TBA	TBA
California Special District Association General Manager Leadership Summit, Various Seminars, Clerk of the Board Conference and Webinars	General Manager, Clerk of the Board, Staff and Trustees	TBA	TBA
CALPELRA Conference	Human Resources Specialist	November 14-18, 2022	Monterey, CA
CalPERS Educational Forum	Administrative Finance Manager, Accounting Technician, Payroll Coordinator	October	Anaheim, CA
California Public Information Officials Annual Conference	Public Information Officer	August 29-September 1	San Diego, CA
California Specialized Training Institute	Public Information Officer	TBA	San Louis Obispo, CA
Entomological Society of America Annual Conference	Laboratory Manager, Vector Ecologists	November 13-16, 2022	Vancouver, British Columbia,
Environmental Systems Research Institute Annual Conference	Information Technology Manager	TBA	TBA
Government Finance Officers Conference & Seminars	Administrative Finance Manager, Accounting Technician, Payroll Coordinator	TBA	TBA
Government in Social Media Annual Conference	Community Liaison (2)	Spring 2023	San Diego, CA
Liebert Cassidy Whitmore Conference	General Manager, Administrative Finance Manager, Human Resources Manager,	March 15-17, 2023	San Diego, CA

	Human Resources Specialist		
Local Agency Investment Fund Annual Conference	General Manager, Administrative Finance Manager	TBA	TBA
Master Public Information Officer Program	Public Information Officer	September 19-23	Emmitsburg, MD
Municipal Information Systems Association of California	Information Technology Manager	TBA	TBA
Mosquito & Vector Control Association of California Annual Conference	General Manager, Administrative Finance Manager, Information Technology Manager, Public Information Officer, Community Liaison (2), Laboratory Manager, Vector Ecologist (2), Laboratory Staff (2) with a talk or poster, Operations Manager, Field Supervisor (2), Lead Technician (1), Vector Control Technician (1), Trustees	January 29-February 1, 2023	Anaheim, CA
Mosquito & Vector Control Association of California Quarterly Meetings	General Manager, Administrative Finance Manager, Information Technology Manager, Laboratory Manager, Vector Ecologists, Operations Manager, Public Information Officer, Trustee Representative	Fall: November 1-3, 2022 Spring: March 2023	Visalia, CA TBD
Mosquito & Vector Control Association of California Legislative Day	General Manager, Trustee Representative(s)	TBA	TBA
Mosquito & Vector Control Association of California Planning Session	General Manager, Administrative Finance Manager, Laboratory Manager, Vector Ecologist, Trustee Representative	December 5-7, 2022	Oakland, CA
National Conference on Urban Entomology and Invasive and Pest Ant Conference	Operations Manager or designee, Field Supervisor (1)	TBA	TBA
Pacific Branch – Entomological Society of America Meeting	Laboratory Manager	April 2-5, 2023	Seattle, WA
Public Relations Society of America Public Affairs and Government Section Annual Conference	Public Information Officer	June 2023	TBD

Society of Vector Ecology Annual Conference	Laboratory Manager, Vector Ecologist,	September 19-23, 2022	Honolulu, HI
Vector Control Joint Powers Agency Annual Workshop	General Manager or designee	TBA	TBA
Western Region International Public Management Association for Human Resources Annual Conference	Human Resources Manager	April 30 – May 3, 2023	Salt Lake City, UT



OLD BUSINESS



**Coachella Valley Mosquito and
Vector Control District**

June 14, 2022

Staff Report

Agenda Item: Old Business

Discussion and/or approval of Resolution 2022-16 adopting the 2022-2025 Strategic Business Plan – **Jeremy Wittie, M.S., General Manager (Pg.)**

Background:

The Board of Trustees, District Management, and Supervisory staff participated in a day-long strategic planning workshop on February 3, 2022, facilitated by the District’s strategic planning consultant. At the workshop, the group reviewed the results of the strategic planning interviews, undertook a number of exercises to examine the current state of the District, identified critical issues and opportunities expected to confront the District in the future, and discussed priorities.

On June 6, 2022, during a Special Board workshop, the District General Manager and Planning Consultant facilitated the Board of Trustees through a review and discussion of the draft Strategic Business Plan (SBP) Goals, Objectives, and Work Plan projects that were developed by District Leadership Staff and the Planning Consultant based on the February Strategic Planning workshop discussion. Comments and directions were given by Trustees in attendance at the June workshop to be considered and incorporated into a final draft for review at the June 14, 2022, Board of Trustees meeting.

The General Manager collaborated with staff and the District’s strategic planning consultant to create the final Strategic Plan document that is presented tonight for review and approval by the Board of Trustees.

The Attached draft plan has incorporated feedback from Trustees and changes from the June 6 draft are highlighted in yellow. Two significant changes are listed below:

1. At the June 6 workshop, Trustee Walker stated Education was one of the Values that also supported District Strategic Business Plan Goals. While this is true, Education wasn’t part of the Board-approved values adopted by the Board when the District’s value statements were officially adopted (p. 6 of the SBP).

The District Board of Trustees has long been a strong supporter of professional

development, participation, and leadership in professional organizations, and provides District employees with an exceptional Tuition Reimbursement Policy and Program. The Board of Trustees also has supported the growth and development of the District's Public Outreach program which again underscores again the value and importance the Board places on the education of the public we serve in reaching the District's mission.

Below is a suggested education value statement to be considered and discussed by the Board of Trustees (all values on p. 6 of SBP)

Education - an educated workforce and public are essential to achieve our mission and vision.

2. Trustee Weightman also commented that at both the February Workshop and more recently during the discussion of the draft FY 2022-23 budget Drone use was supported by the Board and expansion of that program in the coming years should be included as part of the SBP. This was supported by other Trustees at the June 6 workshop.

Drafted below is the proposed work plan project based on Trustee comments that are part of Goal 4. Facilities, Equipment, and Technology (p.13 of SBP).

WP 4.3.1 Evaluate Unmanned Aerial Vehicle (UAV) Surveillance and Control Applications in rural areas of the Coachella Valley. Create a needs assessment and plan for additional resources to expand the UAV program by FY 2024-25. (Operations Manager, January 2024)

Staff Recommendation:

Staff recommends the approval of Resolution 2022-16 adopting the 2022-2025 Strategic Business Plan

Attachments

- Resolution 2022-16 adopting the 2022-2025 Strategic Business Plan
- Clean and Redline DRAFT 2022 Strategic Business Plan

Resolution No. 2022-16

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
ADOPTING THE 2022-2025 STRATEGIC PLAN**

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

WHEREAS, the District wishes to use the 2022-16 Strategic Plan to help incorporate strategic issues into Board and management planning, decision-making, program monitoring and performance measurement; and

WHEREAS, the District is also committed to improving any and all aspects of District functions with the assistance and input from the Board of Trustees and management staff.

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

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Adoption of Strategic Plan.

The Board hereby adopts the 2022-2025 Strategic Plan, a copy of which is attached hereto as Exhibit "A," and incorporated herein by this reference.

Section 3. Effective Date.

This Resolution shall take effect immediately upon its adoption.

[THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK]

Section 4. Certification.

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

PASSED, ADOPTED, AND APPROVED, this 14th day of June 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Benjamin Guitron, President
Board of Trustees

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

EXHIBIT "A"

2022-2025 STRATEGIC PLAN

3-YEAR STRATEGIC BUSINESS PLAN

MAY 2022

Prepared by: Rauch Communication Consultants Inc.



Coachella Valley Mosquito & Vector Control District



PARTICIPANTS:

BOARD OF TRUSTEES

Benjamin Guitron IV, President - City of Indio
Clive Weightman, Vice-President - City of Indian Wells
Dr. Douglas Kunz, Secretary - City of Palm Springs
Doug Walker, Treasurer - City of Palm Desert
Rita Lamb - City of Cathedral City
Denise Delgado - City of Coachella
Gary Gardner - City of Desert Hot Springs
John Peña - City of La Quinta
Isaiah Hagerman / Steve Downs - City of Rancho Mirage
Bito Larson - County at Large
Janell Percy - County at Large

DISTRICT MANAGEMENT STAFF

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Edward Prendez, Information Technology Manager
Crystal Moreno, Human Resources Manager
Jennifer Henke, Laboratory Manager
Roberta (Bobbye) Dieckmann, Operations Manager
Tammy Gordon, Public Information Officer

CONSULTANT

Martin Rauch, Managing Consultant



Strategic Business Plan Table of Contents

Introduction	3
District Overview.....	4
Strategic Framework.....	5
Mission	6
Priorities.....	7
Goals, Objectives, and Work Plan	8
Monitoring and Oversight.....	15
Single-Page View of the Core Elements of the Strategic Plan.....	16

Our Commitment to Our Community

This Strategic Business Plan is the culmination of a review of all aspects of the District. It includes an evaluation of current and forecast challenges and opportunities, and potential responses.

The Plan provides long-range policy direction to guide the District over the next three years. A detailed work plan was developed to implement this policy guidance. The Plan is designed to be dynamic and be updated to meet evolving challenges, opportunities, and community needs and expectations.

The strategic planning process and the District's other activities demonstrate our continued commitment to cost-effectively provide excellent vector control services to our community.



The Board of Trustees of Coachella Valley Mosquito and Vector Control District

Introduction

Planning is strategic when it helps move an organization from its current situation to its desired future.

Purpose of the Plan

This three-year Strategic Business Plan (SBP) is Coachella Valley Mosquito and Vector Control District's (District's) highest-level planning document and represents the Board's and Staff's direction for the future. The Plan identifies the District's mission, vision, and core values while providing a set of goals and objectives that serve as a framework for decision-making.

The Plan is also a practical working tool that provides clear direction to the Staff regarding the Board's goals and objectives. It includes a Work Plan developed by the Staff to meet those goals and objectives. The Board and Staff will regularly refer to it as a guide to the District's actions during the period covered.

Plan Development

The strategic planning process was carried out in a series of steps as outlined below.

Background Research. The consultants began by holding discussions with the General Manager.

Confidential Interviews. This was followed by a series of confidential interviews carried out by the consultant. The goal was for the interviewees to candidly express their interests and perspectives on the District and its priorities. The interviewees included the 11-member Board of Trustees, nine-member management/supervisory team, and two union representatives.

Strategic Planning Workshop. The interviewees also participated in a workshop. At the workshop, the group reviewed the results of the interviews, undertook a number of exercises to examine the current state of the District, identified issues and opportunities expected to confront the District in the future, and discussed priorities.

Staff Survey. The entire staff was invited to participate in an online survey. The results of the survey were incorporated into the Strategic Business Plan.

Management/Supervisory Team Review. The management team reviewed, critiqued, and commented on the past strategic plan and provided commentary helpful in preparing this plan.

Staff and Board Work. In consultation with the consultant, the District General Manager then coordinated extensive discussions and reviews of the strategic business plan with the Management Team, staff, and Board.

Staff Work Plan. The management team and consultant developed a staff Work plan designed to meet the mission of the District and strategic goals and objectives.

District Overview

Formed in 1928 in Response to Significant Eye Gnat Problems

By the mid-1920s, eye gnats had become a significant nuisance and were spreading pink eye. The problem was so prevalent that schools in the Coachella Valley were closed for two months during eye gnat season. On March 12, 1928, the Coachella Valley Mosquito Abatement District was formed by the Riverside County Board of Supervisors. At the time, the Trustees were appointed by the Riverside County Board of Supervisors to create and oversee District policies.

District's Distinguished History of Research Began Early

In October 1948, the first District entomologist began his intensive research into eye gnat control and developed successful control methods.

- **1950s** — Initiate decades of expansion and growth
- **1951** — The arrival of the Coachella Valley Canal in 1949 brought water, which resulted in an expansion of mosquito breeding. In 1951, the District formed a Mosquito Control Department.
- **1995** — The Board of Trustees expanded the District to become a full vector control agency and changed the name to the Coachella Valley Mosquito and Vector Control District.
- **2005** — The District added the Red Imported Fire Ant (RIFA) Program.
- **2006** — The Bio-Control Facility was completed, reflecting the District's commitment to research, and applying the latest integrated methods to control mosquitoes.
- **2014** — The District completed a laboratory upgrade and expansion project, which allowed District biologists to carry out virus testing of mosquitoes on site. Now, technicians can respond more quickly to the detection of mosquito virus activity, such as West Nile or St. Louis encephalitis.
- **2016** — *Aedes aegypti* was detected in the Coachella Valley. This invasive mosquito species is not native to the area and has the potential to transmit deadly viruses. The District has responded with intensive new control methods.

Today — The District has 68 full-time employees that use established policies to operate responsibly – socially, environmentally, and fiscally. This is accomplished through an Integrated Vector Management program that includes Surveillance, Control, and Public Outreach and Education. The District's mission is to keep Coachella Valley residents and visitors safe from vector-borne diseases with a dedicated and professional staff, fiscal security, and administrative guidance from the Board of Trustees.

Strategic Framework

The District built the Strategic Business Plan from a series of logical and integrated components, described below.

Mission. The mission statement explains why the organization exists. It articulates the organization's essential work in a brief sentence or two.

Vision. The vision articulates what the organization will become at a given time in the future. It is the strategic target that, when achieved, fulfills the organization's mission. As such, it is at the heart of the strategic planning process.

Values. Values provide guidance when an organization is faced with challenging decisions that require trade-offs, help govern attitudes and behaviors, and generally remain constant over time. The Board sets values.

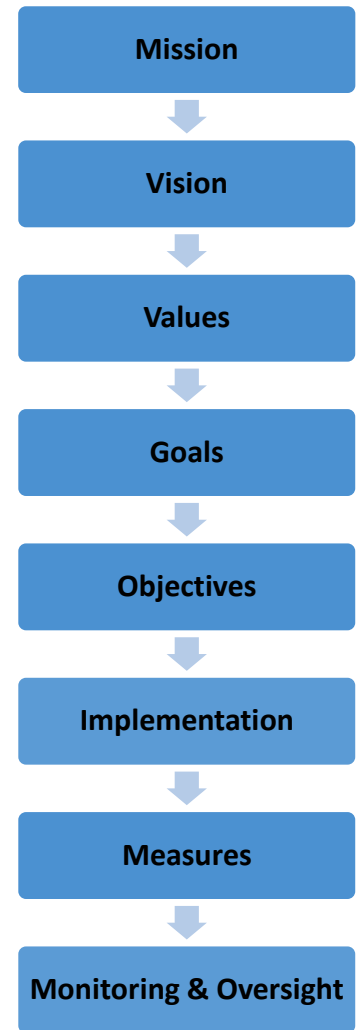
Goals. Goals describe broad, primary management, operations, and planning areas that need to be addressed to accomplish the mission. Goals are not connected to timelines.

Objectives. Objectives are specific directions established by the Board, which expand upon and refine the goals. There may be multiple objectives for each goal. Objectives are related to goals but more specific, measurable, attainable, and have a time frame.

Work Plan. The Work Plan contains actions required to accomplish the mission, goals, and objectives. The actions in the plan are assigned to members of the Leadership Team and have timelines. There may be multiple tasks for each objective.

Measures. Staff will develop measures to provide insights into progress in achieving the objectives. Progress will be tracked, analyzed, used to adjust the course where appropriate, and reported to the Board.

Monitoring/Oversight. Actions developed that will be taken by the Board, Leadership Team, and Staff to ensure that the plan is implemented and updated over time.



Mission

We are dedicated to enhancing the quality of life for our community by providing effective and environmentally sound vector control and vector-borne disease prevention programs.

Vision

To progress towards a future free of vector-borne disease using proven scientific, technical, and educational strategies, which are financially and environmentally sound.

Values

In our actions and decisions, we prioritize:

- **Public Health** – protect the public from vectors and vector-borne diseases.
- **Financial Sustainability** – provide stability through the responsible use of public resources.
- **Ethics** – maintain high ethical standards.
- **Innovation** – develop programs and services based on research and supporting data.
- **Professionalism** – ensure work and services are performed professionally, safely, and to a high standard.
- **Environmental Stewardship** – carry out work in an environmentally conscientious manner.
- **Communication** – inspire public trust and action through proactive and transparent communication.
- **Collaboration** – work with individuals, communities, and institutions to further our mission.

Priorities

The narrative below summarizes this plan's priorities. This summary is provided to help the reader to better understand the goals, objectives, and work plan items on the following pages.

The single highest priority in this plan is to respond effectively to the growing problems caused by *Aedes aegypti* mosquitoes. From a public health perspective, there were very few West Nile Virus infections in the District's service area and no deaths last year. However, invasive *Aedes* mosquitoes are biting more during the daytime and that is becoming a growing nuisance felt by residents and visitors.

There are three major initiatives associated with this issue:

- 1. Research, development, and implementation of the Sterile Mosquito Program (Work Plan 1.1.1).** This will require substantial staff commitment over the next three years through applied in-house research to determine how this technique can work in the desert.
- 2. Measuring performance, setting service levels, and resource needs (Objectives 1.2).** As the overall challenges faced by the District grow over time, the workload and cost of services could potentially expand significantly in the coming years. In light of this, the District will identify various service levels and performance indicators related to mosquito surveillance, control , public education and the corresponding resources needed to achieve them. The District will then systematically work on becoming more efficient at achieving the selected service levels. If staff find that the desired service levels are not being reached, then staff will determine if this is due to a need for more resources, change of procedure or policy and then implement those needed changes to reach the desired service level outcomes.
- 3. Engage District residents and local agencies (Objective 3.1- 3.3).** District staff cannot remove standing water and treat every property in the service area. To be successful, the District will need to implement an integrated vector management program that engages property owners and residents in preventing mosquitoes on their properties.

The second overall priority in this plan is to reinforce and reinvigorate the strong team culture (Objective 2.1-2.4). Ongoing high performance depends on maintaining a high-performing team with effective teamwork and communication. The District has a well-developed culture of having a motivated, high-performing, collaborative team. However, remote work and the stresses of COVID have diminished that sense of teamwork. It is critical for the District to reinforce and fully reinvigorate its team culture.

Goals, Objectives, and Work Plan

The following pages contain goals and objectives for the next three years. Staff developed a work plan to fulfill these Board-level goals and objectives.

Key Areas of Change. This strategic business plan focuses only on key areas where there is a change or a desire for additional clarity of direction. Numerous existing and ongoing initiatives, programs, and actions are not incorporated into this Plan.

The goals and objectives are presented on the following pages. They, along with the mission, vision, and values, represent the core strategic direction provided in this plan.

Note on Timing. Work plan elements marked 'annually' or 'ongoing' will be reported at least once each year in February when the General Manager provides a report on the progress of the strategic business plan along with the District's Annual Report.

Goal 1. PROGRAMS: Cost-Effective, Environmentally Sound Programs

Relevant Values: public health, financial stability, innovation, professionalism, environmental stewardship, collaboration, communication.

Strategic Challenge. The District has many mature and well-developed programs and is considered a leader in California vector control. However, the District does not generally utilize key performance measures and service levels that can be quantitatively tracked for progress and cost-effectiveness. Given the magnitude of the District's challenges, it would be helpful to better identify where it would be most beneficial to put its resources, have clear service level targets to aim for, etc. From the public's perspective, the growth in the invasive *Aedes aegypti* mosquito population has become a lifestyle issue due to the amount of daytime biting of residents and visitors in urban areas of the Valley

Strategic response. Begin to systematically build performance assessments into key programs. The District's single biggest and most costly challenge in this plan is to evaluate and implement the Sterile Mosquito program.

Therefore, we will establish service level goals and performance measures for key programs and use these to calibrate service levels and either maintain and/or identify the necessary resource needs or policies to improve our program performance over time.

The objectives and work plan projects (WP) below must be consistently carried out to achieve the goal above.

OBJECTIVE 1.1 Explore long-term solutions to the health and nuisance impacts of *Aedes aegypti* mosquitoes.

WP 1.1.1 Create a needs assessment and commission a feasibility study for establishing a sterile mosquito program. (Lab Manager, 2023)

OBJECTIVE 1.2 Ensure program service levels, efficacy, and cost-effectiveness is maintained or improved over time based on performance measurements and evaluations.

WP 1.2.1 For each Integrated Vector Management Program Service (Surveillance, Control, Public Outreach/Education), All Departments will establish baseline metrics of departmental work that meets that essential service and use these metrics to either maintain or increase the efficiency of those services. (GM, Managers 2024, Annually)

OBJECTIVE 1.3 Prepare the District to recover quickly from an emergency.

WP 1.3.1 Carry out tabletop exercises on emergency response and disaster recovery scenarios. (Operations Manager, 2022, Annually)

Goal 2. GOVERNANCE AND HR: A Strong Culture Supports the Board and Staff Team That Grows in Skill, Teamwork, and Experience

Relevant Values: public health, financial stability, ethics, innovation, professionalism, environmental stewardship, collaboration, communication.

Strategic Challenge. Although the District has a strong, well-trained, and experienced staff and management team, the single-highest ranked area of emphasis identified in the workshop was *succession planning and staff development* to preserve and enhance institutional knowledge and capabilities. The District has developed a deeply ingrained culture of collaboration, internal development of staff, and good communication within and between most levels of the organization from the Board to the field. However, remote work and the stresses of COVID have diminished that sense of teamwork. Looking to the future, changes from COVID may impact employee expectations and workplace practices even more.

Strategic response. The highest HR priority in this plan is re-establish the strong team and internal communication that diminished during COVID. The second priority is to enhance succession planning and ensure backup of all critical positions. To achieve this, staff will undertake more detailed and robust identification of key people, skills, and institutional knowledge, develop written succession plans, and increased staff development and training. Finally, while many staff must work on-site to accomplish their jobs, there is a need for a long-term plan for remote work for some staff and even for the Board.

Therefore, we will focus on reinvigorating our strong team culture, building more robust succession and staff development, and adapting workplace practices over time.

The objectives and work plan projects (WP) below must be consistently carried out to achieve the goal above.

OBJECTIVE 2.1	Create a staff culture and a safe working environment to promote effective communication, collaboration, creativity, and employee satisfaction.
WP. 2.1.1	Develop and implement routine surveys to evaluate workplace culture and employee satisfaction to result in policies/initiatives that maintain and support a safe, healthy, and positive workplace. (HR Manager, 2022, Annually)
OBJECTIVE 2.2	Identify Key staff duties and have a trained backup person(s).
WP 2.2.1	Identify essential job duties, develop written or visual training protocols, and cross-train at least one staff member to carry out those essential duties. (HR Manager, 2024, Annually)
OBJECTIVE 2.3	Provide opportunities for employees looking to grow into promotions.
WP 2.3.1	Provide career planning and training for employees looking to support their professional and career development. (HR Manager, 2023)
OBJECTIVE 2.4	Establish conditions that ensure the Board of Trustees are engaged and productive and possess a deep understanding of the District.
WP 2.4.1	Revise the Trustee Manual and update the Trustee orientation process to develop a deeper understanding of District Policies and firsthand experience with the District’s Integrated Vector Management Programs. (Clerk of the Board, 2023)

GOAL 3. PUBLIC ENGAGEMENT: Engaged Customers and Stakeholders Help Improve Vector Control

Relevant Values: public health, ethics, innovation, professionalism, environmental stewardship, collaboration, communication.

Strategic Challenge. The District expanded its outreach and engagement work in recent years. While it is acknowledged that those who do know about the District or utilize its services tend to have strongly favorable views, most people know little to nothing about the District. Addressing the lack of knowledge about the District is important because it has become apparent that the District will never have enough staff to go into every backyard and needs the proactive help of residents to manage vectors on their properties.

Strategic Response. As new vectors such as *Aedes aegypti* establish themselves, there is a greater need for the approximately 500,000 full-time residents and 1.5 million winter visitors to engage and control vectors on their own properties by emptying fountains, and removing sources of standing water, etc. The District must find ways to improve public understanding and motivation to engage residents, civic leaders, and businesses in a way that results in deeper engagement with vector prevention through changed behaviors at home and at work. This will require new and improved engagement with homeowners, tenants, visitors, business owners, and those who maintain properties.

Therefore, we will develop new ways of engaging with residents, leaders, schools, property managers, and others and engage with them to take action on their own properties to control vectors.

The objectives and work plan projects (WP) below must be consistently carried out to achieve the goal above.

OBJECTIVE 3.1 Engage property owners and others to meet identified goals for managing vectors on their properties.

WP 3.1.1 Identify Homeowner Associations with significant mosquito breeding sources and create, implement, and monitor HOA-specific best management practices with property managers. (Operations Manager 2023, Annually)

OBJECTIVE 3.2 Influence public understanding and support of the District programs and vector control methods to make possible implementation of those programs when needed.

WP 3.2.1 Implement targeted public outreach campaigns based on the District's 2021 market research survey and evaluate success pre and post campaigns. (PIO, 2022, Annually)

OBJECTIVE 3.3 Connect with key community, business, agency, and legislative leaders to maintain, and improve understanding and support of the District and its programs.

WP 3.3.1 Initiate a program that routinely connects with key community leaders **and agencies**, updating them on current District and community vector-related issues, and when applicable, work together to resolve those issues. (GM 2023)

Goal 4. FACILITIES, EQUIPMENT AND TECHNOLOGY: Reliable, Cost-Effective Facilities, Equipment, and Technology That Meet Evolving Needs

Relevant Values: public health, financial stability, innovation, professionalism, environmental stewardship, and collaboration.

Strategic Challenge. The challenges associated with facilities, equipment, and technology, can be generalized under the term future-proofing. For example, current facilities may not meet staff needs post-COVID, are not designed to support a future electrified fleet, and there is not currently enough space for the upcoming sterile mosquito program. In addition, the District is responsible for the contaminated Thermal property that currently is a long-term financial and environmental liability to the District.

The District’s mapping and database technologies are well established and adding capabilities over time. However, there is substantially more opportunity to productively integrate technology into the day-to-day workflow of the District. Cybersecurity challenges remain an ongoing threat. In technology, the District currently depends on a single software developer, and various IT and communications systems lack redundancy.

Strategic Response. The District will develop a new facility master plan based on all its long-term staffing needs. In addition, the District will develop succession, backup, and redundancy for key technology systems. Finally, the continued effort to more deeply integrate technology into day-to-day workflows will continue.

Therefore, we will prepare our facilities, equipment, and technology to meet evolving needs and develop and implement plans for succession, backup, and redundancy.

The objectives and work plan projects (WP) below must be consistently carried out to achieve the goal above.

OBJECTIVE 4.1	Facilities meet identified long-term needs and strategic goals of the District
WP 4.1.1	Create a long-range plan for the District to support current & future staffing and programs, including a long-term plan for remote work, office space, equipment, and the Thermal property. (Admin Finance Manager, 2023)
OBJECTIVE 4.2	Key IT Programs and Services can be restored quickly.
WP 4.2.1	Develop an IT Emergency plan for District IT services. (IT Manager, 2023)
OBJECTIVE 4.3	Increase the effectiveness of staff in measurable ways through the implementation and use of new tools, technology, and equipment.
WP 4.3.1	Evaluate Unmanned Aerial Vehicle (UAV) Surveillance and Control Applications in rural areas of the Coachella Valley. Create a needs assessment and plans for additional resources to expand the UAV program by FY 2024-25. (Operations Manager, January 2024)
WP 4.3.2	Form an Inter-departmental workgroup of various IT end-users that identifies District IT needs to optimize Department services and workflows. (IT Manager, 2022)

Goal 5. RESEARCH Leads to Ongoing Improvements in the District's Performance

Relevant Values: public health, financial stability, innovation, professionalism, environmental stewardship, collaboration, and communication.

Strategic Challenge. It has long been understood that new and emerging vectors and vector-borne diseases, increased resistance by mosquitoes to current pesticides, growth in public antipathy toward the use of pesticides, and increasing regulations all pose challenges that require research into new vector control techniques, technologies, and approaches. A growing challenge has also become increasingly evident — how to get residents, visitors, and businesses to understand the importance of their role in vector control and to engage in managing the problem on their properties.

Strategic response. The District will continue to evaluate and update its research agenda and begin to explore new areas of research regarding how to more effectively engage residents, leaders, and businesses in changing their habits and helping control vectors on their properties.

Therefore, we will research and develop proactive responses to new vectors and vector-borne diseases, changing regulations, legislation, and public perception around vector control strategies.

The objectives and work plan projects (WP) below must be consistently carried out in the future to achieve the goal above.

OBJECTIVE 5.1 Support research projects that evaluate and improve public engagement.

WP 5.1.1 Engage with researchers to carry out applied research projects that will increase the District's engagement with residents, visitors, and businesses. (PIO, Annually)

OBJECTIVE 5.2 Validate and improve Vector control programs through applied scientific research.

WP 5.2.1 Maintain the District's current applied research program and implement new strategies based on the outcomes of funded and internal research projects. (Lab Manager, Annually)

GOAL 6. FINANCE: Sustained and Transparent Finances That Meet District Revenue Needs

Relevant Values: public health, financial stability, ethics, professionalism, environmental stewardship, collaboration, and communication.

Strategic Challenge. The District has strong fiscal management, transparent reporting, adequate revenue, and reserves. Of course, there are many future unknowns that could impact finances: the current high inflation rate could last, new vectors and diseases could increase costs, current pesticides and control methods may have to be replaced as vectors develop resistance, regulations could increase, and public acceptance of the District's control methods could decrease.

Strategic response. In response, the District will continue to maintain its current strong fiscal management, controls, and reporting. In addition, it will extend its financial planning horizon to ensure long-term stability, financial security, and taxpayer value.

Therefore, it is critical to extending the district's financial planning horizon.

The objectives and work plan projects (WP) below must be consistently carried out to achieve the goal above.

OBJECTIVE 6.1 Ensure adequate revenues, cost-control, affordability, and overall strong finances without rate shocks or major surprises by maintaining strong financial plans and acting on sound financial decisions.

WP 6.1.1 Create a long-term financial plan that provides the information needed to make sound financial decisions ensuring adequate revenues, cost-control, affordability, and overall strong finances without rate shocks or major surprises. (Admin Finance Manager / GM, 2024)

Monitoring and Oversight

Below are the actions that will be taken by the Board, Leadership Team, and Staff to ensure that the plan is implemented and updated over time.

Communicate and Lead

The General Manager and Leadership Team will meet with all employees to review the Strategic Business Plan and Work plan projects and make sure everyone understands their responsibility within the Plans.

Report progress on objectives and the work plan projects at least annually to the entire staff.

Publish the Mission, Vision, Values, Goals, and Objectives on the web, posters, and handouts and display them in visible locations.

Incorporate the Mission, Vision, Values, Goals, and Objectives into the employee handbook and orientation and training materials for employees and the Board of Trustees.

The Management and Supervisory Team will actively implement the Work Plan projects.

Evaluate

General Manager and Management Team performance is evaluated based in part on their implementation of the Work Plan projects to reach objectives.

Resource Allocation and Oversight Reflect Goals and Objectives.

Staff will reference Strategic Business Plan items on Board meeting agendas as appropriate.

Align the budget to the SBP goals, objectives, and work plan projects

Align Board oversight and monitoring to reflect all aspects of the SBP.

Board and Board Committees will consider the SBP when they deliberate

The Board, with staff support, will review and update if necessary the Strategic Business Plan annually.

Monitor for Progress on Environmental Sustainability

The District considers the impact of all its key decisions on sustainability and the environment. The District takes a holistic approach to decision-making and considers costs, its customer service focus, and how various decisions fulfill the mission, vision, values, goals, and objectives. Throughout this Strategic Business Plan, the Board, and staff incorporated objectives that will improve environmental sustainability; related work plan actions were identified for each objective. To ensure our commitment to environmental sustainability is realized, progress on these objectives and work plan actions will be monitored as projects are implemented and during the annual Strategic Business Plan review.

Update the Plan

Formal Review and update of the goals and objectives every three years or as needed.

Single-Page View of the Core Elements of the Strategic Plan

MISSION	We are dedicated to enhancing the quality of life for our community by providing effective and environmentally sound vector control and vector-borne disease prevention programs.						
VISION	To progress towards a future free of vector-borne disease using proven scientific, technical, and educational strategies, which are financially and environmentally sound.						
VALUES	Public Health	Financial Stability	Ethics	Innovation	Professionalism	Environmental Stewardship	Communication Collaboration
GOALS	1. Cost-effective, Environmentally Sound Programs	2. Strong culture supports the Board and Staff Team that grows in skill, teamwork, and experience	3. Engaged Customers and Stakeholders Help Improve Vector Control	4. Reliable, Cost-Effective Facilities, Equipment, and Technology that Meet Evolving Needs	5. Research Leads to Ongoing Improvements in the District's Performance	6. Sustained and Transparent Finances that meet District Revenue Needs	
OBJECTIVES	<p>1.1 Explore long-term solutions to the health and nuisance impacts of Aedes aegypti mosquitoes.</p> <p>1.2 Ensure program service levels, efficacy, and cost-effectiveness is maintained or improved over time based on performance measurements and evaluations.</p> <p>1.3 Prepare the District to recover quickly from an emergency.</p>	<p>2.1 Create a staff culture and a safe working environment to promote effective communication, collaboration, creativity, and employee satisfaction.</p> <p>2.2 Identify Key staff duties and have a trained backup person(s).</p> <p>2.3 Provide opportunities for employees looking to grow into promotions by providing training and development plans.</p> <p>2.4 Establish conditions that ensure the Board of Trustees are engaged and productive and possess a deep understanding of the District.</p>	<p>3.1 Engage property owners and others to meet identified goals for managing vectors on their properties.</p> <p>3.2 Influence public understanding and support of the District programs and vector control methods to make possible implementation of those programs when needed.</p> <p>3.3 Connect with key community, business, and legislative leaders to maintain, and improve understanding and support of the District and its programs.</p>	<p>4.1 Facilities meet the identified long-term needs and strategic goals of the District</p> <p>4.2 Key IT Programs and Services can be restored quickly.</p> <p>4.3 Increase the effectiveness of staff in measurable ways through the implementation and use of new tools, technology, and equipment.</p>	<p>5.1 Support research projects that evaluate and improve Public engagement.</p> <p>5.2 Validate and improve Vector control programs through applied scientific research.</p>	<p>6.1 Ensure adequate revenues, cost-control, affordability, and overall strong finances without rate shocks or major surprises by maintaining strong financial plans and acting on sound financial decisions.</p>	



Coachella Valley Mosquito & Vector Control District

BOARD OF DIRECTORS

Benjamin Guitron IV, President – City of Indio
Clive Weightman, Vice-President – City of Indian Wells
Dr. Douglas Kunz, Secretary – City of Palm Springs
Doug Walker, Treasurer – City of Palm Desert
Rita Lamb – City of Cathedral City
Denise Delgado – City of Coachella
Gary Gardner – City of Desert Hot Springs
John Peña – City of La Quinta
Isaiah Hagerman / Steve Downs – City of Rancho Mirage
Bito Larson – County at Large
Janell Percy – County at Large

DISTRICT MANAGEMENT STAFF

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Edward Prendez, Information Technology Manager
Crystal Moreno, Human Resources Manager
Jennifer Henke, Laboratory Manager
Roberta (Bobbye) Dieckmann, Operations Manager
Tammy Gordon, Public Information Officer

Prepared by:



3-YEAR STRATEGIC BUSINESS PLAN

MAY 2022

Prepared by: Rauch Communication Consultants Inc.



Coachella Valley Mosquito & Vector Control District



PARTICIPANTS:

BOARD OF TRUSTEES

Benjamin Guitron IV, President - City of Indio
Clive Weightman, Vice-President - City of Indian Wells
Dr. Douglas Kunz, Secretary - City of Palm Springs
Doug Walker, Treasurer - City of Palm Desert
Rita Lamb - City of Cathedral City
Denise Delgado - City of Coachella
Gary Gardner - City of Desert Hot Springs
John Peña - City of La Quinta
Isaiah Hagerman / Steve Downs - City of Rancho Mirage
Bito Larson - County at Large
Janell Percy - County at Large

DISTRICT MANAGEMENT STAFF

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Edward Prendez, Information Technology Manager
Crystal Moreno, Human Resources Manager
Jennifer Henke, Laboratory Manager
Roberta (Bobbye) Dieckmann, Operations Manager
Tammy Gordon, Public Information Officer

CONSULTANT

Martin Rauch, Managing Consultant



Strategic Business Plan Table of Contents

Introduction	3
District Overview.....	4
Strategic Framework.....	5
Mission	6
Priorities.....	7
Goals, Objectives, and Work Plan	998
Monitoring and Oversight.....	171715
Single-Page View of the Core Elements of the Strategic Plan.....	181816

Our Commitment to Our Community

This Strategic Business Plan is the culmination of a review of all aspects of the District. It includes an evaluation of current and forecast challenges and opportunities, and potential responses.

The Plan provides long-range policy direction to guide the District over the next three years. A detailed work plan was developed to implement this policy guidance. The Plan is designed to be dynamic and be updated to meet evolving challenges, opportunities, and community needs and expectations.

The [s](#)Strategic [p](#)Planning process and the District's other activities demonstrate our continued commitment to cost-effectively provide excellent vector control services to our community.



**The Board of Trustees of
Coachella Valley Mosquito and Vector
Control District**

Introduction

Planning is strategic when it helps move an organization from its current situation to its desired future.

Purpose of the Plan

This three-year Strategic Business Plan (SBP) is Coachella Valley Mosquito and Vector Control District's (District's) highest-level planning document and represents the Board's and Staff's direction for the future. The Plan identifies the District's mission, vision, and core values while providing a set of goals and objectives that serve as a framework for decision-making.

The Plan is also a practical working tool that provides clear direction to the Staff regarding the Board's goals and objectives. It includes a Work Plan developed by the Staff to meet those goals and objectives. The Board and Staff will regularly refer to it as a guide to the District's actions during the period covered.

Plan Development

The strategic planning process was carried out in a series of steps as outlined below.

Background Research. The consultants began by holding discussions with the General Manager.

Confidential Interviews. This was followed by a series of confidential interviews carried out by the consultant. The goal was for the interviewees to candidly express their interests and perspectives on the District and its priorities. The interviewees included the 11-member Board of Trustees, nine-member management/supervisory team, and two union representatives.

Strategic Planning Workshop. The interviewees also participated in a workshop. At the workshop, the group reviewed the results of the interviews, undertook a number of exercises to examine the current state of the District, identified issues and opportunities expected to confront the District in the future, and discussed priorities.

Staff Survey. The entire staff was invited to participate in an online survey. The results of the survey were incorporated into the Strategic Business Plan.

Management/Supervisory Team Review. The management team reviewed, critiqued, and commented on the past strategic plan and provided commentary helpful in preparing this plan.

Staff and Board Work. In consultation with the consultant, the District General Manager then coordinated extensive discussions and reviews of the strategic business plan with the Management Team, staff, and Board.

Staff Work Plan. The management team and consultant developed a staff Work plan designed to meet the mission of the District and strategic goals and objectives.

Formatted: Highlight

District Overview

Formed in 1928 in Response to Significant Eye Gnat Problems

By the mid-1920s, eye gnats had become a significant nuisance and were spreading pink eye. The problem was so prevalent that schools in the Coachella Valley were closed for two months during eye gnat season. On March 12, 1928, the Coachella Valley Mosquito Abatement District was formed by the Riverside County Board of Supervisors. At the time, the Trustees were appointed by the Riverside County Board of Supervisors to create and oversee District policies.

District's Distinguished History of Research Began Early

In October 1948, the first District entomologist began his intensive research into eye gnat control and developed successful control methods.

- **1950s** — Initiate decades of expansion and growth
- **1951** — The arrival of the Coachella Valley Canal in 1949 brought water, which resulted in an expansion of mosquito breeding. In 1951, the District formed a Mosquito Control Department.
- **1995** — The Board of Trustees expanded the District to become a full vector control agency and changed the name to the Coachella Valley Mosquito and Vector Control District.
- **2005** — The District added the Red Imported Fire Ant (RIFA) Program.
- **2006** — The Bio-Control Facility was completed, reflecting the District's commitment to research, and applying the latest integrated methods to control mosquitoes.
- **2014** — The District completed a laboratory upgrade and expansion project, which allowed District biologists to carry out virus testing of mosquitoes on site. Now, technicians can respond more quickly to the detection of mosquito virus activity, such as West Nile or St. Louis encephalitis.
- **2016** — *Aedes aegypti* was detected in the Coachella Valley. This invasive mosquito species is not native to the area and has the potential to transmit deadly viruses. The District has responded with intensive new control methods.

Today — The District has 68 full-time employees that use established policies to operate responsibly – socially, environmentally, and fiscally. This is accomplished through an Integrated Vector Management program that includes Surveillance, Control, and Public Outreach and Education. The District's mission is to keep Coachella Valley residents and visitors safe from vector-borne diseases with a dedicated and professional staff, fiscal security, and administrative guidance from the Board of Trustees.

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

Strategic Framework

The District built the Strategic Business Plan from a series of logical and integrated components, described below.

Mission. The mission statement explains why the organization exists. It articulates the organization's essential work in a brief sentence or two.

Vision. The vision articulates what the organization will become at a given time in the future. It is the strategic target that, when achieved, fulfills the organization's mission. As such, it is at the heart of the strategic planning process.

Values. Values provide guidance when an organization is faced with challenging decisions that require trade-offs, help govern attitudes and behaviors, and generally remain constant over time. The Board sets values.

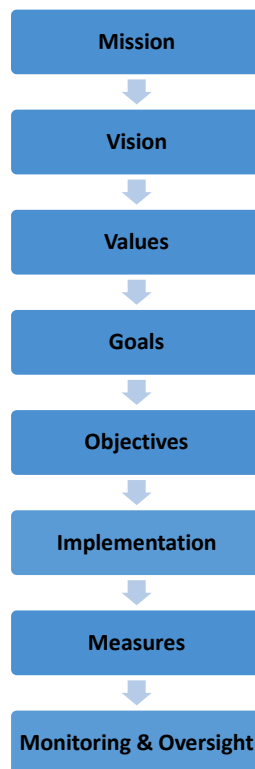
Goals. Goals describe broad, primary management, operations, and planning areas that need to be addressed to accomplish the mission. Goals are not connected to timelines.

Objectives. Objectives are specific directions established by the Board, which expand upon and refine the goals. There may be multiple objectives for each goal. Objectives are related to goals but more specific, measurable, attainable, and have a time frame.

Work Plan. The Work Plan contains actions required to accomplish the mission, goals, and objectives. The actions in the plan are assigned to members of the Leadership Team and have timelines. There may be multiple tasks for each objective.

Measures. Staff will develop measures to provide insights into progress in achieving the objectives. Progress will be tracked, analyzed, used to adjust the course where appropriate, and reported to the Board.

Monitoring/Oversight. Actions developed that will be taken by the Board, Leadership Team, and Staff to ensure that the plan is implemented and updated over time.



Mission

We are dedicated to enhancing the quality of life for our community by providing effective and environmentally sound vector control and vector-borne disease prevention programs.

Vision

To progress towards a future free of vector-borne disease using proven scientific, technical, and educational strategies, which are financially and environmentally sound.

Values

In our actions and decisions, we prioritize:

- **Public Health** – protect the public from vectors and vector-borne diseases.
- **Financial Sustainability** – provide stability through the responsible use of public resources.
- **Ethics** – maintain high ethical standards.
- **Innovation** – develop programs and services based on research and supporting data.
- **Professionalism** – ensure work and services are performed professionally, safely, and to a high standard.
- **Environmental Stewardship** – carry out work in an environmentally conscientious manner.
- **Communication** – inspire public trust and action through proactive and transparent communication.
- **Collaboration** – work with individuals, communities, and institutions to further our mission.

Formatted: Font: Not Italic

Priorities

The narrative below summarizes this plan's priorities. This summary is provided to help the reader to better understand the goals, objectives, and work plan items on the following pages.

The single highest priority in this plan is to respond effectively to the growing problems caused by *Aedes aegypti* mosquitoes. From a public health perspective, there were very few West Nile Virus infections in the District's service area and no deaths last year. However, **invasive *Aedes* mosquitoes** are biting more during the daytime and that is becoming a growing nuisance felt by residents and visitors.

Formatted: Highlight

Formatted: Font: Italic, Highlight

Formatted: Font: Italic

There are three major initiatives associated with this issue:

- **Research, development, and implementation of the Sterile Mosquito Program (Work Plan 1.1.1). This will require substantial staff commitment over the next three years through applied in-house research to determine how this technique can work in the desert.**
- **Research, development, and implementation of the Sterile Mosquito Program (Work Plan 1.1.1). This will require substantial staff commitment over the next three years through applied in-house research to determine how this technique can work in the desert.**

1.

Formatted: List Paragraph, TINY CLIENT TYPE, Tiny.Client.List, Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Indent at: 0.5"

- Measuring performance, setting service levels, and resource needs (Objectives 1.2). As the overall challenges faced by the District grow over time, the workload and cost of services could potentially expand significantly in the coming years. In light of this, the District will identify various service levels and performance **indicators related to mosquito surveillance, control, public education**, and the corresponding resources needed to achieve them. The District will then systematically work on becoming more efficient at achieving the selected service levels. **If staff find that the desired service levels are not being reached, then staff will determine if this is due to a need for more resources, change of procedure or policy and then implement those needed changes to reach the desired service level outcomes.**

Formatted: Font: (Default) Open Sans, 11 pt, Highlight

Formatted: Font: (Default) Open Sans, 11 pt

Formatted: Font: (Default) Open Sans, 11 pt, Highlight

Formatted: Font: (Default) Open Sans, 11 pt

2.

- 3. **Engage District residents and local agencies (Objective 3.1- 3.3).** District staff cannot remove standing water and treat every property in the service area. To be successful, the District will need to implement an integrated vector management program that engages property owners and residents in preventing mosquitoes on their properties.

The second overall priority in this plan is to reinforce and reinvigorate the strong team culture (Objective 2.1-2.4). Ongoing high performance depends on maintaining a high-performing team with effective teamwork and communication. The District has a well-developed culture of having a motivated, high-performing, collaborative team. However, remote work and the stresses of COVID have diminished that sense of teamwork. It is critical for the District to reinforce and fully reinvigorate its team culture.

Goals, Objectives, and Work Plan

The following pages contain goals and objectives for the next three years. Staff developed a work plan to fulfill these Board-level goals and objectives.

Key Areas of Change. This strategic business plan focuses only on key areas where there is a change or a desire for additional clarity of direction. Numerous existing and ongoing initiatives, programs, and actions are not incorporated into this Plan.

The goals and objectives are presented on the following pages. They, along with the mission, vision, and values, represent the core strategic direction provided in this plan.

Note on Timing. Work plan elements marked 'annually' or 'ongoing' will be reported at least once each year in February when the General Manager provides a report on the progress of the [strategic business plan](#) along with the District's Annual Report.

Goal 1. PROGRAMS: Cost-Effective, Environmentally Sound Programs.

Relevant Values: public health, financial stability, innovation, professionalism, environmental stewardship, collaboration, communication.

Strategic Challenge. The District has many mature and well-developed programs and is considered a leader in California vector control. However, the District does not generally utilize key performance measures and service levels that can be quantitatively tracked for progress and cost-effectiveness. Given the magnitude of the District's challenges, it would be helpful to better identify where it would be most beneficial to put its resources, have clear service level targets to aim for, etc. From the public's perspective, the growth in the invasive *Aedes aegypti* mosquito population has become a lifestyle issue due to the amount of daytime biting of residents and visitors in urban areas of the Valley

Strategic response. Begin to systematically build performance assessments into key programs. The District's single biggest and most costly challenge in this plan is to evaluate and implement the Sterile Mosquito program.

Therefore, we will establish service level goals and performance measures for key programs and use these to calibrate service levels and either maintain and/or identify the necessary resource needs or policies to improve our program performance over time.

Formatted: Highlight

The objectives and work plan projects (WP) below must be consistently carried out to achieve the goal above.

OBJECTIVE 1.1 Explore long-term solutions to the health and nuisance impacts of *Aedes aegypti* mosquitoes.

WP 1.1.1 Create a needs assessment and commission a feasibility study for establishing a sterile mosquito program. (Lab Manager, 2023)

OBJECTIVE 1.2 Ensure program service levels, efficacy, and cost-effectiveness is maintained or improved over time based on performance measurements and evaluations.

WP 1.2.1 For each Integrated Vector Management Program Service (Surveillance, Control, Public Outreach/Education), All Departments will establish baseline metrics of departmental work that meets that essential service and use these metrics to either maintain or increase the efficiency of those services. (GM, Managers 2024, Annually)

OBJECTIVE 1.3 Prepare the District to recover quickly from an emergency.

WP 1.3.1 Carry out tabletop exercises on emergency response and disaster recovery scenarios. (Operations Manager, 2022, Annually)

Goal 2. GOVERNANCE AND HR: A Strong Culture Supports the Board and Staff Team That Grows in Skill, Teamwork, and Experience.

Relevant Values: public health, financial stability, ethics, innovation, professionalism, environmental stewardship, collaboration, communication.

Strategic Challenge. Although the District has a strong, well-trained, and experienced staff and management team, the single-highest ranked area of emphasis identified in the workshop was *succession planning and staff development* to preserve and enhance institutional knowledge and capabilities. The District has developed a deeply ingrained culture of collaboration, internal development of staff, and good communication within and between most levels of the organization from the Board to the field. However, remote work and the stresses of COVID have diminished that sense of teamwork. Looking to the future, changes from COVID may impact employee expectations and workplace practices even more.

Strategic response. The highest HR priority in this plan is re-establish the strong team and internal communication that diminished during COVID. The second priority is to **enhance** succession planning and ensure backup of all critical positions. To achieve this, staff will undertake more detailed and robust identification of key people, skills, and institutional knowledge, develop written succession plans, and increased staff development and training. Finally, while many staff must work on-site to accomplish their jobs, there is a need for a long-term plan for remote work for some staff and even for the Board.

Therefore, we will focus on reinvigorating our strong team culture, building more robust succession and staff development, and adapting workplace practices over time.

The objectives and work plan projects (WP) below must be consistently carried out to achieve the goal above.

OBJECTIVE 2.1	Create a staff culture and a safe working environment to promote effective communication, collaboration, creativity, and employee satisfaction.
----------------------	--

WP. 2.1.1	Develop and implement routine surveys to evaluate workplace culture and employee satisfaction to result in policies/initiatives that maintain and support a safe, healthy, and positive workplace. (HR Manager, 2022, Annually)
------------------	---

OBJECTIVE 2.2	Identify Key staff duties and have a trained backup person(s).
----------------------	---

WP 2.2.1	Identify essential job duties, develop written or visual training protocols, and cross-train at least one staff member to carry out those essential duties. (HR Manager, 2024, Annually)
-----------------	---

OBJECTIVE 2.3	Provide opportunities for employees looking to grow into promotions.
----------------------	---

WP 2.3.1	Provide career planning and training for employees looking to support their professional and career development. (HR Manager, 2023)
-----------------	---

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

WP 2.4.1	Revise the Trustee Manual and update the Trustee orientation process to develop a deeper understanding of District Policies and firsthand experience with the District's Integrated Vector Management Programs. (Clerk of the Board, 2023)
-----------------	--

GOAL 3. PUBLIC ENGAGEMENT: Engaged Customers and Stakeholders Help Improve Vector Control

Relevant Values: public health, ethics, innovation, professionalism, environmental stewardship, collaboration, communication.

Strategic Challenge. The District expanded its outreach and engagement work in recent years. While it is acknowledged that those who do know about the District or utilize its services tend to have strongly favorable views, most people know little to nothing about the District. Addressing the lack of knowledge about the District is important because it has become apparent that the District will never have enough staff to go into every backyard and needs the proactive help of residents to manage vectors on their properties.

Strategic Response. As new vectors such as *Aedes aegypti* establish themselves, there is a greater need for the approximately 500,000 full-time residents and 1.5 million winter visitors to engage and control vectors on their own properties by emptying fountains, and removing sources of standing water, etc. The District must find ways to improve public understanding and motivation to engage residents, civic leaders, and businesses in a way that results in deeper engagement with vector prevention through changed behaviors at home and at work. This will require new and improved engagement with homeowners, tenants, visitors, business owners, and those who maintain properties.

Therefore, we will develop new ways of engaging with residents, leaders, schools, property managers, and others and engage with them to take action on their own properties to control vectors.

The objectives and work plan projects (WP) below must be consistently carried out to achieve the goal above.

OBJECTIVE 3.1 Engage property owners and others to meet identified goals for managing vectors on their properties.

WP 3.1.1 Identify Homeowner Associations with significant mosquito breeding sources and create, implement, and monitor HOA-specific best management practices with property managers. (Operations Manager 2023, Annually)

OBJECTIVE 3.2 Influence public understanding and support of the District programs and vector control methods to make possible implementation of those programs when needed.

WP 3.2.1 Implement targeted public outreach campaigns based on the District's 2021 market research survey and evaluate success pre and post campaigns. (PIO, 2022, Annually)

OBJECTIVE 3.3 Connect with key community, business, agency, and legislative leaders to maintain, and improve understanding and support of the District and its programs.

WP 3.3.1 Initiate a program that routinely connects with key community **leaders, and agencies**, updating them on current District and community vector-related issues, and when applicable, work together to resolve those issues. (GM 2023),

Formatted: Highlight

Formatted: Font: (Default) Open Sans, Highlight

Formatted: Font: (Default) Open Sans

Annually)

Goal 4. FACILITIES, EQUIPMENT AND TECHNOLOGY: Reliable, Cost-Effective Facilities, Equipment, and Technology That Meet Evolving Needs

Relevant Values: public health, financial stability, innovation, professionalism, environmental stewardship, and collaboration.

Strategic Challenge. The challenges associated with facilities, equipment, and technology, can be generalized under the term future-proofing. For example, current facilities may not meet staff needs post-COVID, are not designed to support a future electrified fleet, and there is not currently enough space for the upcoming sterile mosquito program. In addition, the District is responsible for the contaminated Thermal property that currently is a long-term financial and environmental liability to the District.

The District's mapping and database technologies are well established and adding capabilities over time. However, there is substantially more opportunity to productively integrate technology into the day-to-day workflow of the District. Cybersecurity challenges remain an ongoing threat. In technology, the District currently depends on a single software developer, and various IT and communications systems lack redundancy.

Strategic Response. The District will develop a new facility master plan based on all its long-term staffing needs. In addition, the District will develop succession, backup, and redundancy for key technology systems. Finally, the continued effort to more deeply integrate technology into day-to-day workflows will continue.

Therefore, we will prepare our facilities, equipment, and technology to meet evolving needs and develop and implement plans for succession, backup, and redundancy.

The objectives and work plan projects (WP) below must be consistently carried out to achieve the goal above.

OBJECTIVE 4.1 Facilities meet the identified long-term needs and strategic goals of the District

WP 4.1.1 Create a long-range plan for the District to support current & future staffing and programs, including a long-term plan for remote work, office space, equipment, and the Thermal property. (Admin Finance Manager, 2023)

OBJECTIVE 4.2 Key IT Programs and Services can be restored quickly.

WP 4.2.1 Develop an IT Emergency plan for District IT services. (IT Manager, 2023)

OBJECTIVE 4.3 Increase the effectiveness of staff in measurable ways through the implementation and use of new tools, technology, and equipment.

WP 4.3.1 Evaluate Unmanned Aerial Vehicle (UAV) Surveillance and Control Applications in rural areas of the Coachella Valley. Create a needs assessment and plans for additional resources to expand the UAV program by FY 2024-25. (Operations Manager, January 2024) Form an Inter-departmental workgroup of various IT end-users that identifies District IT needs to optimize Department services and

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

[workflows. \(IT Manager, 2022\)](#)

WP 4.3.2 [Form an Inter-departmental workgroup of various IT end-users that identifies District IT needs to optimize Department services and workflows. \(IT Manager, 2022\)](#) **Add language about Drones here**

Goal 5. RESEARCH Leads to Ongoing Improvements in the District's Performance

Relevant Values: public health, financial stability, innovation, professionalism, environmental stewardship, collaboration, and communication.

Strategic Challenge. It has long been understood that new and emerging vectors and vector-borne diseases, increased resistance by mosquitoes to current pesticides, growth in public antipathy toward the use of pesticides, and increasing regulations all pose challenges that require research into new vector control techniques, technologies, and approaches. A growing **social science** challenge has also become increasingly evident — how to get residents, visitors, and businesses to understand the importance of their role in vector control and to engage in managing the problem on their properties.

Strategic response. The District will continue to evaluate and update its research agenda and begin to explore new areas of **social science** research regarding how to more effectively engage residents, leaders, and businesses in changing their habits and helping control vectors on their properties.

Therefore, we will research and develop proactive responses to new vectors and vector-borne diseases, changing regulations, legislation, and public perception around vector control strategies.

The objectives and work plan projects (WP) below must be consistently carried out in the future to achieve the goal above.

OBJECTIVE 5.1	Support social science research projects that evaluate and improve public engagement.
WP 5.1.1	Engage with social science researchers to carry out applied research projects that will increase the District's engagement with residents, visitors, and businesses. (PIO, Annually)
OBJECTIVE 5.2	Validate and improve Vector control programs through applied scientific research.
WP 5.2.1	Maintain the District's current applied research program and implement new strategies based on the outcomes of funded and internal research projects. (Lab Manager, Annually)

GOAL 6. FINANCE: Sustained and Transparent Finances That Meet District Revenue Needs

Relevant Values: public health, financial stability, ethics, professionalism, environmental stewardship, collaboration, and communication.

Strategic Challenge. The District has strong fiscal management, transparent reporting, adequate revenue, and reserves. Of course, there are many future unknowns that could impact finances: the current high inflation rate could last, new vectors and diseases could increase costs, current pesticides and control methods may have to be replaced as vectors develop resistance, regulations could increase, and public acceptance of the District's control methods could decrease.

Strategic response. In response, the District will continue to maintain its current strong fiscal management, controls, and reporting. In addition, it will extend its financial planning horizon to ensure long-term stability, financial security, and taxpayer value.

Therefore, it is critical to extending the district's financial planning horizon.

The objectives and work plan projects (WP) below must be consistently carried out to achieve the goal above.

OBJECTIVE 6.1 Ensure adequate revenues, cost-control, affordability, and overall strong finances without rate shocks or major surprises by maintaining strong financial plans and acting on sound financial decisions.

WP 6.1.1 Create a long-term ~~(10-year)~~ financial plan that provides the information needed to make sound financial decisions ensuring adequate revenues, cost-control, affordability, and overall strong finances without rate shocks or major surprises. (Admin Finance Manager / GM, 2024)

Monitoring and Oversight

Below are the actions that will be taken by the Board, Leadership Team, and Staff to ensure that the plan is implemented and updated over time.

Communicate and Lead

The General Manager and Leadership Team will meet with all employees to review the Strategic Business Plan and Work plan projects and make sure everyone understands their responsibility within the Plans.

Report progress on objectives and the work plan projects at least annually to the entire staff.

Publish the Mission, Vision, Values, Goals, and Objectives on the web, posters, and handouts and display them in visible locations.

Incorporate the Mission, Vision, Values, Goals, and Objectives into the employee handbook and orientation and training materials for employees and the Board of Trustees.

The Management and Supervisory Team will actively implement the Work Plan projects.

Evaluate

General Manager and Management Team performance is evaluated based in part on their implementation of the Work Plan projects to reach objectives.

Resource Allocation and Oversight Reflect Goals and Objectives.

Staff will reference Strategic Business Plan items on Board meeting agendas as appropriate.

Align the budget to the SBP goals, objectives, and work plan projects

Align Board oversight and monitoring to reflect all aspects of the SBP.

Board and Board Committees will consider the SBP when they deliberate

The Board, with staff support, will review and update if necessary the Strategic Business Plan annually.

Monitor for Progress on Environmental Sustainability

The District considers the impact of all its key decisions on sustainability and the environment. The District takes a holistic approach to decision-making and considers costs, its customer service focus, and how various decisions fulfill the mission, vision, values, goals, and objectives. Throughout this Strategic Business Plan, the Board, and staff incorporated objectives that will improve environmental sustainability; related work plan actions were identified for each objective. To ensure our commitment to environmental sustainability is realized, progress on these objectives and work plan actions will be monitored as projects are implemented and during the annual Strategic Business Plan review.

Update the Plan

Formal Review and update of the goals and objectives every three years or as needed.

Single-Page View of the Core Elements of the Strategic Plan

MISSION	We are dedicated to enhancing the quality of life for our community by providing effective and environmentally sound vector control and vector-borne disease prevention programs.						
VISION	To progress towards a future free of vector-borne disease using proven scientific, technical, and educational strategies, which are financially and environmentally sound.						
VALUES	Public Health	Financial Stability	Ethics	Innovation	Professionalism	Environmental Stewardship	Communication Collaboration
GOALS	1. Cost-effective, Environmentally Sound Programs	2. Strong culture supports the Board and Staff Team that grows in skill, teamwork, and experience	3. Engaged Customers and Stakeholders Help Improve Vector Control	4. Reliable, Cost-Effective Facilities, Equipment, and Technology that Meet Evolving Needs	5. Research Leads to Ongoing Improvements in the District's Performance	6. Sustained and Transparent Finances that meet District Revenue Needs	
OBJECTIVES	<p>1.1 Explore long-term solutions to the health and nuisance impacts of Aedes aegypti mosquitoes.</p> <p>1.2 Ensure program service levels, efficacy, and cost-effectiveness is maintained or improved over time based on performance measurements and evaluations.</p> <p>1.3 Prepare the District to recover quickly from an emergency.</p>	<p>2.1 Create a staff culture and a safe working environment to promote effective communication, collaboration, creativity, and employee satisfaction.</p> <p>2.2 Identify Key staff duties and have a trained backup person(s).</p> <p>2.3 Provide opportunities for employees looking to grow into promotions by providing training and development plans.</p> <p>2.4 Establish conditions that ensure the Board of Trustees are engaged and productive and possess a deep understanding of the District.</p>	<p>3.1 Engage property owners and others to meet identified goals for managing vectors on their properties.</p> <p>3.2 Influence public understanding and support of the District programs and vector control methods to make possible implementation of those programs when needed.</p> <p>3.3 Connect with key community, business, and legislative leaders to maintain, and improve understanding and support of the District and its programs.</p>	<p>4.1 Facilities meet the identified long-term needs and strategic goals of the District</p> <p>4.2 Key IT Programs and Services can be restored quickly.</p> <p>4.3 Increase the effectiveness of staff in measurable ways through the implementation and use of new tools, technology, and equipment.</p>	<p>5.1 Support social science-research projects that evaluate and improve Public engagement.</p> <p>5.2 Validate and improve Vector control programs through applied scientific research.</p>	<p>6.1 Ensure adequate revenues, cost-control, affordability, and overall strong finances without rate shocks or major surprises by maintaining strong financial plans and acting on sound financial decisions.</p>	



Coachella Valley Mosquito & Vector Control District

BOARD OF DIRECTORS

Benjamin Guitron IV, President – City of Indio
 Clive Weightman, Vice-President – City of Indian Wells
 Dr. Douglas Kunz, Secretary – City of Palm Springs
 Doug Walker, Treasurer – City of Palm Desert
 Rita Lamb – City of Cathedral City
 Denise Delgado – City of Coachella
 Gary Gardner – City of Desert Hot Springs
 John Peña – City of La Quinta
 Isaiah Hagerman / Steve Downs – City of Rancho Mirage
 Bito Larson – County at Large
 Janell Percy – County at Large

DISTRICT MANAGEMENT STAFF

Jeremy Wittie, General Manager
 David l'Anson, Administrative Finance Manager
 Edward Prendez, Information Technology Manager
 Crystal Moreno, Human Resources Manager
 Jennifer Henke, Laboratory Manager
 Roberta (Bobbye) Dieckmann, Operations Manager
 Tammy Gordon, Public Information Officer

Prepared by:



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

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>June 14, 2022</p>
<p>Agenda Item: Old Business</p> <p>Appointment of ad hoc Land/Building Committee – Benjamin Guitron, President</p>		
<p>Background:</p> <p>District Facility Capital Replacement Funds have been earmarked for the coming fiscal year to renovate the Administration Building. The scope of the renovation project includes internal remodeling of the Administration office, converting existing office and storage space to open plan office, remodel of the Board room to a modern public meeting room, remodel of public restrooms, and painting of stucco.</p> <p>Staff requests to revitalize the ad hoc building committee comprising Trustees Walker, Gardner and President Guitron as the alternate. President Guitron is seeking additional Board members who have interest in working to help guide and review the scope of work on the Board Room renovation project.</p>		
<p>Staff Recommendation:</p> <p>To appoint an ad hoc Building Committee comprised of no more than three members and one alternate.</p>		



NEW BUSINESS



**Coachella Valley Mosquito and
Vector Control District**

June 14, 2022

Staff Report

Agenda Item: New Business

Discussion and/or approval of Resolution 2022-12 Adopting FY 2022-2023 Budget –
**Jeremy Wittie, M.S., General Manager, and David l’Anson, MPA, MBA/ACC.,
Administrative Finance Manager**

Budget Message

To the Board of Trustees and our District Constituents,

For over 90 years, the Coachella Valley Mosquito and Vector Control District (District) has protected Valley residents from insects that can transmit viruses and other disease-causing agents to humans (vectors). In 1928 the District was formed to control eye gnats and since then, our public health services have expanded to a comprehensive, science-based, Integrated Vector Management program defined by mosquito-borne disease surveillance, control, public education, and quality control.

The District’s mission is to enhance the quality of life for our community by providing effective and environmentally sound vector control and vector-borne disease prevention services. With our mission in mind, and using our Strategic Plan as a guide, District staff and the Board Finance Committee worked diligently to develop this Fiscal Year (FY) 2022-23 budget. This budget supports our dedicated staff, garners essential resources, and drives management decisions over the course of the year to ensure our mosquito and vector control services are met while working towards our vision of a Valley free of vector-borne diseases.

Budget Summary

The FY 2022-23 budget is split into Operating Expenses, Transfer to Capital, and Capital Expenditures. The total for FY 2022-23 is \$15.4 million.

	Budget 2021-22	Budget 2022-23	Budget Change	% Change
Operating Expenses	\$12,721,846	\$12,262,073	-\$459,773	-3.6%
Transfer to Capital	\$481,300	\$2,216,016	\$1,734,716	360.4%
Total Operating Budget	\$13,203,146	\$14,478,089	1,274,092	9.7%
Capital Expenditures	\$528,902	\$900,051	\$371,149	70.2%
Total Budget	\$13,732,048	\$15,378,140	\$1,646,092	12.0%

Operating Budget:

The FY 2022-23 Operating budget shows an increase of \$1.3 million, or 9.7 % in expenses and transfer to capital compared to the prior year. Increase transfers to capital include a \$1million contribution to Capital Reserves from the FY2021-22 budget surplus, a \$0.5million fund transfer to the Capital Project Sterile Mosquito Insectary Fund Reserve, and transfer of \$0.3 million to Capital Facility Replacement Fund, and \$0.2million to Capital Equipment Replacement Fund. The organizational split of the Fiscal Year 2022-23 Operating Expenses, of \$14,478,089, are shown in the pie chart below:

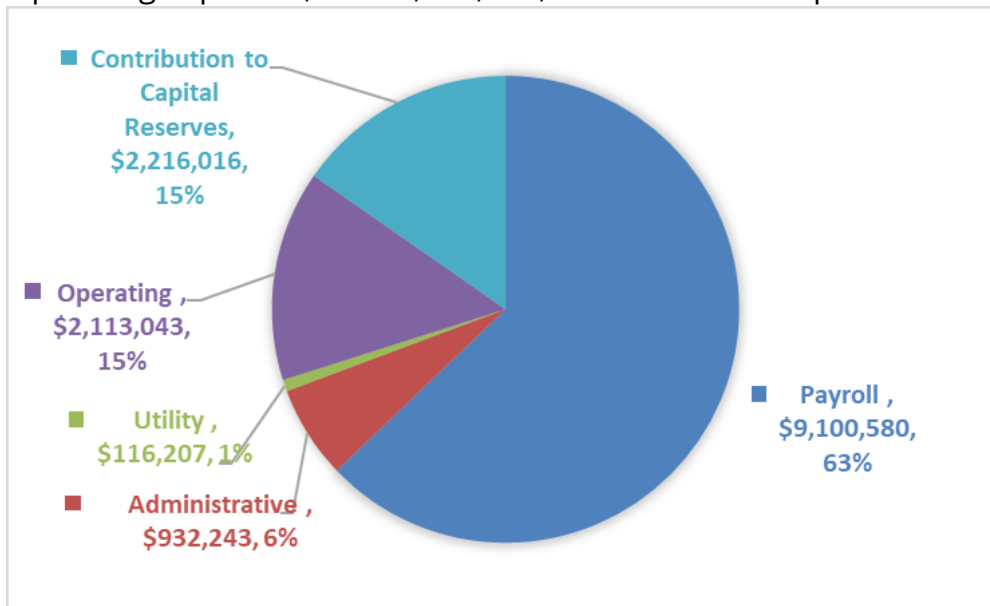


Figure 1 FY2022-23 Operating Budget Profile

Payroll expenses account for 63% of the total budget. For FY 2022-23 budget, the District full-time equivalent (FTE) staff is 70.8, an increase of 1.8 FTE. The total payroll budget compared with prior years is reduced by 5% because of the prefunding of the CalPERS unfunded liability of \$1million. Changes to the organizational chart include two positions. First, an upward reclassification of the Public Information Officer to Public Information Manager. This is due to the growth and increase in complexity of the Public Outreach program and the need for higher-level planning and coordination of a managerial position. Secondly, an addition of an n Operations Program Coordinator to plan and facilitate the expanding Operation programs such as Area wide mosquito control,

Invasive Mosquito control, abatement, implementation of Best Management Plans with agencies and communities, and our expanding Drone surveillance and control program.

Operating expenses account for 15% of the total budget, has a slight increase of 0.7 %.

Administrative expenses account for 6% of the total budget, a decrease of 7.2 % over the prior year's budget due to a one-off professional fee related to the Strategic Plan.

Utility expenses account for 1% of the total budget and have an increase of 7.2% over the prior year's budget due to utility charges increasing.

Contributions to capital reserves account for 15% of the total budget. These expenses ensure the District is in a strong long-term financial position with regards to facility and equipment, preventative maintenance, and replacement as well as funding capital projects. This proactive planning and reserves ensure the continuity of services required to protect Valley residents and visitors from vectors and the pathogens they can transmit.

Capital Expenditure Budget:

The details of the Fiscal Year 2022-23 Capital expenditures of \$900,051, are shown in the pie chart below:

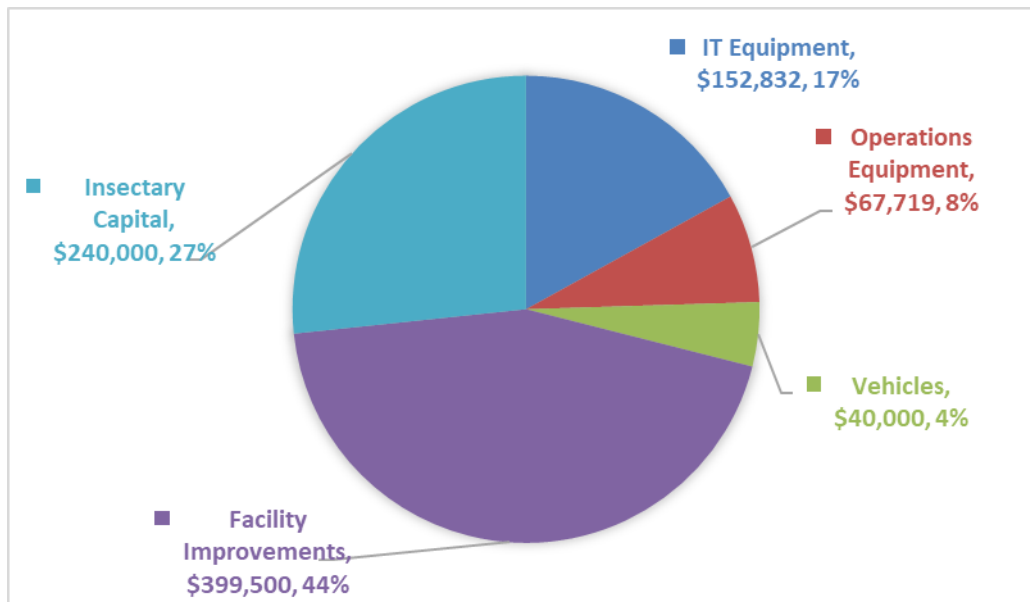


Figure 2 FY22-23 Capital Expenditure Profile

The planned expenditures on Capital improvement projects have increased by \$371,149 as compared with FY 2021-22 budget. Capital Improvements include \$220,551 for capital

equipment replacement, \$130,000 for a video surveillance archive system, replacement network server, laptops and tablets, a trailer for the drone, two replacement golf carts, and a generator for charging drone batteries in the field; \$439,500 for facility maintenance and improvements, including remodeling work in Administration, replacement of external doors in Administration, Operations and Laboratory and some HVAC mechanical maintenance; and \$240,000 for equipment and new insectary feasibility study used for Sterile Mosquito Technique. More information on the planned expenditures can be found in the capital budget section.

Overall Source of Funds

	Budget 2021-22	Budget 2022-23	Budget Change	% Change
Operating				
General Revenue	\$9,939,635	\$11,220,878	\$630,924	12.9%
Benefit Assessment	\$2,299,810	\$2,299,810	0	0%
Funding from/ (to) Reserves	\$1,011,303	(\$358,564)	(\$1,369,867)	-135.5%
Total Budget	\$13,250,748	\$13,162,124	(88,624)	-0.7%

General Revenue: ad-valorem property taxes, Thermal facility rental fees, reimbursement for mosquito sample virus testing for the County of Riverside Public Health, and investment interest income.

Benefit Assessment Revenue: remains at \$14.39 per single-family resident.

Full details of the Operating revenue sources are shown in the pie chart below.

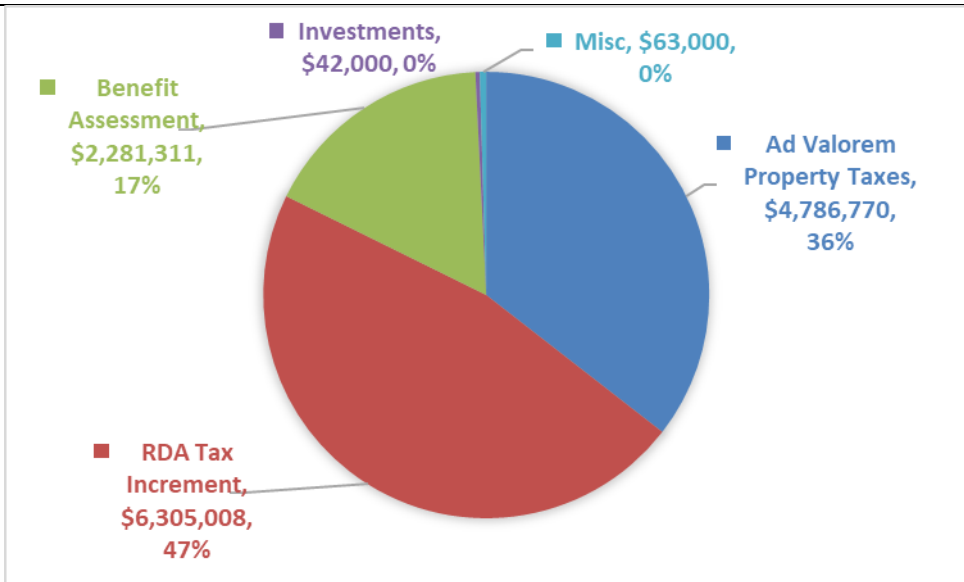


Figure 3 FY2022-23 Revenue

Funding from/ (to) Reserves for FY 2022-23 is forecast to be a transfer of \$358,564 to reserves. Tax Increment Revenue in FY 21-22 rose approximately 13% over the prior year actual because of changes to State residual amount calculations following the Chula Vista v Sandoval decision, and an increase in property valuations.

Short-term and long-term issues impacting the budget

Working Capital: The District maintains a minimum working capital Reserve for Operations equal to \$5,800,000. These funds are set-aside because the District receives most of its funding from property taxes and the benefit assessment collected by the County of Riverside. These funds do not reach the District until January, six months into the fiscal year. Figure 4 shows the estimated impact on monthly cash flow based on the budgeted revenue and expenses for FY 2022-23.

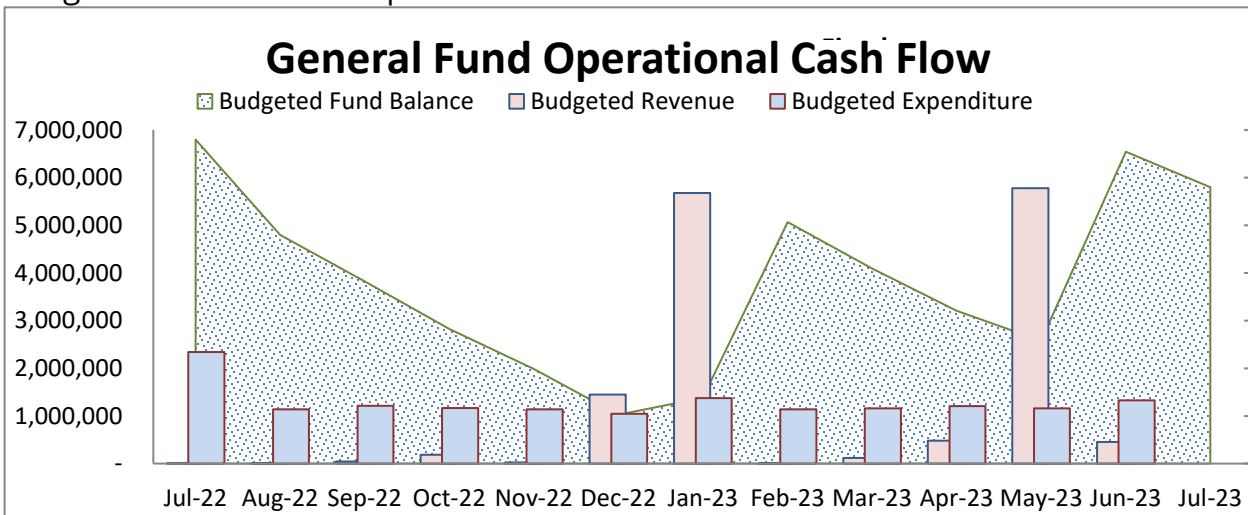


Figure 4 Working Capital

Historically, the point at which the revenue versus expense deficit is at its greatest is the end of November. Based on budget estimates for FY 2022-23, November year-to-date expenses will exceed year-to-date November revenue by almost \$5.7 million. Holding \$5.8 million set aside as working capital will fund this deficit. The deficit will then reduce following the first installment of property tax receipts in December.

Invasive Species: The yellow fever mosquito, *Aedes aegypti*, continues to t across the state of California. The breeding habits of this mosquito make it a challenge for mosquito control agencies State-wide both in its control and the threat of vectoring new mosquito viruses. Because of this mosquito, the District has increased its service by hiring additional staff to assist with invasive *Aedes aegypti* control and education to communities. Changing the behaviors of Valley residents and empowering residents through education to reduce mosquito breeding sites on their property and in their neighborhoods is a long-term solution to ridding this mosquito from our communities. Other strategies such as the sterile mosquito technique are currently being evaluated as potential long-term control measures over the next 2-3 years.

Emergency Reserve for Public Health Emergency: Viruses that our Valley mosquitoes do and can possibly transmit requires that the District set aside a reserve of funds to quickly respond to an outbreak of mosquito-borne disease. Science-based strategies to stop an outbreak, typically require wide-area control measures. These types of wide-scale operations, primarily conducted by air, can quickly deplete millions of dollars in reserves in a matter of weeks to control adult mosquitoes and interrupt disease transmission to humans. The Estimated cost of the response to public health vector-borne disease outbreak scenarios in the Coachella Valley is \$5,162,230. Beginning balance July 1, 2022, is estimated to be \$5,052,570 or 98% funded.

Facility and Operations Equipment: For funding of ongoing facility maintenance, operations equipment, and vehicle replacement, the District uses a third-party firm to carry out a reserve study analysis and annual update. Currently, the funding level for the facility and vehicle equipment replacement is around 70% funded which is a very solid financial position for these capital funds. Beginning balance on July 1 2022 is estimated to be \$3,302,214. Ending balance on June 30, 2023, is estimated to be \$3,845,723.

Capital Project SIT Insectary Construction Fund: For funding of capital project insectary. For FY 2022-23 fund transfer from General Fund of \$1,000,000.

CalPERS Pension and Other Post-Employment Benefit (OPEB) Liabilities: In FY 2021-22 Budget, to control the continual escalating pension costs to the District's CalPERS plan, a one-time lump sum payment of \$1,000,000 on top of the annual payment towards the

District's CalPERS unfunded liability was approved by the Board of Trustees. In addition, the District amortization period for the 2020 losses was shortened from 20 years to 5 years saving an estimated interest payment of \$569,896. For FY 2022-23 the annual unfunded accrued liability (UAL) payment was reduced from \$363,024 to \$190,024. By FY 2023-24 this payment is forecast to be zero.

The District provides healthcare through CalPERS PEHMCA offering retiree medical coverage pursuant to government code 22893. According to the latest actuarial valuation, the value of the accumulated liability for the fiscal year ending June 30, 2022, is \$4,808,726 (total OPEB liability). The District sets aside funds to cover retiree health liabilities in the California Employers Retiree Benefit Trust (CERBT) Fund, a qualifying trust, the Fiduciary Net Position of the District funds held in CERBT is \$4,721,479 leaving a Net OPEB Liability of \$87,247 with a funding ratio of 98 %. The District annually prefunds \$312,420 which is the last GASB 45 annual required contribution before GASB 75 took its place.

Conclusion

As our world changes and the risk of vector and the vector-borne disease continues to expand and create new challenges for public health, our District Staff and resources remain poised to proactively meet those challenges. This comprehensive budget reflects a unified and fiscally sound effort by the Board and staff to provide the necessary resources for the District's Integrated Vector Management Program aimed to prevent and reduce vector and vector-borne disease while enhancing the quality of life for all who live and visit the Coachella Valley.

I would like to give special thanks to the District's Finance Committee comprised of Board Treasurer Doug Walker, Trustee Bito Larson, and Trustee Clive Weightman for their dedication, guidance, and valuable contributions to the development of the budget document. I would also like to thank David l'Anson, District Administrative Finance Manager, for facilitating the six-month budget development process with our Finance Committee and the Management and Supervisory Team who thoughtfully worked through their departmental needs for the coming fiscal year. Once again it has been a rewarding collaborative process working with all those involved to deliver to you this year's balanced 2022-23 fiscal budget.

Respectfully submitted,

Jeremy Wittie, M.S.
General Manager

Staff Recommendation:

Approval of Resolution 2022-12, Adopting the CVMVCD FY 2022-12 Budget

Attachments:

- Resolution 2022-12
- FY 2022-23 Budget Summary
- FY 2022-23 General Operating Budget

Links

- DRAFT FY 2022-2023 Budget
- <https://www.cvmosquito.org/sites/g/files/vyhlf4551/f/pages/fy22-23budget6-10-22.pdf>

RESOLUTION NO. 2022-12

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR
CONTROL DISTRICT ADOPTING THE
FISCAL YEAR 2022-2023 BUDGET**

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

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

WHEREAS, California Health and Safety Code section 2070(a) provides that on or before August 1 of each year, the Board shall adopt a final budget, which shall conform to the accounting and budgeting procedures for special districts contained in Subchapter 3 (commencing with Section 1031.1) and Article 1 (commencing with Section 1121) of Subchapter 4 of Division 2 of Title 2 of the California Code of Regulations; and

WHEREAS, the Board reviewed the Fiscal Year 2022-2023 Budget for the District (“Fiscal Year 2022-2023 Budget”), attached hereto as Exhibit A and incorporated herein by this reference, and determined that said budget conforms to all applicable regulations;

WHEREAS, the Board desires to adopt the Fiscal Year 2022-2023 Budget.

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

Section 1. Recitals.

That the recitals set forth above are true and correct.

Section 2. Adoption of Budget.

The Board hereby adopts the Fiscal Year 2022-2023 Budget, which shall be made available for public inspection in the District Administration office.

Section 3. Transmit to County.

That pursuant to California Health and Safety Code Section 2070(b), the Board hereby directs the District Manager to cause a copy of the Fiscal Year 2022-2023 Budget to be transmitted to the Riverside County Auditor-Controller's Office.

Section 4. Severability.

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

Section 5. Repeal of Conflicting Provisions.

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

Section 6. Effective Date.

This Resolution shall take effect immediately upon its adoption.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

Section 7. Certification.

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

PASSED, ADOPTED, AND APPROVED, this 14th day of June 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Benjamin Guitron, President
Board of Trustees

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

EXHIBIT "A"

**COACHELLA VALLEY MOSQUITO AND
VECTOR CONTROL DISTRICT
FISCAL YEAR 2022-2023 BUDGET**

Major Assumptions

REVENUE ASSUMPTION

- The Benefit Assessment rate remains at \$14.39 per Single Family Equivalent with current estimate of total revenue being \$2,299,810.
- Property tax revenue to increase 5%
- Property tax increment revenue to increase 5%

EXPENDITURE ASSUMPTION

The District employs 67 full-time equivalents (FTE), increased with seasonal (part-time) staff beginning early summer 3.8 FTE, totaling 70.8 full-time equivalents (FTE). An increase of 1.8 FTE

- Cost of living adjustment 3 % for all employees.
- CalPERS Employer Rate decrease from 9.13% to 9.12% (Classic members).
- CalPERS unfunded accrued liability (UAL) reduced from \$363,024 to \$190,024

CAPITAL RESERVES FORECAST

The total beginning Capital Fund balance for July 1, 2022, is estimated to be \$15,399,667, the ending balance at June 30, 2023 estimated to be \$15,588,231. Capital planning for FY2022-23 includes establishing Capital Project Sterile Mosquito Insectary Fund Reserve, with a \$0.5million fund transfer from the General Fund (from the \$1million FY2021-22 budget surplus). Other transfers from the General Fund include \$0.3 million to Capital Facility Replacement Fund and \$0.2million to Capital Equipment Replacement Fund.

- **General Reserve** beginning balance \$11,939,817, \$0.5million transfer to Capital Project Sterile Mosquito Insectary Fund, \$0.3 million to Capital Facility Replacement Fund and \$0.2million to Capital Equipment Replacement Fund. Ending balance **\$10,939,817**.
- **Thermal Facility Remediation Fund Reserve** beginning balance \$129,139, fund transfer of \$39,655 and revenue of \$15,400. No budget expenses planned in this fiscal year. Ending balance **\$184,194**.

- **Capital Equipment Replacement Fund Reserve** beginning balance \$620,254, interest and fund transfer of \$288,842 minus planned equipment purchases of \$220,551. Ending balance **\$688,545**.

Year	Starting Reserve Balance	Fully Funded Balance	Percent Funded	Rating	Annual Reserve Contribution	Special Funding Needs	Surplus Sales	Interest Income	Projected Reserve Expenses
2023	\$620,254	\$675,790	92%	Strong	\$86,361	\$200,000		\$2,481	\$220,551
2024	\$688,545	\$769,074	90%	Strong	\$94,997			\$2,754	\$82,360
2025	\$703,936	\$712,609	99%	Strong	\$98,797			\$2,816	\$234,384
2026	\$571,164	\$712,107	80%	Strong	\$102,749			\$2,285	\$74,815
2027	\$601,383	\$734,896	82%	Strong	\$106,859			\$2,406	\$66,600
2028	\$644,047	\$893,316	72%	Strong	\$111,133			\$2,576	\$35,500
2029	\$722,256	\$872,573	83%	Strong	\$115,578			\$2,889	\$70,580
2030	\$770,144	\$929,234	83%	Strong	\$120,202			\$3,081	\$134,050
2031	\$759,376	\$933,857	81%	Strong	\$125,010			\$3,038	\$110,500
2032	\$776,923	\$1,019,226	76%	Strong	\$130,010			\$3,108	\$103,434

Figure 1 Capital Equipment Replacement Fund maintains strong funding

- **Capital Facility Replacement Fund Reserve** beginning balance \$2,681,960 interest and fund transfer of \$914,718 minus facility capital improvement expenses of \$439,500. Ending balance **\$3,157,178**.

Year	Starting Reserve Balance	Fully Funded Balance	Percent Funded	Rating	Annual Reserve Contribution	Special Funding Needs	Interest Income	Projected Reserve Expenses
2023	\$2,681,960	\$4,228,998	63.4%	Fair	\$590,000	\$300,000	\$24,718	\$439,500
2024	\$3,157,178	\$4,022,228	78.5%	Strong	\$613,600		\$31,572	\$799,670
2025	\$3,002,680	\$4,212,466	71.3%	Strong	\$638,144		\$30,027	\$222,261
2026	\$3,448,590	\$4,698,978	73.4%	Strong	\$663,670		\$34,486	\$969,401
2027	\$3,177,344	\$4,447,794	71.4%	Strong	\$690,217		\$31,773	\$773,236
2028	\$3,126,098	\$4,270,632	73.2%	Strong	\$717,825		\$31,261	\$689,565
2029	\$3,185,619	\$4,246,004	75.0%	Strong	\$746,538		\$31,856	\$390,485
2030	\$3,573,529	\$4,326,129	82.6%	Strong	\$776,400		\$35,735	\$376,864
2031	\$4,008,800	\$4,736,601	84.6%	Strong	\$807,456		\$40,088	\$1,480,265
2032	\$3,376,079	\$5,193,902	65.0%	Fair	\$839,754		\$33,761	\$175,381
2033	\$4,074,212	\$4,549,521	89.6%	Strong	\$873,344		\$40,742	\$715,649

Figure 2 Capital Facility Replacement Fund Reserve maintains strong funding

- **Capital Project Sterile Mosquito Insectary Fund Reserve** beginning balance \$0, \$1million fund transfer from General fund and Operating Budget minus feasibility study expenses of \$40,000 and capital equipment of \$200,000. Ending balance **\$760,000**.

<u>Capital Reserves Forecast</u>	Beginning Balance July 1, 2022	Budgeted Revenue	Contribution from / (to) Operations and from Other Capital Funds	Budgeted Expenditure	Ending Balance June 30, 2023
GENERAL FUND					
Committed Reserves: <i>Public Health Emergency</i>	5,052,570				5,052,570
Assigned Reserves: <i>Operations</i>	6,800,000	13,478,089	(2,216,016) ⁽¹⁾	(12,262,073)	5,800,000
<i>Future Healthcare Liabilities (Net OPEB Liability)</i>	87,247				87,247
<i>Unassigned</i>	0				
Total	11,939,817	13,478,089	(2,216,016)	(12,262,073)	10,939,817
THERMAL FACILITY REMEDIATION FUND RESERVE					
Assigned Reserves: <i>Thermal Facility Remediation Fund</i>	129,139	15,400	39,655 ⁽¹⁾	0	184,194
Total	129,139	15,400	39,655	0	184,194
CAPITAL EQUIPMENT REPLACEMENT FUND					
Assigned Reserves: <i>Equipment</i>	620,254	2,481	286,361 ⁽¹⁾	(220,551)	688,545
Total	620,254	2,481	86,361	(220,551)	488,545
CAPITAL FACILITY REPLACEMENT FUND					
Assigned Reserves: <i>Facility & Vehicle Replacement</i>	2,681,960	24,718	890,000 ⁽¹⁾	(439,500)	3,157,178
Total	2,681,960	24,718	890,000	(439,500)	3,157,178
CAPITAL PROJECT SIT INSECTARY CONSTRUCTION FUND					
Assigned Reserves: <i>Capital Project Sterile Mosquito Insectary Construction</i>	0	0	1,000,000 ⁽¹⁾	(240,000)	760,000
Total	0	0	1,000,000	(240,000)	760,000
Total Fund Balance	15,371,170	13,520,688	-	(13,162,124)	15,729,734
⁽¹⁾ Transfer to/from Operating Budget					

Figure 3 Five Year Forecast Below is 5-year forecast includes property tax revenue 5% increase 22-23, 4% 23-24 then 2% onwards, with Benefit Assessment staying at same level. All expenses 4% inflation.

	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget
	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2026-2027</u>
Beginning Fund Balance	11,968,314	10,968,314	10,968,314	10,968,314	10,913,096
Property Taxes Current	11,011,113	11,452,299	11,681,713	11,915,348	12,153,655
Property Taxes Prior	62,165	36,817	36,817	36,817	36,817
Interest Income	42,000	42,000	42,000	42,000	42,000
Miscellaneous Revenue	63,000	63,000	63,000	63,000	63,000
Benefit Assessment Income	2,299,810	2,299,810	2,299,810	2,299,810	2,299,810
Total	13,478,088	13,893,926	14,123,340	14,356,975	14,595,282
Payroll	9,100,580	9,275,653	9,671,710	10,068,603	10,482,344
Administrative	932,243	965,580	1,004,204	1,044,372	1,086,147
Utility	116,207	120,855	125,689	130,717	135,946
Operating	2,113,043	2,163,782	2,258,933	2,358,750	2,463,506
Contribution to Capital Reserve	2,216,016	1,368,054	1,062,804	809,751	841,708
Total	14,478,088	13,893,925	14,123,341	14,412,193	15,009,650
Revenue less expenses	(1,000,000)	0	(0)	(55,219)	(414,369)
Ending Fund Balance	10,968,314	10,968,314	10,968,314	10,913,096	10,498,727

OPERATING BUDGET REVENUE

The five-year forecast for revenue assumes that property taxes will rise 5% for Fiscal Year (FY) 2022-23 and 4% the following year, then 2%. The total operating revenue for FY 2022-23 is forecast to increase to \$13,478,088 which is 4.0% higher than the estimated actual for Fiscal Year Ending (FYE) June 30, 2022, of \$12,932,616.

REVENUE	AMENDED BUDGET 2021-2022	ESTIMATED ACTUAL 6/30/2022	% DIFFERENCE	PROPOSED BUDGET 2022 -2023	% DIFFERENCE
PROPERTY TAXES CURRENT	9,765,531	10,513,359	7.7%	11,011,113	5.0%
PROPERTY TAXES PRIOR	32,805	60,946	85.8%	62,165	2.0%
INTEREST INCOME	42,000	42,000	0.0%	42,000	0%
MISCELLANEOUS	63,000	35,000	-44.4%	63,000	44.4%
BENEFIT ASSESSMENT	2,299,810	2,281,311	-0.8%	2,299,810	0.0%
TOTAL	\$12,203,146	\$12,932,616	6.0%	\$13,478,089	4.0%

REVENUE ASSUMPTION

- Benefit Assessment rates per Single Family Equivalent (SFE) remains at \$14.39 per SFE estimated revenue \$2,299,810
- Property Tax Current to increase by 5% in line with Assessors Valuation.

Interest revenue stays at \$42,000. Miscellaneous revenue includes \$16,000 estimated CalCard rebate, \$35,000 for USDA refund for expenses, and \$12,000 for reimbursement for testing other mosquito & vector control districts' mosquito samples for WNV or SLE.

OPERATING BUDGET EXPENDITURE

Total Operating budget expenditure for FY2022-23 is forecast to be \$13,303,089 this is a 4% increase over the estimated actual for FYE June 30, 2022.

EXPENDITURE	ADOPTED BUDGET 2021-2022	ESTIMATED ACTUAL 6/30/2022	% DIFFERENCE	PROPOSED BUDGET 2022-2023	% DIFFERENCE
PAYROLL	9,567,740	9,567,740	0%	9,100,580	-5%
ADMINISTRATIVE	948,329	866,045	-9%	932,243	7%
UTILITY	107,824	114,824	7%	116,207	1%
OPERATING	2,097,953	1,797,698	-14%	2,113,043	15%
CONTRIBUTION TO CAPITAL RESERVES	481,300	481,300	0.0%	2,216,016	78%
TOTAL EXPENSES & TRANSFERS	\$13,203,146	\$12,827,607	-2.8%	\$14,478,089	11.4%

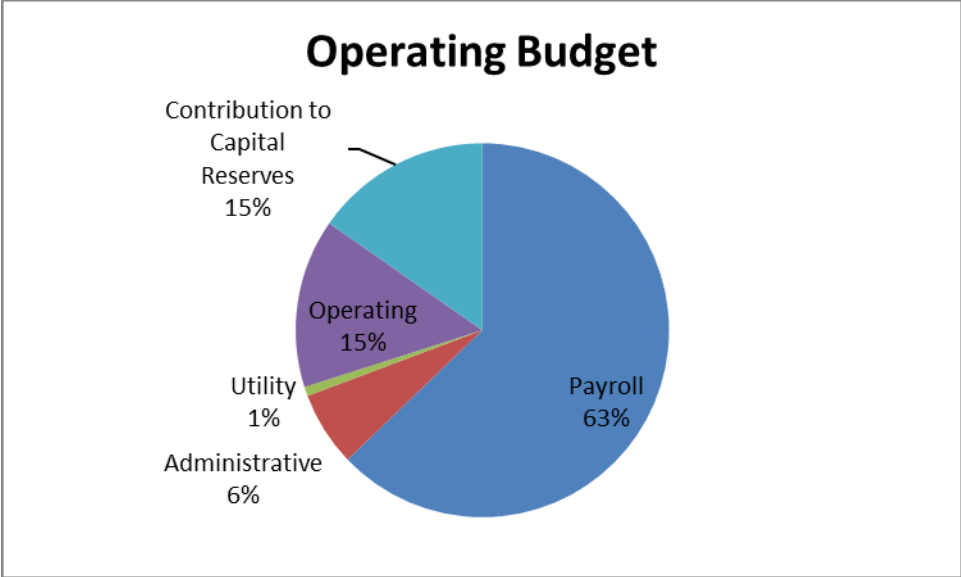


Figure 4 Operating Budget

Expenditures are broken down into Payroll, Administrative, Utility, Operating, and Contribution to Capital Reserves. Payroll costs, which account for 63% of the budget, are projected to decrease by 5% over the estimated actual for FYE June 30, 2022. The reason for the decrease is because of the prefunding of \$1million to CalPERS in prior year. Overall payroll (excluding the CalPERS prefunding) is increasing because of 5 positions recruited mid FY 21-22 are now budgeted for the full year, one additional position of Operations Program Coordinator is included, a COLA of 3 %, and employee step increases.

The 2022-23 Operating expenses are budgeted to be 15% more than the latest estimate for 2021-22. Administrative expenses are projected to increase by 7%, Utility increase by 1%, and Contribution to Capital Reserves to increase by 78% because of the funding for the construction of sterile mosquito insectary capital project. The Contribution to Capital Reserves includes \$1million transfer from General Fund which comes from the favorable surplus from FY 21-22 budget.

EXPENDITURE ASSUMPTIONS EXPENDITURE ASSUMPTION

Payroll

The District employs 67 full-time equivalents (FTE), increased with seasonal (part-time) staff beginning early summer 3.8 FTE, totaling 70.8 full-time equivalents (FTE). This is an increase of 1.8 FTE compared to prior year.

Full Time Equivalent Fiscal Year Comparison

Department	Adopted FY2021-22		Proposed FY2022-23	
	Full Time FTEs	Part Time FTEs	Full Time FTEs	Part Time FTEs
Administration	2.0	0.0	2.0	0.0
Finance	4.0	0.0	4.0	0.0
Human Resources	3.0	0.0	3.0	0.0
Information Systems	3.0	0.0	3.0	0.0
Public Outreach	4.5	0.0	5.0	0.0
Fleet Maintenance	2.0	0.0	2.0	0.0
Buildings & Grounds Maintenance	2.0	0.0	2.0	0.0
Surveillance & Quality Control	10.5	0.4	11.0	0.4
Control Operations	32.5	5.1	35.0	3.4
Total	63.5	5.5	69.0	3.8

- Cost of living adjustment 3 % for all employees.
- CalPERS Employer Rate decrease from 9.13% to 9.12 % (Classic members).
- CalPERS unfunded accrued liability (UAL) reduced from \$363,024 to \$190,024
- 5% increase to all Manager pay scale steps.

Surveillance and Quality Control Department (SVQC)

Fully Funded Existing Position- Laboratory Technician

- The addition of one full-time Laboratory Technician hired mid FY21-22, is now budgeted for full fiscal year. This will increase SVQC Department staffing by 0.5 FTE.

Operations Department

Fully Funded Existing Position – Vector Control Technicians

- Three Vector Control Technician I positions hired mid FY 21-22 is now budgeted for full fiscal year. This will increase Operations Department staffing by 1.5 FTE.

Position Added

Operations Program Coordinator. This will increase Operations Department staffing by 1.0 FTE.

Public Outreach Department

Fully Funded Existing Position – Community Liaison

- Community Liaison position positions hired mid FY 21-22 is now budgeted for full fiscal year. This will increase Public Outreach Department staff by 0.5 FTE.

Upward Reclassification

- Current PIO will be reclassified to Public Information Manager. PIO position will not be budgeted for FY 22-23.

Administrative Expenses

- Workers' compensation insurance dues are increased to \$281,753 from \$256,139. Retrospective adjustment is estimated to be \$75,000. The retrospective adjustment for FY2021-22 was \$143,962, which reduced the workers compensation expenses for the year to \$112,177.

Utility Expenses

- Expenses are forecast to increase slightly over the estimated actual for June 30, 2021.

Operating Expenses

- Motor fuel is increased from FY2021-22 budget to \$130,300.
- Contingency Expense of \$110,000. This amount is less than 10 % of the Operating Expenses minus the Research Budget. This expense is built into the budget in case there is a need to buy more equipment, chemicals, or aerial services.

CAPITAL BUDGET – SUMMARY

The **Thermal Facility Remediation Fund Reserve** includes rental revenue of \$15,000 and a fund transfer from the General Fund of \$39,655.

Figure 5 Thermal Facility Remediation Fund Reserve Capital Budget

Coachella Valley Mosquito and Vector Control District THERMAL FACILITY REMEDIATION FUND RESERVE				
	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	<u>129,139</u>	<u>63,688</u>	<u>75,239</u>	<u>9,109</u>
REVENUE				
Misc Revenue				25,570
Income from Lease	15,000	15,000	15,000	17,295
Interest	400	400	400	(77)
Transfer From General Operating Fund	<u>39,655</u>	<u>38,500</u>	<u>38,500</u>	<u>35,000</u>
TOTAL REVENUE	55,055	53,900	53,900	77,787
EXPENSES				
Professional Fees				
Maintenance	-	-		11,656
Capital				
TOTAL EXPENSES	-	-	-	11,656
Total Revenue Less Expense	<u><u>55,055</u></u>	<u><u>53,900</u></u>	<u><u>53,900</u></u>	<u><u>66,131</u></u>
Ending Fund Balance	<u><u>184,194</u></u>	<u><u>117,588</u></u>	<u><u>129,139</u></u>	<u><u>75,239</u></u>

Capital Equipment Replacement Fund Reserve Budget expenses total \$220,551. This is funded from an annual transfer of \$86,361 based on the funding schedule shown in the Capital Equipment Replacement Fund Reserve Budget plus \$200,000 from the FY21-22 budget surplus.

Figure 6 Capital Equipment Replacement Fund Reserve Budget

Coachella Valley Mosquito and Vector Control District CAPITAL EQUIPMENT REPLACEMENT FUND RESERVE BUDGET				
	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	<u>620,254</u>	<u>726,018</u>	<u>732,971</u>	<u>1,249,929</u>
REVENUE				
Transfer from General Fund				
Interest	2,481	2,904	2,904	
Sale of Assets	-	-		
Transfers From Operating Budget	<u>286,361</u>	<u>47,506</u>	<u>47,506</u>	<u>43,187</u>
TOTAL REVENUE	288,842	50,410	50,410	43,187
EXPENSES				
8415 Capital Outlay - IT	152,832	161,452	145,390	46,760
8415 Capital Outlay - Fleet Equipment				
8415 Capital Outlay - Facilities		14,450	11,237	-
8415 Capital Outlay - Operations	67,719	-		72,639
8415 Capital Outlay - Lab Equipment		6,500	6,500	-
8900 Transfer funds to Fund 14				<u>444,706</u>
TOTAL EXPENSES	220,551	182,402	163,126	564,105
Total Revenue Less Expense	<u><u>68,291</u></u>	<u><u>(131,992)</u></u>	<u><u>572,339</u></u>	<u><u>(520,918)</u></u>
Ending Fund Balance	<u>688,545</u>	<u>594,026</u>	<u>620,254</u>	<u>729,012</u>

FY2022-23 Capital Facility Replacement Fund Reserve Budget includes capital expenses for areas, General Common Area, Building Interiors, Building Exteriors, and Mechanical totaling \$439,500. This is funded from transfer of \$590,000 based on the funding schedule shown in the Capital Replacement Fund Reserve Budget plus \$300,000 from the FY21-22 budget surplus.

Figure 7 - Capital Facility Replacement Fund Reserve Budget

Coachella Valley Mosquito and Vector Control District CAPITAL FACILITY REPLACEMENT FUND RESERVE BUDGET				
	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	<u>2,681,960</u>	<u>2,659,312</u>	<u>2,649,434</u>	<u>1,935,038</u>
REVENUE				
Transfer from Vehicle Fund	-	-		
Interest	24,718	18,395	19,312	
Transfers From Operating Budget	890,000	395,294	395,294	840,000
Sale of Assets			-	
TOTAL REVENUE	914,718	413,689	414,606	840,000
CAPITAL EXPENSES				
General Common Area	40,000	50,000		
Building Interiors	161,500	200,000	203,462	
Building Exteriors	120,000	48,000	84,715	
Mechanical	78,000	48,500	93,903	17,519
Fleet	40,000	-		108,086
TOTAL EXPENSES	439,500	346,500	382,080	125,605
Total Revenue Less Expense	<u>475,218</u>	<u>67,189</u>	<u>32,526</u>	<u>714,395</u>
Ending Fund Balance	<u>3,157,178</u>	<u>2,726,501</u>	<u>2,681,960</u>	<u>2,649,434</u>

FY2022-23 Capital Project Sterile Mosquito Insectary Fund Reserve Budget includes \$240,000 budget for equipment and feasibility study for laboratory expansion to add new insectary for the Sterile Insect Technique (SIT). This is funded from a transfer of \$500,000 from the Operating Budget and a one-off fund transfer from the General Fund of \$500,000 from the FY21-22 budget surplus.

Figure 8 Capital Project Fund

Coachella Valley Mosquito and Vector Control District CAPITAL PROJECT FUND BUDGET				
	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	-			
REVENUE				
Transfer from General Fund	500,000			
Interest				
Transfers From Operating Budget	500,000			
Sale of Assets				
TOTAL REVENUE	1,000,000			
CAPITAL EXPENSES				
Professional Services	40,000			
Capital Expenditure	200,000			
TOTAL EXPENSES	240,000			
Total Revenue Less Expense	760,000			
Ending Fund Balance	760,000			

**Coachella Valley Mosquito and Vector Control District
GENERAL OPERATING BUDGET**

	Preliminary Budget 2022-2023	Amended Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Spendable Fund Balance	11,939,817	11,122,022	11,834,807	12,482,535
REVENUES				
Property Taxes Current	11,011,113	9,765,531	10,513,359	10,149,733
Property Taxes Prior	62,165	32,805	60,946	27,942
Interest Income	42,000	42,000	42,000	(4,854)
Miscellaneous Revenue	63,000	63,000	35,000	106,625
Benefit Assessment Income	2,299,810	2,299,810	2,281,311	2,282,794
TOTAL REVENUES	13,478,089	12,203,146	12,932,616	12,562,240
EXPENSES				
Payroll Expense				
5101 Payroll - Full Time	5,910,271	5,378,287	5,378,287	5,047,596
5102 Payroll - Seasonal	142,020	203,400	203,400	154,385
5103 Temporary Services	6,900	6,900	6,900	6,900
5105 Overtime Expenses	34,120	45,120	45,120	24,297
5150 CalPERS Employer Payment of Unfunded Liability	190,024	1,363,024	1,363,024	314,253
5150 CalPERS State Retirement Expense	562,832	510,096	510,096	469,116
5155 Social Security Expense	360,143	331,680	331,680	318,120
5165 Medicare Expense	84,227	77,570	77,570	77,707
5170 Cafeteria Plan Expense	1,263,700	1,136,828	1,136,828	1,116,117
5172 Retiree Healthcare	392,420	372,588	372,588	358,313
5180 Deferred Compensation	121,857	108,010	108,010	95,830
5195 Unemployment Insurance	32,065	34,235	34,235	35,773
Total Payroll Expense	9,100,580	9,567,740	9,567,740	8,018,407
Administrative Expense				
5250 Tuition Reimbursement	20,000	20,000	12,000	27,148
5300 Employee Incentive	15,500	15,500	11,000	6,104
5301 Employee Support	-	-		1,028
5302 Wellness	5,600	5,600	1,000	103
5305 Employee Assistance Program	4,000	3,200	3,800	3,830
6000 Property & Liability Insurance	213,570	176,406	210,308	169,455
Retrospective Adjustment	(20,000)	(20,000)	(22,043)	(18,097)
Sub Total	193,570			
6001 Workers' Compensation Insurance	281,753	256,607	256,139	233,914
Retrospective Adjustment	(75,000)	(75,000)	(143,962)	(74,750)
Sub Total	206,753			
6050 Dues & Memberships	36,754	35,176	34,000	38,554
State Certified Technician Fees	6,741	7,640	4,000	
6060 Public Outreach Materials	27,360	7,950	7,000	26,289
6065 Recruitment/Advertising	7,500	7,500	6,158	5,897
6070 Office Supplies	21,121	17,111	16,121	15,272
6075 Postage	5,750	5,750	1,100	1,356
6080 Computer & Network Systems	8,199	8,199	8,199	4,350
6085 Bank Service Charges	250	200	250	1,021
6090 Local Agency Formation Commission	2,400	2,400	2,243	2,164
6095 Professional Fees				
Finance	41,300	36,000	40,000	40,703
Information Systems	-	-		1,850
Administration	-	40,000	22,103	7,150
Public Outreach	3,800	71,000	59,796	2,170
Laboratory	-	45,000	30,000	

**Coachella Valley Mosquito and Vector Control District
GENERAL OPERATING BUDGET**

		Preliminary Budget	Amended Budget	Estimated Actual	Actual
		2022-2023	2021-2022	2021-2022	2020-2021
6100	Attorney Fees - General Counsel	68,000	68,000	70,000	72,986
6100	Attorney Fees - Labor Relations	-	-	-	-
6100	Attorney Fees - Personnel	-	-	-	902
6105	Legal Services - Abatement	1,000	1,000	-	-
6106	HR Risk Management	4,500	6,000	1,500	10,585
6110	Conference Expense				
	MVCAC Committee Assignments	13,400	11,000	6,933	-
	Annual Conference Expense	21,735	18,800	15,034	5,209
	Trustee Travel	19,200	14,600	3,000	-
6115	Trustee In-Lieu Expense	13,200	13,200	13,200	13,100
6120	Trustee Support Expense	7,600	7,600	1,200	682
6200	Meetings Expense	7,010	4,890	1,500	1,087
6210	Promotion & Education	28,000	5,000	5,000	23,108
6220	Public Outreach Advertising	56,000	46,000	46,000	29,196
6500	Benefit Assessment Expense	86,000	86,000	143,466	44,227
Total Administrative Expense		932,243	948,329	866,045	696,593
Utility Expense					
6400	Utilities	114,383	106,000	113,000	112,882
6410	Telecommunications	1,824	1,824	1,824	1,973
Total Utility Expense		116,207	107,824	114,824	114,855
Operating Expense					
7000	Uniform Expense	54,985	44,727	48,191	45,175
7050	Safety Expense	32,170	32,375	26,268	32,459
7100	Physician Fees	5,000	5,000	3,982	4,090
7150	IT Communications	56,500	56,860	50,456	64,430
7200	Maintenance Supplies	3,000	3,000	3,293	2,188
7300	Building & Grounds Maintenance	42,000	42,000	50,422	47,585
7310	Calibration & Certification of Equipment	6,170	6,170	6,170	12167
7350	Permits, Licenses & Fees	6,427	8,273	9,141	26,957
7360	Software Licensing	31,335	22,305	22,305	-
7400	Vehicle Maintenance & Repair	44,720	44,720	41,877	43,013
7420	Offsite Vehicle Maintenance & Repair	16,882	17,343	11,205	12,027
7450	Equipment Parts & Supplies	26,940	28,620	21,797	21,412
7500	Small Tools Expense	4,700	4,400	4,200	4,137
7550	Lab Operating Supplies	35,720	36,700	24,345	18,201
7570	Green Pool Surveillance	6,000	26,000	26,000	18,966
7575	Surveillance	72,510	60,360	63,360	52,502
7600	Staff Training				
	State Required CEU	1,300	1,674	2,155	148
	Professional Development	84,400	84,150	50,872	30,247
7650	Equipment Rentals	1,000	1,000	700	829
7675	Contract Services				
	Administration	12,000	7,500	9,342	11,527
	Information Systems	45,081	12,850	9,356	61,680
	Public Outreach	2,400	1,800	-	-
	Fleet	21,446	19,670	13,934	12,650
	Facilities	76,400	60,400	80,400	100,886
	Operations	5,500	5,500	2,317	1,908
	Abatement	2,000	2,000	-	-
7680	Cloud Computing Services	104,499	101,370	101,370	-

**Coachella Valley Mosquito and Vector Control District
GENERAL OPERATING BUDGET**

	Preliminary Budget	Amended Budget	Estimated Actual	Actual
	2022-2023	2021-2022	2021-2022	2020-2021
7700 Motor Fuel & Oils	130,300	80,000	105,000	74,217
7750 Ops Operating Supplies	14,600	14,600	9,358	
7800 Control	-	-		
Chemical Control	558,116	696,780	592,254	429,190
Physical Control	15,500	14,500	-	601
7850 Aerial Applications	-	-		
Rural	135,000	134,213	147,675	87,626
Urban	96,000	75,000	34,200	59,570
7860 Unmanned Aircraft Applications	40,000	40,000	30,000	
8415 Operating Equipment	62,442	46,343	45,753	22,960
*8510 <i>Research Projects</i>	150,000	182,093	150,000	87,173
9000 Contingency Expense	110,000	109,750	-	-
Total Operating Expense	2,113,043	2,130,046	1,797,698	1,398,688
TOTAL EXPENSES	12,262,073	12,753,939	12,346,307	10,228,543
Contribution to Capital Reserves				
8900 Thermal Remediation Reserve	39,655	38,500	38,500	38,500
8900 Capital Facility Replacement Reserve	890,000	395,294	395,294	395,294
8900 Capital Project - SIT Insectory	1,000,000			
8900 Capital Equipment Replacement Reserve	286,361	47,506	47,506	47,506
Total Contribution to Capital Reserves	2,216,016	481,300	481,300	481,300
TOTAL EXPENSES & TRANSFERS	14,478,089	13,235,239	12,827,607	10,709,843
Operating Revenue Less Expenses, Transfers & Continge	(1,000,000)	(1,032,093)	105,010	1,852,397
TOTAL GENERAL FUND EXPENSES	14,478,089	13,235,239	12,827,607	10,709,843
Ending Spendable Fund Balance	(1,000,000)	10,089,929	11,939,817	11,834,807

**Coachella Valley Mosquito and Vector Control District
THERMAL FACILITY REMEDIATION FUND RESERVE**

	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	<u>129,139</u>	<u>63,688</u>	<u>75,239</u>	<u>9,109</u>
REVENUE				
Misc Revenue				25,570
Income from Lease	15,000	15,000	15,000	17,295
Interest	400	400	400	(77)
Transfer From General Operating Fund	39,655	38,500	38,500	35,000
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL REVENUE	55,055	53,900	53,900	77,787
EXPENSES				
Professional Fees				
Maintenance	-	-		11,656
Capital				
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENSES	-	-	-	11,656
Total Revenue Less Expense	<hr/> 55,055 <hr/>	<hr/> 53,900 <hr/>	<hr/> 53,900 <hr/>	<hr/> 66,131 <hr/>
Ending Fund Balance	<u>184,194</u>	<u>117,588</u>	<u>129,139</u>	<u>75,239</u>

**Coachella Valley Mosquito and Vector Control District
CAPITAL EQUIPMENT REPLACEMENT FUND RESERVE BUDGET**

	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	620,254	726,018	732,971	1,249,929
REVENUE				
Transfer from General Fund				
Interest	2,481	2,904	2,904	
Sale of Assets	-	-		
Transfers From Operating Budget	286,361	47,506	47,506	43,187
TOTAL REVENUE	288,842	50,410	50,410	43,187
EXPENSES				
8415 Capital Outlay - IT	152,832	161,452	145,390	46,760
8415 Capital Outlay - Fleet Equipment				
8415 Capital Outlay - Facilities		14,450	11,237	-
8415 Capital Outlay - Operations	67,719	-		72,639
8415 Capital Outlay - Lab Equipment		6,500	6,500	-
8900 Transfer funds to Fund 14				444,706
TOTAL EXPENSES	220,551	182,402	163,126	564,105
Total Revenue Less Expense	68,291	(131,992)	572,339	(520,918)
Ending Fund Balance	688,545	594,026	620,254	729,012

**Coachella Valley Mosquito and Vector Control District
CAPITAL FACILITY REPLACEMENT FUND RESERVE BUDGET**

	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	<u>2,681,960</u>	<u>2,659,312</u>	<u>2,649,434</u>	<u>1,935,038</u>
REVENUE				
Transfer from Vehicle Fund	-	-		
Interest	24,718	18,395	19,312	
Transfers From Operating Budget	890,000	395,294	395,294	840,000
Sale of Assets			-	
TOTAL REVENUE	<u>914,718</u>	<u>413,689</u>	<u>414,606</u>	<u>840,000</u>
CAPITAL EXPENSES				
General Common Area	40,000	50,000		
Building Interiors	161,500	200,000	203,462	
Building Exteriors	120,000	48,000	84,715	
Mechanical	78,000	48,500	93,903	17,519
Fleet	40,000	-		108,086
TOTAL EXPENSES	<u>439,500</u>	<u>346,500</u>	<u>382,080</u>	<u>125,605</u>
Total Revenue Less Expense	<u><u>475,218</u></u>	<u><u>67,189</u></u>	<u><u>32,526</u></u>	<u><u>714,395</u></u>
Ending Fund Balance	<u>3,157,178</u>	<u>2,726,501</u>	<u>2,681,960</u>	<u>2,649,434</u>

**Coachella Valley Mosquito and Vector Control District
CAPITAL PROJECT FUND BUDGET**

	Proposed Budget 2022-2023	Adopted Budget 2021-2022	Estimated Actual 2021-2022	Actual 2020-2021
Beginning Fund Balance	<u>-</u>			
REVENUE				
Transfer from General Fund	500,000			
Interest				
Transfers From Operating Budget	500,000			
Sale of Assets				
	<hr/>			
TOTAL REVENUE	1,000,000			
CAPITAL EXPENSES				
Professional Services	40,000			
Capital Expenditure	200,000			
	<hr/>			
TOTAL EXPENSES	240,000			
	<hr/>			
Total Revenue Less Expense	760,000			
	<hr/> <hr/>			
Ending Fund Balance	<u>760,000</u>			



**Coachella Valley Mosquito and
Vector Control District**

June 14, 2022

Staff Report

Agenda Item: New Business

Discussion and/or approval of Resolution 2022-13 intention to levy assessments for fiscal year 2022-23, preliminary approval of engineer's report, and providing for notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment – **David l'Anson, MPA, MBA/ACC., Administrative Finance Manager**

Background:

The “*Mosquito, Fire Ant and Disease Control Assessment*” was authorized by an assessment ballot proceeding conducted in 2005 and approved by 74.19% of the weighted ballots returned by property owners. The assessments were subsequently levied by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District by Resolutions:

RESOLUTION - YEAR	\$
No. 2005-04 passed on July 26, 2005	16.00
No. 2006-04 passed on June 13, 2006	16.48
No. 2007-09 passed on June 12, 2007	16.48
No. 2008-11 passed on July 8, 2008	10.55
No. 2009-11 passed on July 14, 2009	9.14
No. 2010-16 passed on July 13, 2010	6.14
No. 2011-19 passed on July 12, 2011	3.07
No. 2012-12 passed on July 10, 2012	3.07
No. 2013-11 passed on July 9, 2013	6.07
No. 2014-11 passed on July 8, 2014	6.07
No. 2015-09 passed on July 14, 2015	6.07
No. 2016-17 passed on July 12, 2016	9.15
No. 2017-10 passed on July 11, 2017	10.21
No. 2018-12 passed on July 10, 2018	12.49
No. 2019-08 passed on July 9, 2019	13.48
No. 2020-11 passed on July 14, 2020	14.39
No. 2021-07 passed on June 8, 2021	14.39

This Resolution provides for the Assessment for the fiscal year 2022-23 as determined by the engineering firm and provides for notice of a **public hearing on July 12, 2022.**

- *The rate provided by the Engineer’s Report is preliminary*
- ***The Board of Trustees at this meeting will determine the Benefit Assessment rate.***
- *The current levy rate is \$14.39 per parcel.*

When the Board preliminarily approves the Engineer’s Report, ***they are essentially setting the rate for the coming fiscal year as well as setting the date for the public hearing.***

The Board may choose to preliminarily approve the Engineer’s Report as is, or they may approve it with changes, for example, approve the Report but with a different rate, and specify any rate from \$0.00 up to the maximum allowable rate of \$24.85.

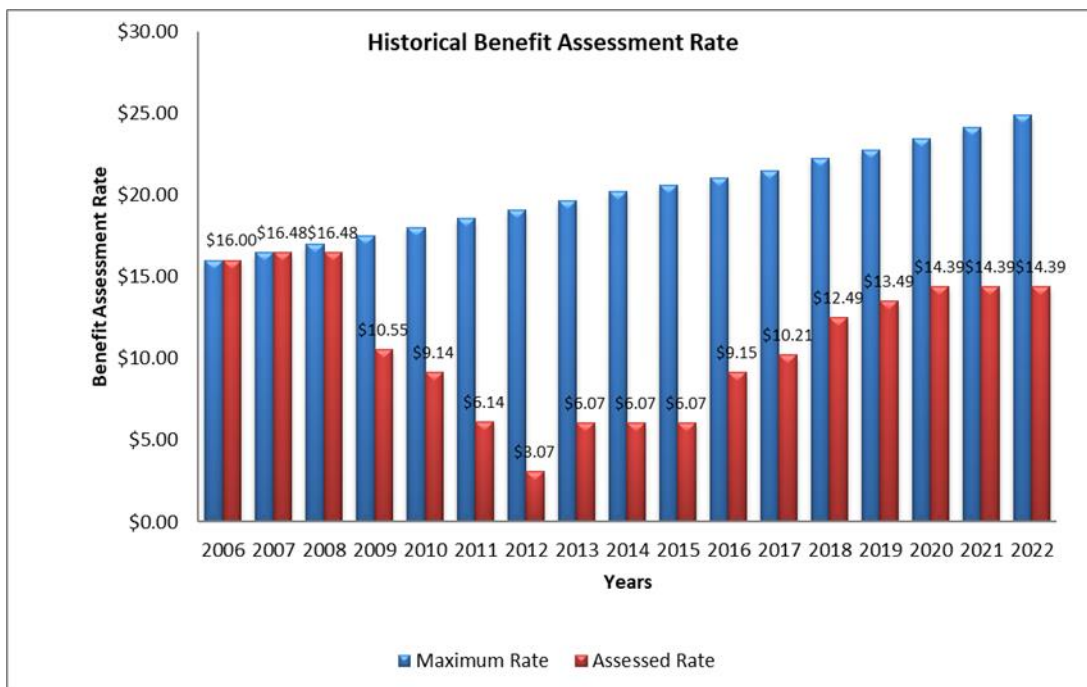


Figure 1 Benefit Historical Rate

Staff Recommendation:

1. Proceed with approval of preliminary Engineer’s Report and Resolution 2022-13
2. That the Board of Trustees take whatever action it deems necessary.

Fiscal Impact:

The financial impact of setting the rate to *\$14.39 per parcel* in Benefit Assessment

revenue for FY 2022-23 is \$2,343,602.34.

Attachments:

- Resolution 2022-13
- Engineer's Report

RESOLUTION NO. 2022-13

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

**A RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR FISCAL YEAR 2022-23, PRELIMINARILY
APPROVING ENGINEER'S REPORT,
AND PROVIDING FOR NOTICE OF HEARING
FOR THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
MOSQUITO, FIRE ANT AND DISEASE CONTROL ASSESSMENT**

WHEREAS, the Coachella Valley Mosquito and Vector Control District ("District") was established in 1928 as an independent special district by the Riverside County Board of Supervisors; and

WHEREAS, the mission of the District is to reduce the risk of disease transmission by mosquitoes and other vectors for the residents and visitors of the Coachella Valley; and

WHEREAS, the Coachella Valley Mosquito and Vector Control District is authorized, pursuant to the authority provided in Health and Safety Code Section 2082 and Article XIID of the California Constitution, to levy assessments for mosquito, vector and disease control services; and

WHEREAS, the District provides vector control services which includes a system of public improvements and services intended to provide for the surveillance, prevention, abatement and control of vectors as provided under Proposition 218 ("Services"); and such vector surveillance and control services provide tangible public health benefits, reduced nuisance benefits and other special benefits to the public and properties within the areas of service; and

WHEREAS, an assessment for mosquito, fire ant, vector and disease control projects and services has been given the distinctive designation of the "Mosquito, Fire Ant, and Disease Control Assessment" ("Assessment"), and is primarily described as encompassing the District jurisdictional boundaries, which covers nine incorporated cities along the I-10 Freeway (Cathedral City, Coachella, Desert Hot Springs, Indian Wells, Indio, La Quinta, Palm Desert, Palm Springs, and Rancho Mirage), and the unincorporated areas in the greater Coachella Valley from the San Bernardino County line to the north to the Imperial and San Diego County lines to the south; and

WHEREAS, the Assessment was authorized by an assessment ballot proceeding conducted in 2005 and approved by 74.19% of the weighted ballots returned by property owners, and such assessments were levied by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District by Resolution No. 2005-04 passed on July 26, 2005;

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

SECTION 1. Willdan Financial Services, the Engineer of Work, has prepared an engineer's report in accordance with Article XIID of the California Constitution and Section 2082, et seq., of the Health and Safety Code (the "Report"). The Report has been made, filed with the secretary of the board and duly considered by the Board and is hereby deemed sufficient and preliminarily approved. The Report shall stand as the Engineer's Report for all subsequent proceedings under and pursuant to the foregoing resolution.

SECTION 2. It is the intention of this Board to levy and collect assessments for the Mosquito, Fire Ant and Disease Control Assessment for fiscal year 2022-23. Within the Coachella Valley Mosquito and Vector Control District, the proposed projects and services are generally described as mosquito, vector and disease control services such as surveillance, source reduction, identification and elimination of removable breeding locations, identification and treatment of breeding and source locations, application of materials to eliminate larvae, disease surveillance and monitoring, public education, reporting, accountability, research and interagency cooperative activities (the "Services").

SECTION 3. The estimated fiscal year 2022-23 Mosquito, Vector & Disease Control Services and Incidental to be collected on the tax roll is \$2,343,602.34. This cost results in a proposed assessment rate of FOURTEEN DOLLARS AND THIRY-NINE CENTS (\$14.39) per single-family equivalent benefit unit in Zone A and SEVEN DOLLARS AND NINETEEN CENTS (\$7.19) per single-family equivalent benefit unit in Zone B per single-family equivalent benefit unit for fiscal year 2022-23 after contributions. The Assessments are authorized to include an annual increase equal to the change in the Riverside-San Bernardino-Ontario Area Consumer Price Index ("CPI"), not to exceed 3% (three percent) per year without a further vote or balloting process. The annual CPI change for the Riverside-San Bernardino-Ontario Area from January 2021 to January 2022 is 8.592% which exceeds 3%, so 3% will be used as the inflator for FY 2022/2023. The maximum authorized assessment rate for fiscal year 2022-23 is \$24.85 per single family equivalent benefit unit for Zone A and \$12.42 for Zone B. The assessment rate proposed to be levied for fiscal year 2022-23 is less than the maximum authorized rate.

SECTION 4. Notice is hereby given that on July 12, 2022, at the hour of six o'clock (6:00) p.m. at the meeting chamber of the Coachella Valley Mosquito and Vector Control District headquarters located at 43-420 Trader Place, Indio, California, 92201, the Board will hold a public hearing to consider the ordering of the Services, and the levy of the assessments for fiscal year 2022-23.

SECTION 5. The secretary of the board shall cause a notice of the hearing to be given by publishing a notice, at least ten (10) days prior to the date of the hearing above specified, in a newspaper circulated in the District.

PASSED and ADOPTED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District at a regular meeting thereof held on June 14, 2022.

AYES:
NOES:
ABSTAINED:
ABSENT:

Benjamin Guitron, President Board of Trustees
Coachella Valley Mosquito & Vector Control District

ATTEST:

Dr. Doug Kunz, Secretary, Board of Trustees
Coachella Valley Mosquito & Vector Control District

APPROVED AS TO FORM:

Lena D. Wade, General Counsel
Coachella Valley Mosquito & Vector Control District



Coachella Valley Mosquito and Vector Control District

Mosquito, Fire Ant and Disease Control Assessment

2022/2023 ENGINEER'S REPORT

Intent Meeting: June 14, 2022
Public Hearing: July 12, 2022

27368 Via Industria
Suite 200
Temecula, CA 92590
T 951.587.3500 | 800.755.6864
F 951.587.3510

www.willdan.com



ENGINEER'S REPORT AFFIDAVIT

Mosquito, Fire Ant and Disease Control Assessment

Coachella Valley Mosquito and Vector Control District
Riverside County, State of California

This Report describes the District and relevant zones therein including the improvements, budgets, parcels and assessments to be levied for Fiscal Year 2022/2023, as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Riverside County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the Board of Trustees.

Dated this _____ day of _____ 2022.

Willdan Financial Services
Assessment Engineer
On Behalf of the Coachella Valley Mosquito and Vector Control District

By: _____
Stacey Reynolds, Senior Project Manager

By: _____
Tyrone Peter
PE # C 81888

TABLE OF CONTENTS

<i>I.</i>	<i>INTRODUCTION</i>	1
<i>II.</i>	<i>GENERAL DESCRIPTION OF THE PROGRAMS AND SERVICES</i>	2
<i>III.</i>	<i>ESTIMATE OF COSTS</i>	3
<i>IV.</i>	<i>METHOD OF ASSESSMENT</i>	4
	A. DISCUSSION OF BENEFIT	4
	B. BENEFIT FACTORS	4
	C. GENERAL VERSUS SPECIAL BENEFIT	10
	D. METHOD OF ASSESSMENT	10
	E. ZONES OF BENEFIT	11
	F. ASSESSMENT APPORTIONMENT	12
	G. ASSESSMENT RANGE FORMULA	15
<i>V.</i>	<i>ASSESSMENT DIAGRAM</i>	17
<i>VI.</i>	<i>END NOTES</i>	18
<i>VII.</i>	<i>ASSESSMENT ROLL</i>	19

I. INTRODUCTION

The Coachella Valley Mosquito and Vector Control District (“District”) is a public health agency located in Riverside County which is dedicated to providing vector control and disease surveillance services to the residents and visitors of the Coachella Valley. The District operates its powers under California Health and Safety Code 2000-2093. Its boundaries encompass 2400 square miles which include the cities of Cathedral City, Coachella, Desert Hot Springs, Indian Wells, Indio, La Quinta, Palm Desert, Palm Springs, Rancho Mirage and Riverside County.

The District is comprised of a unique and diverse geography. The eastern half of the Valley is home to the Salton Sea, a saltwater lake located approximately 227 feet below sea level. The highest elevation of 8,516 feet is recorded at the upper terminal of the Palm Springs Aerial Tramway. The area’s average elevation is 68 feet below sea level. Within these elevations, the District surveys and/or treats residential properties, golf courses, public areas, duck clubs, agricultural areas, as well as the salt marshes surrounding the Salton Sea.

The Board of Supervisors established the District in 1928 primarily for controlling eye gnats, which were creating an epidemic of conjunctivitis (“pink eye”). In 1951, the Board of Trustees added a program for mosquito control, and in 1995, expanded the District to a full, vector control agency. In 2005, the District added the Red Imported Fire Ant program.

The District is governed by an eleven-member Board of Trustees (“Board”), nine from incorporated cities and two from the County-at-large. The Board meets on the second Tuesday of each month at its Indio headquarters. Its services are available to all residents of the Coachella Valley.

As used within this Report, the following terms are defined:

“Vector” means any animal capable of transmitting the causative agent of human disease or capable of producing human discomfort or injury, including, but not limited to, mosquitoes, flies, mites, ticks, other arthropods, and small mammals and other vertebrates (Health and Safety Code Section 2002(k)).

“Vector Control” shall mean any system of public improvements or services that is intended to provide for the surveillance, prevention, abatement, and control of vectors as defined in subdivision (k) of Section 2002 of the Health and Safety Code and a pest as defined in Section 5006 of the Food and Agricultural Code (Government Code Section 53750(l)).

This Engineer’s Report (“Report”) incorporates and is intended to be consistent with the benefit determinations, assessment apportionment methodology and other provisions established by Resolution 2005-03 and the other documents and reports that established the Assessment. Reference is hereby made to Resolution 2005-03 and other supporting reports.

II. GENERAL DESCRIPTION OF THE PROGRAMS AND SERVICES

The District's purpose and mission is to enhance the quality of life for its community by providing effective and environmentally sound vector control and disease prevention programs through research, development, and public awareness. The services (the "Services") to be funded by the assessment are:

- To fund vector control operations to monitor and control mosquitoes, eye gnats, flies, and other vectors as needed; to suppress the infestation of Red Imported Fire Ants;
- To fund vector surveillance and disease control programs, such as collecting and testing of mosquito pools for viruses, and maintaining sentinel chicken flocks to obtain and test chicken sera samples for arboviruses;
- To protect the community from known vectors and vector-borne diseases by conducting routine control of immature mosquitoes and of adult mosquitoes when needed;
- To support applied research in collaboration with research institutions throughout the country in the application of biological control agents for vectors, such as mosquitofish and tadpole shrimps, to ensure continued improvement of application of IVMP (Integrated Vector Management Program) methods and bio-control measures,
- To protect health using environmentally sound and safe biocontrol programs;
- To fund community outreach programs to educate Valley residents on vector avoidance and on reduction of mosquito breeding sites through elementary school programs, community events, and presentations before civic and community groups;
- To fund related capital improvements and operational services; and
- To fund administrative costs related to the Services or the assessments.

III. ESTIMATE OF COSTS

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT Mosquito, Fire Ant and Disease Control Assessment

Estimate of Cost
Fiscal Year 2022-2023

	Total Budget
Vector Control Services and Related Expenditures	
Vector Control and Disease Prevention Operations	\$10,977,066.82
Materials, Utilities and Supplies	1,222,563.81
Capital Equipment and Fixed Assets	62,442.00
Total Vector Control Services and Related Expenditures	\$12,262,072.63
Less:	
Contributions from other Sources	(11,196,777.54)
Net Cost of Vector Control, Fixed Asset Equipment, Operation	\$1,065,295.10
Reserve/Contingency Funds ⁽¹⁾	1,178,845.22
Incidental Costs	
County Collection, Levy Administration, and Other Incidentals	99,462.02
Total Mosquito, Vector & Disease Control Services, and Incidentals	\$2,343,602.34
(Net Amount to be Assessed)	

Budget Allocation to Property

Zone	Total SFE Units	Assessment Per SFE	Total Calculated Assessment	Actual Assessment FY 2022/23 ⁽¹⁾
Zone A	162,969.22	\$14.39	\$2,345,127.02	\$2,343,301.10
Zone B	42.74	7.19	307.32	301.24
Total	163,011.96		\$2,345,434.34	\$2,343,602.34

⁽¹⁾ Variance from Total Calculated Assessment due to County even penny requirement and rounding.

IV. METHOD OF ASSESSMENT

This section of the Report includes an explanation of the benefits to be *derived* from the Services provided by the District, and the methodology used to apportion the total assessment to properties within the Mosquito, Red Imported Fire Ant, and Disease Control Assessment area.

The Mosquito, Red Imported Fire Ant, and Disease Control Assessment area consists of all Assessor Parcels within the District as defined by the State Board of Equalization tax rate areas.

The method used for apportioning the assessment is based upon the proportional special benefits to be derived by the properties in the assessment area *over* and *above* general benefits conferred on real property or to the public at large. The apportionment of special benefit is a multi-step process: the first step is to identify the types of special benefit arising from the services, the second step is to estimate the general and special benefits, and the third step is to allocate the assessments to property based on the estimated *relative* special benefit for each type of property.

A. DISCUSSION OF BENEFIT

In summary, the assessments can only be levied based on the special benefit to property. This special benefit is *received* by property *over* and *above* any general benefits from the proposed Services. With reference to the engineering requirements for property related assessments, under Proposition 218 an engineer must determine and prepare a report evaluating the amount of special benefit *received* by property within the District as a result of the improvements or services provided by a local agency. That special benefit is to be determined in relation to the total cost to that local entity of providing the service and/or improvements.

Proposition 218 as described in Article XIII D of the California Constitution has confirmed that assessments must be based on the special benefit to property:

"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."

B. BENEFIT FACTORS

In order to allocate the proposed assessments, the Engineer begins by identifying the types of special benefit arising from the aforementioned mosquito and vector control services and that would be provided to property within the assessment area. These types of special benefit are as follows:

- Increased public safety, welfare and protection of health

The proposed assessments will result in expanded and more proactive services to control and abate mosquitoes and other disease carrying or health harming insects. In addition, the proposed assessments will fund additional public health education and disease prevention services. Further, the proposed assessments will fund additional testing and monitoring services for new pathogens that may cause new diseases.

Such expanded services have proven to decrease the likelihood of the transmission of infectious diseases by mosquitoes, such as Encephalitis viruses and other infectious diseases.

This finding was confirmed in 2003 by the State Legislature:

*"Mosquitoes and other vectors, including but not limited to ticks, Africanized honey bees, rats, fleas, and flies, continue to be a source of human suffering, illness, death and a public nuisance in California and around the world. Adequately funded mosquito and vector control, monitoring and public awareness programs are the best way to prevent outbreaks of West Nile Virus and other diseases borne by mosquitoes and other vectors."*¹

Also, the Legislature, in Health and Safety Code Section 2001, finds that:

*'The protection of Californians and their communities against the discomforts and economic effects of vector-borne diseases is an essential public service that is vital to public health, safety, and welfare.'*²

Moreover, the Health and Safety Code Sections 2082 et seq. establish that special benefit assessments on real property are a valid method of funding the cost of such vector control programs and services. This constitutes a legislative finding that real property receives special benefit from vector *control* programs and services.

The most important way of introduction of new arboviruses into the Coachella Valley is by the route taken by migratory birds, such as the Pacific Flyway, traveling through the Salton Sea, Sacramento Valley, and tidal marshes near San Francisco all the way to Alaska.

Property in areas with higher disease risk and/or lower public health and safety factors is less desirable and has lower utility and value. Therefore, the proposed Services improve the public health, welfare and safety of residents, employees, customers, tourists, guests, pets, animals and livestock in the Coachella Valley, which is a special or specific benefit ultimately to property in the District.

- Reductions of Potential for New Diseases and Infections in Humans

Mosquitoes have proven to be a major contributor to the spread of new diseases such as West Nile Virus ("WNV"), among others. Mosquitoes can be easily transported and their wide distribution coupled with migratory birds can cause the fast spread of disease transmissions.

*"Vector-borne diseases (including a number that are mosquito-borne) are a major public health problem internationally. In the United States, dengue and malaria are frequently brought back from tropical and subtropical countries by travelers or migrant laborers, and autochthonous transmission of malaria and dengue occasionally occurs. In 1998, 90 confirmed cases of dengue and 1,611 cases of malaria were reported in the USA and dengue transmission has occurred in Texas."*³

According to the CDC.gov website the last reported continental dengue outbreak was in south Texas in 2005 and about 1,500 cases of malaria are diagnosed in the United States each year based on information gather through 2015.

From the time of introduction to United States in 1999, Center for Diseases Control (CDC) has reported 30,702 human cases of West Nile virus, and 1,220 fatalities. In California from the time of introduction 2003 - 2,989 human cases were recorded, with 198 fatalities

*"During 2004, 40 states and the District of Columbia (DC) have reported 2,313 cases of human WNV illness to CDC through ArboNET. Of these, 737 (32%) cases were reported in California, 390 (17%) in Arizona, and 276 (12%) in Colorado. A total of 1,339 (59%) of the 2,282 cases for which such data were available occurred in males; the median age of patients was 52 years (range: 1 month--99 years). Date of illness onset ranged from April 23 to November 4; a total of 79 cases were fatal."*⁴

(According to the Centers for Disease Control and Prevention on January 19, 2004, a total of 2,470 human cases and 88 human fatalities from WNV have been confirmed)

The Services funded by the Assessments will help prevent, on a year-round basis, new diseases and the vectors that transmit diseases. This is an important public health service that ultimately benefits property in the District.

- Enhanced quality of life, desirability of the area and utility of property

The proposed assessments will enhance the control and abatement of mosquitoes, vector populations and other harmful and nuisance insects. This will serve to increase the quality of life and "livability" of property in the Coachella Valley. This enhanced livability and quality of the area will make the area more desirable for residents, customers, guests, tourists and employees. This is a special benefit to residential, commercial, agricultural and industrial properties in the District.

In addition to health related factors, uncontrolled mosquito and vector populations create a nuisance for residents, employees, customers, tourists, farm workers and guests. Properties benefit from the improved environment that is created by the services provided by the Assessment. Agricultural and rangeland properties in the District benefit from the reduced nuisance value and harm to livestock and employees from lower mosquito and vector populations.

Excessive mosquitoes and other vectors in the area can materially diminish the utility and usability of property. For example, prior to the commencement of mosquito control and abatement services, many areas in the State and around the San Francisco Bay were considered to be nearly uninhabitable during the times of year when the mosquito populations were high.⁵ The prevention or reduction of such diminished utility of property caused by mosquitoes is clearly a special benefit to property in the District.

The State Legislature made the following finding on this issue:

*"Excess numbers of mosquitoes and other vectors spread diseases of humans, livestock, and wildlife, reduce enjoyment of outdoor living spaces, both public and private, reduce property values, hinder outdoor work, reduce livestock productivity; and mosquitoes and other vectors can disperse or be transported long distances from their sources and are, therefore, a health risk and public nuisance; and professional mosquito and vector control based on scientific research has made great advances in reducing mosquito and vector populations and the diseases they transmit."*⁶

- Increased public awareness and understanding of how to protect themselves, their property and pets and livestock from diseases carried by insects and small mammals.

The proposed assessments will fund public education and awareness programs designed to better protect residents, employees, customers, tourists, guests and their pets and livestock from the risk, harm and nuisance created by vectors and other harmful insects and small mammals. This is a special benefit ultimately to property in the District.

The State Legislature has also made a finding in this regard:

"Public awareness can result in reduced production of mosquitoes and other vectors on private, commercial, and public lands by responsible parties, avoidance of the bites of mosquitoes and other vectors when the risk of West Nile Virus and other disease transmission is high, detection of human cases of mosquito and vector-borne diseases that may otherwise be misdiagnosed for lack of appropriate laboratory testing".⁷

- Protection of economic activity

Outbreaks and other public health threats can have a drastic negative effect on tourism, business and residential activities. The proposed assessments will help to prevent the likelihood of such outbreaks. This is a benefit to business, agriculture and residential properties in the District.

Prior to the commencement of the mosquito and vector control services provided by the District in its current service areas, mosquitoes hindered, annoyed and harmed residents, guests, visitors, farm workers, and business employees to a much greater degree. A vector-borne disease outbreak and other related public health threats would have a drastic negative effect on tourism, business and residential activities in the District.

The economic impact of diseases is well documented. According to a study prepared for the Centers for Disease Control and Prevention, the transmission of West Nile Virus in Louisiana was estimated to cost over \$20 million over approximately one year:

'The estimated cost of the Louisiana epidemic was \$20.1 million from June 2002 to February 2003, including a \$10.9 million cost of illness (\$4.4 million medical and \$6.5 million nonmedical costs) and a \$9.2 million cost of public health response. These data indicate a substantial short-term cost of the WNV disease epidemic in Louisiana.'⁸

Moreover, a study conducted in 1996-97 of La Crosse Encephalitis (LACE), a human illness caused by a mosquito-transmitted virus, found a lifetime cost per human case at \$48,000 to \$3,000,000 and found that the disease significantly impacted life spans of those who were infected. Following is a quote from the study which references the importance and value of active vector control services of the type that are funded by the assessments:

The socioeconomic burden resulting from LACE is substantial, which highlights the importance of the illness in western North Carolina, as well as the need for active surveillance, reporting, and prevention programs for the infection.⁹

The services to be funded by the proposed assessments will help to prevent the likelihood of such outbreaks in the District and will reduce the nuisance and harm caused by existing

mosquito populations. This is a benefit to the economic activity for business, agriculture and residential properties in the District.

- Protection of the Coachella Valley's tourism, agriculture and business industries

Tourism is a significant component of the economic and business base in the District. The tourism and business industries in the Coachella Valley would benefit from reduced levels of harmful or nuisance mosquitoes and other vectors. Conversely, any outbreaks of emerging vector-borne pathogens such as West Nile Virus could also materially affect these industries.

Diseases transmitted by mosquitoes and other vectors can adversely impact business and recreational functions.

Cases of West Nile Virus disease in horses have been documented, either by virus isolation or by detection of WNV virus-neutralizing antibodies in 1999, 2000, and 2001. Approximately 40% of equine WNV virus cases results in the death of the horse. Horses become infected with WNV virus in the same way humans become infected, by the bite of infectious mosquitoes. In November 2002, a vaccine intended to aid in the prevention of WNV in horses was licensed by the Veterinary Services division of the U.S. Department of Agriculture's Animal and Plant Health Inspection Service.

Pesticides for mosquito control impart economic benefits to agriculture in general. Anecdotal reports from farmers and ranchers indicate that cattle, if left unprotected, can be exsanguinated by mosquitoes, especially in Florida and other southeast coastal areas. Dairy cattle produce less milk when bitten frequently by mosquitoes. Per the EPA Public Health Benefits Assessment 1, the Centers for Disease Control (CDC) states that fenthion is needed to counter malathion-resistant mosquitoes in Florida and played a role in the rotation of adulticides for resistance management, and otherwise for control of the very important Aedes spp. salt marsh mosquitoes and Culex nigripalpus.¹¹

The proposed assessments will serve to protect the tourists, employees and other businesses and residents that benefit from these industries. This is ultimately a special benefit to property in the District.

- Wildlife Protection

In addition to domesticated animals, uncontrolled mosquitoes and vectors are a significant risk to wildlife and local ecosystems. Bird populations are especially vulnerable to mosquito-borne diseases, as are wild mammals such as bats, chipmunks and raccoons.

"The spread of the virus by birds and mosquitoes has significant implications for animal health as well. Animal health officials are concerned about the potential effects on wildlife and other animals, particularly those birds that are susceptible to fatal illness from the virus. The evidence currently points to a mosquito-bird cycle being primarily responsible for the spread of WNV. The WNV vector is the same mosquito vector as St. Louis Encephalitis, Culex tarsalis and Culex quinquefasciatus. Because of this bird-mosquito cycle, numerous species of birds are at risk and have died from WNV."¹²

Properties in areas with reduced wildlife inherently become somewhat less desirable. Although this may be a somewhat less significant factor, the cumulative benefit from all

benefit factors must be evaluated in context of the small proposed assessment. It is reasonable to conclude that the cumulative benefit exceeds the proposed assessment.

- Reduced risk of nuisance and liability

Agricultural, range, golf course, cemetery, open space, marsh lands, and other such lands contain large areas of mosquito and vector habitat and are therefore a significant source of mosquito and vector populations in the District's area of service. In addition, residential and business properties can also contain significant sources. It is conceivable that known sources of mosquitoes could be held liable for the transmission of diseases or other harm. For example, in August 2004, the City of Los Angeles approved new fines of up to \$1,000 per day for homeowners who don't remove standing water sources of mosquitoes on their property.

The proposed Services to be provided by the District will reduce the mosquito and vector related nuisance and health liability to properties in the District. Moreover, emerging vector-borne pathogens such as the West Nile Virus are a significant threat to horses. The reduction of that risk of liability constitutes a special benefit to property in the District, in addition to the benefits conferred due to the reduced impact of mosquito and vector populations on residents, employees, customers, tourists, guests and livestock, pets, and wildlife.

The above benefit factors, when applied to property in the District, confer special benefits to property and create specific enhancement of property values because properties are more desirable, usable and valuable in areas with improved public health, welfare, safety, quality of life and environment and reduced nuisance factors. These are special benefits to each parcel of property in much the same way that storm drainage, sewer service, water service, sidewalks and paved streets enhance the utility and attractiveness of each parcel of property providing them with more utility of use and making them safer, easier to market, and, ultimately, more valuable.

It should also be noted that Proposition 218 contained a specific exemption for existing vector assessments and other "traditional" assessments for sidewalks, streets, sewers, water, flood control and drainage systems from the new balloting approval procedures it established. In the Statement of Drafter's Intent, the Howard Jarvis Taxpayers Association (HJTA), the authors of Proposition 218, further confirmed that vector assessments were an acknowledged and "traditional" use of assessments. Therefore they granted existing vector assessments an exemption from the new balloting requirements. Furthermore, the HJTA acknowledged that new vector assessments would be subject to the Proposition 218 balloting requirements. This acknowledgement indicates that the HJTA recognized vector control services as a "traditional" use of assessments, that they acknowledged that new vector assessments may be formed after Proposition 218 and inherently, therefore, that vector control services confer special benefit to properties.¹³

In summary, the direct special benefits described in this Report ultimately enhance the economic values of all benefiting real properties in excess of the proposed assessments for these properties. In other words, the assessment engineer finds that the cumulative benefits to property from the Services are reasonably equal to or greater than the annual proposed assessment amount per home and benefit unit.

C. GENERAL VERSUS SPECIAL BENEFIT

As previously discussed, the proposed assessments will fund comprehensive, year-round mosquito, other vector control and disease surveillance and control services that will clearly confer special benefits to the underlying properties in the Coachella Valley. These benefits are expressed to the underlying property by the property owners, guests, employees and tenants who will enjoy a more habitable, safer and more desirable place to live, work or visit.

While the District is the principal vector control agency in the Coachella Valley that controls the spread of mosquito-borne disease as well as mosquito populations, the District does provide a degree of general benefit to the public at large. A measure of this benefit is the proportion of its services that affect those who are not residents, employees, customers, or property owners in the Coachella Valley. Each year, the District provides some of its services in areas near the boundaries of Riverside County, specifically in areas bordering Imperial County, as well as areas bordering the District's westerly boundaries, west of Palm Springs. By abating mosquito populations near the borders of Riverside County and near the borders of the District on the West and East sides, the Services could provide benefits in the form of reduced mosquito and vector populations and reduced risk of disease transmission to properties outside the District. The District conservatively estimates that less than 5% of its operating budget is allocated towards providing services that may, in part, benefit surrounding areas not within the Coachella Valley. Although it can be argued that services near the County and District boundaries are offset by similar offsetting benefits to property in the District from services received in most of the other adjoining Counties, we use the full percentage because it is a more conservative measure.

Another component of general benefit is to those people who visit the Coachella Valley but do not live, shop or work within the proposed assessment area. It has been conservatively estimated that fewer than 5% of the people who visit the Coachella Valley do not live, shop or work within the District. Therefore, 5% of potential benefits to the greater public that visit the District but do not live, work or shop there is another measure of the general benefits from the Mosquito, Red Imported Fire Ant, and Disease Control Assessment.

Using an average of these two measures of general benefit, we find that a maximum of 5% of the benefits conferred by the proposed Mosquito, Fire Ant and Disease Control Assessment are determined to be general in nature. Therefore, 5% of the benefits conferred by the proposed services and improvements are general in nature and must be funded by sources other than the assessment.

The proposed mosquito, fire ant and disease control assessment total budget for mosquito and vector abatement, disease control, and capital improvement is \$12,262,073. Of this total budget amount, the District will contribute about \$11,196,778 or approximately 91% of the total budget from sources other than the Mosquito, Red Imported Fire Ant, and Disease Control assessment. This contribution offsets any general benefits from the Mosquito, Red Imported Fire Ant, and Disease Control Assessment Services.

D. METHOD OF ASSESSMENT

The third step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each

property in relation to a single family home, or, in other words, on the basis of Single Family Equivalent ("SFE"). This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefit and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. For the purposes of this Engineer's Report, all properties are designated a SFE value, which is each property's relative benefit in relation to a single family home on an average sized residential parcel. The "benchmark" property is the single family detached dwelling which is one (1) Single Family Equivalent or one (1) SFE.

In the process of determining the appropriate method of assessment, the Engineer considered various alternatives. For example, a fixed assessment amount per parcel for all residential improved property was considered but was determined to be inappropriate because agricultural lands, commercial property and other property also receive benefits from the assessments. Likewise, an assessment exclusively for agricultural land was considered but deemed inappropriate because other types of property, such as residential and commercial, also receive the special benefit factors described previously. An assessment primarily for the properties with sources of mosquitoes was considered but deemed inappropriate because these properties often have limited economic value and usage by people and because mosquitoes typically fly from their source breeding locations to places occupied by people and animals. Furthermore, even urban residential properties can and do generate their own, often significant, populations of mosquito and vector organisms.

A fixed or flat assessment was deemed to be inappropriate because larger residential, commercial and industrial properties receive a higher degree of benefit than other similarly used properties that are significantly smaller. (For two properties used for commercial purposes, there is clearly a higher benefit provided to a property that covers several acres in comparison to a smaller commercial property that is on a 0.25 acre site. The larger property generally has a larger coverage area and higher usage by employees, customers, tourists and guests that would benefit from reduced mosquito and vector populations, as well as the reduced threat from diseases carried by mosquitoes and other vectors. This benefit ultimately flows to the property). Larger commercial, industrial and apartment parcels, therefore, receive an increased benefit from the assessments.

Therefore, the Engineer determined that the appropriate method of assessment should be based on the type and potential use of property, the relative size of the property and its location. This method is further described below.

E. ZONES OF BENEFIT

The District's mosquito, fire ant, and disease control programs, projects and services that will be funded by the proposed Mosquito, Fire Ant and Disease Control Assessment will be provided in all areas within the District boundaries. However, areas north of the Colorado River Aqueduct, which are areas occupied by the Joshua Tree National Park, the Pinto Mountains and the southern ridge of the Twenty nine Palms Mountains, are more remotely located and receive a reduced level of Services and corresponding benefits relative to other parcels in the District. These areas are hereinafter referred to as Zone of Benefit B or Zone B and are depicted on the Assessment Diagram included with this Report. All other parcels within the District boundaries are within Zone A.

Using District estimates for the amount of Services provided to parcels north of the Colorado River Aqueduct (Zone B) relative to the level of Services in Zone A, we find that parcels in Zone B receive approximately one-half of the average level of Services and benefits provided to other parcels in the District (Zone A). Therefore, parcels in Zone B receive 50% of the assessment rate per benefit unit.

F. ASSESSMENT APPORTIONMENT

The special benefits derived from the Mosquito, Fire Ant and Disease Control Assessment are conferred on property and are not based on a specific property owner's occupancy of property or the property owner's demographic status, such as age or number of dependents. However, it is ultimately people who do or could use the property and who enjoy the special benefits described above. Therefore, the opportunity to use and enjoy the region within the District without the excessive nuisance, diminished "livability" or the potential health hazards brought by mosquitoes, vectors, and the diseases they carry is a special benefit to properties in the District. This benefit is related to the number of people who potentially live on, work at, visit or otherwise use the property, because people ultimately determine the value of the benefits by choosing to live, work and/or recreate in the area, and by choosing to purchase property in the area.

RESIDENTIAL PROPERTIES

All improved residential properties that represent a single residential dwelling unit are assigned one Single Family Equivalent ("SFE") or 1.0 SFE. Traditional houses, zero-lot line houses, and town homes are included in this category.

Single family residential properties in excess of one acre receive additional benefit relative to a single family home on less than one acre, because the larger parcels provide more area for mosquito sources and District vector services. Therefore, such larger parcels receive additional benefits relative to a single family home on less than one acre and are assigned 1.0 SFE for the residential unit and an additional rate of 0.002 SFE per one-fifth acre of land area in excess of one acre. Mobile home parcels on a separate parcel and in excess of one acre also receive this additional acreage rate.

Other types of properties with residential units, such as agricultural properties, are assigned the residential SFE rates for the dwelling units on the property and are assigned additional SFE benefit units for the agricultural-use land area.

Properties with more than one residential unit are designated as multi-family residential properties. These properties, along with condominiums, benefit from the services and improvements in proportion to the number of dwelling units that occupy each property, the average number of people who reside in each property, and the average size of each property in relation to a single family home in Riverside County. This Report analyzed Riverside County population density factors from the 2000 US Census as well as average dwelling unit size for each property type. After determining the Population Density Factor and Square Footage Factor for each property type, an SFE rate is generated for each residential property structure, as indicated in Figure 3 below.

The SFE factor of 0.36 per dwelling unit for multifamily residential properties applies to such properties with two to four units (duplex, triplex, fourplex). Properties in excess of 5

units typically offer on-site management, monitoring and other control services that tend to offset some of the benefits provided by the mosquito and vector control district. Therefore, the benefit for properties in excess of 5 units is determined to be 0.25 SFE per unit for the first 20 units and 0.10 SFE per each additional unit in excess of 20 dwelling units.

Figure 3 - Riverside County Residential Assessment Factors

Land Use	Total Population	Occupied Households	Persons per Household	Population Density Equivalent	Sq. ft. Factor	SFE Rate
Single Family Residential	1,068,257	327,073	3.27	1.00	1.00	1.00
Condominium	73,926	28,805	2.57	0.79	0.70	0.55
Duplex, Triplex, Fourplex	74,640	25,789	2.89	0.89	0.40	0.36
Multi-Family Residential, 5+ Units	146,765	62,396	2.35	0.72	0.34	0.25
Mobile Home on Separate Lot	144,064	60,164	2.39	0.73	0.36	0.26

Source: 2000 Census, Riverside County and property dwelling size information from the Riverside County Assessor data.

COMMERCIAL/INDUSTRIAL PROPERTIES

Commercial and industrial properties are generally open and operated for more limited times, relative to residential properties. Therefore, the relative hours of operation can be used as a measure of benefits, since employee density also provides a measure of the relative benefit to property. Since commercial and industrial properties are typically open and occupied by employees approximately one-half the time of residential properties, it is reasonable to assume that commercial land uses receive one-half of the special benefit on a land area basis relative to single family residential property.

The average size of a single family home with 1.0 SFE factor in Riverside County is 0.20 acres. Therefore, a commercial property with 0.20 acres receives one-half the relative benefit, or a 0.50 SFE factor.

The SFE values for various commercial and industrial land uses are further defined by using average employee densities because the special benefit factors described previously are also related to the average number of people who work at commercial/industrial properties.

To determine employee density factors, this Report utilizes the findings from the San Diego County Association of Governments Traffic Generators Study (the "SANDAG Study") because these findings were approved by the State Legislature which determined the SANDAG Study to be a good representation of the average number of employees per acre of land area for commercial and industrial properties. As determined by the SANDAG Study, the average number of employees per acre for commercial and industrial property is 24. As presented in Figure 4, the SFE factors for other types of businesses are determined relative to their typical employee density in relation to the average of 24 employees per acre of commercial property.

Commercial and industrial properties in excess of 5 acres generally involve uses that are more land intensive relative to building areas and number of employees (lower coverage

ratios). As a result, the benefit factors for commercial and industrial property land area in excess of 5 acres is determined to be the SFE rate per fifth acre for the first 5 acres and the relevant SFE rate per each additional acre over 5 acres. Institutional properties that are used for residential, commercial or industrial purposes are also assessed at the appropriate residential, commercial or industrial rate.

Self-storage, winery and golf course property benefit factors are similarly based on average usage densities. Figure 4 below lists the benefit assessment factors for such business properties.

AGRICULTURAL, RANGELAND AND CEMETERY PROPERTIES

Utilizing research and agricultural employment reports from UC Davis and the California Employment Development Department and other sources, this Report calculated an average usage density of 0.05 people per acre for agriculture property, 0.01 for rangelands and timber and 1.2 for cemeteries. Since these properties typically are a source of mosquitoes and/or are typically closest to other sources of mosquitoes and other vectors, it is reasonable to determine that the benefit to these properties is twice the usage density ratio of commercial properties. The SFE factors per 0.20 acres of land area are shown in the following Figure 4.

Figure 4 - Commercial/Industrial Benefit Assessment Factors

Type of Commercial/Industrial Land Use	Average Usage Per Acre¹	SFE Units per Fraction Acre²
Commercial	24	0.500
Office	68	1.420
Shopping Center	24	0.500
Industrial	24	0.500
Self-Storage or Parking Lot	1	0.021
Wineries	12	0.250
Golf Course	3	0.063
Cemeteries	1.200	0.050
Agricultural/Vineyard	0.050	0.0021
Timber/Dry Rangelands	0.010	0.00042

1. Source: San Diego Association of Governments Traffic Generators Study, University of California, Davis and other studies and sources

2. The SFE factors for commercial and industrial parcels indicated above are applied to each fifth acre of land area or portion thereof, (Therefore, the minimum assessment for any assessable parcel in these categories is the SFE Units listed herein.)

VACANT PROPERTIES

The benefit to vacant properties is determined to be proportional to the corresponding benefits for similar type developed properties. However, vacant properties are assessed at a lower rate due to the lack of active benefits, as measured by use by residents, employees, customers and guests. A measure of the benefits accruing to the underlying land is the average value of land in relation to improvements for developed property. An analysis of the assessed valuation data from the County of Riverside found that 25% of the assessed value of improved properties is classified as land value. Since vacant properties have very low to zero population/use densities until they are developed, a 50% benefit discount is applied to the valuation factor of 0.25 to account for the current low use density and potential for harm or nuisance to the property owner or his residents, employees, customers and guests. The combination of these measures results in a 0.125 factor. It is reasonable to assume, therefore, that approximately 12.5% of the benefits are related to the underlying land and 87.5% are related to the day-to-day use of the property. Using this ratio, the SFE factor for vacant parcels is 0.125 per parcel.

OTHER PROPERTIES

Article XIID stipulates that publicly owned properties must be assessed unless those properties are reasonably determined to receive no special benefit from the assessment. All properties that are specially benefited are assessed. Publicly owned property that is used for purposes similar to private residential, commercial, industrial or institutional uses is benefited and assessed at the same rate as such privately owned property. Other public properties such as watershed parcels, parks, open space parcels are determined to, on average, receive similar benefits as a single family home. Therefore such parcels are assessed an SFE benefit factor of 1. Miscellaneous, small and other parcels such as roads, right-of-way parcels, and common areas typically do not generate significant numbers of employees, residents, customers or guests and have limited economic value. These miscellaneous parcels receive minimal benefit from the Services and are assessed an SFE benefit factor of 0.

Church parcels, institutional properties, and property used for educational purposes typically generate employees on a less consistent basis than other non-residential parcels. Therefore, these parcels are determined to, on average, receive similar benefits as a single family home. Therefore such parcels are assessed an SFE benefit factor of 1.

APPEALS

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the General Manager of the Coachella Valley Mosquito and Vector Control District or his or her designee. Any such appeal is limited to correction of an assessment during the then current Fiscal Year or, if before July 1, the upcoming fiscal year.

G. ASSESSMENT RANGE FORMULA

The assessment is subject to an annual adjustment tied to the Consumer Price Index for the Los Angeles – Orange - Riverside Area as of December of each succeeding year (the

"CPI"), with a maximum annual adjustment not to exceed 3%. The assessment rate per single family equivalent benefit unit for the Mosquito, Fire Ant and Disease Control Assessment may increase in future years by an amount equal to the annual change in the CPI, not to exceed 3% per year. In the event that the annual change in the CPI exceeds 3%, any percentage change in excess of 3% can be cumulatively reserved and can be added to the annual change in the CPI for years in which the CPI change is less than 3%.

The annual CPI change for the Riverside-San Bernardino-Ontario Area from January 2021 to January 2022 is 8.592% which exceeds 3%, so 3% will be used as the inflator for FY 2022/2023. The maximum authorized assessment rate for Zone A for fiscal year 2022/2023 is \$24.85 per single family equivalent benefit unit. The proposed fiscal year 2022/2023 assessment rate per single family equivalent benefit unit for the Mosquito, Fire Ant and Disease Control Assessment is \$14.39 which is less than the maximum allowable rate. The maximum assessment rate for Zone B for fiscal year 2022/2023 is \$12.42 and the proposed rate for this zone is \$7.19.

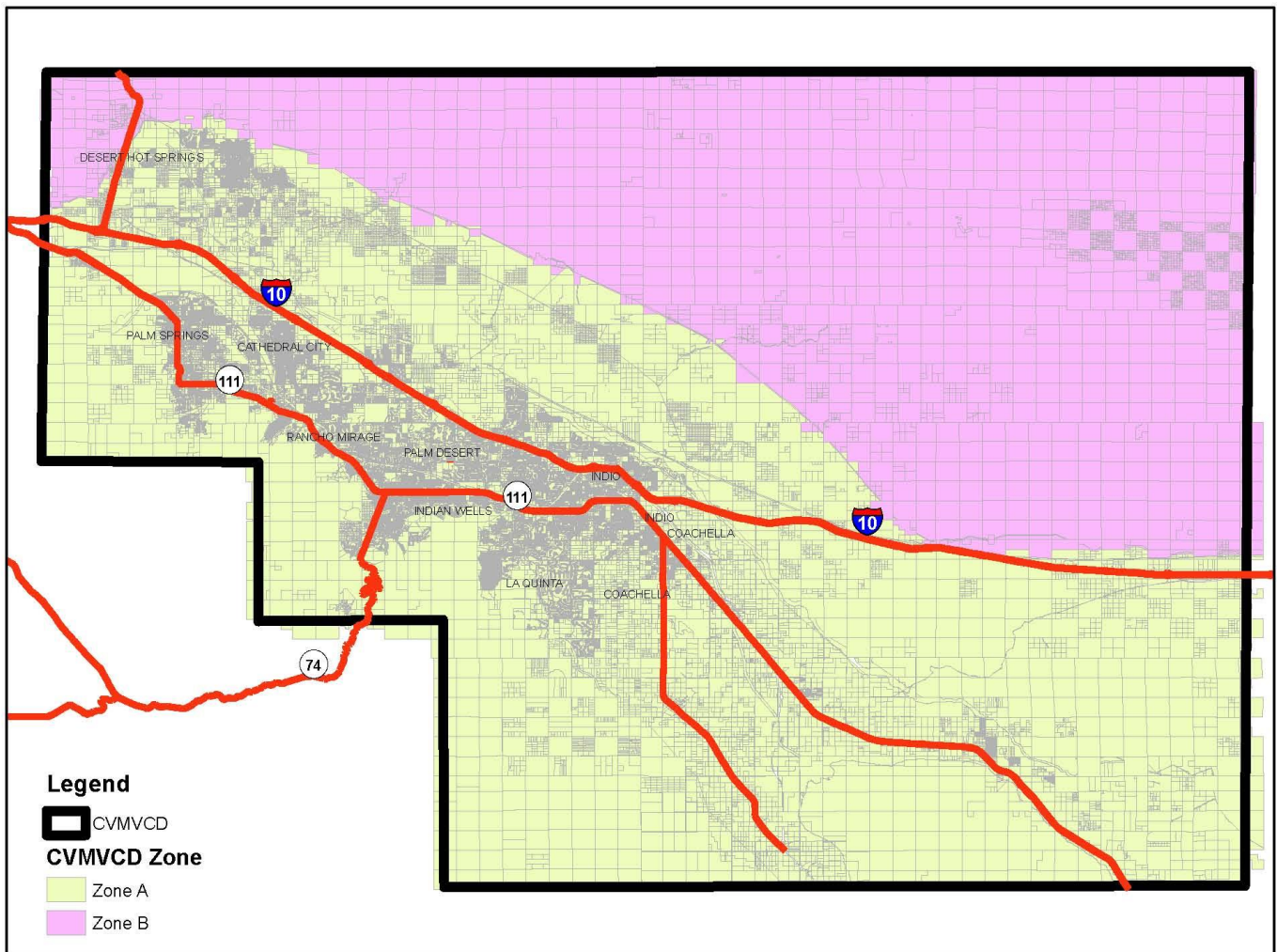
Since property owners, in the assessment ballot proceeding conducted in 2005, approved the initial assessment including the CPI adjustment schedule, the assessment may be levied annually and may be adjusted by up to the maximum annual CPI adjustment without any additional assessment ballot proceeding.

V. ASSESSMENT DIAGRAM

The proposed Mosquito, Fire Ant and Disease Control Assessment area includes all properties within the boundaries of the Coachella Valley Mosquito and Vector Control District.

The boundaries of the Mosquito, Fire Ant and Disease Control Assessment area are displayed on the following diagram.

CVMVCD



VI. END NOTES

1. Assembly Concurrent Resolution 52, chaptered April 1, 2003
2. As an example of how travel can introduce new vectors and diseases, health officials think that the first human case of West Nile Virus in California (in 2002) was from a mosquito that was transported by car or plane from another state with proven West Nile Virus activity.
3. Rose, Robert. (2001). Pesticides and Public Health: Integrated Methods of Mosquito Management. *Emerging Infectious Diseases*. Vol. 7(1); 17-23.
4. Center for Disease Control. (2004). West Nile Virus Activity --- United States, November 9--16, 2004. *Morbidity and Mortality Weekly Report*. 53(45); 1071-1072.
5. Prior to the commencement of modern mosquito control services, areas in the State of California such as the San Mateo Peninsula, Napa County and areas in Marin and Sonoma Counties had such high mosquito populations that they were considered to be nearly unlivable during certain times of the year and were largely used for part-time vacation cottages that were occupied primarily during the months when the natural mosquito populations were lower.
6. Assembly Concurrent Resolution 52, chaptered April 1, 2003
7. Ibid
8. Zohrabian A, Meltzer MI, Ratard R, Billah K, Molinari NA, Roy K, et al. West Nile Virus economic impact, Louisiana, 2002. *Emerging Infectious Disease*, 2004 Oct. Available from <http://www.cdc.gov/ncidod/EID/voll0nol0/03-0925.htm>
9. Utz, J. Todd, Apperson, Charles S., Maccormack, J. Newton, Salyers, Martha, Dietz, E. Jacquelin, Mcpherson, J. Todd, Economic And Social Impacts Of La Crosse Encephalitis In Western North Carolina, *Am J Trop Med Hyg* 2003 69: 509-518
10. S. Geiser, A. Seitzinger, P. Salazar, J. Traub-Dargatz, P. Morley, M. Salman, D. Wilmot, D. Steffen, W. Cunningham, Economic Impact of West Nile Virus on the Colorado and Nebraska Equine Industries: 2002, April 2003, Available from http://www.aphis.usda.gov/vs/ceah/cnahs/nahms/equine/wnv2002_CO_NB.pdf
11. Jennings, Allen. (2001). USDA Letter to EPA on Fenthion IRED. United States Department of Agriculture, Office of Pest Management Policy. March 8, 2001.
12. U.S. Government Accounting Office (GAO), "West Nile Virus Outbreak: Lessons for Public Health Preparedness." GAO Report Number GAO/HEHS-00-180, September, 2000. Page 17.
13. "This is the "traditional purposes" exception. These existing assessments do not need property owner approval to continue. However, future assessments for these traditional purposes are covered." Howard Jarvis Taxpayers Association, "Statement of Drafter's Intent", January 1997.

VII. ASSESSMENT ROLL

Reference is hereby made to the Fiscal Year 2022/2023 Assessment Roll in and for said assessment proceedings on file in the office of the General Manager of the District, as said Assessment Roll is too voluminous to be bound with this Engineer's Report.