



Coachella Valley Mosquito
and
Vector Control District

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

Board of Trustees Meeting

Tuesday, July 9, 2019

6:00 p.m.

AGENDA

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

- 1. Call to Order** – Doug Hassett, President
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Motion to Excuse Absences**
- 5. Confirmation of Agenda**
- 6. Public Hearing for Benefit Assessment**
 - A. Open Public Hearing – **President Doug Hassett**
 - B. Resolution 2019-08 approving Engineer’s Report, Confirming Diagram and Assessment, and Ordering the Levy of Assessments for Fiscal Year 2019-20 for the Coachella Valley Mosquito and Vector Control District Mosquito, Fire Ant and Disease Control Assessment – **David I’Anson, Administrative Finance Manager (Pg. 6)**
 - C. Close Public Hearing – **President Doug Hassett**
- 7. Public Comments**

Public Comments

Those wishing to address the Board should complete a Public Comment Card and provide it to the Clerk of the Board.

Non-Agenda Items: Persons wishing to address the Board on subjects other than those scheduled are requested to do so at this time. When addressing the Board, please come to the podium and give your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person has been established. California Government Code Section 54950 prohibits the Board from taking action on a specific item until it appears on the agenda.

Agenda Items: Comments should be made when the agenda item is called. Each presentation is limited to no more than three minutes.

8. Presentations

- A. General Manager's Report – **Jeremy Wittie, M.S., General Manager**
- B. Integrated Vector Management Program Update – **Jennifer Henke, M.S., Laboratory Manager, Roberta Dieckmann, Interim Operations Manager, and Tammy Gordon, Public Information Officer.**

9. Board Reports

- A. President's Report – **President Hassett**
 - Executive Committee Oral Report and Minutes for June 24, 2019 **(Pg. 13)**
- B. Finance Committee Oral Report and Minutes – **Trustee Isaiah Hagerman**
 - Budget Workshop Minutes for June 11, 2019 **(Pg. 15)**
 - Finance Committee Minutes for June 11, 2019 **(Pg. 16)**

10. Items of General Consent

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

- A. Minutes for June 11, 2019, Board Meeting **(Pg. 21)**
- B. Correspondence **(Pg. 28)**
- C. Approval of Expenditures for June 12, 2019 to July 9, 2019 **(Pg. 33)**
- D. Informational Items:
 - Financials **(Pg. 34)**
 - Certificate of Achievement for Excellence in Financial Reporting **(Pg. 48)**
 - District Travel **(Pg. 49)**
 - Board Business Log **(Pg. 50)**
 - Treasurer to Approve Release of Payment to Vendors for August **(Pg. 53)**

- Semi-annual research reports from the University of California at Riverside and USDA for 2019– **Jennifer A. Henke, M.S., Laboratory Manager (Pg. 54)**
- E. Approval for a paid intern for the Laboratory Department June 17 – August 23, 2019 in an amount not to exceed \$6,900 from fund 5103.01.400.000, Payroll – *Budgeted; Funds available* **Jennifer A. Henke, M.S., Laboratory Manager (Pg. 70)**
 - F. Approval of Resolution 2019-09, Authorizing Attendance of Professional Development Conferences and Meetings by Members of The Board of Trustees and Employees of the District for Fiscal Year 2019-2020 – **Jeremy Wittie, M.S., General Manager (Pg. 71)**
 - G. Approval of refund in the amount of \$8,718.33 following revised benefit assessment for property having APN 745-360-003 owned by R-Bar-C Sand & Gravel, Inc. – **Jeremy Wittie, M.S., General Manager (Pg. 77)**
 - H. Approval to purchase supplies for arbovirus testing from ThermoFisher Scientific in an amount not to exceed \$11,500 from fund 7575.01.400.045 – Internal Mosquito PCR – *Budgeted; Funds available* **Jennifer A. Henke, M.S., Laboratory Manager (Pg. 79)**
 - I. Approval of payment for testing of mosquito pooled samples to the Mosquito and Vector Control Association of California in an amount not to exceed \$6,000 from fund 7575.01.400.026 – External Mosquito PCR – *Not Budgeted; Funds available* **Jennifer A. Henke, M.S., Laboratory Manager (Pg. 81)**
 - J. Approval to purchase one super duty mist sprayer for area wide larvicide applications in an amount not to exceed \$20,000 from fund 8415.01.500.000 – Operations Capital Outlay *Budgeted; Funds available* – **Jeremy Wittie, M.S., General Manager (Pg. 82)**
 - K. Approval for purchased additional mosquito control products in an amount not to exceed \$39,000 from fund 7800.01.500.028, Chemical Control – *Budgeted; Funds available* **Jeremy Wittie, M.S., General Manager (Pg. 83)**

11. Old Business

- A. Approval of Resolution 2019-10, Adopting Employee Pay Schedule, in conformance with California Code of Regulations, Title 2, Sections 570.5 and 571 – **Anita Jones, Human Resources Manager (Pg. 85)**
- B. Discussion and/or approval to purchase control products from the lowest responsible bidders or sole-source providers, in an amount not to exceed \$650,000 from fund 7800.01.500.028, Chemical Control – *Budgeted; Funds available* – **Roberta Dieckmann, Interim Operations Manager (Pg. 89)**

12. New Business

- A. Discussion and approval to hire a civil engineering firm to draw plans to address findings of the Accessibility Evaluation Report in an amount not to exceed \$15,000 from fund

13. Closed Session Public Comments

Public Comments pertaining to the Closed Session item (A three-minute time limit per person has been established.)

14. Closed Session:

- A. Public Employee Discipline/Dismissal/Release pursuant to Government Code §54957: Two matters.

15. Closed Session Report

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

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

17. Adjournment

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.
All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 43420 Trader Place, Indio, California.

Certification of Posting

I certify that on July 5, 2019, 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 July 5, 2019.

Graciela Morales, Clerk of the Board

SECTION

6



PUBLIC HEARING

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>July 9, 2019</p>
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Agenda Item: Public Hearing

Resolution 2019-08 approving Engineer’s Report, Confirming Diagram and Assessment, and Ordering the Levy of Assessments for fiscal year 2019-20 for the Coachella Valley Mosquito and Vector Control District Mosquito, Fire Ant and Disease Control Assessment – **David l’Anson, Administrative Finance Manager**

Background:
Resolution No. 2019-07, accepted by the Board of Trustees on June 11, 2019, approves the intention to levy assessments for fiscal year 2019-20, preliminarily approving engineer's report, and providing for notice of hearing for the CVMVCD Mosquito, Fire Ant and Disease Control Assessment.

Resolution No. 2019-08 approves the Engineer’s Report and orders the levy of the assessment at the rate of \$13.48.

In 2005, Coachella Valley property owners approved a yearly fee of \$16.00 per residential unit for the Mosquito, Fire Ant, and Disease Control Assessment by 74.19%, the highest approval rating for a similar measure in the State of California that year. Included in the voter approval was an inflation escalator allowing for a 3% per year inflationary increase to the assessment. State law requires the District to renew the base assessment and any inflationary increase each year through a public hearing process.

The District’s Board is now conducting a public hearing to consider the assessments for the 2019–2020 fiscal year to fund its programs and services. The District provides services and programs for disease and vector surveillance, disease prevention, control of vectors using integrated vector control management (IVM) methods and quality assessment. The mosquito abatement, vector control, and disease prevention projects and programs include, but are not limited to, source reduction, ground and aerial surveillance and control applications, disease monitoring, public education, quality control and applied research as well as maintenance of buildings, grounds and equipment and operating expenses. The District’s services encompass approximately 2,400 square miles and are provided to properties accommodating over 400,000 permanent residents with a seasonal influx of over 100,000 people.

The majority of the District’s funding is generated by a percentage of the 1% property tax

collected from Coachella Valley property owners. 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.

In each subsequent year for which an assessment will be levied, the Board must;

- Preliminarily approve at a public meeting a budget for the upcoming fiscal year's costs and services;
- Preliminarily approve at a public meeting an updated annual Engineer's Report, and;
- Provide an updated assessment roll listing all parcels and their proposed assessments for the upcoming fiscal year and;
- Call for the publication in a local newspaper of a legal notice of the intent to continue the assessments for the next fiscal year and set the date for the noticed public hearing. At the annual public hearing, members of the public can provide input to the Board prior to the Board's decision on continuing the services and assessments for the next fiscal year.

The yearly assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the Los Angeles-Riverside-Orange County Area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 3%. The yearly 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 assessments for 2018-19 were levied at the yearly rate of \$12.49 per single family equivalent benefit unit, as described in the Engineer's Report for fiscal year 2018-19, with estimated total annual revenue of approximately \$2.0 million.

The fiscal year 2019-2020 assessment budget includes:

- Outlays for West Nile Virus
- Surveillance and mosquito control
- RIFA control
- Capital equipment
- Supplies
- Disease testing programs
- Other vector programs

The annual CPI change for the Riverside-San Bernardino - Ontario Area from January 2018 to January 2019 is 3.05%, which is more than the 3% maximum allowed annual increase. The maximum authorized assessment rate for fiscal year 2019-20 is \$22.76 per single family equivalent benefit unit. The proposed fiscal year 2019-20 assessment rate per single family equivalent benefit unit for the Mosquito, Fire Ant and Disease Control Assessment is \$13.48 which is less than the maximum allowable rate.

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.

OPTIONS TO CONSIDER:

1. To accept and adopt Resolution 2019-08, setting the annual benefit assessment amount to \$13.48 per single family equivalent family unit, in order to properly finalize and adopt the assessment proceedings accordingly defined in Proposition 218.

Staff Recommendation:

- That the Board of Trustees take whatever action it deems necessary.

Fiscal Impact:

By ordering the levy of assessments the District will receive an amount approximated at \$2.15 million for the fiscal year 2019-20 Budget.

Attachments:

- Resolution 2019-08
- Engineer's Report (Separate Attachment)

RESOLUTION NO. 2019-08

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

A RESOLUTION
APPROVING ENGINEER'S REPORT, CONFIRMING DIAGRAM AND ASSESSMENT, AND
ORDERING THE LEVY OF ASSESSMENTS
FOR FISCAL YEAR 2019-20
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, prepared an engineer's report (the "Report") in accordance with Article XIID of the California Constitution and Section 2082, et seq.,

of the Health and Safety Code for the Assessment. The Report have been made, filed with the secretary of the board and duly considered by the Board and are 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. On June 11, 2019, this Board adopted Resolution No. 2019-07 to continue to levy and collect Assessments for fiscal year 2019-20, preliminarily approving the Engineer's Report, and providing for notice of hearing on July 9, 2019, 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.

SECTION 3. At the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the levy of Assessment were fully heard and considered by this Board, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board thereby acquired jurisdiction to order the levy of assessment prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof.

SECTION 4. The above recitals are true and correct

SECTION 5. The public interest, convenience and necessity require that the levy be made.

SECTION 6. The Engineer's Report for the Assessment together with the proposed assessment roll for fiscal year 2019-20 is hereby confirmed and approved.

SECTION 7. That based on the oral and documentary evidence, including the Engineer's Report offered and received at the public hearing, the Board expressly finds and determines that: (a) each of the several lots and parcels of land subject to the Assessment will be specially benefited by the services to be financed by the assessment proceeds in at least the amount of the assessment apportioned against such lots and parcels of land, respectively; (b) that the Assessment is levied without regard to property valuation; and (c) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, said finding and determination as to special benefit to property from the mosquito, fire ant, vector and disease control services to be financed with assessment proceeds.

SECTION 8. That assessments for fiscal year 2019-20 shall be levied at the rate of THIRTEEN DOLLARS AND FORTY-EIGHT CENTS (\$13.48) per single-family equivalent benefit unit as specified in the Engineer's Report for fiscal year 2019-20 with estimated total annual assessment revenues as set forth in the Engineer's Report; and

SECTION 9. That the mosquito, fire ant and disease control services to be financed with assessment proceeds described in the Engineer's Report are hereby ordered.

SECTION 10. No later than August 15th following such adoption, the Board shall file a certified copy of the diagram and assessment and a certified copy of this resolution with the Auditor of the County of Riverside ("County Auditor"). Upon such filing, the County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as

shown in the assessment. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all the laws providing for collection and enforcement shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Mosquito, Fire Ant and Disease Control Assessment.

SECTION 11. All revenues from Assessments shall be deposited in a separate fund established under the distinctive designation of the Coachella Valley Mosquito and Vector Control District, Mosquito, Fire Ant and Disease Control Assessment.

SECTION 12. The Assessment, as it applies to any parcel, may be corrected, cancelled or a refund granted as appropriate, by order of the Board of Trustees of the District. Any such corrections, cancellations or refunds shall be limited to the current fiscal year.

The foregoing Resolution was PASSED and ADOPTED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District at a regular meeting thereof held on July 9, 2019, at the Coachella Valley Mosquito and Vector Control District headquarters located at 43-420 Trader Place, Indio, California, 92201.

AYES:

NOES:

ABSTAINED:

ABSENT:

Doug Hassett, President, Board of Trustees
Coachella Valley Mosquito & Vector Control District

ATTEST:

Franz De Klotz, Vice President, Board of Trustees
Coachella Valley Mosquito & Vector Control District

SECTION

9



BOARD REPORTS

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Executive Committee Meeting Minutes

TIME: 9:00 a.m. Monday, June 24, 2019

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

La Quinta	Doug Hassett	Indian Wells	Clive Weightman
Palm Desert	Doug Walker	County at Large	Doug Kunz

OTHERS PRESENT:

Jeremy Wittie, General Manager
Grace Morales, Clerk of the Board

- 1. Call to Order:** *President Hassett called the meeting to order at 9:01 A.M.*
- 2. Roll Call:** *Roll call indicated four (4) committee members out of four (4) were present.*
- 3. Confirmation of Agenda:** *The Agenda was confirmed as presented.*
- 4. Public Comments:** *Mr. Brad Anderson emailed Clerk of the Board, Grace Morales a letter to be entered into the public record of the Executive Committee meeting held on June 24, 2019, at 9:00 a.m. President Hassett read the letter out loud during each item addressed on the letter.*
- 5. Review of Draft July 9, 2019 Agenda:** *The draft July Board meeting agenda was reviewed by the Committee. Changes to the agenda included, changing Item 9B to read Isaiah Hagerman will lead the report, move Items 10G and 10H- Adopting Employee Pay Schedule and purchase of control products to Old Business, and adding one additional closed session item.*
- 6. Emergency Contingency Plan for Key Leadership:**
Committee members discussed they feel there should be a plan in place in case the need ever arises to cover key department staff. A discussion ensued. General Manager, Jeremy

Wittie agreed a draft plan will be presented at the next Executive Committee meeting in September.

7. Discussion of Board of Trustees Meeting Time:

Committee members took into consideration the feedback received from all Trustees regarding the possible change to the Board of Trustees meeting time. Their recommendation is to keep the meeting time at 6:00 p.m. They also said their goal is to reduce the meeting duration to the shortest amount of time possible.

8. Trustee/Staff Comments: *General Manager, Jeremy Wittie reported on the work being done and work planned in the Cities where West Nile and Saint Louis encephalitis viruses are present.*

9. Confirmation of Next Meeting Date: *The next Executive Committee Meeting was scheduled for Wednesday, September 4, 2019, at 9:00 a.m.*

10. Adjournment: *The meeting was adjourned by President Hassett at 9:53 a.m.*

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Budget Workshop Minutes

TIME: 4:30 P.M. **DATE:** JUNE 11, 2019

LOCATION: 43420 Trader Place, Indio, CA 92201

STAFF PRESENT:

Jeremy Wittie, General Manager

David l'Anson, Administrative Finance Manager

Grace Morales, Clerk of the Board

1. Call to Order: *Treasurer Weightman called the meeting to order at 4:46 p.m.*

2. Roll Call: *The following Trustees were present: Sergio Espericueta, Franz De Klotz, Clive Weightman, Ben Guitron, Doug Hassett, Doug Walker, and Isaiah Hagerman*

3. Public Comments: *None.*

4. Overview/Discussion of Preliminary FY 2019/20 Budget. *This item was discussed during the Finance Committee meeting on June 11, 2019 at 3:30 p.m. Since no members of the public were in attendance and Trustees at the Workshop had no further questions regarding the preliminary FY 2019/20 budget it was decided by the Trustees to adjourn the Workshop.*

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

6. Adjournment: *The meeting was adjourned by Treasurer Weightman at 4:47 p.m.*

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Finance Committee Meeting
Minutes**

TIME: 3:30 P.M. **DATE:** JUNE 11, 2019

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

Indian Wells	Clive Weightman	County at Large	Franz De Klotz
La Quinta	Doug Hassett (alternate member)	Rancho Mirage	Isaiah Hagerman

TRUSTEES ABSENT: County at Large Bito Larson

STAFF PRESENT:

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Grace Morales, Clerk of the Board

1. Call to Order: *Treasurer Weightman called the meeting to order at 3:30 p.m.*

2. Roll Call: *Roll call indicated two (2) committee members out of three (3) were present. President Doug Hassett served as an alternate member of the Committee. Vice President De Klotz also joined the meeting.*

3. Confirmation of Agenda: *The Agenda was confirmed as presented.*

4. Public Comments: *None.*

5. Items of General Consent:

Approval of Minutes from May 14, 2019, Finance Committee Meeting: *On motion from Trustee Hagerman, seconded by Vice President De Klotz, the Committee approved Agenda Item 5 with the exception of amending the minutes to record Trustee Hagerman was present at the May 14 meeting and not absent as erroneously recorded.*

Ayes: Trustee Hagerman, President Hassett, Vice President De Klotz, and Treasurer Weightman.

Noes: None.

Abstained: None.

Absent: Trustee Larson.

6. Discussion and/or Review:

- A. Review of Check Report from Abila MIP for the period of May 15, 2019 to June 7, 2019.

The Committee reviewed the check report and asked questions regarding some of the checks and expenses. Administrative Finance Manager, David l'Anson and General Manager, Jeremy Wittie provided clarifications.

- B. CalCard Charges May 2019

Administrative Finance Manager, David l'Anson introduced the new CalCard report. Transactions were reviewed and questions regarding a few charges were explained by Administrative Finance Manager, David l'Anson and General Manager, Jeremy Wittie.

- C. Review of May 2019 Financials and Treasurer's Report

The District's Financials and Treasurer's Report were reviewed by the Committee. Expenditures, revenue, payroll, the weighted yield of the District's investments, and pass through funds were discussed. Administrative Finance Manager, David l'Anson mentioned he plans on contacting Kevin McCarthy in August 2019.

7. Old Business: a) Draft FY2019-20 Budget

Items discussed included: Thermal Capital Project and contingency expense, emergency funds, facilities funding status, total cash balances, the facilities solar panels, and the needed ADA updates.

8. New Business: None.

9. Confirmation of Next Meeting: *The next Finance Committee meeting was scheduled for Tuesday, July 9, 2019 at 4:30 p.m.*

10. Trustee and/or Staff Comments/Future Agenda Items: *Treasurer Clive Weightman informed all he will be absent for the July 9 Finance meeting and Trustee Hagerman had agreed to chair it.*

11. Adjournment: *The meeting was adjourned by Treasurer Weightman at 4:17 p.m.*

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Finance Committee Meeting
Minutes**

TIME: 3:30 P.M. MAY 14, 2019

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

Indian Wells Clive Weightman
Rancho Mirage Isaiah Hagerman
La Quinta Doug Hassett (alternate member)

Amended: Original Minutes amended to record Trustee Hagerman was present at this meeting and not absent as originally recorded.

TRUSTEES ABSENT: County at Large Bito Larson

STAFF PRESENT:

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Grace Morales, Clerk of the Board
Brad Anderson (member of the public)

- 1. Call to Order:** *Treasurer Weightman called the meeting to order at 3:32 p.m.*
- 2. Roll Call:** *Roll call indicated two (3) committee member out of three (3) were present. President Doug Hassett served as an alternate member of this Committee.*
- 3. Confirmation of Agenda:** *The Agenda was confirmed as presented.*
- 4. Public Comments:** *Mr. Anderson commented he has communicated with Public Outreach Department staff regarding the pesticide applications taking place in the east Valley. He also suggested the District should hire an outside agency to recruit for the Finance Department position.*

5. Items of General Consent:

Approval of Minutes from May 1, 2019, Finance Committee Meeting: *On motion from Treasurer Weightman, seconded by President Hassett the Committee approved item 5.*

Ayes: Treasurer Weightman, Trustee Hagerman and President Hassett.

Noes: None.

Abstained: None.

Absent: Trustee Larson ~~and Trustee Hagerman.~~

6. Discussion and/or Review:

- A. Review of Check Report from Abila MIP for the period of April 10, 2019 to May 9, 2019.
The Committee reviewed the check report and asked questions regarding a few checks and expenses. Administrative Finance Manager, David l'Anson provided information.
- B. CalCard Charges April 2019
The Calcard transaction log was reviewed by the Committee and questions regarding a few charges were clarified by Administrative Finance Manager, David l'Anson.
- C. Review of April 2019 Financials and Treasurer's Report
The District's Financials and Treasurer's Report were reviewed. The weighted yield of the District's investments was discussed. Treasurer Weightman indicated he would like to see a meeting take place between the Indian Wells Finance Director, Kevin McCarthy and David l'Anson prior to August, 2019.

7. Old Business: a) Draft FY2019-20 Budget

CalPERS Unfunded Liability scenarios were reviewed by the Committee. The Committee mentioned they would like to recommend option #2; paying a \$600,000 lump sum payment from the FY2018-19 Operating Budget surplus plus \$155,000, and amortizing the balance of over five years. This would net a savings of approximately \$800,340 in interest payments.

Other items discussed included: Cafeteria Plan YTD budget variance amount, the Utilities, Uniform Expense, Aerial Applications, Contingency Expense line items, the Capital Project in Thermal (paving) project duration and cost, the lab exhaust project and cost, the District headquarters paving project, total cash balances and the General Fund Operational Cash Flow chart.

8. New Business: None.

9. Confirmation of Next Meeting: *The next Finance Committee meeting was scheduled for Tuesday, June 11, 2019 at (tentatively) 4:00 p.m. This meeting will be combined with the Budget Workshop.*

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

11. Adjournment: *The meeting was adjourned by Treasurer Weightman at 4:10 p.m.*

SECTION

10



ITEMS OF GENERAL CONSENT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Board of Trustees Meeting
Minutes**

CALLED TO ORDER: 6:00 p.m. June 11, 2019

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

PRESIDENT: Doug Hassett La Quinta
VICE PRESIDENT: Franz De Klotz County at Large
SECRETARY: Doug Walker Palm Desert
TREASURER: Clive Weightman Indian Wells

Cathedral City	Sergio Espericueta	Indio	Ben Guitron
Coachella	Philip Bautista	Palm Springs	Dr. Doug Kunz
Desert Hot Springs	Gary Gardner	Rancho Mirage	Isaiah Hagerman

TRUSTEES ABSENT:

County at Large Bito Larson

STAFF AND COUNSEL PRESENT:

Jeremy Wittie, General Manager
Lena Wade, Legal Counsel, SBEMP
Anita Jones, Human Resources Manager
David l'Anson, Administrative Finance Manager
Edward Prendez, Information Technology Manager
Jennifer Henke, Laboratory Manager
Jill Oviatt, Public Information Manager
Mike Martinez, Field Supervisor
Oldembour Avalos, Field Supervisor
Roberta Dieckmann, Field Supervisor
Grace Morales, Clerk of the Board

- 1. Call to Order:** President Hassett called the meeting to order at 6:01 p.m.
- 2. Pledge of Allegiance:** Trustee De Klotz led the Pledge of Allegiance.
- 3. Roll Call:** Roll call indicated ten (10) Trustees out of eleven (11) were present.
- 4. Motion to Excuse Absences**

On motion from Trustee Hagerman seconded by Trustee Gardner, and passed by unanimous vote, the Board of Trustees excused the absence of Trustee Larson.

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

Noes: None.

Abstained: None.

Absent: Trustee Larson.

5. Confirmation of Agenda

On motion from Trustee Guitron, seconded by Trustee Kunz and passed by unanimous vote, the Board of Trustees approved the Agenda as presented.

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

Noes: None.

Abstained: None.

Absent: Trustee Larson.

6. Public Comment: *Mr. Brad Anderson stated that chemicals used for applications are not listed on our website.*

7. Recognition: *President Hassett presented Carlos Hernandez a framed resolution in honor and recognition of his 25 years of service to the District.*

On motion from Trustee Hagerman, seconded by Trustee Gardner and passed by unanimous vote, the Board of Trustees approved Resolution 2019-05 in recognition of Carlos Hernandez's 25 years of service to the District.

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

Noes: None.

Abstained: None.

Absent: Trustee Larson.

8. Presentations:

A. General Manager's Report

Jeremy Wittie, MS., updated Trustees and meeting attendees regarding the Thermal Paving Project status, Dr. Wakoli Wekesa admirable work while employed and leaving the District for a General Manager position, Jill Oviatt's commendable work in the past few years in the outreach department and leaving the District in July.

B. IVM Program Update

Jennifer Henke, M.S., Laboratory Manager, gave a presentation that focused on regional activity, District mosquito population and the District's risk assessment. She also presented slides showing Arizona's current mosquito, West Nile virus and Saint Louis encephalitis virus compared to California and our region.

Roberta Dieckmann, Field Supervisor, presented information on larval enhanced surveillance, truck and aerial treatments in response to the elevated West Nile virus activity and a summary of control efforts being conducted by Operations staff.

Jill Oviatt, M.C.D.M., Public Information Manager, shared an update in regards to outreach activities taking place in the Coachella Valley pre and post-West Nile virus detection.

C. IT Security and Strategy

Edward Prendez, Information Technology Manager, presented information of his department's five-year plan on infrastructure, mobility, security and data storage and management. He also shared information on the District's security posture and plan for implementation of improvements.

9. Board Reports

A. President's Report: *President Hassett stated he is pleased to see the correspondence from the public commending staff of their hard work and dedication to the District. He also mentioned the CSDA conference and invited Trustees to attend.*

B. Finance Committee: *Treasurer Weightman reported that the Finance Committee met prior to the Board Meeting and that they had reviewed the check register, financials, and CalCard charges and had no concerns to report. He also reported the District's is having a good year financially.*

10. Items of General Consent

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

A. Minutes for May 14, 2019, Board Meeting

B. Correspondence

C. Approval of expenditures for May 15 to June 11, 2019

D. Informational items:

- Financials
- District Travel
- Board Business Status Log

E. Department Reports

F. Approval for purchase of additional mosquito control products for the fiscal year 2018-19, in an amount not to exceed \$24,000 from Fund 7800.01.500.028 – Budgeted; Funds Available.

Note: the amount of \$24,000 shown above was supposed to be \$103,000. This was a clerical error and the Staff Report included in the same month's Board Packet has the correct amount listed.

On motion from Trustee Hagerman, seconded by Trustee Kunz and passed by the following votes, the Board of Trustees reviewed and approved Item 10 F separately from the remaining items of General Consent.

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

Noes: None.

Abstained: None.

Absent: Trustee Larson.

On motion from Trustee Hagerman, seconded by Trustee Walker and passed by the following votes, the Board of Trustees approved the remaining items of General Consent.

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

Noes: None.

Abstained: Trustees De Klotz and Guitron abstained from approving only Item 10A as they were absent at the May 11, 2019 meeting.

Absent: Trustee Larson.

11. Old Business

A. Approval to enter into an agreement with Onyx Paving in an amount not to exceed \$494,000 for completion of the District's Thermal facility asphalt paving and landscaping improvements from the Thermal Facility Remediation Fund Budgeted; Funds Available

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

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

Noes: None.

Abstained: None.

Absent: Trustee Larson.

12. New Business

A. Discussion and/or approval of Resolution 2019-06 Adopting FY 2019-20 Budget.

On motion from Trustee Weightman, seconded by Trustee De Klotz and passed by unanimous vote, the Board of Trustees approved item 12A.

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

Noes: None.

Abstained: None.

Absent: Trustee Larson.

B. Discussion and/or approval of Resolution 2019-07 intention to levy assessments for fiscal year 2019-20, 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.

Trustee Espericueta pointed out a clerical error to be noted: the Fiscal Year shown on the Staff Report for this item (page 79) is shown as FY18-19; however, it should be FY19-20.

Public Comment: *Mr. Brad Anderson stated he opposes the increase to the benefit assessment.*

On motion from Trustee Weightman, seconded by Trustee Walker and passed by unanimous vote, the Board of Trustees approved item 12B.

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

Noes: None.

Abstained: None.

Absent: Trustee Larson.

C. Discussion of the survey results regarding the Board of Trustees meeting time.

On motion from Trustee Hagerman, seconded by Trustee Guitron and passed by unanimous vote, the Board of Trustees recommended item 12C to be placed on the Executive Committee Agenda for further review and consideration.

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

Noes: None.

Abstained: None.

Absent: Trustee Larson.

D. Discussion and/or approval of a suggested donation of \$5,000 to the American Mosquito Control Association Mosquito Research Foundation from fund 8510.01.600.000, Research Projects

Public Comment: *Mr. Brad Anderson stated he opposes the donation to the AMCA Mosquito Research Foundation.*

On motion from Trustee Hagerman, seconded by Trustee Guitron and passed by unanimous vote, the Board of Trustees approved item 12D.

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

Noes: None.

Abstained: None.

Absent: Trustee Larson.

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

Trustee Bautista thanked staff for the information and presentation at the City of Coachella Council meeting. Dr. Kunz and Trustee Walker informed they will not be present at the July Board meeting, and Treasurer Weightman also informed of his absence at the July Board meeting and Trustee Hagerman will chair the Finance Committee in July.

14. Adjournment

The meeting was adjourned by President Hassett at 8:14 p.m.

Doug Hassett
President

Franz De Klotz
Vice President

DRAFT

From: Tammy Gordon
Sent: Thursday, June 27, 2019 12:47 PM
To: DistrictWideGroup
Subject: Trinidad Haro

Hi everyone,

I received a call from a resident in Marrakesh Country Club who wanted to compliment **Trinidad Haro** for being "the mosquito wisperer." Ms. Tatum had mosquitoes in her garage and got some great information from Trinidad. He did so well at explaining what to do, she decided to share the info at her HOA meeting so everyone else can dump it, drain it, and scrub it clean. Ms. Tatum wants everyone to know what a steller employee Trinidad is.

Well done sir!

Tammy Gordon
Public Information Officer

From: Michael Martinez
Sent: Wednesday, July 3 2019 9:15 AM
To: DistrictWideGroup
Subject: Compliment Call

Good morning,

Yesterday, I received a call from Barbara M. in the Springs Country Club. She wanted to express her gratitude about **Jonathan Herrera's** for a job that was above and beyond his duty. She had been getting bit and noticed his truck at the neighbor's house. She asked for his assistance and he was polite, lovely and explained the whole process including any animal concerns. She wanted to make sure Jonathan was recognized for his work because far too many times good work is not reported. Great Job Jonathan! Thank you for representing the district so well.

Michael Martinez
Field Supervisor

June 11, 2019

Coachella Valley Mosquito and Vector Control District

Attn: Clerk of the Board and Board of Trustees

43420 Trader Pl.

Indio, CA. 92201

(888) 343-9399 - www.cvmvcd.org

Re: Written Comment letter for the Public Non-Agenda Items for the CVMVCD Board of Trustees Meeting held on the date of June 11, 2019 – to be added to the official Public Record

Dear Coachella Valley Mosquito and Vector Control District Board of Trustees,

Please be advised that past comments that were made at CVMVCD public meetings (Public comments area of the meeting) were not correctly interpreted into the minutes of those past meetings. In the past I've suggested to the CVMVCD Board of Trustees that having videotaped recorded meetings would help to increase transparency of the CVMVCD. Please consider to upgrade the CVMVCD recording system to add this ability to enhance the CVMVCD in-house data retention. And this may discourage member's of the district and the general Public from having to use their own recording devices. Also items that need to be documented for CVMVCD Trustees are:

- 1) Security for the Public from a District employee while attending Public meetings at the CVMVCD headquarters. I've contacted the current CVMVCD General Manager (Mr. Wittie) about this unwelcomed potential conflict that happen on the district property. But the general manager has not contacted me of his actions – if any?
- 2) The CVMVCD general counsel has addressed a letter to me, with regards to accusations of pre-text allegations. The complete CVMVCD Board of Trustees should have been aware of this action of their legal counsel. If this action was granted in the CVMVCD closed session? There was no reportable actions or directions recorded. Also at the CVMVCD Board of Trustees Meeting held in the Month of March 2019. The CVMVCD "New" legal counsel refused to allow prior Public comments before the CVMVCD closed session conference associated with the discussion items.
- 3) Please consider changes to the CVMVCD prior agendas (minutes) that has for years listed people that have attended the CVMVCD meetings without the persons authorization. And misrepresenting Residents as CVMVCD staff members.
- 4) Please correct/update the CVMVCD website to reflect contact information for Trustees. The Palm Desert trustee (Mr. Walker) website link has been unavailable for an extended period of time. It currently redirects to a Palm Desert Vacation website page.

- 5) Please detail the description of: "Trustee Support" / "Professional Fees" / "Professional Development" / "Attorneys Fees" - it appears that those terms are used in different roles to categorize more than one description.
- 6) In regards to Item# 6 above: The CVMVCD Finance report shows an expense of \$ 14,923.58 to a company listed as: Norman A. Troub Associates LLC – The CVMVCD reported this expense as "Attorney Fees" and after a simple internet search it was discovered that this company provides a service of "Private Investigations" and advertised the CVMVCD as one of their clients. If the Complete CVMVCD Board of Trustees allowed this expense? Why was their No known recording of the motion? And No reportable action or directions noted?

Please be advised that all the above listed Concerns have the potential to be corrected. But having had the CVMVCD go through it's last recorded "Grand Jury" Investigation. And still having CVMVCD personnel that was readily advanced and retrained after the Investigation report was released. May help to illustrate the defiance and actions of members of this Valley with regards to the CVMVCD and its noticeable Internal disarray - which has developed into the Public service decline and potential threatens this Valleys health. Due to the "Massive amounts of Mosquitoes" and having Administrative personel and a Trustee serve away from the CVMVCD on organizations that are not conducted locally.

Sincerely,

Brad Anderson | Rancho Mirage, CA.

June 24, 2019

Coachella Valley Mosquito and Vector Control District (CVMVCD)

43420 Trader Pl.

Indio, CA. 92201

(760) 342-8287 - www.cvmvcd.org

Attn: Graciela Morales Clerk of the Board and Board Members

Re: Written letter to be entered in to the Public record for the Executive Committee Meeting date of June 24, 2019 scheduled start time of 9:AM (Non-Agenda Public Comments Item # 4 and Agenda Items # 6 and # 7.

Dear CVMVCD Executive Committee Trustee's,

- 1) Item # 4 (Non-Agenda Public Comments) Please be advised that the CVMVCD management has employed the CVMVCD General Legal Counsel to submit pre-text allegations address to my home/person. And the CVMVCD district staff member(s) have not been disclosing complete requested Public Records related to the CVMVCD legal counsel threat of ligation against this Resident of the City of Rancho Mirage, CA. Those actions appear to be aligned with my documented public appearances around the County of Riverside, CA. Illustrating the poor performance of the CVMVCD Administrators and the Massive amounts of Mosquitoes around the Coachella Valley. And now the known diseases (WNV/SLEV) that has been allowed to become wide spread and a everyday threat to the health of this community (Coachella Valley).
- 2) Item # 6 (Emergency contingency plan for key leadership) Please take notice that this Items definition has no foundation to this Resident? Because there are No CVMVCD documentation (staff/trustee reports) that can be readily accessed by the Public. Also - Due to the late notification of this CVMVCD Public meeting (Friday morning) the ability for the Public to contact the CVMVCD is limited due to the CVMVCD Administration office not being open for business. My comments, as it pertains to the overall operations of the CVMVCD is that the California Department of Public Health should step In and review/advised the CVMVCD on correct management and best practices of all CVMVCD programs. And other Governmental agencies – such as the CDFA/USDA should have been contracted to lend critical advice on Pest Eradication to the CVMVCD Administration and Managers/Supervisors.
- 3) Item # 7 (Discussion of Board of Trustees Meeting start times) The CVMVCD attempts to service the whole Coachella Valley and one property in Mountain Center, CA. The CVMVCD Administration should appear to the general public that they would want member's of the public to have an accessible scheduled meeting date at a scheduled time of day when MOST people (Residents) maybe able to attend. The scheduled meeting time of 6:PM should remain

or be extended to potential 7:PM as other Abatement Districts currently have for their Open to the Public Meetings. Also the sub/committees – such as the Executive and Finance Committees appears to only serve to narrow choices and any outside thought on Issues that should be Entertained by the complete CVMVCD Board of Trustees. If those meetings continue to excise at an added cost to taxpayers. They should also be at a SET scheduled date and time, not as they currently are scheduled. Which could be ANYTIME at the “whim” of the CVMVCD Management and or CVMVCD Trustees which already potential excluded members of the Public from attending and having a voice in the CVMVCD monopoly on Information of it's operations.

Sincerely,

Brad Anderson | Rancho Mirage, CA.

Checks Issued for the Period of:
June 12 - July 3, 2019

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	June 11, 2019	25,480.27	
	Payroll Disbursement	June 14, 2019	261,081.35	
	Payroll Disbursement	June 18, 2019	181.05	
	Payroll Disbursement	June 28, 2019	191,380.93	
				478,123.60
Pre-Approved Expenditures:				
Cash - First Foundation Bank Checking				
Cash - First Foundation Bank Checking				
42323	Advance Imaging Systems	Contract Services	56.75	
42324	Airgas Safety Inc.	Operating Supplies	764.93	
42325	Albom & Associates LLC	Promotion and Eaducation	520.14	
42326	Alpha Media LLC	Public Outreach Advertising	1,225.00	
42327	Burrtec Waste Industries	Repair & Maintenance	10.64	
42328	California Department Of Health Srv	State Certification Fees	6,006.00	
42329	Cintas Corporation #3	Uniform Expenses	1,808.02	
42330	CleanExcel	Contract Services	3,496.00	
42331	C&R Wellness Works	Employee Assistance Program	310.50	
42332	Department of Environmental Health	Permits	1,714.00	
42333	Desert Air Conditioning	Repair & Maintenance	98.00	
42334	Desert Sun Publishing Co	Public Outreach Advertising	1,659.03	
42335	Employee Relations Inc.	Recruitment/Advertising	446.75	
42336	Gulf California Broadcast Company	Public Outreach Advertising	3,565.00	
42337	Jernigan's Sporting Goods, Inc.	Safety Expense	239.20	
42338	Liebert Cassidy Whitmore	Risk Management	5,625.00	
42339	Marlin Business Bank	Contract Services	871.09	
42340	Crystal Moreno	Tuition Reimbursement	965.61	
42341	NAPA Auto & Truck Parts	Vehicle Parts and Supplies	45.28	
42342	nfpAccounting Technologies, Inc.	Maintenance Contracts	3,357.00	
42343	Norman's Nursery, Inc.	Repair & Maintenance	2,529.31	
42344	Onyx Paving Company, Inc.	Asphalt Paving	105,450.00	
42345	Praxair Distribution, Inc.	Equipment Parts & Supplies	48.89	
42346	R Bar C Sand and Gravel, Inc.	Benefit Assessment Expense	8,718.33	
42347	Riverside, County	LAFCO	2,287.49	
42348	RM Broadcasting LLC	Public Outreach Advertising	750.00	
42349	Salton Sea Air Service	Aerial Application	31,550.00	
42350	Sam's Fence, Inc.	Equipment Rentals	1,600.00	
42351	Slovak Baron Empey Murphey & Pinkney LLP	Attorney Fees	5,067.50	
42352	SoCo Group Inc., The	Motor, Fuel & Oil	2,829.68	
42353	TCI Thermal Combustion Innovators, Inc.	Operating Supplies	336.96	
42354	Technical Safety Services, Inc.	Maintenance and Calibration	765.00	
42355	Tops N Barricades, Inc.	Repair & Maintenance	1,599.10	
42356	UPS	Postage	184.46	
42357	U.S. Foods	Physical Control	839.30	
42358	Valley Lock & Safe	Repair & Maintenance	14.70	
42359	Waterlogic Americas LLC	Employee Support	272.05	
42360	Waxie Sanitary Supply	Operating Supplies	176.96	
42361	U.S. Bank	CalCard Statement 6/2019	89,267.60	
Cash - First Foundation Bank Check Run Total to be Approved				287,071.27
Total Expenditures: June 12 - July 3, 2019				765,194.87

Doug Hassett, President

Frank De Klotz, Vice President

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended June 30, 2019

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	14,297,029	(1,078,889)	13,218,140
CASH	199,640	(109,498)	90,141
INVESTMENTS & CASH	14,496,669	(1,188,387)	13,308,282
CURRENT ASSETS	1,725,734	(29,151)	1,696,583
FIXED ASSETS	10,725,824	-	10,725,824
OTHER ASSETS	5,111,294	-	5,111,294
TOTAL ASSETS	32,059,521	(1,217,538)	30,841,983
TOTAL LIABILITIES	5,611,750	43,934	5,655,685
TOTAL DISTRICT EQUITY	26,447,770	(1,261,472)	25,186,298
TOTAL LIABILITIES & EQUITY	32,059,521	(1,217,538)	30,841,983
RECEIPTS			
		\$ 49,819	
CASH DISBURSEMENTS			
Payroll	\$ 478,124		
General Admin	\$ 761,763		
Total Cash Disbursements		\$ (1,239,887)	
NON-CASH ENTRIES:			
Accrual Modifications - Changes in A/P, A/R & Pre-paid insurance		\$ (27,471)	
Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments		\$ (1,217,538)	

CVMVCD
 Cash Journal - deposits
 From 6/1/2019 Through 6/30/2019

<u>Effective ...</u>	<u>Payee/Recipient Name</u>	<u>Transaction Description</u>	<u>Deposits</u>
6/10/2019	US Bank	June Receipts - Calcard Rebate	4,404.61
6/30/2019	First Foundation Bank	June Receipts - Bank Interest	284.48
6/30/2019	Riverside County	June Receipts - County Interest	19,187.43
6/30/2019	Riverside County	June Receipts - Homeowners Exemptio	5,998.61
6/30/2019	Riverside County	June Receipts - Pass Thru Revenue	<u>19,944.23</u>
Report Total			<u><u>49,819.36</u></u>

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

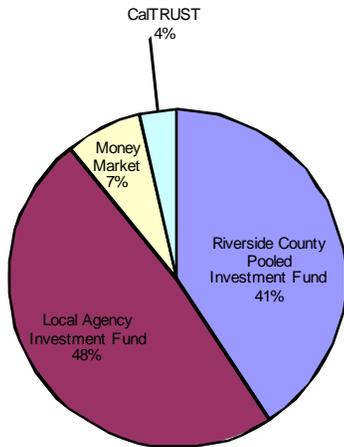
INVESTMENT FUND BALANCES AS OF JUNE 30, 2019

Preliminary 1

INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	General Fund	Thermal Capital Fund	Capital Equipment Replacement Fund	Capital Facility Replacement Fund	BALANCE
Investment Fund Balance					9,509,642	481,967	1,474,209	1,752,323	\$ 13,218,140
LAIF	Common Investments			2.43%	4,594,434	232,855	712,241	846,607	\$ 6,386,136
Riverside County	Funds 511105 & 511115			2.35%	3,873,121	196,297	600,421	713,692	\$ 5,383,532
CaITRUST	Medium Term Fund			2.33%	353,680	17,925	54,828	65,172	\$ 491,606
First Foundation	Market Rate			0.25%	688,407	34,890	106,719	126,851	\$ 956,866
Total Investments					9,509,642	481,967	1,474,209	1,752,323	\$ 13,218,140

PORTFOLIO COMPOSITION AS OF JUNE 30, 2019

WEIGHTED YIELD 2.24%



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
From 6/1/2019 Through 6/30/2019
Preliminary

		Budget -		YTD Budget	Current Period	Current	Current Period	Total Budget	Percent Total	
		Original	YTD Budget	YTD Actual	Variance	Period	Variance	Remaining	Budget	
						Actual			Remaining -	
									Original	
Revenues										
4000	Property Tax - Current Secured	3,733,045	3,733,045	3,591,197	(141,848)	287,085	0	(287,085)	(141,848)	(4)%
4010	Property Tax - Curr. Supplmntl	72,202	72,202	28,946	(43,256)	22,237	0	(22,237)	(43,256)	(60)%
4020	Property Tax - Curr. Unsecured	161,854	161,854	156,827	(5,027)	16,255	0	(16,255)	(5,027)	(3)%
4030	Homeowners Tax Relief	42,732	42,732	40,013	(2,719)	670	5,999	5,328	(2,719)	(6)%
4070	Property Tax - Prior Supp.	28,660	28,660	0	(28,660)	3,912	0	(3,912)	(28,660)	(100)%
4080	Property Tax - Prior Unsecured	9,902	9,902	0	(9,902)	9,902	0	(9,902)	(9,902)	(100)%
4090	Redevelopment Pass-Thru	4,275,025	4,275,025	4,425,927	150,902	0	19,944	19,944	150,902	4 %
4520	Interest Income - LAIF/CDs	100,000	100,004	178,143	78,139	24,801	19,472	(5,329)	78,143	78 %
4530	Other Miscellaneous Receipts	63,000	63,000	32,869	(30,131)	5,250	4,405	(845)	(30,131)	(48)%
4551	Benefit Assessment Income	1,996,366	1,996,366	1,907,534	(88,832)	86,545	0	(86,545)	(88,832)	(4)%
Total Revenues		10,482,786	10,482,790	10,361,456	(121,334)	456,657	49,819	(406,838)	(121,330)	(1)%
Expenditures										
Payroll Expenses										
5101	Payroll - FT	4,686,031	4,686,036	4,587,022	99,014	390,503	444,612	(54,109)	99,009	2 %
5102	Payroll Seasonal	208,460	208,458	185,180	23,278	23,162	15,765	7,397	23,280	11 %
5103	Temporary Services	6,900	6,900	6,900	0	0	0	0	0	0 %
5105	Payroll - Overtime Expense	41,700	41,700	13,673	28,027	3,475	3,333	142	28,027	67 %
5150	CalPERS State Retirement	566,460	566,464	502,048	64,416	36,158	33,027	3,131	64,412	11 %
5155	Social Security Expense	302,827	302,832	298,562	4,270	25,236	29,423	(4,187)	4,265	1 %
5165	Medicare Expense	70,821	70,824	71,148	(324)	5,902	6,881	(979)	(327)	(0)%
5170	Cafeteria Plan	1,031,051	1,031,052	1,073,286	(42,234)	85,921	93,581	(7,660)	(42,235)	(4)%
5172	Retiree Healthcare	342,420	342,420	369,138	(26,718)	28,535	291,475	(262,940)	(26,718)	(8)%
5180	Deferred Compensation	101,030	101,028	80,381	20,647	8,419	8,194	225	20,649	20 %
5195	Unemployment Insurance	36,405	36,408	35,213	1,195	3,034	1,167	1,867	1,192	3 %
Total Payroll Expenses		7,394,105	7,394,122	7,222,551	171,571	610,345	927,458	(317,113)	171,554	2 %

CVMVCD
Statement of Revenue and Expenditures
From 6/1/2019 Through 6/30/2019
Preliminary

		Budget -		YTD Budget	Current Period	Current	Current Period	Total Budget	Percent Total	
		Original	YTD Budget	YTD Actual	Variance	Budget	Period	Remaining	Budget	
							Actual	Variance	Remaining	
									Original	
Administrative Expenses										
5250	Tuition Reimbursement	15,000	15,000	11,929	3,071	1,250	634	616	3,071	20 %
5300	Employee Incentive	6,000	6,000	5,007	993	500	0	500	993	17 %
5301	Employee Support	4,000	4,000	3,183	817	334	485	(151)	817	20 %
5302	Wellness	600	0	0	0	0	0	0	600	100 %
5305	Employee Assistance Program	3,200	3,200	3,148	52	266	276	(10)	52	2 %
6000	Property & Liability Insurance	79,895	79,896	115,201	(35,305)	11,658	11,203	455	(35,306)	(44)%
6001	Workers' Compensation Insurance	85,730	85,736	122,852	(37,116)	17,978	17,948	30	(37,122)	(43)%
6050	Dues & Memberships	25,480	25,476	25,215	261	407	130	277	266	1 %
6060	Reproduction & Printing	21,750	21,756	5,023	16,733	1,813	0	1,813	16,727	77 %
6065	Recruitment/Advertising	6,500	6,504	8,160	(1,656)	542	46	496	(1,660)	(26)%
6070	Office Supplies	14,980	14,976	18,563	(3,587)	1,248	1,097	151	(3,583)	(24)%
6075	Postage	8,500	8,496	4,367	4,129	708	1,023	(315)	4,133	49 %
6080	Computer & Network Systems	5,000	5,004	4,992	12	417	162	255	8	0 %
6085	Bank Service Charges	200	204	43	161	17	0	17	157	78 %
6090	Local Agency Formation Comm.	1,200	1,200	1,129	71	0	0	0	71	6 %
6095	Professional Fees	53,000	53,004	46,267	6,737	4,417	7,942	(3,525)	6,733	13 %
6100	Attorney Fees	90,000	90,000	117,970	(27,970)	7,500	18,924	(11,424)	(27,970)	(31)%
6105	Legal Services / Filing Fees	1,000	0	0	0	0	0	0	1,000	100 %
6106	HR Risk Management	4,500	4,500	4,500	0	0	0	0	0	0 %
6110	Conference Expense	48,800	48,800	33,140	15,660	0	0	0	15,660	32 %
6115	In-Lieu	13,200	13,200	12,500	700	1,100	1,100	0	700	5 %
6120	Trustee Support	4,000	4,000	5,503	(1,503)	334	485	(151)	(1,503)	(38)%
6200	Meetings Expense	2,000	2,000	2,072	(72)	166	212	(46)	(72)	(4)%
6210	Promotion & Education	26,000	26,000	4,883	21,117	4,000	520	3,480	21,117	81 %
6220	Public Outreach Advertising	46,000	46,000	33,967	12,033	10,000	17,889	(7,889)	12,033	26 %
6500	Benefit Assessment Expenses	96,000	96,000	91,146	4,855	0	0	0	4,855	5 %
Total Administrative Expenses		662,535	660,952	680,759	(19,807)	64,655	80,076	(15,421)	(18,224)	(3)%
Utilities										
6400	Utilities	105,000	105,000	87,868	17,132	8,750	899	7,851	17,132	16 %
6410	Telecommunications	11,000	11,000	19,861	(8,861)	916	2,324	(1,408)	(8,861)	(81)%
Total Utilities		116,000	116,000	107,729	8,271	9,666	3,223	6,443	8,271	7 %

CVMVCD
Statement of Revenue and Expenditures
From 6/1/2019 Through 6/30/2019
Preliminary

		Budget -		YTD Budget	Current Period	Current	Current Period	Total Budget	Percent Total	
		Original	YTD Budget	YTD Actual	Variance	Budget	Period Actual	Remaining	Budget Remaining - Original	
Operating										
7000	Uniform Expense	26,650	26,652	31,934	(5,282)	2,221	3,016	(795)	(5,284)	(20)%
7050	Safety Expense	23,350	23,352	20,683	2,669	1,946	950	996	2,667	11 %
7100	Physican Fees	4,000	3,996	5,615	(1,619)	333	235	98	(1,615)	(40)%
7150	IT Communications	40,000	39,996	31,981	8,015	3,333	3,196	137	8,019	20 %
7200	Household Supplies	4,000	3,996	2,718	1,278	333	246	87	1,282	32 %
7300	Repair & Maintenance	42,000	42,000	35,003	6,997	3,500	9,218	(5,718)	6,997	17 %
7310	Maintenance & Calibration	6,000	6,000	5,591	409	500	765	(265)	409	7 %
7350	Permits, Licenses & Fees	10,850	10,848	5,521	5,327	904	1,714	(810)	5,329	49 %
7400	Vehicle Parts & Supplies	32,000	32,004	27,087	4,917	2,667	1,789	878	4,913	15 %
7420	Offsite Vehicle Maint & Repair	12,500	12,504	12,218	286	1,042	341	701	282	2 %
7450	Equipment Parts & Supplies	16,500	16,500	17,116	(616)	1,375	4,293	(2,918)	(616)	(4)%
7500	Small Tools Furniture & Equip	1,700	1,704	2,045	(341)	142	507	(365)	(345)	(20)%
7550	Lab Supplies & Expense	30,500	30,504	25,946	4,558	2,542	2,005	537	4,554	15 %
7570	Aerial Pool Surveillance	25,000	25,000	17,496	7,504	0	0	0	7,504	30 %
7575	Surveillance	45,500	45,504	41,282	4,222	3,792	5,338	(1,546)	4,218	9 %
7600	Staff Training	72,000	72,006	59,065	12,941	5,363	1,556	3,807	12,935	18 %
7650	Equipment Rental	1,000	996	2,352	(1,356)	83	1,683	(1,600)	(1,352)	(135)%
7675	Contract Services	131,232	131,232	143,250	(12,018)	10,936	11,590	(654)	(12,018)	(9)%
7700	Motor Fuel & Oils	73,200	73,200	75,865	(2,665)	6,100	9,317	(3,217)	(2,665)	(4)%
7750	Field Supplies	9,400	9,396	8,747	649	783	2,333	(1,550)	653	7 %
7800	Control Products	785,000	784,992	583,717	201,275	65,416	42,177	23,239	201,283	26 %
7850	Aerial Applications	114,500	114,498	99,500	14,998	19,083	25,825	(6,742)	15,000	13 %
8415	Capital Outlay	20,650	20,652	9,669	10,983	1,721	0	1,721	10,981	53 %
8510	Research Projects	150,000	150,000	90,917	59,083	0	5,000	(5,000)	59,083	39 %
9000	Contingency Expense	150,000	150,000	0	150,000	12,500	0	12,500	150,000	100 %
Total Operating		1,827,532	1,827,532	1,355,317	472,215	146,615	133,094	13,521	472,215	26 %
Contribution to Capital Reserves										
8900	Transfer to other funds	482,614	482,616	482,614	2	40,218	40,218	0	0	0 %
Total Contribution to Capital Reserves		482,614	482,616	482,614	2	40,218	40,218	0	0	0 %
Total Expenditures		10,482,786	10,481,222	9,848,970	632,252	871,499	1,184,069	(312,571)	633,816	6 %
Net revenue over/(under) expendit		0	1,568	512,486	510,918	(414,842)	(1,134,250)			

CVMVCD
Balance Sheet
As of 6/30/2019

		Current Year
Assets		
Cash and Investments		
1000	Cash - Investments	13,218,140.30
1016	Petty Cash	500.00
1017	Petty Cash Checking	1,500.00
1025	First Foundation - General	48,885.12
1026	First Foundation - Payroll	39,256.36
	Total Cash and Investments	13,308,281.78
Current Assets		
1050	Accounts Receivable	24,614.83
1085	Inventory	632,698.98
1168	Prepaid Insurance	0.03
1169	Deposits	1,039,269.00
	Total Current Assets	1,696,582.84
Fixed Assets		
1300	Equipment/Vehicles	1,870,815.56
1310	Computer Equipment	417,110.72
1311	GIS Computer Systems	301,597.91
1320	Office Furniture & Equipment	1,218,124.91
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	6,963,767.95
1342	Bio Control Equip/Furn	32,034.05
1399	Accumulated Depreciation	(9,211,139.61)
	Total Fixed Assets	10,725,823.53
Other Assets		
1520	Resources to Be Provided	3,514,102.32
1525	Deferred Outflows of Resources	1,284,772.00
1530	Deferred Outflows of Resources - OPEB	312,420.00
1900	Due to/from	0.12
	Total Other Assets	5,111,294.44
	Total Assets	30,841,982.59
Liabilities		
Short-term Liabilities		
Accounts Payable		
2015	Credit Card Payable	91,439.93
2020	Accounts Payable	36,108.15
2030	Accrued Payroll	(4,276.16)
2040	Payroll Taxes Payable	(1,292.51)
2175	Claims/Judgements Payable	(441.93)
2185	Employee Dues	(102.61)

CVMVCD
Balance Sheet
As of 6/30/2019

		Current Year
	Total Accounts Payable	121,434.87
	Total Short-term Liabilities	121,434.87
	Long-term Liabilities	
2100	Pollution Remediation Obligation	2,100,000.00
2200	Net Pension Liability	1,763,285.00
2210	Deferred Inflows of Resources	131,145.00
2300	Net OPEB Liability	877,253.36
2500	Compensated Absences Payable	662,566.53
	Total Long-term Liabilities	5,534,249.89
	Total Liabilities	5,655,684.76
	Fund Balance	
	Non Spendable Fund Balance	
3920	Investment in Fixed Assets	10,698,793.35
3945	Reserve for Prepays & Deposit	1,373,799.43
3960	Reserve for Inventory	532,128.63
	Total Non Spendable Fund Balance	12,604,721.41
	Committed Fund Balance	
3965	Public Health Emergency	4,103,640.00
	Total Committed Fund Balance	4,103,640.00
	Assigned Fund Balance	
3910	Reserve for Operations	4,500,000.00
3925	Reserve for Future Healthcare Liabilities	877,253.00
3955	Thermal Remediation Fund	463,724.00
3970	Reserve for IT Replacement	277,991.00
3971	Reserve for Vehicle Replacement	344,376.00
	Total Assigned Fund Balance	6,463,344.00
	Unassigned Fund Balance	
3900	Fund Equity	1,513,538.30
3999	P&L Summary	(499.17)
	Total Unassigned Fund Balance	1,513,039.13
	Current YTD Net Income	501,553.29
	Total Current YTD Net Income	501,553.29
	Total Fund Balance	25,186,297.83
	Total Liabilities and Net Assets	30,841,982.59

FINANCE

The financial reports show the preliminary balance sheet, receipts, and the revenue and expenditure reports for the month ending June 30, 2019. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2018 to June 30, 2019 is \$9,848,970; total revenue is \$10,361,456 resulting in excess revenue over (under) expenditure for the year to June 30, 2019 of \$512,486.

THREE YEAR FINANCIALS

	6/30/2019	6/30/2018	6/30/2017
Total Revenue	10,361,456	9,585,122	9,100,508
Expenses			
Payroll	7,222,551	6,789,190	6,551,745
Administrative Expense	680,759	606,937	612,346
Utility	107,729	95,085	113,905
Operating Expense	1,355,317	1,400,033	1,676,212
Contribution to Capital Reserves	482,614		
Total Expenses	9,848,970	8,891,245	8,954,208
Profit (Loss)	512,486	693,877	146,300

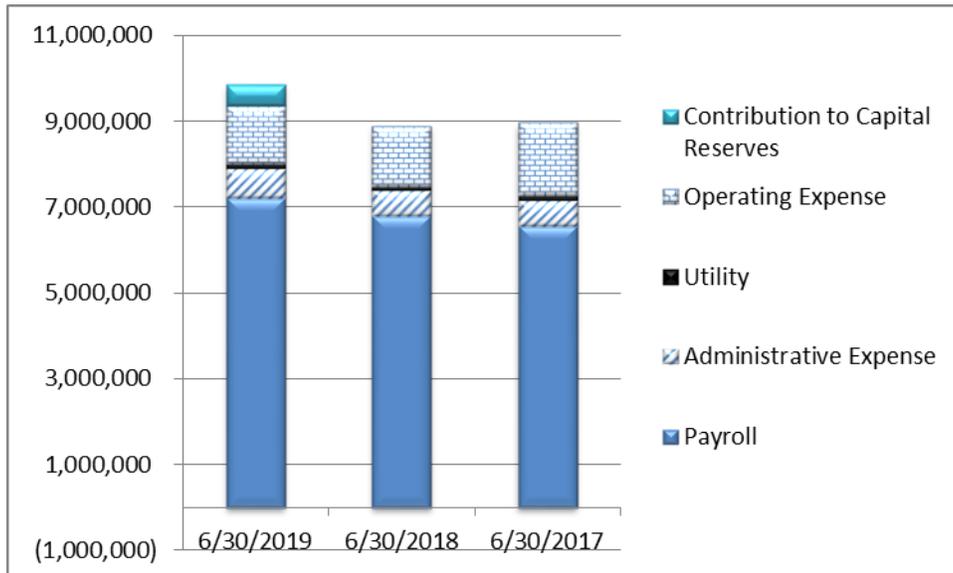


Figure 1 Three Year Expenditure

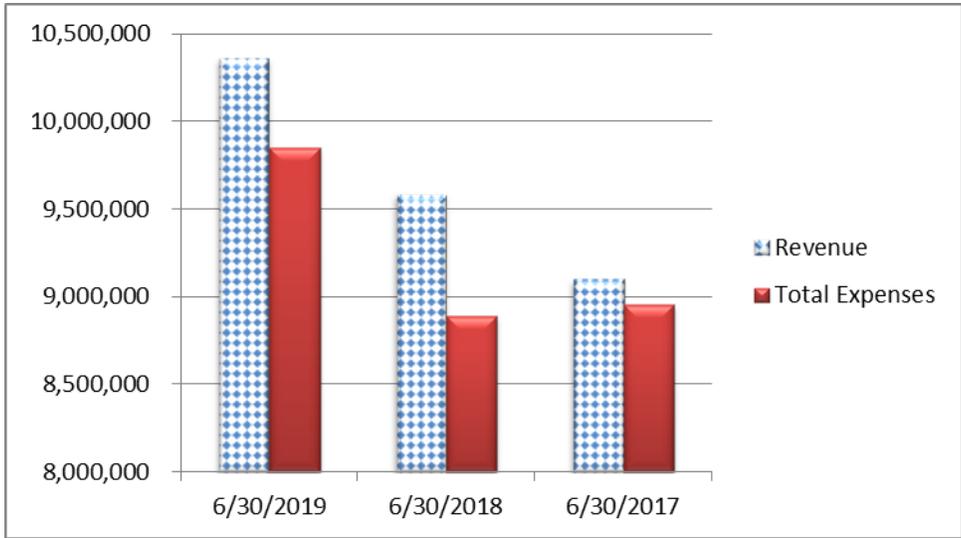


Figure 2 Three Year Revenue & Expenditure

THREE YEAR CASH BALANCE

CASH BALANCES	6/30/2019	6/30/2018	6/30/2017
Investment Balance	13,218,140	12,911,042	12,749,352
Checking Accounting	4,885	11,413	11,967
Payroll Account	39,256	88,300	79,343
Petty Cash	2,000	2,000	2,000
TOTAL CASH BALANCES	13,264,281	13,012,755	12,842,662

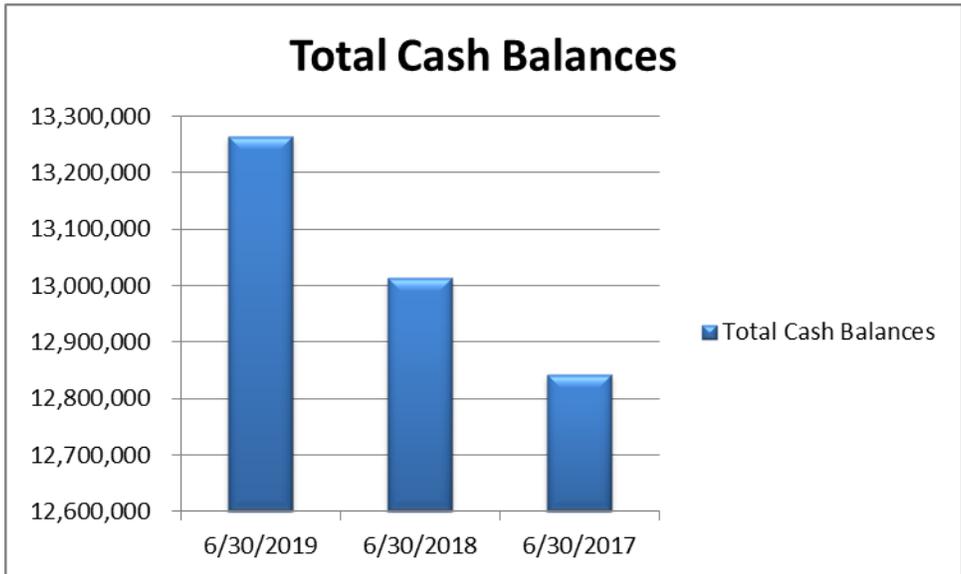


Figure 3 Cash Balances

DISTRICT INVESTMENT PORTFOLIO 6/30/2019

The District’s investment fund balance for the period ending June 30, 2019 is \$13,218,140. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 48% of the District’s investments; the Riverside County Pooled Investment Fund is 41% of the total. The LAIF yield for the end of December was 2.43% and the Riverside County Pooled Investment Fund was 2.35%; this gives an overall weighted yield for District investments of 2.24%.

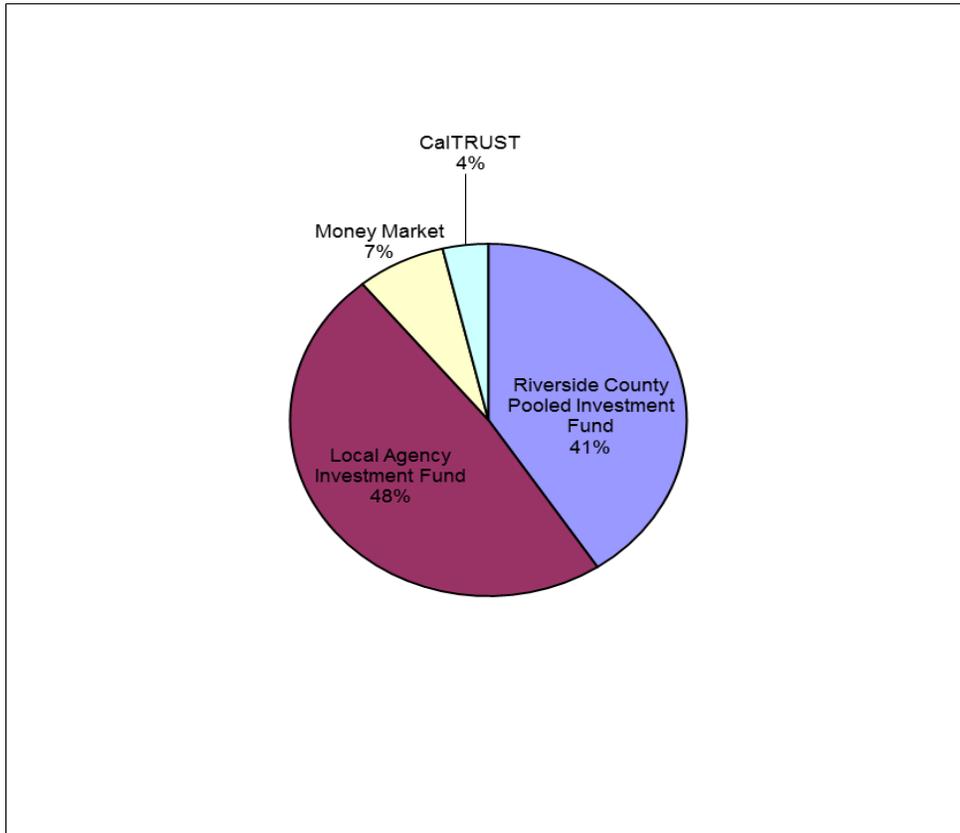


Figure 4 Investment Portfolio 6-30-19

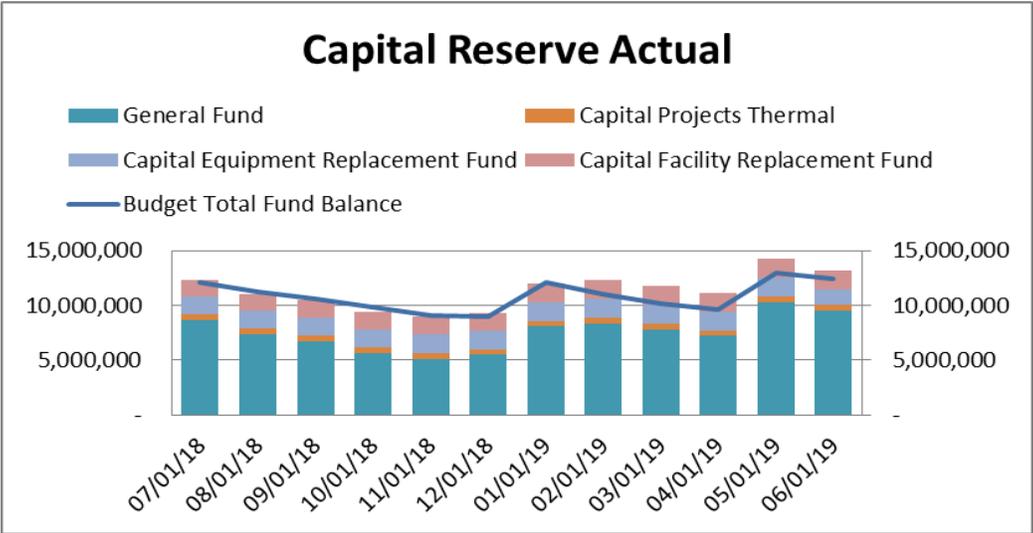


Figure 7 Capital Reserve Actual

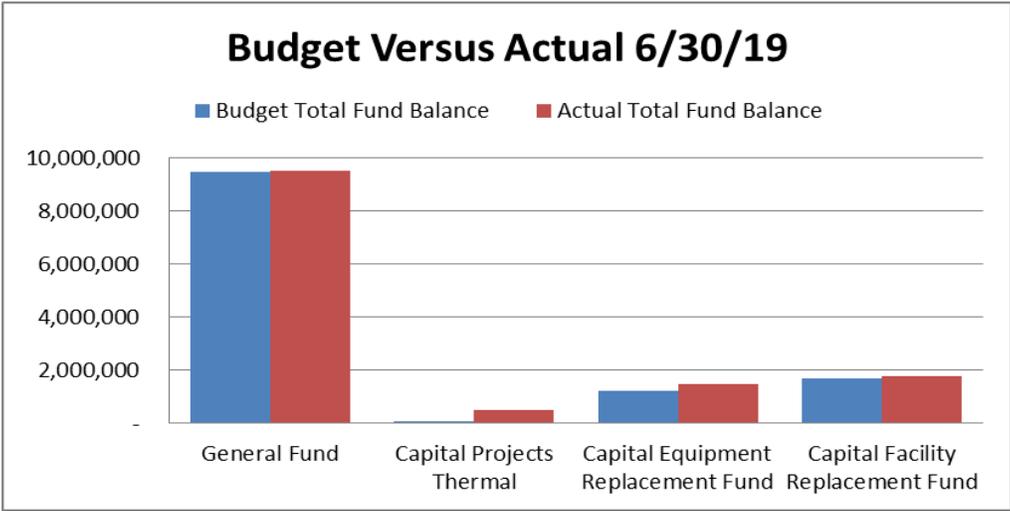
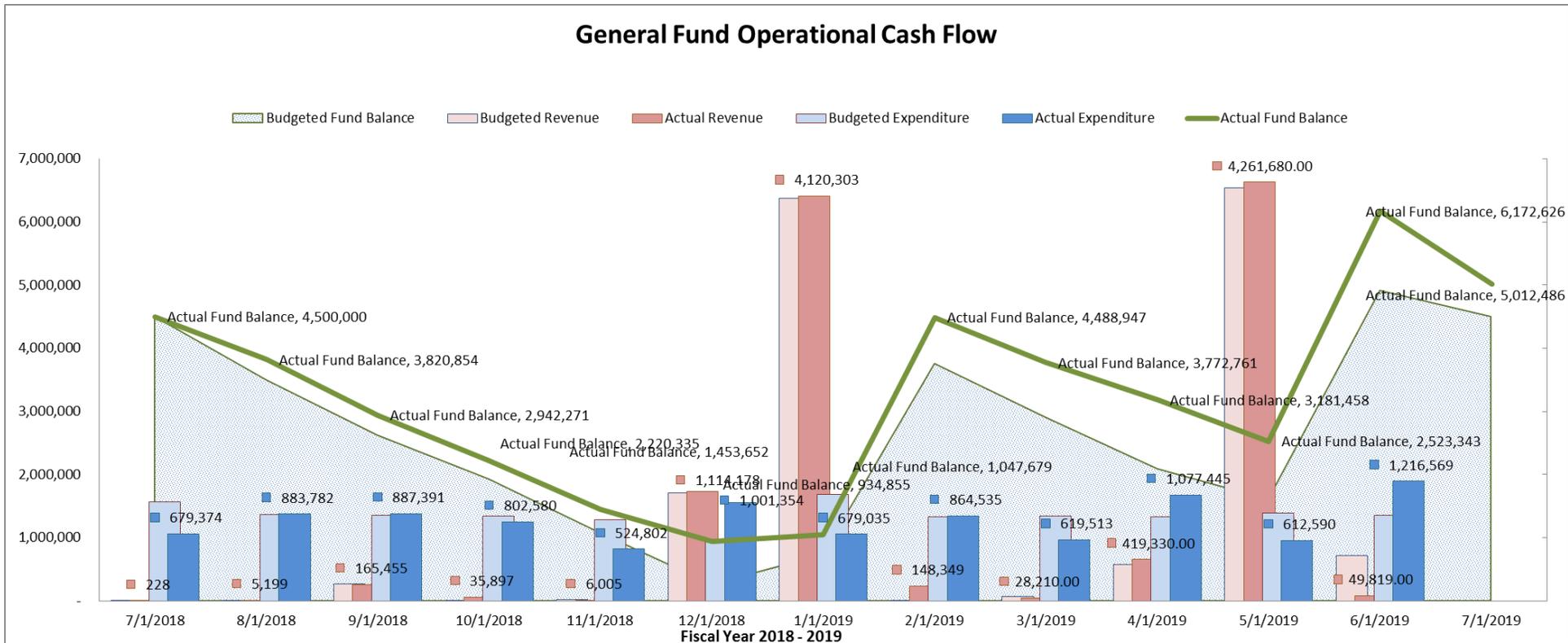


Figure 8 Capital Reserve 6/30/2019



The **General Fund Operational Cash Flow** graph outlines the District's working capital for the fiscal year July 1 2018 to June 30 2019. The beginning fund and ending fund balance is \$4.5 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. The budget also accounts for prepayments. The revenue follows a different pattern, Riverside County distribute the property tax revenue in January and May with advancements in December and April.

The *shaded area* represents the **Budgeted Fund Balance** which has a formula of (beginning) **Fund Balance** plus **Revenue** minus **Expenditure**. The *green line* represents the **Actual Fund Balance** and is graphed against the *shaded area* **Budgeted Fund Balance**.

The graph shows for June 1 the \$4.5 million **Fund Balance** plus total Revenue for July 1 to June 30, 2019 of \$10.36 million minus total Expenditure of \$9.85 million is \$5.0million. For planning purposes the District is well within budget, showing revenue is slightly higher and expenditure is lower than budgeted. As long as the green line stays out of the shaded area the District is fiscally sound.



Government Finance Officers Association

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Presented to

**Coachella Valley Mosquito
and Vector Control District
California**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2018

Christopher P. Morrell

Executive Director/CEO



**Coachella Valley Mosquito and
Vector Control District**

Staff Report

July 9, 2019

Agenda Item: Informational Item

District Travel and Training Opportunities- **Grace Morales, Executive Assistant/Clerk of the Board**

Background:

September 25-28, 2019: CSDA Annual Conference (Anaheim, 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 the JULY 2019 BOARD MEETING.

On Demand Webinars Offered Through CSDA.net

Description	Cost
<p><u>Good Governance</u> <i>Every board wants to govern well. It's about serving the public well. This course offers the perspective of a seasoned decision maker and consultant that will make you consider best practices of good governance for special districts; what your role is and what it is not, where the lines get drawn, and where to be careful. This course is meant to provide best practices for all board members both new and experienced.</i></p>	<p>\$55.00</p>
<p><u>Keeping up the Brown Act</u> <i>Public agency board members must understand the complex public meeting and transparency laws established by the Brown Act. In this workshop, we will walk through practical scenarios to identify the common pitfalls, and best practices, in Brown Act compliance.</i></p>	<p>\$55.00</p>

Board Business Status Log 2019

Board Action Item / Description	Month	Status	Comment
Agreements			
New General Counsel Agreement	January	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	Retainer \$4,000/ Month for all general counsel legal services; excluding litigation
Approval of General Manager Employment Agreement Amendment	January	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	2% COLA; Special Merit Pay 3.5%
Cleaning Services Agreement with CleanExcel	January	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
Service Agreement with Salton Sea Aerial Services	February	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
Public Works Contract with MAAS Companies for Project Manager Services for the Thermal Facility Asphalt Paving Project	February	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
Agreement with Palm Springs Air Conditioning for Installation of Dehumidifiers Salton Sea	March	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
Agreement with Willdan Financial for Engineering Services in connection with the District's Benefit Assessment	March	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
Agreement with Ceja International Security	March	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
Agreement with Cintas through a US Communities Purchasing Alliance Contract for Uniform Service	May	In Progress <input checked="" type="checkbox"/> Completed <input type="checkbox"/>	
Agreement with NSWC, Johnson Controls, and Zaretsky to Complete the Laboratory's Exhaust Fan Replacement Project	May	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	

	Agreement with Onyx for asphalt repair services of the District headquarters	May	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
	Agreement with Onyx for Paving and landscaping project at the Thermal facility	June	In Progress <input checked="" type="checkbox"/> Completed <input type="checkbox"/>	
Policies				
Purchases Range = \$5k to \$10K				
	Donation to the AMCA Research Foundation	June	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
Purchases Greater than \$10K				
	Supplies for Arbovirus Testing (Thermofisher)	January	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
	Four Cushman 800x Gas Powered Carts	February	In Progress <input checked="" type="checkbox"/> Completed <input type="checkbox"/>	
	Annual Renewal of Abila, MIP Fund Accounting, Maintenance and Support	May	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
	Purchase (1) one 2019 ARGO Frontier Amphibious Tract Vehicle	May	In Progress <input checked="" type="checkbox"/> Completed <input type="checkbox"/>	
	Purchase of Additional Control Products for FY18-19	June	In Progress <input checked="" type="checkbox"/> Completed <input type="checkbox"/>	
Resolutions				
	Resolution 2019-01 Adopting Employee Pay Schedule	February	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
	Resolution 2019-02 In Recognition of Ramon Gonzalez's 25 Years of Service to the District	March	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
	Resolution 2019-03 Designating the Week of April 21-27, 2019, as Mosquito Awareness Week	March	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	

	Resolution 2019-04 Adopting the 2019 CVMVCD Mosquito-borne Virus Surveillance and Emergency Response Plan	May	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
	Resolution 2019-05 In Recognition of Carlos Hernandez 25 Years of Service to the District Employee Pay Schedule	June	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
	Resolution 2019-06 Approving FY 2019-20 Budget	June	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
	Resolution 2019-07 Intention to Levy Assessments for FY 2019-20	June	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
Other				
	Chromebooks for Trustees	January	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	Chromebooks for Trustees for Board packet and other District use
	Approval of the New District Logo	February	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	
	Surplus Sale of One, 2,000 Gallon Decommissioned Above Ground Tank	February	In Progress <input checked="" type="checkbox"/> Completed <input type="checkbox"/>	
	Warrant Extension	February	In Progress <input type="checkbox"/> Completed <input checked="" type="checkbox"/>	

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>July 9, 2019</p>
<p>Agenda Item: Informational Item</p> <p>Treasurer to Approve Release of Payment to Vendors for August – David I’Anson, Administrative Finance Manager</p>		
<p>Report:</p> <p>At the July 11, 2017 Board Meeting, the Trustees approved excluding the month of August from the regular meeting schedule, indefinitely. Resolution 1997-17, approved October 14, 1997, authorizes the Treasurer to release payment to vendors when a quorum, for the monthly Board Meeting, is not present. Due to the cancellation of the Board Meeting the release of payment to vendors will be approved by <i>Treasurer Clive Weightman</i>.</p> <p>Payments to vendors that are approved by <i>Treasurer Clive Weightman</i> will be presented to the Board at the September 10, 2019 Board Meeting for final review.</p>		

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: center;">July 9, 2019</p>
<p>Agenda Item: Informational Item</p> <p>Semi-annual research reports from the University of California, Riverside and the USDA for 2019 – Jennifer A. Henke, M.S., Laboratory Manager</p>		
<p>Background:</p> <p>The Research Department (Department 600) supports cooperative work with the University of California system and other research institutions for conducting mosquito-borne disease and vector research, optimizing control measures, and understanding of vector biology. The proposals include using biological control organisms to target adult mosquitoes in storm water systems, examining new control strategies for adult mosquitoes, and examining a water resistant bait to control red imported fire ants. Each of the proposals were approved by the Research Committee and later approved by the full Board of Trustees at the November 2018 Meeting.</p> <p>As described in District’s Research Funding Policy and Procedure, researchers are to provide semiannual progress reports. The reports are from the following proposals:</p> <ol style="list-style-type: none"> 1. UC Riverside (Dr. W. Walton) – The proposal includes: <ul style="list-style-type: none"> • Examine the use of attractive toxic sugar bait stations with fungi and pyriproxifen as the toxic agents in storm drains 2. USDA (Dr. D. Oi) – The proposal includes: <ul style="list-style-type: none"> • Examine the efficacy of water resistant baits as a control product for red imported fire ants. 		
<p>Attachments:</p> <ul style="list-style-type: none"> • Walton Report • Oi Report 		

Progress Report, June 2019: Attractive Toxic Bait Station Control of Mosquitoes in Underground Storm Drain Systems of the Coachella Valley

William E. Walton, Ph.D., Eric Huynh and David A. Popko, M.S.
Department of Entomology, University of California, Riverside, CA 92521

Objectives:

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

Experimental Design for USDS Autumn Field Trial

USDS sampling of mosquitoes in 2019 was similar to that performed in 2018, with several notable differences. An additional four ATSBs were deployed in 2019, such that each of the 12 USDS contained an ATSB and each city-site contained four USDS (two control-treatment pairs). Wire cages were replaced by plastic dish tubs secured with cord to float/protect ATSBs and larval exposure bowls in each USDS (Figure 1). Plastic tubs were on occasion found submerged, possibly due to fluctuating water levels that trapped tubs within structures (e.g. perpendicular trunk lines) or direct flow of street runoff into tubs. To reduce potential damage of ATSBs and larval exposure bowls, a cardboard ‘roof’ lined with plastic sheeting was added to each tub in the last trial of spring. The roof allowed for transfer of setups in and out of tubs and blocked most debris/water flows; however, two floating tubs became submerged at Palm Desert and three non-floating tubs at Coachella contained significant water levels. Therefore, a roof with improved balance and water sealing properties is under development for the upcoming fall season.



Figure 1. ATSB ‘PIE’ model (far left) and USDS deployments in 2019. The far right pictures show a perpendicular pipe at a La Quinta USDS and a damaged tub sunken overnight in a Palm Desert USDS.

A single larval bowl was secured on top of each ATSB and replaced the dual larval bowl setup of wire cages. The USDS exposure period of laboratory-reared *Culex quinquefasciatus* larvae was also shortened from two days to one (~16 hours) to reduce *in situ* larval mortality and travel expenses. USDS-exposed larvae were monitored for mortality, pupation, and adult emergence in the laboratory as described previously (Annual Report 2018).

Two separate 3-week long field trials, the first without pyriproxyfen (PPF: April 13 – May 4) and the second with PPF (May 31 – June 22) were completed in spring 2019 (Figure 2). Acquisition of a dry powder PPF formulation was unexpectedly delayed and warranted a second, late season deployment. On the other hand, a liquid PPF suspension was not used in the first trial since the formulation was proven ineffective against larvae in laboratory ATSB experiments (Annual Report 2018).

A compact ATSB design ('PIE' - Figure 1) that effectively controlled adults and larvae in the laboratory (preliminary experiments during Winter 2019), and was easier to use than previous models, was deployed during spring trials. A plastic black bowl (60 oz, model LPB 1060, Greenline, USA) served as a 1-L bait reservoir and was combined with a protective top consisting of an inverted duplicate black bowl with four pyramidal holes with flaps (bottom length = 11 cm) for bait access. The two bowls were secured with cord threaded through the access flaps and joined with a cord lock. A triple layer of fiberglass mesh served as a feeding 'membrane' and was glued to clear plastic bowl covers (d = 25 cm) with their center removed (d = 20 cm). A large sponge (19 cm x 14 cm x 4.75 cm) stacked on top of a small sponge (13.5 cm x 8 cm x 2 cm) were sealed into the bait reservoir underneath the mesh cover to provide a bait-saturated surface for mosquito feeding. A small hole (d = 5 mm) was created through the center of the large sponge because it improved the saturation of sponge material adjacent to the mesh feeding boundary.

Dry powder control agents *Beauveria bassiana* (10 g of BGWP per ATSB) and/or PPF (300 mg per ATSB) were spread evenly across the outer plastic ring (width = 2.5 cm) surrounding the triple mesh membrane. The outer ring contained a shallow groove (width = 1 cm, depth = 3 mm) that increased the storage capacity for control powders. For the second trial, technical grade pyriproxyfen (95% + purity, Santa Cruz Technology, Dallas, TX) was combined with *B. bassiana* powder at a 0.1% concentration recommended for liquid applications of PPF. The composition of attractive sugar bait (20% fermented organics, 10% sugar, <1% dye) and ingested toxin (1% boric acid) was largely unchanged from previous reports (Annual Report 2018).

CDC light traps and battery packs were mounted overnight for adult mosquito sampling adjacent to ATSB tubs with adjustable tarp straps attached to ladders or street-side grills. Live and dead adults were processed in the laboratory as described previously; with mortality and fungal infections monitored in live specimens for an additional month (Annual Report 2018). Larval mosquitoes were collected in triplicate dipper samples in each USDS with sufficiently deep standing water. Interestingly, Coachella sites with permanent deep water reservoirs on April 20th (1 wk old ATSB, no PPF) were found drained on May 4th (3 wk old ATSB, no PPF – Figure 1) and stayed drained for the remainder of the spring sample season.

Results: Adult Mosquitoes Trapped in USDS

CDC light traps collected more than 7,000 adult mosquitoes ($N = 7081$, mean = 75 per trap) from USDS sites during the spring 2019 season (Trials C and D: Figure 2). *Culex quinquefasciatus* was the primary species encountered (nearly 98% of total), and females (non-gravid = 37%, gravid = 31%, bloodfed = 2%, and parity unknown = 2%) comprised nearly three quarters of specimens (males = 28%). *Culex tarsalis* (primary gravid females) was found in small numbers at all sites (2% of total mosquitoes). At the Coachella sites, three *Culiseta inornata* and two *Aedes aegypti* adults in total were discovered.

The combined outcome of the two spring trials indicated adult mosquito abundance did not differ consistently in the USDS between treatment (mean = 87 ± 22 adults per trap) and control (mean = 61 ± 11 adults per trap) ATSBs. Similar results in the first trial without PPF was evident (treatment: 48 ± 12 adults vs. control: 62 ± 18 adults); however, the second trial with PPF indicated average mosquito abundance was more than twice as high in treated (127 ± 31 adults per trap) compared to control (56 ± 16 adults per trap) USDS.

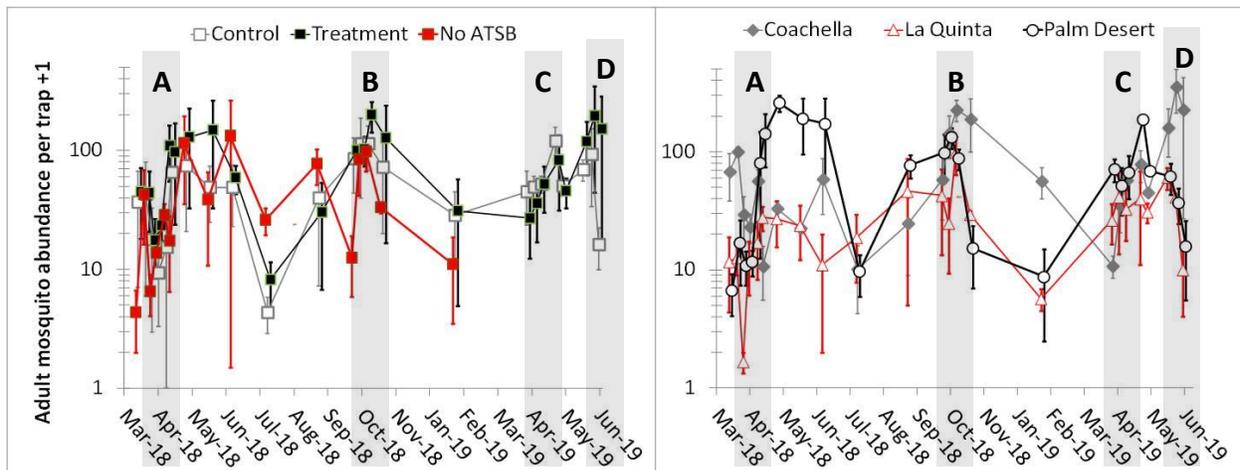


Figure 2. Adult mosquito abundance (mean \pm SE) in USDS stratified by ATSB (left) and location (right) 2018-2019. Shaded areas (A-D) indicate ATSB deployment trials (note Log10 scale).

Beauveria bassiana infection has been detected in live adults transferred from CDC traps to laboratory vials during both spring trials. In the first trial (no PPF), fungal growth was evident in 2 female and 3 male cadavers and the second trial (yes PPF) was positive for the fungus species in 19 females and 3 males to date. All adults positive for infections were taken from a USDS with a *B. bassiana* ATSB, except for single adult females collected from each of two control USDS at La Quinta. Fungi-positive adults were detected from all 3 USDS sites and largely at the onset of ATSB deployment; although two fungus-positive males were found three weeks post deployment during the first trial at the Coachella site. Fungal prevalence of aged samples in the second trial will be determined this coming month.

Bait dye was evident in adult mosquitoes that died overnight in CDC traps and up to 5 days after transfer to laboratory vials. Preliminary observations of delayed-onset mortality of adults captured alive in CDC traps suggest treatment USDS were linked to greater mortality than control USDS. A detailed analysis of survivorship and the prevalence of fungi/dye will be performed after monitoring of live field-caught adults from the second trial has completed.

Results: Larval Development after USDS Exposure

Most *Cx. quinquefasciatus* larvae (mean = 14.5, n = 15) were recovered after one day of USDS exposure; although recovery numbers were lowest from a PPF (week 1 – 5 larvae) and a control (week 3 – 8 larvae) tub with an ATSB submerged at Palm Desert. Mean adult emergence from larval cohorts was about three times lower in the PPF (31 ± 14%) versus the control (94 ± 3%) treatment. The lowest rates of adult emergence were evident after larval exposure to 1-wk-old PPF-ATSB (Figure 3). Emerging adults were primarily female (mean = 80% vs. 20% male) in the PPF treatment and a 50/50 ratio of females to males in the control treatment.

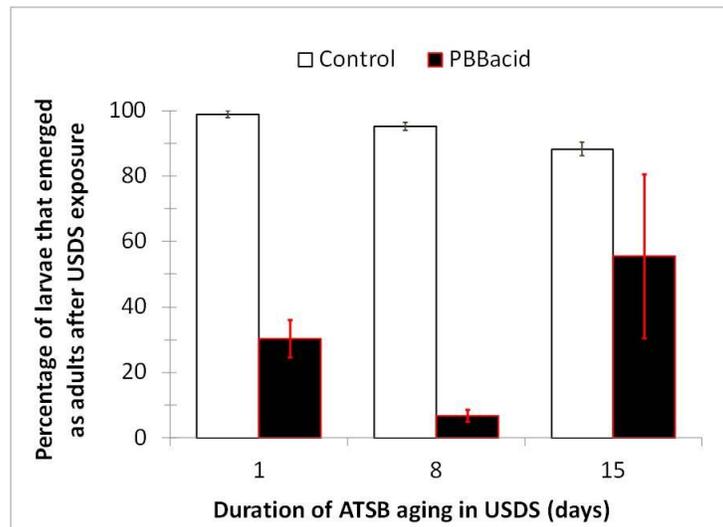


Figure 3. Emergence rates (mean ± SE) of laboratory *Culex quinquefasciatus* larvae after 1d exposure to ATSB treatments aged in USDS during spring 2019. PBBacid = PPF, BGWP, and boric acid toxic blend.

Results: Dipper Samples of Immature Mosquitoes in USDS

Field observations indicated large pools of immature mosquitoes throughout spring 2019 at Palm Desert and Coachella sites; however, processing of preserved dipper samples is still ongoing and a detailed analysis of USDS trends during ATSB deployments is planned for future reports.

Discussion

The current ATSB strategy showed potential as an effective mosquito control tool given the conditions unique to USDS of the Coachella Valley. Locally acquired adult *Culex quinquefasciatus* showed signs of entomopathogenic fungal inoculation and toxic bait uptake when a tub-enclosed ATSB was present for up to 3 weeks. Laboratory-based *Culex quinquefasciatus* larvae field exposed to fresh and aged ATSB platforms with pyriproxyfen (PPF) produced significantly fewer emerging adults than control ATSB platforms. The current ATSB design stored and protected the blend of control agents from deleterious USDS events (esp. wind and street runoff) for up to 3 weeks, while providing feeding and landing sites sufficient to generate reductions in multiple mosquito stages.

Despite the demonstrable reduction of adult mosquito emergence by ATSBs, it is interesting that adult mosquito numbers did not appear to be affected by the presence of ATSBs and, if anything, more adults were linked to USDS with toxic agents compared to USDS without toxins. One explanation could be that adult mosquito migration readily occurred among the USDS sites and outweighed losses from ATSB mortality. An increase in ATSB number and area of distribution may reveal if there is a threshold density required to depress mosquito numbers. This possibility will be looked at in autumn 2019 when the total number of ATSBs will be expanded to 24 (two ATSBs per USDS).

A second explanation is that toxic units may kill or repel mosquito predators (e.g. ants, spiders) and therefore more mosquitoes are attracted to the vicinity and/or visit treated ATSBs than control ATSBs. Heavy ant infestations were rare in ATSB setups. Elevated platforms coated with Teflon that separate the ATSB from the tub are being considered to prevent crawling predator access.

A third reason for higher adult trap counts in USDS with ATSB stations may be related to the direct impact of the toxin on mosquito activity and behavior after exposure. Laboratory observations suggest mosquitoes dosed with boric acid baits are easier to catch, fly more erratically, and tend to travel shorter distances than control adults. The close proximity of CDC trap to ATSB may therefore allow them to more readily trap poisoned adults compared to healthy adults. The deployment of additional CDC traps at a greater distance from ATSB platforms may be one way to address this concern.

Other notable changes scheduled for the autumn trial include: (1) better sealed roofs that waterproof tubs from street run off, (2) increased amounts of PPF powder (e.g. 1 g instead of 300 mg) per ATSB to bolster control of immatures, and (3) fixtures that enable ATSBs to be mounted in a free-hanging fashion similar to wire cage supports used in past years.

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Improving fire ant bait efficacy in irrigated landscapes in the Coachella Valley

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Summary of Activity January 2018 through June 2019.

- Three water-resistant fire ant bait formulations were further tested after changing the active ingredient to hydramethylnon. Hydramethylnon has a faster mode of action (2-4 weeks) where it kills adult workers in contrast to the IGR pyriproxyfen (6-8 weeks). The faster mode of action on adult worker ants provided more definitive test results since worker death is easier to observe and does not require extensive colony rearing to see IGR effects on brood.
 - In laboratory testing, the water-resistant Erasant bait formulation with hydramethylnon (Erasant-Hydro) and the standard bait (Amdro) both eliminated 2 of 3 fire ant colonies when wet and 3 of 3 colonies when dry. This suggested that water resistant formulation did not improve performance when wet bait is presented as piles in laboratory tests.
 - Erasant-Hydro, the other water-resistant carriers (Zein, Ars) formulated with hydramethylnon, and the Amdro eliminated fire colonies in irrigated potted plants. The Amdro and Zein baits had no queen survivorship in all 3 reps.
- Comparison of water resistant and standard bait applied in piles versus broadcasting on sod that was irrigated or not watered after bait was applied indicated that piled and broadcast bait applications had similar efficacy when irrigated.
 - For irrigated treatments, all 6 colonies died (i.e. all queens dead) for Amdro bait applied in piles or broadcast, and 5 of 6 colonies died with the Zein formulation. The surviving colony was from a piled bait application.
 - For the unirrigated bait applications, only half of the colonies died in the Zein baiting, while 5 of 6 colonies died in the Amdro treatment.
- Commercially available fire ant baits scattered (broadcast) on sod that was watered resulted in substantial worker and brood reductions as well as queen death with 3 of the 4 baits tested.
 - Advion and Erasant-Hydro baits had significantly greater percent reductions in worker ant and brood volume than the controls regardless of irrigation. All queens died in the Advion treatments, while 1 of 4 colonies had a surviving queen in the irrigated Erasant-hydro treatment. The irrigated Siesta baiting also had 1 of 4 queens survive.
 - The Seduce bait was not effective where 7 of 8 colonies survived (i.e. queens survived). All control colonies remained alive.
- A field study, comparing broadcast applications of standard bait (Advion) and water-resistant bait (zein treated Advion) was conducted in the Coachella Valley in May and June 2019. Preliminary results suggest similar efficacy for both baits relative to the controls. Analysis of this data is in progress.

Water Resistant Baits

Prolonging the physical stability and palatability of fire ant baits exposed to water would markedly advance the ability to control fire ants in wet conditions. Efforts have been made to decrease the negative effects of precipitation and/or irrigation on fire ant baits that utilize a corn-grit carrier. Moisture renders corn-grit carriers mushy and supposedly unpalatable to fire ants. One example of water-resistant baits (Erasant), replaces the corn-grit with dried distiller’s grains solubles (DDGS) (Kafle et al 2010). Another approach protects the corn-grit carrier from moisture by spraying the corn protein zein on standard fire ant bait (J. Chen, personal communication). Three water-resistant fire ant bait formulations (Erasant-Hydro, Zein, Ars) plus a standard fire ant bait (Amdro) and a control bait (Table 1) were evaluated colonies of red imported fire ants, *Solenopsis invicta*. These carriers contained the active ingredient hydramethylnon, which has a faster mode of action than the insect growth regulating (IGR) active ingredient pyriproxyfen used in 2016 and 2017. Hydramethylnon kills adult workers in 2-4 weeks in contrast to pyriproxyfen which takes 6-8 weeks to show its effect of impeding worker brood development.

Table 1. Baits tested for water-resistance.

Bait	% AI	Carrier	Manufacturer
Erasant-Hydro	0.9% hydramethylnon	DDGS	Chung Hsi Chemical
Zein	1.0% hydramethylnon	corn grit	ARS Stoneville, MS
Ars	1.0% hydramethylnon	corn grit	ARS Stoneville, MS
Amdro	0.73% hydramethylnon	corn grit	Central Garden & Pet
Control	0.0% no active ingred.	corn grit	---

Laboratory colony testing of water-soaked hydramethylnon baits.

The Erasant-Hydro, the standard fire ant bait Amdro, and the control bait were tested against laboratory colonies of red imported fire ants to confirm the efficacy of the Erasant bait with hydramethylnon because the combination of this active ingredient and the DDGS carrier was new. All baits were soaked in water for 30 minutes, allowed to drain for 10 minutes, and then presented to the colonies. Another set of colonies were presented dry bait for comparison. Colonies were starved for 24 hours, had access to bait for about 24 hours, and then laboratory diet of frozen crickets and 10% sugar solution were added. Data were collected on the third day after initial bait access and approximately weekly for 4 weeks. A randomized complete block design was used with blocks based on colony size. Each colony contained one queen with average (\pm std. err.) number of workers and brood volume (ml) per rep as follows: Rep 1: 1,317 (\pm 182), 7.3 (\pm 1.0) ml; Rep 2: 417 (\pm 31) , 3.3 (\pm 0.3) ml; Rep3: 41,667 (\pm 1,667) , 33.8 (\pm 4.6) ml. Percent reductions in worker numbers and brood volume from pretreatment values were analyzed by analysis of variance and Tukey’s HSD test.

The water soaked Erasant-Hydro and the Amdro baits caused significant reductions in workers and brood volume and killed the queens in 2 of 3 colonies. Both dry baits each eliminated all three colonies, while all the control colonies remained alive (Tables 2-4).

Table 2. Average (\pm SE) [n=3] percent reduction of *S. invicta* workers and milliliters of worker brood at specified weeks after exposure to wet or dry hydramethylnon bait. Negative values indicate colony growth. Means within a column followed by the same letter are not significantly different ($P>0.05$) by analysis of variance and Tukey's HSD test.

Treatment	% Reduction in Worker Ants					
	Day 3	Week 1.0	Week 1.4	Week 2.4	Week 3.4	Week 4.3
Wet Control	0.0 c (± 0.0)	-8.3 bc (± 8.3)	0.0 b (± 0.0)	-8.3 b (± 4.2)	12.5 b (± 7.2)	38.8 ^a ab (± 48.8)
Wet Amdro	47.5 ab (± 13.8)	64.4 ab (± 12.4)	84.4 a (± 4.4)	89.7 a (± 4.2)	91.3 a (± 4.7)	93.9 a (± 3.5)
Wet Erasant-H	41.1 abc (± 15.6)	47.8 abc (± 19.5)	52.5 a (± 19.5)	54.7 a (± 21.5)	63.3 a (± 16.4)	66.4 a (± 16.5)
Dry Control	0.0 a (± 0)	-22.2 c (± 22.2)	-19.4 b (± 10.0)	-42.2 b (± 16.8)	-54.7 b (± 23.2)	-45.8 b (± 25.3)
Dry Amdro	86.9 a (± 1.9)	96.9 a (± 1.6)	98.3 a (± 1.7)	98.3 a (± 1.7)	99.2 a (± 0.8)	100 a (± 0.0)
Dry Erasant-H	40.6 bc (± 7.8)	48.9 abc (± 14.5)	77.9 a (± 8.1)	81.6 a (± 9.7)	83.7 a (± 10.9)	90.0 a (± 10.0)

^aOne colony had escaped between weeks 3.4 and 4.3

Table 3. Average (\pm SE) [n=3] percent reduction of worker brood at specified weeks after exposure to wet or dry hydramethylnon bait. Negative values indicate colony growth. Means within a column followed by the same letter are not significantly different ($P>0.05$) by analysis of variance and Tukey's HSD test.

Treatment	% Reduction in Brood					
	Day 3	Week 1.0	Week 1.4	Week 2.4	Week 3.4	Week 4.3
Wet Control	0.0 a (± 0)	-8.3 ab (± 8.3)	-27.8 ab (± 2.8)	-77.8 b (± 64.1)	-55.6 ab (± 53.0)	-75.0 ^a b (± 75)
Wet Amdro	0.0 a (± 0)	15.1 a (± 8.3)	41.3 ab (± 12.5)	73.1 ab (± 16.1)	77.3 a (± 16.8)	88.7 a (± 8.4)
Wet Erasant-H	8.3 a (± 8.3)	12.0 a (± 7.2)	31.1 ab (± 13.6)	47.9 ab (± 14.2)	63.4 a (± 21.2)	76.9 a (± 12.9)
Dry Control	0.0 a (± 0)	-62.5 b (± 31.5)	-45.8 b (± 25.3)	-78.7 b (± 34.6)	-95.4 b (± 42.7)	-62.5 b (± 31.5)
Dry Amdro	1.7 ab (± 1.7)	32.2 ab (± 17.5)	53.1 ab (± 20.6)	71.7 a (± 23.5)	83.3 a (± 16.7)	100 a (± 0)
Dry Erasant-H	0.0 a (± 0)	1.7 ab (± 1.7)	32.2 ab (± 17.5)	53.1 ab (± 20.6)	71.7 a (± 23.5)	83.3 a (± 16.7)

^aOne colony had escaped between weeks 3.4 and 4.3

Table 4. Number of living *S. invicta* queens and the number of colonies at specified weeks after exposure to wet or dry hydramethylnon bait.

Treatment	Number of living queens/No. of colonies					
	Day 3	Week 1.0	Week 1.4	Week 2.4	Week 3.4	Week 4.3
Wet Control	3/3	3/3	3/3	3/3	3/3	2/2*
Wet Amdro	3/3	3/3	2/3	2/3	1/3	1/3
Wet Erasant-H	3/3	3/3	3/3	3/3	1/3	1/3
Dry Control	3/3	3/3	3/3	3/3	3/3	3/3
Dry Amdro	3/3	2/3	1/3	0/3	0/3	0/3
Dry Erasant-H	3/3	3/3	3/3	3/3	1/3	0/3

*One colony escaped between weeks 3.4 and 4.3

Irrigated nursery pots

The water-resistant bait carriers Ars, Zein, and Erasant-Hydro, the standard fire ant bait Amdro, and a control of 20% once-refined soybean oil absorbed onto pregel defatted corn grit were tested on fire ant colonies nesting in irrigated, potted boxwood shrubs. The methods followed the protocol used in 2017: Bait (10 g /pot) was applied in a pile under a micro-sprinkler immediately before water sprayed on the bait for 2 minutes (Fig. 1). Thereafter the sprinkler was on for 2 minutes at 8 am, 12 noon, and 4 pm, for seven days, which was based on the irrigation schedule used by a local nursery. Pots were contained in fluon-lined trays to prevent ant escapes and held for 4 weeks outdoors under a covered lanai to allow for the effects of hydramethylnon to be expressed. Frozen crickets, 10% (w/v) sugar solution, and water were added to the pots 48 hr after baiting to provide sustenance to fire ant colonies. After 4 weeks, fire ants were extracted from the pots by cutting the trunk at the soil line, placing the root ball in a bucket, and slowly dripping water into the bucket until the accumulating water forced the ants out of the root ball. The size of the extracted colonies was determined by visually estimating the number of living ants based on photos of known numbers of fire ants in nest cells and comparing the brood volume to photos of measured brood volume. Colonies also were examined for the presence of their queen. Two replications were conducted for each bait.



Fig. 1. Bait pile under micro-sprinkler.

In addition to the colony extraction, fire ant activity was rated weekly using the following scale when the soil was disturbed by prodding with a stick or fingers: 0 = no ant activity seen; 1= 1-10 ants seen (no fear of stings when searching soil for ants with bare hand); 2= 11-100 ants milling about in soil, ant activity slow but obvious, and not boiling out of soil; 3= >100 ants aggressively boil out of disturbed soil, hesitant to place bare hand in soil.

Results are presented in Tables 5 - 7. There was a large reduction in workers and brood volume in all treatments except the control. Percent reduction in workers and brood for all water-resistant baits and the standard Amdro, ranged from 90-100% and 70-100%, respectively, after 4 weeks. In contrast the controls had a reduction of 29% and an increase of 20% in workers, and reductions of 23 and 80% in brood. Live queens were not found in any of the hydramethylnon baited pots, while the queen was found in each of the control colonies (Table 7). Ant activity was obviously greater in the control pots as fire ants would boil out of soil when the soil was prodded with a stick, while no more than 100 ants would be seen milling about in the hydramethylnon treated pots beginning at 2 weeks after treatment. Thus, based on queen survivorship, the water-resistant baits and the standard bait performed similarly when baits were piled and placed directly under irrigation, with the exception of the ARS and the Erasant-Hydro where queens survived in the third replicate (Table 7).

Table 5. Number of living worker ants per colony 0 and 4 weeks after initial bait access for reps 1 & 2.

Treatment	Number of worker ants					
	Rep 1		Rep 2		Rep 3	
	Week 0	Week 4	Week 0	Week 4	Wk 0	Wk 4
Ars	13,000	0	10,000	600	10,000	600
Erasant-Hydro	10,000	0	12,000	1,200	18,000	0
Zein	8,000	0	10,000	500	14,000	0
Amdro	12,000	0	8,000	500	20,000	0
Control	10,000	12,000	14,000	10,000	15,000	1000

Table 6. Worker brood volume per colony at 0 and 4 weeks after initial bait access for reps 1 & 2.

Treatment	Brood Volume (ml)					
	Rep 1		Rep 2		Rep 3	
	Week 0	Week 4	Week 0	Week 4	Wk 0	4
Ars	30	0	18	0.25	*	0.1
Erasant-Hydro	12	0	18	0	20	0
Zein	12	0	10	2	3	0
Amdro	20	0	10	3	20	0
Control	15	10	25	5	4	4

*15 ml

Table 7. Number of live queens per colony at 0 and 4 weeks after initial bait access for reps 1 -3.

Treatment	Queens Alive					
	Rep 1		Rep 2		Rep 3	
	Week 0	Week 4	Week 0	Week 4	Week 0	Week 4
Ars	1	0	1	0	1	1
Erasant-Hydro	1	0	1	0	1	1
Zein	1	0	1	0	1	0
Amdro	1	0	1	0	1	0
Control	1	1	1	1	1	1

Comparing broadcast versus piled bait application to examine the effects of irrigation on fire ant bait performance.

Based on the results of the laboratory and pot tests, we hypothesized that the reported deleterious effects of irrigation on bait efficacy were due to the inaccessibility of bait because broadcast applications of bait exposed individual bait particles to greater moisture which facilitates deterioration and the washing away of bait particles. In contrast, piled baits are more protected from moisture and less prone to runoff. Thus, a study was conducted to compare the bait efficacy of broadcast and pile bait applications exposed to sprinkler irrigation.

Pieces of grass sod that contained 1 teaspoon of either broadcast (i.e. scattered evenly over the sod) or piled (in two ½ teaspoon heaps, ≈8 in. apart) fire ant bait. Fire ant baits utilized were the water resistant, zein coated pregel, defatted corn grit carrier, containing 1% hydramethylnon in soybean oil and a standard bait, Amdro (0.73% hydramethylnon). Sod pieces were each irrigated with 2.7 liters of water

with a sprinkler can from a height of 2-3 feet, then the sod was held for 30 minutes to permit baits to absorb moisture from the wet sod. Fire ant colonies were starved (provided water only) for 24 hours before given access to the bait treated sod by bridging the colony tray to the sod with a strip of fabric (Fig. 2). Fire ant colonies would typically move into the sod. Frozen crickets and 10% (w/v) sucrose solution was provide 48 hours after bait access. All sod was watered (500 ml) every 3-4 days to keep sod alive and provide moisture for fire ant nests. After 4 weeks, the sod would be cut into pieces, placed into a bucket, and the fire ant colonies extracted by slowly flooding the sod with dripping water. Percent reductions in worker numbers and brood volume from initial worker and brood levels were compared among the ten treatments with three replicates by analyses of variance and Ryan-Einot-Gabriel-Welsch multiple range tests. Queen survivorship also was determined.

The Amdro broadcast had the most consistent efficacy killing 7 of 8 queens regardless if the bait was broadcast or piled and whether it was irrigated or left dry. The single surviving queen was from the dry piled Amdro treatment. The water-resistant zein bait when broadcast and irrigated did not have any surviving queens. When the zein bait was piled, 1 of 3 colonies survived when irrigated and 3 or 6 colonies survived when left dry. However, percent reductions in brood were 100% for the dry zein treatment suggesting that these queens were no longer producing eggs. All the control colonies survived (Table 8). Thus, it seemed that the broadcast treatment either irrigated or dry allowed the fire ants to forage the baits more efficiently than when applied in piles.



Fig. 2. Fire ant colony provided access to grass sod. The lab colony typically moves into the sod on fabric strip from the rearing tray supported above the sod.

Table 8. Average (N=3) number of living *S. invicta* worker ants and brood volume per colony at initial (week=0) bait access and the average (N=3) % reduction in worker ants and brood volume after 4 or more weeks after access to bait that was piled or scattered (broadcast) onto sod. In addition, the number of colonies with one or more queens at the beginning and end of the study are reported. Baits/sod were irrigated (Wet) within 30 minutes or not watered (Dry) before being exposed to ants. Control sod did not receive any bait.

Irrig.	Treatment	Avg. No.	% Reduc.	Avg. Brood	% Reduc.	# Colonies with	
		Ants ^a	in Ants ^a	Vol. (ml) ^a	in Brood ^a	week 0	week 4+
Wet	Zein –broadcast.	11333 abc	94.7 a	12.0 a	100.0 a	3/3	0/3
	Zein –piled	8333 bc	83.3 a	7.3 a	83.3 a	3/3	1/3
	Amdro –broadcast.	20000 a	100.0 a	9.7 a	100.0 a	3/3	0/3
	Amdro –piled	19000 ab	99.1 a	4.3 a	100.0 a	3/3	0/3
	Control -no bait	17000 abc	-8.1 b	10.0 a	49.8 a	3/3	3/3
Dry	Zein –broadcast.	11000 abc	92.5 a	6.7 a	100.0 a	3/3	1/3
	Zein –piled	9667 abc	95.1 a	5.7 a	100.0 a	3/3	2/3
	Amdro –broadcast.	10333 abc	96.0 a	12.0 a	100.0 a	3/3	0/3
	Amdro –piled	7333 c	95.0 a	11.0 a	50.0 a	3/3	1/3
	Control -no bait	10000 abc	-0.9 b	12.7 a	13.9 a	3/3	3/3

^a Averages followed by the same letter within a column (Wet and Dry combined) are not significantly different ($P>0.05$) by analyses of variance and Ryan-Einot-Gabriel-Welsch multiple range tests.

Laboratory testing of commercial baits under irrigation.

The efficacy of four, commercially available, fire ant baits exposed to simulated irrigation was against evaluated on laboratory colonies of *S. invicta*. Because the previous study indicated that bait applied by broadcast was as effective as piled bait applications under sprinkler-type irrigation, 1-2 teaspoons of bait (depending on colony size) was scattered on small sod pieces then watered (300 ml) with a water sprinkler container from a minimum height of 3 feet, to thoroughly wet the sod. Another set of baited sod was not irrigated. Colonies were starved (provided water only) for 24 hours before given access to baits and then fed frozen crickets and 10% sucrose solution 48 hours later. Baits evaluated were Advion (0.045% indoxacarb), Siesta (0.063% metaflumizone), Erasant-Hydro (0.9% hydramethylnon), and Seduce Insect Bait (0.07% spinosad). Seduce is labeled for ants, but not specifically for *S. invicta*. Seduce and Erasant have unique carriers that are touted to resist water degradation.

Advion and Erasant-Hydro baits had significantly greater percent reductions in worker ant and brood volume than the controls regardless of irrigation. All queens died in the Advion treatments, while 1 of 4 colonies had a surviving queen in the irrigated Erasant-hydro treatment. The irrigated Siesta baiting also had 1 of 4 queens survive, however worker and brood reductions were less consistent than the Advion and Erasant-Hydro. The Seduce bait was not effective where 7 of 8 colonies survived (i.e. queens survived), worker numbers increased, and brood volume reductions were low or negative (increased brood). Past experiences with spinosad containing fire ant baits also demonstrated inconsistent control (DHO personal observations). All control colonies remained alive and generally grew (Tables 9 & 10). Because of the wide variance in percent reductions in workers and brood, non-parametric analyses on rank-transformed data was reported with untransformed averages. As a

consequence, some values in (Table 9) have higher reductions, yet statistical significance is less (e.g. % brood reduction for wet-Siesta vs. wet-Erasant-Hydro). Commercially available fire ant baits scattered (broadcast) on sod and subsequently watered, still resulted in substantial worker and brood reductions as well as queen death with 3 of the 4 baits tested (Tables 9 & 10). Negative effects of irrigation on these baits may not be operationally significant, but these laboratory results should be validated under field conditions.

Table 9. Average (N=4) number of living *S. invicta* worker ants and brood volume per colony at initial (week=0) bait access and the average % reduction in worker ants and brood volume after 4 or more weeks. Baits were irrigated (Wet) within 30 minutes or left dry before being exposed to ants.

Irrig.	Treatment	Avg. #	Avg. % Reduction	Avg. brood	% Reduction in
		workers	in workers	(ml)	brood
		Week 0	Week 4+	Week 0	Week 4+
Wet	Advion	13375 a ^a	99.3 a ^b	18.3 a ^a	99.9 a ^b
	Siesta	11500 a	64.7 ab	18.8 a	86.6 abc
	Erasant-Hydro	11750 a	64.6 a	20.3 a	75.0 ab
	Seduce	9750 a	-16.7 b	13.3 a	-9.0 bc
	Control	14875 a	-29.7 b	20.0 a	-26.9 c
Dry	Advion	12375 a	99.9 a	19.0 a	100.0 a
	Siesta	12275 a	89.8 a	25.0 a	95.7 ab
	Erasant-Hydro	13375 a	99.8 a	23.0 a	100.0 a
	Seduce	9175 a	-29.8 b	20.5 a	14.7 bc
	Control	15625 a	-27.1 b	24.5 a	1.4 c

^a Averages followed by the same letter within a column (Wet and Dry combined) are not significantly different ($P>0.05$) by analyses of variance on $\log_{10}(X+1)$ transformed data. Untransformed averages are presented.

^b Averages followed by the same letter within a column (Wet and Dry combined) are not significantly different ($P>0.05$) by analyses of variance and Ryan-Einot-Gabriel-Welsch multiple range test on rank transformed data. Untransformed averages are presented.

Table 10. Total number of colonies with *S. invicta* queens 4+ weeks after initial access to irrigated (wet) or dry commercial fire ant baits scattered over sod. A total of four, single-queen colonies were given access to bait within 30 minutes after baits were watered.

Irrigation	Advion	Siesta	Erasant-Hydro	Seduce	Control
Wet	0	1	1	3	4
Dry	0	0	0	4	4

Field Trial comparing water resistant and standard fire ant bait.

A field study, comparing broadcast applications of standard bait (Advion), water-resistant bait (zein treated Advion), and an untreated control was conducted in the Coachella Valley in May and June 2019. Three infested sites were located by CVMVCD staff and the study was conducted with the assistance of a CVMVCD Biologist. Baits were broadcast with a battery-powered, hand-held seed/fertilizer spreader (Scott's Wizz) at the PGA West and Arnold Palmer Restaurant sites. The third site consisted of approximately 15 ft. wide grass median strips between a parking lot and sidewalk (bounded by Fred Waring Dr. and Painter's Path in Palm Desert). Because of the small amount of bait need to treat the site, baits were applied by manually shaking a tennis ball container with 6-8 holes punched into the cover. This allowed the small volume (1-1.5 cups) of bait to be applied evenly over the median strips. Irrigation was turned on by the PGA West staff for 7-9 minutes (0.2-0.4 cm water) within 15 minutes after baits were applied. At the other sites, baits were wetted with water from hand-held and back-pack sprayers. Normal irrigation occurred overnight at all sites. Preliminary results were based on fire ant counts on shaded, dollops of peanut butter dispensed with a syringe, at 15 - 20 ft. intervals, along transects in each treatment plot. Percent reductions averaged 44% and 39% for the Zein and Advion baits, respectively versus a significantly higher increase of 92% in the controls 2 weeks after baiting. Percent reductions between the water-resistant zein bait and the control were not significant. Note that a more detailed analysis is in progress and will be reported later.

Table 1. Milestones for water-resistant bait development for the Coachella Valley.

Year / Quarter	Lab test broadcast vs pile bait application	Lab test water resistant baits	CA bait field trial: site selection	CA bait field trial: treat & sample
2018 Jan-Mar	In Progress			
2018 Apr-Jun	In Progress			
2018 Jul-Sep		In Progress		
2018 Oct-Dec	Completed	In Progress		
2019 Jan-Mar		In Progress	Completed	
2019 Apr-Jun		Completed		In Progress
2019 Jul-Sep				X
2019 Oct-Dec				

References Cited.

Kafle, L., W. J. Wu, and C. J. Shih. 2010. A new fire ant (Hymenoptera: Formicidae) bait base carrier for moist conditions. *Pest Management Science* 66: 1082-1088.

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>July 9, 2019</p>
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Agenda Item: Consent Calendar

Approval for a paid intern for the Laboratory Department June 17 through August 23, 2019 in an amount not to exceed \$6,9000.00 from Fund 5103.01.400.000, Payroll – **Jennifer A. Henke, M.S., Laboratory Manager**

Background:

The Laboratory Department partnered with Health Career Connections in 2017 and in 2018 to host a young professional interested in a career in public health and healthcare professions. We created an internship this summer that would include the following duties: understand mosquito trapping and testing for arboviruses; examine the efficacy and residual activity of two control products for larval mosquitoes; and compare the efficacy of two types of mosquito traps to suggest improvements to our work.

Because of the partnership and the agreement with Health Career Connections, the intern is part of the District payroll but is exempt from health care benefits.

Staff Recommendation:

Approve funding for a paid intern for the Laboratory department from June through August 2019.

Fiscal Impact:

FY2019-20 Budget 5103.01.400.000	Current Available Funds	Proposed Expense	Remaining Available Funds
\$6,900	\$6,900	\$6,900	\$0

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>July 9, 2019</p>
<p>Agenda Item: Items of General Consent</p> <p>Approval of Resolution 2019-08 Authorizing Attendance of Professional Development Conferences and Meetings by Members of the Board of Trustees and Employees of the District for Fiscal Year 2019-2020 – 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 2019-08 would authorize attendance at conferences and meetings for Fiscal Year 2018-2019. Schedule “A” of Resolution 2019-08 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, 2019 and June 30, 2020, and also designates which staff and Board members would be authorized to attend each conference or meeting.</p> <p>Resolution 2019-08 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 2019-08. 		
<p>Exhibits:</p> <ul style="list-style-type: none"> • Resolution 2019-08 • 2019-2020 Professional Development Conferences & Meetings 		

Abila MIP Fund Accounting Training	Administrative Finance Manager, Accounting Technician I, Accounting Technician II	TBA	San Diego, CA
American Mosquito Control Association	General Manager, Public Information Manager, Laboratory Manager, Laboratory Staff (1), Operations Manager, Field Supervisor (1), Trustees	March 16-20, 2020	Portland, OR
California Special District Association Annual Conference	General Manager, Administrative Finance Manager, Trustees	September 25-28, 2019	Anaheim, CA
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 Manager	November 18-22, 2019	Monterey, CA
CalPERS Educational Forum	Administrative Finance Manager, Accounting Technician I, Accounting Technician II	October 28-30, 2019	Oakland, CA
Entomological Society of America Annual Conference	Laboratory Manager, Vector Ecologist	November 17-20, 2019	St. Louis, MO
Environmental Systems Research Institute Annual Conference	Information Technology Manager	TBA	San Diego, CA
Liebert Cassidy Whitmore Conference	General Manager, Administrative Finance Manager, Human Resources Specialist	Jan. 22-24, 2020	San Francisco, CA
Local Agency Investment Fund Annual Conference	General Manager, Administrative Finance Manager	TBA	TBA
Municipal Information Systems Association of California	Information Technology Manager	TBA	TBA

Mosquito & Vector Control Association of California	General Manager, Administrative Finance Manager, Information Technology Manager, Public Information Manager, Public Information Department Staff (1), Laboratory Manager, Vector Ecologist, Laboratory Staff (2) with a talk or poster, Operations Manager, Field Supervisor (2), Lead Technician (1), Vector Control Technician (1), Trustees	January 26-29, 2020	San Diego, CA
Mosquito & Vector Control Association of California Quarterly Meetings	General Manager, Administrative Finance Manager, Information Technology Manager, Laboratory Manager, Vector Ecologist, Operations Manager, Field Supervisor (1), Trustee Representative	October 28-30, 2019 Spring: TBA	Fall: Visalia, CA Spring: TBA
Mosquito & Vector Control Association of California Legislative Day	General Manager, Trustee Representative(s)	Spring: TBA	Sacramento, CA
Mosquito & Vector Control Association of California Planning Session	General Manager, Administrative Finance Manager, Laboratory Manager, Trustee Representative	December 3-4, 2019	San Francisco
National Conference on Urban Entomology and Invasive and Pest Ant Conference	Laboratory Manager or Vector Ecologist, Operations Manager or designee, Field Supervisor (1), Biologist (1)	May 17-20, 2020	Mobile, AL
Pacific Branch – Entomological Society of America Meeting	Laboratory Manager	April 19-22, 2020	Spokane, WA
Society of Vector Ecology Annual Conference	Vector Ecologist, Trustees	September 22-26, 2019	San Juan, Puerto Rico
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	May 3-6, 2020	Anaheim, CA

RESOLUTION NO. 2019-09

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 2019-2020

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 2019-2020, 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 at 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.

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.

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PASSED, ADOPTED AND APPROVED, this 9th day of July, 2019.

**Doug Hassett, President
Board of Trustees**

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>July 9, 2019</p>
<p>Agenda Item: Consent Calendar Approval of refund in the amount of \$8,718.33 following revised benefit assessment for property having APN 745-360-003 owned by R-Bar-C Sand & Gravel, Inc. - Jeremy Wittie, M.S., General Manager</p>		
<p>Background: The Coachella Valley Mosquito and Vector Control District received a formal appeal from R BAR C Sand & Gravel, Inc. (property owner) in regards to the special assessment on their 2018 Secured Property Tax Bill. The property owner requested a review of their assessment.</p> <p>Per the Engineer’s Report, the General Manager must review appeals and information provided by the property owner. If the General Manager finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the Riverside County for collection, the General Manager is authorized to refund the property owner the amount of any approved reduction.</p> <p>The General Manager reviewed the property owner’s permits of specified land use and acreage, along with maps, and visited the site to survey the area. After extensive research, the appeal to modify the assessed land was approved. The revised assessment calculation takes into account 338 commercial use acres at 0.5 SFE (single family equivalent) and 277 vacant acres at 0.125 SFE. With this adjustment, the revised benefit assessment is \$10,380.75 which generates a refund to the property owner in the amount of \$8,718.33.</p>		
<p>Staff Recommendation: Staff recommends that the Board of Trustees approve the refund in the amount of \$8,718.33 due to R-Bar-C Sand & Gravel, Inc.</p>		
<p>Exhibit: Letter from property owner</p>		

December 4, 2018

Coachella Valley Mosquito and Vector Control District
Attn: Jeremy Wittie
43420 Trader Place
Indio, CA 92201

Subject: Assessment Number 745360003-0
 Coachella Valley Mosquito and RIFA

Dear Mr. Wittie:

We were referred to you by Miranda Ray at Willdan Financial Services. Thanks in advance for assisting us with this issue.

We are inquiring about the assessment for the subject property which is owned by R Bar C Sand & Gravel, Inc. We were very surprised to receive our Property Tax Bill with a \$19,242.70 special assessment related to "Coachella Valley Mosquito and RIFA." This special assessment resulted in a huge 60% increase to the total property tax assessment we would expect. We believe there may be a misunderstanding as to the use of our property. The purpose of this letter is to provide such clarification in the hopes of a substantial reduction in the assessment.

The total property consists of approximately 616 acres. The use of this acreage is as follows: 100 acres in permitted active sand and gravel mining; 183 acres of permitted but inactive sand and gravel mining; 54 acres in active related commercial uses; and 279 acres are not permitted and are bare, unused land. As such, since 75% of this land is bare and unused, we believe that a substantial reduction is warranted. We hope you agree.

There is likely additional information that you need, but we're just not sure what it is. Please give me a call at the number below and we will provide this additional information immediately.

We very much appreciate your review and consideration in this matter.

All the best,

Shelly Abrahams
Controller

Main office: 714.443.4044



**Coachella Valley Mosquito and
Vector Control District**

July 9, 2019

Staff Report

Agenda Item: Consent Calendar

Approval to purchase supplies for arbovirus testing from ThermoFisher Scientific in an amount not to exceed \$11,500.00 from fund 7575.01.400.045 – Internal Mosquito PCR – **Jennifer A. Henke, M.S., Laboratory Manager**

Background:

The Laboratory Department conducts arbovirus testing of mosquito samples during the virus transmission season (March – November). We use 5X MagMax-96 Viral Isolation Kits to recover the virus out of the cells of the mosquitoes so that we can determine if a mosquito sample has West Nile virus, St. Louis encephalitis virus, or western equine encephalomyelitis virus. Taqman Fast Virus is used to accurately detect the viruses in our samples. The proposed purchase includes additional supplies needed to complete the testing.

The member agencies of the Mosquito and Vector Control Association of California have a pricing agreement with Thermo Fisher Scientific. The District is able to purchase the testing supplies at a discount compared to the regular price of these items without the agreement. The pricing agreement was in place through December 31, 2019. Each kit can be used to test approximately 500 samples, so the five kits will allow us to test 2,500 samples (not including the controls needed for each plate).

We will also be buying additional supplies from Thermo Fisher Scientific on this order. Our planned purchase, using estimates from the 2019 pricing agreement are below. The final expenditure amount includes taxes and shipping charges.

Quantity	Item	2019 price per item	Total (with tax and shipping)
5 kits	5X MagMax kits	\$1,194.00	\$6,545.00
1 vial	TaqMan Fast virus	\$2,527.00	\$2,800.00
1 case	Elution plates	\$160.56	\$205.00
2 cases	Deep well plates (for mixing reagents)	\$277.92	\$635.00
1 set	Primers: WNV, SLEV, WEEV; forward & reverse (6 total)	\$35.75	\$260.00

1 box	Sealing film for elution plate	\$74.40	\$98.00
1 box	Sealing film for PCR plate	\$131.40	\$158.00
2 bottles	Fetal Bovine Serum for MEM	\$135.15	\$324.00
1 bottle	Isopropanol, 2.5L	\$84.60	\$117.00
1 bottle	Ethanol, 500mL	\$60.00	\$90.00
2 cases	Eppendorf pipette tips	\$59.97	\$145.00

Staff Recommendation:

The Laboratory Department requests the Board approve the purchase of reagents needed for testing mosquito samples for arboviruses in the amount not to exceed \$11,500.00

Fiscal Impact:

FY2019-20 Budget 7575.01.400.045	Current Available Funds	Proposed Expense	Remaining Available Funds
\$36,000	\$36,000	\$11,500	\$24,500

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>July 9, 2019</p>
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Agenda Item: Consent Calendar

Approval of payment for testing of mosquito pooled samples to the Mosquito and Vector Control Association of California in an amount not to exceed \$6,000.00 from fund 7575.01.400.026 – External Mosquito PCR – **Jennifer A. Henke, M.S., Laboratory Manager**

Background:

At the May 14, 2019 Board meeting, the Board approved the removal, replacement, and installation of three vortex exhaust fan VFDs by NSWC, Johnson Controls, and Zaretsky to complete the lab exhaust fan replacement project. To complete this work, the BioSafety Laboratory rooms were shut down for 3 weeks. During the project and the subsequent calibration and certification of the rooms by TSS, mosquito samples were mailed to UC Davis Arbovirus and Research Testing (DART) facility to ensure that positive mosquito samples would be detected in a timely manner to protect the residents of the Coachella Valley.

Due to the high abundance of mosquitoes and the repeated detections of West Nile virus that began in early May, 297 samples were tested by the DART Facility during the final two weeks of May. The Mosquito and Vector Control Association of California administers the billing for testing by DART. The amount budgeted in the line item is to conduct testing of *Aedes* mosquito samples for chikungunya, dengue, and Zika.

The District also sent 357 samples during the first week of June, which will be billed later this month. Following the June bill, this is not expected to be a repeated expense due to the successful replacement of the exhaust fans.

Staff Recommendation:

The Laboratory Department requests the Board approve the payment to MVCAC for services rendered by the DART facility testing mosquito samples for arboviruses in the amount not to exceed \$6,000.00

Fiscal Impact:			
FY2019-20 Budget 7575.01.400.026	Current Available Funds	Proposed Expense	Remaining Available Funds
\$6000	\$6000	\$6000	\$0

	Coachella Valley Mosquito and Vector Control District Staff Report	July 9, 2019
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Agenda Item: Consent Calendar
Approval to purchase one A1 Super Duty Mist Sprayer, in an amount not to exceed \$20,000 from fund 8415.01.500.000 – **Jeremy Wittie, M.S., General Manager**

Background:
The A1 Super Duty provides a high volume of air to efficiently treat a wide variety of mosquito breeding sources around in and around residential structures for the control of invasive mosquitoes, duck clubs and agricultural area. The A1 sprayer is equipped with easy to use wireless remote, which controls the fan rotation, throttle and provides a vertical throw of 55-75 feet with a horizontal throw of 80-150 feet.

Acquiring a larvicide mist sprayer will allow the District to expand its abilities to treat both rural and residential mosquito sources over larger areas from the ground efficiently thus improving mosquito population control and reducing risk of mosquito-borne disease to the public.

The Budget for FY2019-20 was passed authorizing the purchase of new control equipment.

Item	Cost
A1 Super Duty Mist	\$16,071.43
100' Hose & Spray Gun	\$412.00
Sales Tax	\$1,442.30
Total	\$17,925.73

Staff Recommendation:
To approve the purchase of one A1 Super Duty Mist Sprayer, in an amount not to exceed \$20,000 from fund 8415.01.500.000.

Fiscal Impact:

FY2019-20 Budget GL # 8415.01.500.000	Current Available Funds	Proposed Expense Fiscal Year 2018/19	Remaining Available Funds
\$35,800.00	\$35,800.00	\$17,925.73	\$17,874.27

	Coachella Valley Mosquito and Vector Control District Staff Report	July 9, 2019
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Agenda Item: Consent Calendar
Approval for purchased additional adult mosquito control product in an amount not to exceed \$39,000 from Fund# 7800.01.500.028 – **Jeremy Wittie, M.S., General Manager**

Background:
The Operations Department is responsible of controlling disease transmitting vectors and mosquitoes throughout the District using a prescribed set of environmentally-friendly products. The budget for FY2018-19 was passed authorizing the amount of vector control products projected for use throughout the fiscal year. The projection for some of the products fell short of lasting the season due to enhanced operations activities in response to current detected arbovirus activity and there was a need to purchase additional products.

Per the District's Purchasing Policy, the General Manager may authorize the purchase of materials, supplies, equipment, services, public broadcasting and overtime where an emergency is deemed to exist and it is determined that service involving the public health, and safety or welfare would be interrupted if the normal procedure were followed.

All emergency purchases, which would otherwise require formal bidding procedures, or prior Board approval, shall be submitted to the Board for ratification at the next regular trustee meeting after purchase is authorized.

The products purchased are as follows:

Product	Quantity	Cost Per	Total
Duet	2 x 55 gal drum	\$205.13 per gal	\$22,564.30
Aqua-Reslin	2 x 30 gal drum	\$205.86 per gal	\$12,351.60
		Shipping/Tax	\$3,399.44
		Total	\$38,315.34

Staff Recommendation:
Staff recommends approval of purchased additional adult mosquito control products in an amount not to exceed \$39,000.

Fiscal Impact:

FY2018-19 Budget GL # 7800.01.500.028	Current Available Funds	Proposed Expense Fiscal Year 2018/19	Remaining Available Funds
\$770,500.00	\$44,000	\$38,315.34	\$5,684.66

SECTION

11



OLD BUSINESS

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: right;">July 9, 2019</p>
<p>Agenda Item: Consent Calendar</p> <p>Discussion and/or approval of Resolution 2019-09 Adopting Employee Pay Schedule, in conformance with California Code of Regulations, Title 2, Sections 570.5 and 571 – Anita Jones, Human Resources Manager</p>		
<p>Background:</p> <p>On August 10, 2011, CalPERS adopted <i>California Code of Regulations (CCR) Title 2, Sections 570.5 and 571(b)</i>, which set specific requirements for making pay schedules publicly available. The stated purpose was to ensure consistency and enhance disclosure and transparency of public employee compensation.</p> <p>In order to fully meet the requirements of these regulations, the pay schedule must list a position title for every employee position, show a pay rate for each position, and indicate the time base for the pay rate (hourly, monthly, annually, etc.). The pay schedule shown on Exhibit “A” updates Teamsters 2019-2020 pay rate reflected in the Memorandum of Understanding approved at the September 12, 2017, Board meeting; CSEA’s 2019-2020 pay rate reflected in the Memorandum of Understanding approved at the June 12, 2018, Board meeting; and confidential and management pay rate reflected in individual contracts.</p>		
<p>Staff Recommendation:</p> <p>Staff recommends that the Board of Trustees approve Resolution 2019-09.</p>		
<p>Exhibits:</p> <p>Resolution 2019-10</p>		

RESOLUTION NO. 2019-10

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

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

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

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

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

Section 1. Recitals.

The true and correct recitals above are incorporated by this reference herein as the basis and foundation for the District's adoption of this Resolution.

Section 2. Approval of Pay Schedule

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

Section 3. Effective Date.

This Resolution shall take effect upon its adoption.

Section 4. Certification.

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

PASSED, ADOPTED AND APPROVED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District this 9th day of July 2019.

Doug Hassett, President
Board of Trustees

ATTEST:

Graciela Morales, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, MS, General Manager

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Monthly Pay Schedule - FY 2019/2020

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
VCT Trainee	2,191.25	2,300.81	2,415.85	2,536.64	2,663.47	2,796.64
Laboratory Technician	3,083.29	3,237.45	3,399.32	3,569.29	3,747.75	3,935.14
VCT I, Utility Worker	3,935.14	4,131.90	4,338.50	4,555.43	4,783.20	5,022.36
VCT II, Laboratory Asstistant I	4,783.20	5,022.36	5,273.48	5,537.15	5,814.01	6,104.71
Mechanic I	5,022.36	5,273.48	5,537.15	5,814.01	6,104.71	6,409.95
Lead VCT, Lab Assistant II, Mechanic II	5,273.48	5,537.15	5,814.01	6,104.71	6,409.95	6,730.45
Administrative Clerk	4,439.00	4,661.00	4,893.00	5,138.00	5,394.00	5,665.00
Accounting Technician I	4,549.00	4,778.00	5,016.00	5,267.00	5,531.00	5,807.00
Accounting Technician II	5,085.00	5,339.00	5,606.00	5,888.00	6,182.00	6,490.00
Public Outreach Coord, IT/GIS Assist	5,907.00	6,202.00	6,512.00	6,837.00	7,179.00	7,539.00
Biologist	6,210.00	6,520.00	6,847.00	7,189.00	7,548.00	7,925.00
Field Supervisor, Public Info. Officer	7,201.00	7,561.00	7,940.00	8,337.00	8,755.00	9,192.00
Environmental Biologist, Vector Ecologist, IT/GIS Analyst, Lead Supervisor	7,561.00	7,940.00	8,337.00	8,755.00	9,191.00	9,651.00
Exec. Assist./Clerk of Board, HR Specialist	6,059.08	6,362.03	6,680.14	7,014.14	7,364.85	7,733.09
Human Resources Manager, IT Manager, Public Information Manager, Operations Manager, Lab Manager	8,013.58	8,414.26	8,834.97	9,276.72	9,740.56	
Admin/Finance Manager	8,303.29	8,718.45	9,154.38	9,612.10	10,092.70	
General Manager	12,892.21					

Educational Incentive Pay

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

Temporary - Out of Class

5%	<u>Additional Duties</u>	5%
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**Coachella Valley Mosquito and
Vector Control District**

July 9, 2019

Staff Report

Agenda Item: New Business

Discussion and/or approval to purchase control products from the lowest responsible bidders or sole-source providers in the amount not to exceed \$650,000.00 from Fund #7800.01.500.028. Field Chemical Control – **Bobbye Dieckmann, Interim Operations Manager**

Background:

In 2014 the purchase of chemical control products was changed requiring approval of annual purchase of products based on multi-year historical analysis of pesticide usage to predict total product requirements and delivery schedules.

The approval by the Board of the FY 2019-2020 budget the following chemical control products will be awarded to the lowest responsible bidders or sole-source suppliers. The FY 2019-2020 bid decision will consider the level of technical support provided by the chemical distributors and/or manufacturers in determining the final award for each product. The amount and quality of service does vary from one company to another, and their technical support and expertise is an added benefit to the District and does increase value of funds spent on chemical products by the District.

The purchase of the following chemical control products for Operations Control program is required during the FY 2019-2020. Products will be delivered and billed on or near the projected delivery date or as needed if determined by the Operations Manager and approved by the General manager.

PRODUCT	TARGET	TOTAL AMOUNT	COST
ADVION	RIFA	10,000 LBS	\$96,390.00
EXTINGUISH PLUS	RIFA	18,000 LBS	\$104,836.00
ALTOSID BRIQUETS	MOSQUITO	400 COUNT	\$453.00
ALTOSID XR BRIQUETS	MOSQUITO	500 COUNT	\$1,744.00
ALTOSID PELLETS	MOSQUITO	3,000 LBS	\$84,425.00
AQUABAC 200G	MOSQUITO	3200 LBS	\$6,169.00
NATULAR G	MOSQUITO	2,400 LBS	\$13,195.00
NATULAR 2EC	MOSQUITO	20 GAL	\$20,987.00
NATULAR G30	MOSQUITO	4,000 LBS	\$63,770.00
NATULAR XRT	MOSQUITO	1,000 COUNT	\$4,559.00
VECTOBAC 12AS	MOSQUITO	20 GAL	\$879.00
VECTOBAC G	MOSQUITO	1,600 LBS	\$4,194.00

VECTOBAC WDG	MOSQUITO	2,400 LBS	\$94,664.00
VECTOMAX FG	MOSQUITO	3,500 LBS	\$32,344.00
KONTROL LARVICIDE OIL	MOSQUITO	55 GAL	\$673.00
METALARV SPT	MOSQUITO	1,900 LBS	\$49,729.00
EVERGREEN ULV (5-25) GROUND	MOSQUITO	55 GAL	\$10,571.00
AQUA RESLIN	MOSQUITO	60 GAL	\$12,840.00
DEMAND CS	MOSQUITO	10 GAL	\$5,499.02
DELTAGARD	MOSQUITO	60 GAL	\$11,479.00
TOTAL			\$619,400.02

Staff Recommendation:

The Operations Department is requesting Board approval to purchase chemical control products in the amount not to exceed \$650,000.00.

Fiscal Impact:

FY2019-20 Budget GL # 7850.01.500.028	Current Available Funds	Proposed Expense Fiscal Year 2018/19	Remaining Available Funds
\$770,500	\$770,500	\$650,000	\$120,500

SECTION

12



NEW BUSINESS

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>July 9, 2019</p>
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Agenda Item: New Business

Discussion and approval to hire a civil engineering firm to draw plans to address findings of the Accessibility Evaluation Report in an amount not to exceed \$15,000 from fund 6095.14.305.000, Professional Fees – Reserves, Funds Available - **David I’Anson, Administrative Finance Manager**

Background:

In May 2019 the District used the services of Certified Access Specialists Building Principles to perform an accessibility evaluation of the Indio Headquarters. A number of barriers are identified including areas outside of the Administration Building. The areas of concern include the running slope in accessible parking exceeding the permitted 2% slope and the accessible route of travel between the building and public way cross slopes exceeding the 2% slope. To remedy these barriers, a civil engineer is required to draw up plans for public bidding, and City approval. The District has received one quote below \$15,000 and will obtain 2 additional bids.

Staff Recommendation:
Approval to hire a civil engineering firm to draw plans to address findings of the Accessibility Evaluation Report in an amount not to exceed \$15,000

Fiscal Impact:

FY2019-20 Budget Capital Facility Replacement Funds	Current Available Funds	Proposed Expense	Remaining Available Funds
\$1,630,085	\$1,630,085	\$15,000	\$1,615,085