



**Coachella Valley Mosquito and Vector Control District**

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

**Board of Trustees Meeting Via Zoom**

**Tuesday, June 8, 2021**

**6:00 p.m.**

**AGENDA**

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

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

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In the interest of maintaining appropriate social distancing and to comply with orders issued by Governor Newsom, the Board encourages the public to participate in this meeting via Zoom by calling 1-888-475-4499 (toll-free), Meeting ID: **898 5696 4239** or click this link to join: <https://us02web.zoom.us/j/89856964239>. If you would like to comment on the agenda item or subject matter within the jurisdiction of the Board, please send an email to the Clerk of the Board by 2:30 p.m. on June 8, 2021, at [mtallion@cvmvcd.org](mailto:mtallion@cvmvcd.org).

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

- 1. Call to Order** – Benjamin Guitron, President
- 2. Moment of Silence in remembrance of Fernando Fregoso, VCT II**
- 3. Pledge of Allegiance**
- 4. Roll Call**

## 5. Confirmation of Agenda

## 6. Public Comments

Those wishing to address the Board should send an email to the Clerk of the Board by 2:30 p.m. on June 8, 2021, at [mtallion@cvmvcd.org](mailto:mtallion@cvmvcd.org) or appear at the meeting to provide public comments. Please note that, as stated above, the meeting will be conducted remotely.

A. **PUBLIC Comments — AGENDA ITEMS:** Persons wishing to address the Board on agenda items are requested to do so at this time. When addressing the Board, please state your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person per item has been established.

B. **PUBLIC Comments — NON-AGENDA ITEMS:** Persons wishing to address the Board on items not appearing on the agenda are requested to do so at this time. When addressing the Board, please state your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person has been established.

## 7. Recognition

A. Proclamation of the Board of Trustees in recognition of Jess Lucia for his 20 years of service to the District – **Jeremy Wittie, M.S., General Manager (Pg. 6)**

## 8. Board Reports

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

Executive Committee oral report and Executive Committee meeting Minutes for May 21, 2021 **(Pg. 9)**

B. Finance Committee – **Isaiah Hagerman**

Finance Committee oral report and Minutes for May 11, 2021 meeting **(Pg. 12)**

## 9. Staff Informational Reports

A. Live Reports

- Microsoft Office Migration update- **Edward Prendez, IT Manager**
- Arbovirus Surveillance and Response update ( as necessary) - **IVM Staff**

B. Prerecorded Reports

- **(CLICK HERE TO VIEW):** General Manager's Report – **Jeremy Wittie, M.S., General Manager**
- **(CLICK HERE TO VIEW):** Emerging Arbovirus Threats – **Jennifer Henke, M.S., Laboratory Manager**

## *Questions and/or comments from Trustees regarding the reports*

### **10. Items of General Consent**

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

A. Minutes for May 11, 2021 Budget Workshop Meeting and Board Meeting **(Pg. 14)**

B. Approval of expenditures for May 13 to June 3, 2021 **(Pg. 24)**

C. Informational Items:

- Financials – **David l'Anson, MPA, MBA/ACC., Administrative Finance Manager (Pg.26)**
- Board Business Log **(Pg. 36)**
- Correspondence **(Pg. 38)**
- Important Budget Meeting Dates, **Finance Committee (Pg. 43)**
- Departmental Reports: Human Resources; Finance; Information Technology; Laboratory & Surveillance Control; Operations; and Public Outreach **(Pg. 44)**

### **11. Old Business-None**

### **12. New Business**

A. Approval to enter into an agreement for the upgrade and replacement of the District's electronic door access, security alarm, and CCTV systems in an amount not to exceed \$110,000 from Capital Facility Replacement Fund - **Budgeted, funds available**– **Edward Prendez, IT Manager, and David l'Anson, Administrative Finance Manager (Pg. 62)**

B. Discussion and/or approval of Resolution 2021-06 Adopting FY 2021-22 Budget-**Jeremy Wittie, M.S., General Manager, and David l'Anson, Administrative Finance Manager (Pg. 65)**

C. Discussion and/or approval of Resolution 2021-07 intention to levy assessments for fiscal year 2021-22, preliminary approval of engineer's report, and providing for notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment- **David l'Anson, Administrative Finance Manager (Pg. 83)**

### **13. Closed Session Public Comments**

Persons wishing to address the Board on closed session items are requested to do so at this time. When addressing the Board, please state your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person per item has been established.

**Closed Session (s):**

**A. Conference with Labor Negotiators pursuant to Government Code Section 54957.6**

Agency Designated Representatives: Lena D. Wade, Crystal Moreno, and David I' Anson.

Employee Organizations: California School Employees Association and Teamsters Local 911.

**14. Comments by General Counsel**

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

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

**16. Adjournment**

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

**Certification of Posting**

I certify that on June 4, 2021, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District and on the District's website, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)


Executed at Indio, California, on June 4, 2021.

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Melissa Tallion, Clerk of the Board



# RECOGNITION

	<p><b>Coachella Valley Mosquito and Vector Control District</b></p> <p><b>Staff Report</b></p>	<p><b>June 8, 2021</b></p>
<p><b>Agenda Item:</b> Recognition</p> <p>Proclamation of the Board of Trustees in recognition of Jess Lucia for his 20 years of service to the District – <b>Jeremy Wittie, M.S., General Manager</b></p>		
<p><b>Background:</b></p> <p>Jess Lucia began his employment at the District on August 9, 1999, as a Seasonal Vector Control Operator employee. On April 2, 2001, Jess was promoted to the position of Premise Inspector Trainee in the Red Imported Fire Ant Program; on August 10, 2001, Jess was promoted to the position of Vector Control Technician Trainee; on June 10, 2004, Jess was promoted to the position of Vector Control Technician I; and on May 11, 2009, to the position of Vector Control Technician II.</p> <p>Jess has consistently demonstrated commitment, ability, enthusiasm, and dedication to the District’s mission of protecting the public health of residents and visitors of the Coachella Valley.</p>		
<p><b>Attachment:</b></p> <ul style="list-style-type: none"> <li>• Proclamation of the Board of Trustees in recognition of Jess Lucia</li> </ul>		



## COACHELLA VALLEY MOSQUITO & VECTOR CONTROL DISTRICT

43-420 Trader Place, Indio, CA 92201 (760) 342-8287 (760) 342-8110  
www.cvmosquito.org CVmosquito@cvmvcd.org @cvmosquito @CV\_mosquito

### A PROCLAMATION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT IN RECOGNITION OF JESS LUCIA FOR HIS TWENTY YEARS OF SERVICE TO THE DISTRICT

**WHEREAS**, the Coachella Valley Mosquito and Vector Control District (“District”) was established in 1928 as an independent special district by the Riverside County Board of Supervisors with the mission of reducing the risk of disease transmission by mosquitoes and other vectors and the protection of residents and visitors of the Coachella Valley; and

**WHEREAS**, Jess Lucia has worked for the District and given continuous, faithful, and loyal service for 20 years; and

**WHEREAS**, Jess Lucia began his employment at the District on August 9, 1999, as a Seasonal Vector Control Operator employee. On April 2, 2001, Jess was promoted to the position of Premise Inspector Trainee in the Red Imported Fire Ant Program; on August 10, 2001, Jess was promoted to the position of Vector Control Technician Trainee; on June 10, 2004, Jess was promoted to the position of Vector Control Technician I; and on May 11, 2009, to the position of Vector Control Technician II.

**WHEREAS**, Jess Lucia has consistently demonstrated commitment, ability, enthusiasm, and dedication to the District’s mission of protecting the public health of residents and visitors of the Coachella Valley.

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

Jess Lucia is hereby recognized upon his twentieth anniversary for his outstanding contributions and dedication to the District and the citizens of the Coachella Valley.

DATED THIS 8th DAY OF JUNE 2021.

Benjamin Guitron

Jeremy Wittie, M.S.

#### BOARD OF TRUSTEES

President BENJAMIN GUITRON IV Indio | Vice President DOUGLAS WALKER Palm Desert  
Secretary BITO LARSON County at Large | Treasurer CLIVE WEIGHTMAN Indian Wells  
MARK CARNEVALE Cathedral City | DENISE DELGADO Coachella | GARY GARDNER Desert Hot Springs | DOUG HASSETT La Quinta  
DR. DOUGLAS KUNZ Palm Springs | ISAIAH HAGERMAN Rancho Mirage | JANELL PERCY County at Large | JEREMY WITTIE General Manager





# **BOARD REPORTS**

**Coachella Valley Mosquito and Vector Control District**  
**Executive Committee Meeting Via Zoom**  
**Minutes**

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**TIME AND DATE:** 1:30 p.m. Friday, May 21, 2021

**LOCATION:** 43420 Trader Place, Indio, CA 92201

**TRUSTEES PRESENT:**

Indio	Benjamin Guitron, President
Palm Desert	Doug Walker, Vice President
County at Large	Bito Larson, Secretary
Indian Wells	Clive Weightman, Treasurer

**ABSENT:**

None

Members of the Public present: None

**OTHERS PRESENT:**

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

1. **Call to Order:** President Guitron called the meeting to order at 1:35 p.m.
2. **Roll Call:** Roll call indicated all four Committee members were present.
3. **Confirmation of Agenda:** There was a consensus to approve the agenda as presented.
4. **Public Comments:**

**A. AGENDA ITEMS** - None

**B. NON-AGENDA ITEMS** – Mr. Anderson sent an email, to The Clerk of the Board at 5:43 a.m. on May 21, 2021. A copy of the email from Mr. Anderson will be attached to the minutes.

## **5. Review of June 8, 2021, draft Board meeting agenda**

The draft June Board meeting agenda was reviewed by the Committee. It was recommended by Trustee Walker to add an item to Old Business (11B) regarding updates to any new information about the way meetings are held at public agencies after June 15th or a follow-up to the discussion held on May 11, 2021 Board of Trustees meeting. After further discussion, it was recommended to add this to Counsel Comments (14) on the agenda. Jeremy Wittie will follow up with Legal Counsel. Trustees Larson and Walker would like to have David l'Anson and Edward Prendez give a detailed presentation about the CCTV and Alarm system upgrade (item 12A). The Trustees would like to know how the District is going to benefit above and beyond the current systems. Trustee Walker would like to have David l'Anson reiterate that the Finance Committee agreed to put \$1Million of budget surplus toward CalPERS and excess to Reserve for Public Health Emergency before the final FY2021-22 Budget is approved and adopted. Jeremy Wittie will follow up with Legal Counsel about any approved changes to the way business is conducted at the District after June 15, 2021. Jeremy Wittie would like to have permission to add actionable items to June 8, 2021, Board agenda if anything arises from conversations with Legal Counsel.

## **6. New Business**

None

## **7. Trustee/staff comments**

Trustee Walker had a question regarding the Ad Hoc Land Committee to assume the responsibility of the Building Committee. Trustee wanted to plan to have appropriate staff meet with the Committee to provide an orientation and/or background of what has happened in the past and what the plan is. After the Committee it was suggested to send a survey out to the Board of Trustees for their thoughts on how the Boardroom should look and function. Trustee Larson would like to make sure the proposed upgrades are a need versus a want. Jeremy Wittie mentioned that the District is about 70% vaccinated for staff. Department managers are working with Jeremy to come up with post-June 15<sup>th</sup> plans. The lobby plans to open back up, but with some limitations. The District office plans to be a mixture of physical and remote work until after the summer. The District is waiting for Cal/OSHA's guidelines and regulations. The District is strongly encouraging vaccinations amongst the staff and providing the time away from work to do so.

## **8. Confirmation of next meeting**

The next meeting was scheduled for Wednesday, June 23, 2021, at 3:30 p.m.

## **9. Adjournment**

The meeting was adjourned by President Guitron at 2:07 p.m.

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

**Finance Committee Meeting Via Zoom  
Minutes**

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**TIME** 3:30 p.m. **DATE:** May 11, 2021

**LOCATION:** 43420 Trader Place Indio, CA 92201

**COMMITTEE MEMBERS PRESENT:**

Indian Wells	Clive Weightman
County at Large	Bito Larson
Rancho Mirage	Isaiah Hagerman

**COMMITTEE MEMBERS ABSENT:**

**STAFF PRESENT:**

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

**MEMBERS OF THE PUBLIC PRESENT:**

*Mr. Brad Anderson*

- 1. Call to Order:** *Treasurer Weightman called the meeting to order at 3:31 p.m.*
- 2. Roll Call:** *Roll call indicated three (3) Committee members out of three (3) were present.*
- 3. Confirmation of Agenda:** *The agenda was confirmed as presented.*
- 4. Public Comments:** *None.*

**5. Items of General Consent**

Approval of Minutes from May 4, 2021, Finance Committee Meeting  
*On a motion from Trustee Larson seconded by Treasurer Weightman, and passed by the following roll call votes, the Committee approved the minutes as presented.*

Ayes: Treasurer Weightman and Trustee Larson.

Noes: None.

Abstained: Trustee Hagerman

Absent: None

**6. Discussion, Review, and/or Update**

- A. Review of Check Report from Abila MIP for the period of April 9, 2021, to May 6, 2021

*A discussion ensued concerning a few checks that needed further explanation.*

- B. CalCard Charges – March 23, 2021, to April 22, 2021

*The Finance Committee was informed by District Staff that CalCards are locked up until the appropriate approvals have been received for each CalCard charge.*

- C. Review of April 2021 Financials and Treasurers Report

*The documents were reviewed.*

**7. Old Business**

- A. None

**8. New Business**

- A. Review of finance-related items on Board Agenda

*The Finance Committee fully supports the Board and all Finance-related items as well as items relating to the Budget Workshop.*

**8. Schedule Next Meeting:** *The next Finance Committee meeting is scheduled via Zoom for Tuesday, June 8, 2021, at 4:30 p.m.*

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

**11. Adjournment:** *The meeting was adjourned by Treasurer Weightman 3:50 p.m.*



# **GENERAL CONSENT**

# COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

## Budget Workshop Meeting Via Zoom Minutes

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MEETING TIME: 4:30 p.m. Tuesday, May 11, 2021

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

### TRUSTEES PRESENT

PRESIDENT: Ben Guitron	Indio
VICE PRESIDENT: Doug Walker	Palm Desert
TREASURER: Clive Weightman	Indian Wells
Isaiah Hagerman	Rancho Mirage
Doug Hassett	La Quinta
Dr. Doug Kunz	Palm Springs

### STAFF PRESENT

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

*Other staff members joined the zoom meeting as well.*

### MEMBERS OF THE PUBLIC PRESENT

Mr. Brad Anderson

- 1. Call to Order** *President Guitron called the meeting to order at 4:37 p.m.*
- 2. Roll Call** *At roll call, six (6) Trustees out of eleven (11) were present.*
- 3. Confirmation of Agenda**  
*President Guitron inquired if there were any agenda items to be shifted. Upon no requests by Board Trustees, the agenda was confirmed as presented. The meeting was then handed over to Treasurer Weightman.*

#### **4. Public Comments**

*None.*

#### **5. Overview/Discussion of Draft FY 2021-2022 Budget**

*The draft budget was reviewed and discussed.*

*The Benefit Assessment rate remains the same at \$14.39 per Single Family Equivalent (SFE), revenue per Engineers Report estimated to be \$2,299,810.*

*Property tax revenue to increase 2%. Property tax increment revenue to increase 2%.*

*The total projected cost for all three scenarios is currently \$5,162,230. The Finance Committee was presented with this information and several options for the unassigned fund balance. Based on that analysis and discussion it was decided that the option most beneficial to the District and strategic planning objectives would be to pre-fund \$1,000,000 to CalPERS with savings to the District taxpayers, in interest, of \$569,896 and to fund the Reserve for Public Health Emergency at \$4,757,318 or 94% of the total estimated cost of \$5,162,230.*

#### **6. Trustee/Staff Comments**

*The Finance Committee thanked the staff for a job well done. Trustee Walker asked Edward Prendez to give an update on the cloud migration. The migration is taking place now and should be finished in 14 days. Edward plans to give a full update at the June 8, 2021 Board of Trustees meeting.*

#### **7. Adjournment**

*President Guitron adjourned the meeting at 5:15 p.m.*



**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT**

**Board of Trustees Meeting Via Zoom  
Minutes**

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MEETING TIME: 6:00 p.m. Tuesday, May 11, 2021

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

**TRUSTEES PRESENT**

PRESIDENT: Ben Guitron	Indio
VICE PRESIDENT: Doug Walker	Palm Desert
TREASURER: Clive Weightman	Indian Wells
Mark Carnevale	Cathedral City
Denise Delgado	Coachella
Gary Gardner	Desert Hot Springs
Isaiah Hagerman	Rancho Mirage
Doug Hassett	La Quinta
Dr. Doug Kunz	Palm Springs
Janell Percy	County at Large

**TRUSTEES ABSENT**

SECRETARY: Bito Larson County at Large

**STAFF AND GENERAL COUNSEL PRESENT**

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

*Other staff members joined the zoom meeting as well.*

**MEMBERS OF THE PUBLIC PRESENT**

Mr. Brad Anderson

- 1. Call to Order** *President Guitron called the meeting to order at 6:01 p.m.*
- 2. Pledge of Allegiance** *Trustee Doug Kunz led the Pledge of Allegiance.*

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

**4. Confirmation of Agenda**

*President Guitron inquired if there were any agenda items to be shifted. Staff requested to postpone item 6. Recognition to the June 8, 2021 meeting. Upon no objections by Board Trustees, the agenda was confirmed as modified.*

On a motion from Trustee Hassett seconded by Trustee Kunz, and passed by the following roll call votes, the Board of Trustees approved items A. and B. of General Consent.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Hagerman, Hassett, Kunz, Percy, Walker, and Weightman.

Noes: None.

Abstained: None

Absent: Trustee Larson

**5. Public Comments**

*None.*

**6. Recognition**

A. Proclamation of the Board of Trustees in recognition of Jess Lucia for his 20 years of service to the District – Jeremy Wittie, M.S., General Manager

*Upon Staff's request, this item has been moved to the June 8, 2021 Board Meeting at which time Mr. Lucia can attend.*

**7. Board Reports**

A. President's Report:

*President Guitron stated the Executive Committee had held its meeting prior to the Board meeting and had reviewed the draft agenda and the Committee revised it as needed.*

B. Treasurer's Report

*Treasurer Weightman reported the Finance Committee had held its meeting before the Board meeting to review the check register and CalCard reports, and financials for March 9-April 13, 2021. There was nothing of significance to report on the check and CalCard reports. Treasurer Weightman reported on financials while going through highlights that are seen in the General Fund Operational Cash Flow graph. Treasurer Weightman also*

mentioned that following the Finance Committee meeting on May 11, 2021, would be the Budget Workshop.

C. Prerecorded Reports

The Board discussed the importance and value of the reports. They acknowledged the time and effort that Staff put into these reports and President Guitron reminded the Board to take advantage of the reports to be informed prior to the Board meeting.

## 8. Items of General Consent

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

A. Minutes for March 9, 2021 Board Meeting

B. Approval of expenditures for March 6, 2021, to May 11, 2021

On a motion from Trustee Hassett seconded by Trustee Kunz, and passed by the following roll call votes, the Board of Trustees approved items A. and B. of General Consent.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Hagerman, Hassett, Kunz, Percy, Walker, and Weightman.

Noes: None.

Abstained: None

Absent: Trustee Larson

C. Informational Items:

- Financials – **David l’Anson, MPA, MBA/ACC., Administrative Finance Manager**
- Board Business Log
- Correspondence
- Important Budget Meeting Dates, **Finance Committee Staff Reports:**
  - AMCA 2021 Virtual Conference – **Jennifer Henke, Laboratory Manager**
    - **AMCA Boyd Ariaz Grassroots Awardees Videos**

**Mark Kensington  
Trinidad Haro**

- Government Social Media virtual conference 2021 - **Luz Moncada, Community Liaison**
- Appointment of Trustee Bito Larson to MVCAC Drone Committee - **Benjamin Guitron, President**

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

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner, Hagerman, Hassett, Kunz, Percy, Walker, and Weightman.

Noes: None.

Abstained: None

Absent: Trustee Larson

**9. Old Business –**

- A. Review and approve Resolution 2021- 03 adopting the recommendation of the Ad Hoc Assessment Appeal Committee - **Ad hoc Assessment Appeal Committee and Chair Dr. Doug Kunz**

On a motion from Trustee Hassett seconded by Trustee Carnevale, and passed by the following roll call votes, the Board of Trustees approved and adopted Resolution 2021- 03.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Hagerman, Hassett, Kunz, Percy, Walker, and Weightman.

Noes: Trustee Gardner

Abstained: None

Absent: Trustee Larson

- B. Approval of Resolution 2021-04 and Adoption of the 2021 CVMVCD Mosquito-borne Virus Surveillance and Emergency Response Plan – **Jennifer A. Henke, MS, Laboratory Manager**

On a motion from Trustee Walker seconded by Trustee Hagerman, and passed by the following roll call votes, the Board of Trustees approved Resolution 2021-04 and adopted the 2021 CVMVCD Mosquito-borne Virus Surveillance and Emergency Response Plan.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner Hagerman, Hassett, Kunz, Percy, Walker, and Weightman.

Noes: None

Abstained: None

Absent: Trustee Larson

C. Review and approve Resolution 2021-05 to adopt the amendments to Trustee Bylaws - **Lena Wade, General Counsel on behalf of the Executive Committee**

On a motion from Trustee Hagerman seconded by Trustee Hassett, and passed by the following roll call votes, the Board of Trustees approved Resolution 2021-05 to adopt the amendments to Trustee Bylaws.

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner Hagerman, Hassett, Kunz, Percy, Walker, and Weightman.

Noes: None

Abstained: None

Absent: Trustee Larson

D. Discussion regarding return to in-person meetings - **Lena Wade, General Counsel on behalf of the Executive Committee**

*A discussion ensued. Legal Counsel advised and discouraged returning to in-person meetings before communication from the California Department of Public Health. The health and safety of Trustees and Staff are of the utmost importance. The consensus of the Trustees is to continue to hold meetings remotely until the September 14, 2021 meeting. This will follow what most of the Cities are currently doing.*

## 10. New Business

A. Appointment of ad hoc Research Committee – **Benjamin Guitron, Board President**

*President Guitron stated a survey was conducted by the Clerk of the Board to see who was interested in becoming a member of the Committee. The following trustees expressed interest; Trustee Hassett, Kunz, Percy, and Walker.*

*On a motion from Trustee Hagerman, seconded by Trustee Hassett, and passed by the following roll call votes, the Board of Trustees approved New Business Item 10A.*

Ayes: President Guitron; Trustees, Carnevale, Delgado, Gardner Hagerman, Hassett, Kunz, Percy, Walker, and Weightman.

Noes: None

Abstained: None

Absent: Trustee Larson

B. Appointment of ad hoc Building Committee - **Benjamin Guitron, Board**

*A discussion ensued about the duties of the Building committee seeming to be similar to those of the Land/Property committee. It was discussed to combine the two committees. The existing members of the Land/Property committee will assume the responsibilities of the Building Committee as well. Those members are Trustee Walker (Chair), Carnevale, Gardner, and Hassett.*

C. Discussion of Sterile Insect Technique – **Jennifer Henke, M.S., Laboratory Manager**

*Jennifer gave a presentation that was well received by the Trustees. Jennifer invited the Trustees to attend a workshop that the District is hosting in September. The discussion ended with a question and answer session whereby Jennifer took questions from the Trustees and will answer them at the September workshop.*

**11. Closed Session Public Comments**

*There were no public comments for Closed Session items.*

**Closed Session (s):**

**A. Conference with Labor Negotiators pursuant to Government Code Section 54957.6**

Agency Designated Representatives: Lena D. Wade, Crystal Moreno, and David I' Anson.

**12. Comments by General Counsel**

*Lena Wade, General Counsel, reviewed the Brown Act requirements concerning Staff Reports and public comments. Two key provisions of the Brown Act that ensure that the public's business is conducted openly are the requirements that legislative bodies post agendas prior to their meetings (Govt. Code sections 54954.2, 54955, and 54956) and that no action or discussion may occur on items or subjects not listed on the posted agenda (Govt. Code section 54954.2(a)(2)). There is no mention of a staff report requirement. If materials pertaining to a meeting are distributed less than 72 hours before the meeting, they must be made available to the public as soon as they are distributed to the members of the legislative body. Therefore, if the agency decides to prepare a staff report that is provided to the Board, the public would be entitled to a copy provided there is no exemption to disclosure that applies.*

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

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

**14. Adjournment** *President Guitron adjourned the meeting at 8:08 p.m.*

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Benjamin Guitron  
President

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Bitto Larson  
Secretary



# FINANCE REPORTS



**Coachella Valley Mosquito and Vector Control District**

Checks Issued for the Period of:

May 13 - June 3, 2021

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	May 14, 2021	197,473.81	
	Payroll Disbursement	May 28, 2021	195,520.55	
				<b>392,994.36</b>
<b>Pre-Approved Expenditures Utilities/Benefits:</b>				
43469	CalPERS Healthcare Acct	Healthcare Retired/Active 6/2021	82,893.75	
43470	Principal Life Insurance Co.	Dental/Life Insurance 6/2021	10,095.10	
43471	Standard Insurance Company	LTD Premium 6/2021	3,211.82	
43472	Vision Service Plan (CA)	Vision Care Plan 6/2021	955.01	
				<b>97,155.68</b>
<b>Pre-Approved Expenditures less than \$10,000.00:</b>				
43456	Airgas Dry Ice	Dry Ice	390.56	
43457	Cintas Corporation #3	Safety Equipment Rental	808.30	
43458	El Informador del Valle	Advertising	2,500.00	
43459	Employee Relations Inc.	Recruitment/Advertising	508.39	
43460	Environmental Products & Apps, Inc.	Contract Services	1,000.00	
43461	Fedak & Brown, LLP	Professional Services	288.00	
43462	Indio Emergency Medical Group	Physician Fees	515.00	
43463	Marlin Business Bank	Contract Services	705.79	
43464	Nextdoor, Inc.	Professional Services	1,550.12	
43465	Palm Springs Air Conditioning & Refrigeration, Inc.	Repair & Maintenance	4,119.00	
43467	Abila	Contract Services	375.00	
43468	Pitney Bowes Purchase Power	Contract Services	514.99	
43466	Inland Power Equipment Co.	Equipment Parts and Supplies	3,054.96	
43474	Advance Imaging Systems	Contract Services	179.40	
43475	Airgas Dry Ice	Dry Ice	595.02	
43476	Burrtec Waste Industries	Landfill Disposal Services	15.95	
43477	California Department Of Health Srv	CDPH Annual Recertification Fees	302.00	
43478	CarQuest Auto Parts	Vehicle Parts & Supplies	272.26	
43479	Chevrolet/Cadillac of La Quinta	Offsite Vehicle Maintenance & Repair	1,266.64	
43481	Cintas Corporation #3	Safety Expense	2,324.29	
43482	CleanExcel	Janitorial Services	6,751.00	
43483	Desert Fire Extinguisher Co., Inc.	Safety Expense	1,425.42	
43484	Equipment Direct, Inc.	Safety Expense	1,347.31	
43485	Flags A Flying	Repair & Maintenance	118.52	
43486	Indio Emergency Medical Group	Physician Fees	405.00	
43487	Jernigan's Sporting Goods, Inc.	Safety Expense	110.00	
43488	Kwik Kleen Of The Desert	Offsite Vehicle Maintenance & Repair	219.00	
43489	Marlin Business Bank	Contract Services	705.79	
43490	Crystal Moreno	Tuition Reimbursement	2,210.00	
43492	Pitney Bowes Global Financial Svcs	Contract Services	330.31	
43493	Praxair Distribution, Inc.	Cylinder Rentals	56.62	
43494	Puretec Industrial Water	Equipment Parts & Supplies	315.51	
43496	Slovak Baron Empey Murphey & Pinkney LLP	Attorney Fees	4,000.00	
43497	SC Commercial LLC dba SC Fuels	Motor, Fuel & Oil	4,598.78	
43498	Veolia ES Technical Solutions, LLC	Operating Supplies	93.01	
43499	UC Regents, UC Davis School of Veterinary Medicine	Surveillance: Internal PCR	441.00	
43500	UPS	Postage	103.54	
43501	Vector-Borne Disease Account	CDPH Annual Certification Fees	7,550.00	
43502	Waterlogic Americas LLC	Employee Support	106.57	
43503	Waxie Sanitary Supply	Field Supplies	29.10	
43504	WESCO, Western Scientific Company, Inc.	Maintenance and Calibration	770.00	
<b>Cash - California Bank &amp; Trust Checking</b>				<b>52,972.15</b>
<b>Cash - California Bank &amp; Trust Checking</b>				
43473	Adapco, Inc.	Equipment Parts and Supplies	11,671.65	
43491	Ocean Air Helicopters Inc.	Aerial Larvicide Rural	12,650.00	
43495	R Bar C Sand and Gravel, Inc.	Benefit Assessment Expenses	10,044.57	
43505	US Bank	Calcard	70,552.69	
<b>Cash - California Bank &amp; Trust Check Run Total to be Approved</b>				<b>104,918.91</b>
<b>Total Expenditures: May 13 - June 3, 2021</b>				<b>648,041.10</b>

Ben Guitron, President

Clive Weightman, Treasurer

Coachella Valley Mosquito and Vector Control District  
**FINANCES AT A GLANCE**  
**ALL FUNDS COMBINED**  
For the Month Ended May 31, 2021

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	11,830,432	568,046	12,398,478
CASH	144,254	107,190	251,444
INVESTMENTS & CASH	11,974,686	675,236	12,649,922
CURRENT ASSETS	1,379,116	898,030	2,277,147
FIXED ASSETS	10,177,671	-	10,177,671
OTHER ASSETS	5,511,357	-	5,511,357
TOTAL ASSETS	29,042,831	1,573,266	30,616,097
TOTAL LIABILITIES	5,776,092	(27,076)	5,749,016
TOTAL DISTRICT EQUITY	23,266,739	1,600,342	24,867,081
TOTAL LIABILITIES & EQUITY	29,042,831	1,573,266	30,616,097
RECEIPTS			
		\$ 1,333,012	
CASH DISBURSEMENTS			
Payroll	\$ 392,994		
General Admin	\$ 264,782		
Total Cash Disbursements		\$ (657,776)	
NON-CASH ENTRIES:			
Accrual Modifications -		\$ 898,030	
Changes in A/P, A/R & Pre-paid insurance		_____	
Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments		\$ 1,573,266	

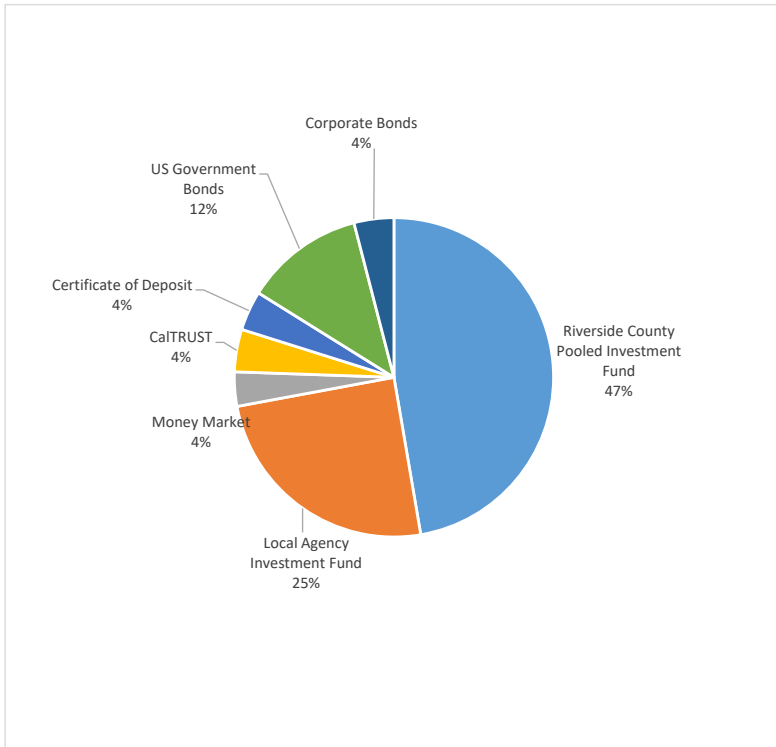
**CVMVCD**  
Cash Journal - deposits  
From 5/1/2021 Through 5/31/2021

Effective ...	Transaction Description	Deposits	Payee/Recipient Name
5/5/2021	May Receipts	13,329.06	Riverside County
5/6/2021	May Receipts	24,397.52	Riverside County
5/10/2021	May Receipts	3,508.96	Riverside County
5/11/2021	May Receipts	71,041.43	Riverside County
5/19/2021	May Receipts - Current Secured	1,220,303.28	Riverside County
5/31/2021	May Receipts - Benefit Assessment	27.36	
5/31/2021	May Receipts - Interest	9.24	California Bank & Trust
5/31/2021	May Receipts - Jury Duty reimbursement	161.22	
5/31/2021	May Receipts - reimbursements	234.14	
Report Total		1,333,012.21	

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT  
INVESTMENT FUND BALANCES AS OF MAY 31, 2021**

INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	General Fund	Thermal Capital Fund	Capital Equipment Replacement Fund	Capital Facility Replacement Fund	BALANCE
LAIF	Common Investments			0.32%	2,765,660	22,470	39,399	243,545	\$ 3,071,074
Riverside County	Funds 51105 & 51115			0.31%	5,282,490	42,918	75,254	465,177	\$ 5,865,840
CalTRUST	Medium Term Fund			0.20%	480,129	3,901	6,840	42,280	\$ 533,150
CA Bank & Trust	Market Rate			0.09%	387,613	3,149	5,522	34,133	\$ 430,417
BMW Bank	Certificate of Deposit	11/20/2020	11/20/2025	0.50%			59,760	189,240	\$ 249,000
State BK of India	Certificate of Deposit	11/23/2020	11/24/2025	0.55%			59,760	189,240	\$ 249,000
Federal Home Ln	US Government Bonds	11/24/2020	11/24/2025	0.63%			180,000	570,000	\$ 750,000
Federal Natl Mtg Assn	US Government Bonds	11/25/2020	11/25/2025	0.63%			180,000	570,000	\$ 750,000
Bank Amer Corp	Corporate Bonds	11/25/2020	11/25/2025	0.65%			120,000	380,000	\$ 500,000
<b>Total Investments</b>					8,915,892	72,438	726,535	2,683,616	<b>\$ 12,398,482</b>

**PORTFOLIO COMPOSITION AS OF MAY 31, 2021  
WEIGHTED YIELD 0.36%**



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

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

Respectfully submitted

NOTED AND APPROVED

CVMVCD  
Statement of Revenue and Expenditures  
May 31, 2021

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period Actual	Current Period Variance	Annual Budget Variance	Percent Annual Budget
<b>Revenues</b>									
400C Property Tax - Current Secured	4,094,440	3,914,420	<b>3,902,947</b>	(11,473)	1,325,333	<b>1,291,345</b>	(33,988)	(191,493)	(5)%
401C Property Tax - Curr. Supplmntl	31,160	0	<b>60,848</b>	60,848	0	<b>24,398</b>	24,398	29,688	95 %
402C Property Tax - Curr. Unsecured	167,217	162,282	<b>163,867</b>	1,585	0	<b>0</b>	0	(3,350)	(2)%
403C Homeowners Tax Relief	37,173	37,173	<b>32,042</b>	(5,131)	5,634	<b>13,329</b>	7,695	(5,131)	(14)%
407C Property Tax - Prior Supp.	27,926	0	<b>30,692</b>	30,692	0	<b>3,509</b>	3,509	2,766	10 %
408C Property Tax - Prior Unsecured	8,891	0	<b>0</b>	0	0	<b>0</b>	0	(8,891)	(100)%
409C Redevelopment Pass-Thru	4,659,669	2,349,871	<b>2,772,085</b>	422,214	0	<b>0</b>	0	(1,887,585)	(41)%
452C Interest Income - LAIF/CDs	120,000	90,000	<b>24,739</b>	(65,261)	0	<b>9</b>	9	(95,261)	(79)%
453C Other Miscellaneous Receipts	63,000	57,750	<b>29,368</b>	(28,382)	5,250	<b>395</b>	(4,855)	(33,632)	(53)%
4551 Benefit Assessment Income	2,299,810	2,196,490	<b>2,185,001</b>	(11,488)	967,523	<b>946,181</b>	(21,341)	(114,809)	(5)%
<b>Total Revenues</b>	<b>11,509,286</b>	<b>8,807,987</b>	<b>9,201,589</b>	<b>393,603</b>	<b>2,303,740</b>	<b>2,279,166</b>	<b>(24,574)</b>	<b>(2,307,697)</b>	<b>(20)%</b>
<b>Expenditures</b>									
<b>Payroll Expenses</b>									
5101 Payroll - FT	5,000,402	4,583,702	<b>4,395,653</b>	188,048	416,700	<b>374,470</b>	42,230	604,749	12 %
5102 Payroll Seasonal	233,140	213,712	<b>146,890</b>	66,822	19,428	<b>12,751</b>	6,678	86,250	37 %
5103 Temporary Services	6,900	6,900	<b>6,900</b>	0	0	<b>0</b>	0	0	0 %
5105 Payroll - Overtime Expense	44,120	40,443	<b>22,871</b>	17,573	3,677	<b>119</b>	3,557	21,249	48 %
5110 FFCRA Wage Credit	0	0	<b>(57,026)</b>	57,026	0	<b>0</b>	0	57,026	0 %
515C CalPERS State Retirement	838,526	795,737	<b>580,018</b>	215,720	42,788	<b>(20,619)</b>	63,408	258,508	31 %
5155 Social Security Expense	317,326	290,882	<b>281,333</b>	9,549	26,444	<b>24,743</b>	1,701	35,993	11 %
5165 Medicare Expense	74,213	68,029	<b>68,077</b>	(48)	6,184	<b>5,787</b>	398	6,137	8 %
5166 FFCRA Medi Credit	0	0	<b>(827)</b>	827	0	<b>0</b>	0	827	0 %
517C Cafeteria Plan	1,082,168	991,987	<b>1,019,566</b>	(27,578)	90,181	<b>104,605</b>	(14,425)	62,602	6 %
5172 Retiree Healthcare	372,588	341,539	<b>326,352</b>	15,187	31,049	<b>31,948</b>	(899)	46,236	12 %
518C Deferred Compensation	109,134	100,040	<b>43,298</b>	56,742	9,095	<b>(11,440)</b>	20,534	65,836	60 %
5195 Unemployment Insurance	32,066	29,394	<b>35,009</b>	(5,615)	2,672	<b>1,244</b>	1,429	(2,943)	(9)%
<b>Total Payroll Expenses</b>	<b>8,110,583</b>	<b>7,462,365</b>	<b>6,868,113</b>	<b>594,252</b>	<b>648,218</b>	<b>523,606</b>	<b>124,612</b>	<b>1,242,470</b>	<b>15 %</b>

CVMVCD  
Statement of Revenue and Expenditures  
May 31, 2021

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period <b>Actual</b>	Current Period Variance	Annual Budget Variance	Percent Annual Budget
<b>Administrative Expenses</b>									
525C Tuition Reimbursement	20,000	18,333	<b>24,410</b>	(6,077)	1,667	<b>7,753</b>	(6,086)	(4,410)	(22)%
530C Employee Incentive	14,175	13,381	<b>5,595</b>	7,786	250	<b>213</b>	37	8,580	61 %
5301 Employee Support	0	0	<b>1,018</b>	(1,018)	0	<b>0</b>	0	(1,018)	0 %
5302 Wellness	600	600	<b>103</b>	497	0	<b>0</b>	0	497	83 %
5305 Employee Assistance Program	3,200	2,933	<b>3,222</b>	(289)	267	<b>0</b>	267	(22)	(1)%
600C Property & Liability Insurance	135,395	122,029	<b>141,631</b>	(19,602)	13,366	<b>14,102</b>	(736)	(6,236)	(5)%
6001 Workers' Compensation Insurance	184,697	165,139	<b>139,671</b>	25,468	19,558	<b>19,493</b>	65	45,026	24 %
605C Dues & Memberships	41,605	40,222	<b>36,578</b>	3,644	383	<b>7,736</b>	(7,353)	5,027	12 %
606C Reproduction & Printing	28,550	21,792	<b>8,539</b>	13,253	108	<b>6,520</b>	(6,412)	20,011	70 %
6065 Recruitment/Advertising	8,500	7,792	<b>3,607</b>	4,184	708	<b>508</b>	200	4,893	58 %
607C Office Supplies	18,556	17,023	<b>9,933</b>	7,090	1,483	<b>661</b>	822	8,622	46 %
6075 Postage	5,750	5,271	<b>648</b>	4,623	479	<b>116</b>	364	5,102	89 %
608C Computer & Network Systems	5,200	4,767	<b>3,634</b>	1,133	433	<b>0</b>	433	1,566	30 %
6085 Bank Service Charges	120	110	<b>604</b>	(494)	10	<b>0</b>	10	(484)	(403)%
609C Local Agency Formation Comm.	2,400	2,400	<b>2,164</b>	236	0	<b>0</b>	0	236	10 %
6095 Professional Fees	78,699	72,825	<b>42,013</b>	30,812	4,746	<b>3,131</b>	1,615	36,686	47 %
610C Attorney Fees	63,000	57,750	<b>57,784</b>	(34)	5,250	<b>4,000</b>	1,250	5,216	8 %
6105 Legal Services / Filing Fees	1,000	917	<b>0</b>	917	83	<b>0</b>	83	1,000	100 %
6106 HR Risk Management	4,500	4,125	<b>5,625</b>	(1,500)	375	<b>0</b>	375	(1,125)	(25)%
611C Conference Expense	45,400	45,133	<b>5,209</b>	39,924	267	<b>0</b>	267	40,191	89 %
6115 In-Lieu	13,200	12,100	<b>12,000</b>	100	1,100	<b>1,100</b>	0	1,200	9 %
612C Trustee Support	7,550	6,833	<b>682</b>	6,151	717	<b>0</b>	717	6,868	91 %
620C Meetings Expense	4,690	4,299	<b>795</b>	3,504	391	<b>0</b>	391	3,895	83 %
621C Promotion & Education	26,500	24,292	<b>2,605</b>	21,687	2,208	<b>0</b>	2,208	23,895	90 %
622C Public Outreach Advertising	45,000	24,583	<b>6,848</b>	17,735	417	<b>2,500</b>	(2,083)	38,152	85 %
650C Benefit Assessment Expenses	96,000	96,000	<b>44,227</b>	51,773	0	<b>10,045</b>	(10,045)	51,773	54 %
<b>Total Administrative Expenses</b>	<b>854,287</b>	<b>770,649</b>	<b>559,146</b>	<b>211,503</b>	<b>54,266</b>	<b>77,877</b>	<b>(23,611)</b>	<b>295,141</b>	<b>35 %</b>
<b>Utilities</b>									
640C Utilities	106,000	97,558	<b>83,767</b>	13,791	8,442	<b>0</b>	8,442	22,233	21 %
641C Telecommunications	1,270	1,164	<b>1,461</b>	(296)	106	<b>0</b>	106	(191)	(15)%
<b>Total Utilities</b>	<b>107,270</b>	<b>98,723</b>	<b>85,228</b>	<b>13,495</b>	<b>8,548</b>	<b>0</b>	<b>8,548</b>	<b>22,042</b>	<b>21 %</b>

CVMVCD  
Statement of Revenue and Expenditures  
May 31, 2021

	Annual Budget	YTD Budget	YTD Actual	YTD Budget Variance	Current Period Budget	Current Period <b>Actual</b>	Current Period Variance	Annual Budget Variance	Percent Annual Budget
<b>Operating</b>									
700C Uniform Expense	44,255	40,681	<b>40,574</b>	107	3,574	<b>3,764</b>	(190)	3,682	8 %
705C Safety Expense	25,225	23,183	<b>24,620</b>	(1,436)	1,792	<b>1,746</b>	45	605	2 %
710C Physican Fees	5,000	4,583	<b>3,785</b>	798	417	<b>920</b>	(503)	1,215	24 %
715C IT Communications	56,740	52,449	<b>47,480</b>	4,970	4,291	<b>0</b>	4,291	9,260	16 %
720C Household Supplies	3,000	2,750	<b>1,228</b>	1,522	250	<b>0</b>	250	1,772	59 %
730C Repair & Maintenance	42,000	38,500	<b>28,530</b>	9,970	3,500	<b>146</b>	3,354	13,470	32 %
731C Maintenance & Calibration	0	0	<b>5,567</b>	(5,567)	0	<b>770</b>	(770)	(5,567)	0 %
735C Permits, Licenses & Fees	41,552	38,473	<b>3,176</b>	35,297	3,079	<b>0</b>	3,079	38,376	92 %
740C Vehicle Parts & Supplies	42,720	39,160	<b>31,907</b>	7,253	3,560	<b>648</b>	2,912	10,813	25 %
742C Offsite Vehicle Maint & Repair	18,123	16,779	<b>10,662</b>	6,117	1,344	<b>1,486</b>	(142)	7,461	41 %
745C Equipment Parts & Supplies	16,800	15,400	<b>14,652</b>	748	1,400	<b>1,300</b>	100	2,148	13 %
750C Small Tools Furniture & Equip	4,100	3,758	<b>3,230</b>	529	342	<b>0</b>	342	870	21 %
755C Lab Supplies & Expense	36,700	33,492	<b>15,497</b>	17,995	3,208	<b>1,248</b>	1,960	21,203	58 %
757C Aerial Pool Surveillance	26,000	26,000	<b>0</b>	26,000	0	<b>0</b>	0	26,000	100 %
757S Surveillance	46,610	44,851	<b>41,156</b>	3,695	1,759	<b>197</b>	1,562	5,454	12 %
760C Staff Training	85,337	77,158	<b>24,872</b>	52,286	6,516	<b>0</b>	6,516	60,465	71 %
765C Equipment Rental	1,000	917	<b>703</b>	213	83	<b>0</b>	83	297	30 %
767S Contract Services	151,521	131,647	<b>177,790</b>	(46,142)	9,241	<b>9,954</b>	(714)	(26,269)	(17)%
770C Motor Fuel & Oils	80,000	73,333	<b>62,064</b>	11,269	6,667	<b>10,756</b>	(4,090)	17,936	22 %
775C Field Supplies	14,400	13,200	<b>5,022</b>	8,178	1,200	<b>0</b>	1,200	9,378	65 %
780C Control Products	786,931	721,353	<b>536,616</b>	184,737	65,578	<b>0</b>	65,578	250,315	32 %
785C Aerial Applications	156,950	143,871	<b>134,546</b>	9,325	13,079	<b>16,179</b>	(3,100)	22,404	14 %
841S Capital Outlay	33,952	31,894	<b>13,474</b>	18,419	2,059	<b>9,042</b>	(6,983)	20,478	60 %
851C Research Projects	135,000	135,000	<b>72,645</b>	62,356	0	<b>14,529</b>	(14,529)	62,356	46 %
900C Contingency Expense	109,750	100,604	<b>0</b>	100,604	9,146	<b>0</b>	9,146	109,750	100 %
<b>Total Operating</b>	<b>1,963,666</b>	<b>1,809,037</b>	<b>1,299,795</b>	<b>509,243</b>	<b>142,083</b>	<b>72,686</b>	<b>69,397</b>	<b>663,872</b>	<b>34 %</b>
<b>Contribution to Capital Reserves</b>									
890C Transfer to other funds	473,481	434,024	<b>434,024</b>	0	39,457	<b>39,457</b>	0	39,457	8 %
<b>Total Contribution to Capital Reserves</b>	<b>473,481</b>	<b>434,024</b>	<b>434,024</b>	<b>0</b>	<b>39,457</b>	<b>39,457</b>	<b>0</b>	<b>39,457</b>	<b>8 %</b>
<b>Total Expenditures</b>	<b>11,509,287</b>	<b>10,574,798</b>	<b>9,246,305</b>	<b>1,328,493</b>	<b>892,571</b>	<b>713,626</b>	<b>178,945</b>	<b>2,262,982</b>	<b>20 %</b>
<b>Net revenue over/(under) expenditures</b>	<b>(1)</b>	<b>(1,766,811)</b>	<b>(44,716)</b>	<b>1,722,095</b>	<b>1,411,169</b>	<b>1,565,541</b>			

**CVMVCD**  
Balance Sheet  
As of 5/31/2021

		<b>Current Year</b>
Assets		
Cash and Investments		
1000	Cash - Investments	12,398,478.04
1012	Cash - Clearing Account	150.00
1016	Petty Cash	500.00
1017	Petty Cash Checking	1,500.00
1035	CB&T General Checking	107,604.70
1036	CB&T Payroll Checking	141,689.41
	Total Cash and Investments	12,649,922.15
Current Assets		
1050	Accounts Receivable	953,394.62
1080	Interest Receivable	6,633.01
1085	Inventory	459,270.86
1167	Prepaid Research Proposals	101,702.30
1168	Prepaid Insurance	32,168.94
1169	Deposits	723,977.00
	Total Current Assets	2,277,146.73
Fixed Assets		
1300	Equipment/Vehicles	1,950,149.55
1310	Computer Equipment	488,713.68
1311	GIS Computer Systems	301,597.91
1320	Office Furniture & Equipment	1,241,521.94
1330	Land	417,873.30
1335	Oleander Building	5,665,861.83
1336	Signage	23,651.39
1340	Structures & Improvements	3,026,125.52
1341	Bio Control Building	6,998,161.74
1342	Bio Control Equip/Furn	43,986.77
1399	Accumulated Depreciation	(9,979,973.04)
	Total Fixed Assets	10,177,670.59
Other Assets		

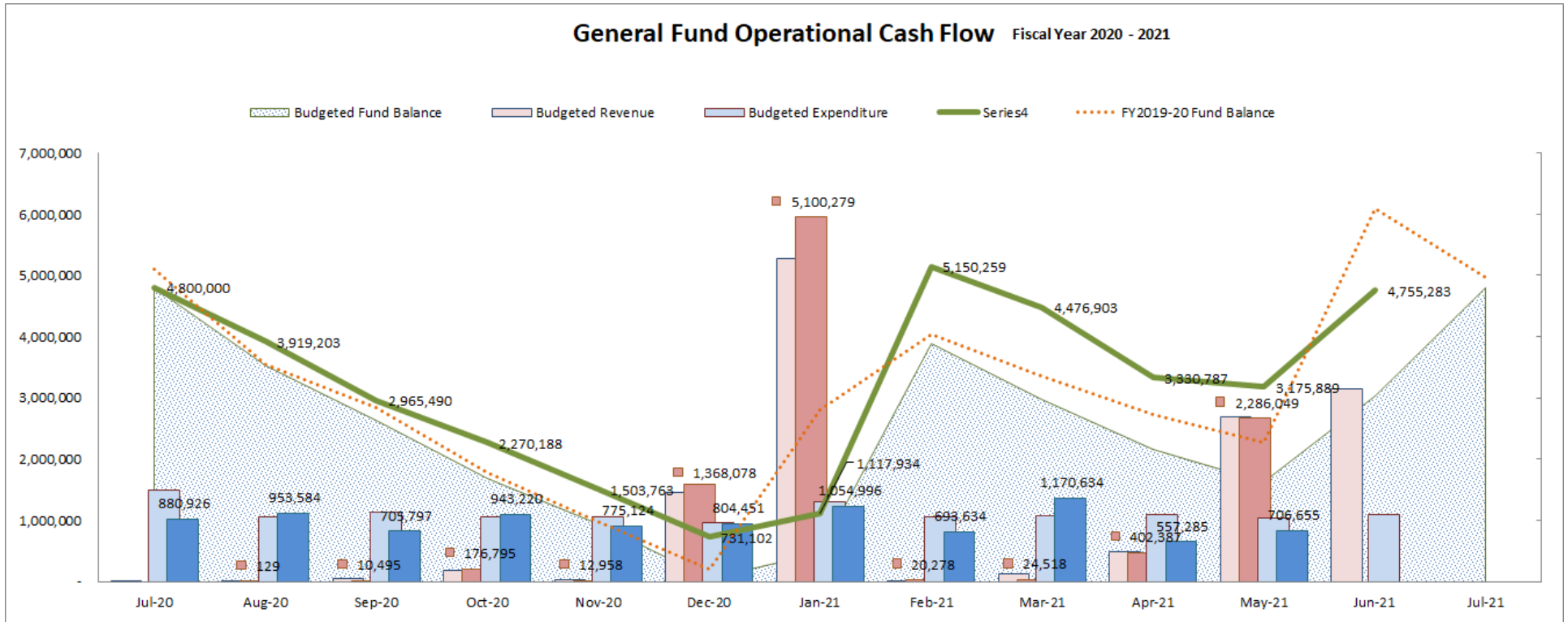


**CVMVCD**  
Balance Sheet  
As of 5/31/2021

		<b>Current Year</b>
1520	Resources to Be Provided	3,514,102.32
1525	Deferred Outflows of Resources	1,672,593.00
1530	Deferred Outflows of Resources - OPEB	324,662.00
1900	Due to/from	0.12
	Total Other Assets	5,511,357.44
	Total Assets	30,616,096.91
Liabilities		
Short-term Liabilities		
Accounts Payable		
2015	Credit Card Payable	(62,178.68)
2020	Accounts Payable	352,868.67
2030	Accrued Payroll	(807.65)
2040	Payroll Taxes Payable	11,912.65
2185	Employee Dues	(1,329.87)
	Total Accounts Payable	300,465.12
	Total Short-term Liabilities	300,465.12
Long-term Liabilities		
2100	Pollution Remediation Obligation	2,100,000.00
2200	Net Pension Liability	1,883,157.00
2210	Deferred Inflows of Resources	177,324.00
2230	Deferred Inflows - OPEB	17,340.00
2300	Net OPEB Liability	547,704.00
2500	Compensated Absences Payable	723,025.86
	Total Long-term Liabilities	5,448,550.86
	Total Liabilities	5,749,015.98
Fund Balance		
Non Spendable Fund Balance		
3920	Investment in Fixed Assets	10,698,793.35
3945	Reserve for Prepaids & Deposit	1,041,259.68

**CVMVCD**  
Balance Sheet  
As of 5/31/2021

		<b>Current Year</b>
3960	Reserve for Inventory	459,270.86
	Total Non Spendable Fund Balance	12,199,323.89
Committed Fund Balance		
3965	Public Health Emergency	4,309,674.00
	Total Committed Fund Balance	4,309,674.00
Assigned Fund Balance		
3910	Reserve for Operations	4,800,000.00
3925	Reserve for Future Healthcare Liabilities	547,704.00
3955	Thermal Remediation Fund	463,724.00
3970	Reserve for IT Replacement	277,991.00
3971	Reserve for Vehicle Replacement	344,376.00
	Total Assigned Fund Balance	6,433,795.00
Unassigned Fund Balance		
3900	Fund Equity	1,342,365.90
3999	P&L Summary	401,168.84
	Total Unassigned Fund Balance	1,743,534.74
Current YTD Net Income		
		180,753.30
	Total Current YTD Net Income	180,753.30
	Total Fund Balance	24,867,080.93
Total Liabilities and Net Assets		
		30,616,096.91



The **General Fund Operational Cash Flow** graph outlines the District's working capital for the fiscal year July 1 2020 to June 30, 2021. The beginning fund balance is \$4.8 million and the ending fund balance is \$4.8 million. Expenditure is approximately divided by 12 equal months, with some differences accounting for the seasonality of the program for example control products and seasonal employment which are greater in the mosquito breeding season. July expenditure is higher than average because of the prefunding lump sum of \$310,000 for CalPERS unfunded liability. The revenue follows a different pattern, Riverside County distributes the property tax revenue in January and May with advancements in December and April.

The *shaded area* represents the **Budgeted Fund Balance** which has a formula of (beginning) **Fund Balance** plus **Revenue** minus **Expenditure**. The *green line* represents the **Actual Fund Balance** and is graphed against the *shaded area* **Budgeted Fund Balance**. FY2019-20 Fund Balance is the orange dash line.

The graph shows for June 1 the \$4.8 million **Fund Balance** plus total Revenue for July 1 to May 31, 2021, preliminary financials of \$9,201,589 minus total Expenditure of \$9,246,305 is \$4,755,283. Revenue is higher than budgeted, the District received \$400,000 higher Pass-Thru revenue than anticipated, expenses are below budget. Payroll favorable variance of \$594,252 is due to timing payroll expenses are approximately a month behind. Administrative Expense favorable variance of \$211,503 - conferences expenses down because of Covid, Benefit Assessment expense lower than budgeted, professional fees & public outreach timing (expense will occur later in Fiscal Year). Operating Expense favorable variance of \$509,243 - contingency expense not used, research expensed monthly & added as a prepaid expense over 2 fiscal years, staff training expense down because of Covid, some expenses due to timing. Overall the District is showing a favorable variance of \$1.7 million. For planning purposes, the District is under budget. As long as the green line stays out of the shaded area the District is within budget, as of May 31, 2021, the line is outside the shaded area.

### Board Business Status Log 2021

Board Action Item / Description	Month	Status	Comments
<b>Agreements</b>			
Research Agreement – UC Davis	January	Completed	
Research Agreement – UC Riverside	January	Completed	
Research Agreement – USDA	January	Completed	
Research Agreement – Icahn School of Medicine at Mount Sinai	January	Completed	
Renewal of the Agreement with Salton Sea Aerial Services	February	Completed	
Renewal of the Agreement with Fedak & Brown	February	Completed	
Agreement with Ames Construction to locate CV Link Temporary Office/ Yard on District Property	February	In Process	
Agreement to obtain Microsoft M365 Licensing	March	Completed	
Renewal of the Agreement with the Coachella Valley Unified School District for an additional two years	March	Completed	
Renewal of the Agreement with CleanExcel for cleaning	March	Completed	
<b>Resolutions And Proclamations</b>			
Resolution No. 2021-01 Adopting the District's Investment Policy	January	Completed	
Proclamation in Honor of Anita Jones for her 20 Years of Service to the District	January	Completed	
Resolution 2021-02 Adopting Employee Pay Schedule	February	Completed	
Approval of Proclamation designating the week of April 18-24, 2021 as Mosquito Awareness Week	March	Completed	

	Resolution 2021-03 Adopting Ad Hoc Assessment Appeal Committee recommendation	May	Completed	
	Resolution 2021-04 and Adoption of the 2021 CVMVCD Mosquito-borne Virus Surveillance and Emergency Response Plan	May	Completed	
	Resolution 2021-05 to adopt the amendments to Trustee Bylaws	May	Completed	
<b>Other</b>				
	Yearly Training for Trustees: Ethics and Sexual Harassment Prevention	January-March	In Process	
	Statements of Economic Interests (Form 700)	March	Completed	
	Approval of participation of Jeremy Wittie, General Manager, on the Special Districts Association of Riverside County Chapter Board	March	Completed	



# **CORRESPONDENCE**

## Melissa Tallion

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**From:** Diane Greeman  
**Sent:** Thursday, May 20, 2021 11:50 AM  
**To:** DistrictWideGroup  
**Subject:** Compliment-Message

Julie from Thunderbird Heights in Rancho Mirage called and left this message: "Marco was here and don't ever let him go! His knowledge & customer service are superb. He is fabulous, we are so happy with him".

Great work Marco!



**Diane Greeman**  
Administrative Clerk  
Office (760) 342-8287  
[www.cvmosquito.org](http://www.cvmosquito.org)  
**Coachella Valley MVCD**

## Melissa Tallion

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**From:** Erica Frost  
**Sent:** Friday, May 21, 2021 1:25 PM  
**To:** DistrictWideGroup  
**Subject:** Compliment

I had a call from Mr. Imperato called from Shady View Drive in PD and had a lot of great things to say about “Erica” (lol), Marissa Kelling and Jess Lucia!!! He stated that from the time he made the call to the techs closing out the service requests he was very impressed with our information and service! Jess took care of his RIFA and did a fabulous job. Marisa took care of his mosquitoes and went far above and beyond by having the city fix the problem which was excellent work and he said I did a great job educating (I normally would not have put that part in but he insisted).

Great job Marisa and Jess!!



Thank you,  
**Erica V. Frost**  
Administrative Clerk  
Office (760) 342-8287  
Fax (760) 775- 0196  
[www.cvmosquito.org](http://www.cvmosquito.org)  
**Coachella Valley MVCD**



## Melissa Tallion

---

**From:** Erica Frost  
**Sent:** Friday, May 28, 2021 11:37 AM  
**To:** DistrictWideGroup  
**Subject:** Juan Lopez from Palm Desert

Caller is a residence who wanted to recognize Rene Delgado for the amazing job he did. He said Rene is very well informed and educated him of what to look for. He also found the source and the caller is very happy. Customer service is off the hook. Over all he is giving Rene a five star rating!! GREAT JOB RENE!!!!



Thank you,  
**Erica V. Frost**  
Administrative Clerk  
Office (760) 342-8287  
Fax (760) 775- 0196  
[www.cvmosquito.org](http://www.cvmosquito.org)  
**Coachella Valley MVCD**

## Melissa Tallion

---

**From:** Tammy Gordon  
**Sent:** Wednesday, June 2, 2021 12:51 PM  
**To:** DistrictWideGroup  
**Subject:** compliment call

Hi everyone,

I've been working with the local radio companies for our advertising campaigns and the sales manager mentioned that the mosquito problem was "getting brutal" in his area and he had also noticed a lot of flies to the point that he didn't want to go outside. Welp, **Jonathan Leung** went out and Mr. Nola had nothing but great things to say. "Thank you for sending Jonathan out to me. He was a big help and very thoughtful person. Good dude!"

Thanks Jonathan for representing the District so well. I couldn't get any free ad space this time ( 😊 ) but you sure impressed the heck out of him and helped to reinforce the foundation we are building with our community partners. Thanks a bunch!



**Tammy Gordon, MA**  
Public Information Officer  
Office (760) 393-8031  
Cell (760) 296-2905  
[www.cvmosquito.org](http://www.cvmosquito.org)  
**Coachella Valley MVCD**





**Coachella Valley Mosquito  
and Vector Control District**

**June 8, 2021**

**Staff Report**

**Agenda Item:** Informational Item

Important Budget Meeting Dates – **Finance Committee**

**Background:**

The Finance Committee and staff have scheduled the following meetings in preparation for the development of FY 2021-22 Budget. Please mark your calendars. We hope you can join us at these meetings as your input is very important.

- ~~Tuesday, April 13, 2021 - Special Finance Committee Zoom Meeting 4:30 p.m. to 6:00 p.m. to discuss Budget draft #1~~
- 
- ~~Tuesday, May 4, 2021 - Special Finance Committee Zoom Meeting 1:00 p.m. to 3:00 p.m. to review the final Budget draft~~
- ~~Tuesday, May 11, 2021 - Regular Finance Committee meeting: 3:30 p.m. to 4:30 p.m. and Budget workshop with Board: 4:30 p.m. to 5:30 p.m.~~
- Tuesday, June 8, 2021 - Regular Board meeting – Approval of FY 2021-22 Budget



# DEPARTMENT REPORTS

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

## Human Resources

### Promotions

- *Melissa Tallion* began work in the position of Executive Assistant/Clerk of the Board on April 19<sup>th</sup>.
- *Alfredo Anistro* began work in the position of Vector Control Technician Trainee on May 26<sup>th</sup>; he previously held the position of Seasonal Vector Control Operator.

### New Graduate

- *Antonio Molina*, IT/GIS Assistant, received his Bachelor of Science in Business Administration with an emphasis in Management Information Systems from Southern New Hampshire University. Tony has been able to utilize the District's Tuition Reimbursement Program to help obtain his degree. Congratulations Tony!

### Recruitment

- Recruitment is continuing for Seasonal Vector Control Operators.

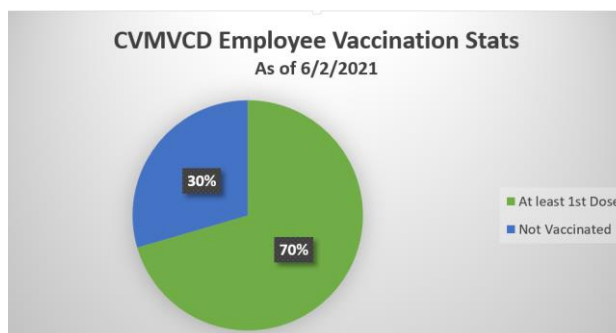
### Training

- All Certified District employees have been working on completing their state required Continuing Education Units (CEUs). Units can be obtained for each of the four (4) sections via webinars due to the pandemic. CEUs need to be completed by June 30<sup>th</sup> and submitted to the state to maintain certification status.

### District COVID-19 Statistics

- Below are the District's COVID-19 statistics covering the period of June 2020 – May 2021.

<b>Total # of Employees</b>	<b>63</b>
<b>Positive</b>	<b>14</b>
<b>Exposed</b>	<b>42</b>
<b>Experiencing Symptoms (tested negative)</b>	<b>12</b>
<b>Recovered</b>	<b>13</b>
<b>Unrecovered</b>	<b>1</b>



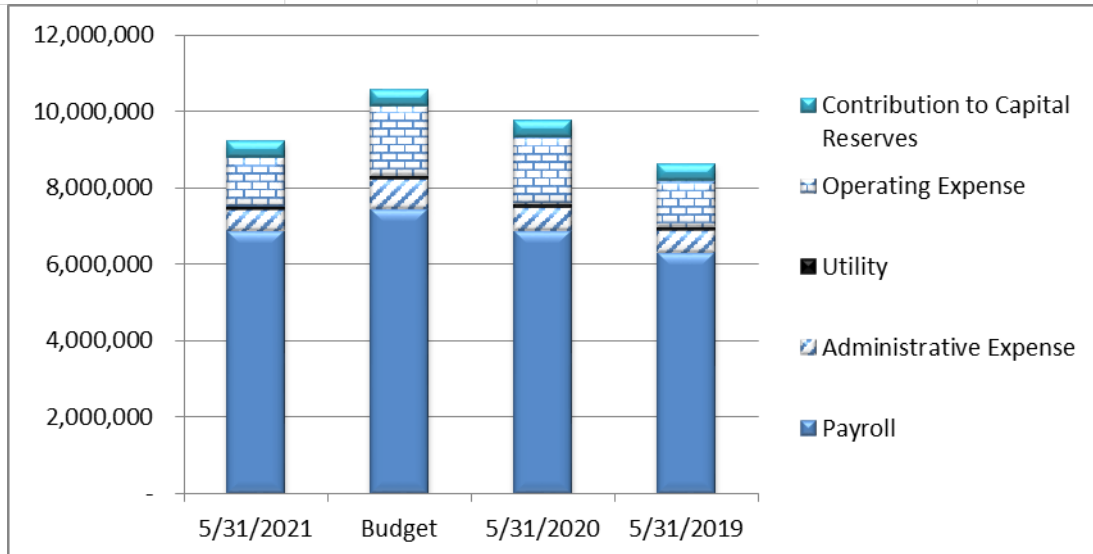
Monthly Numbers	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Totals	Aver.
<b>Positives</b>	5	1	1	0	1	0	1	5	0	0	0	0	<b>14</b>	<b>1.2</b>
<b>Exposures</b>	1	3	1	1	3	4	11	18	0	0	0	0	<b>42</b>	<b>3.5</b>
<b>Symptoms (neg)</b>	0	0	0	1	0	0	2	7	2	0	0	0	<b>12</b>	<b>1</b>

## FINANCE

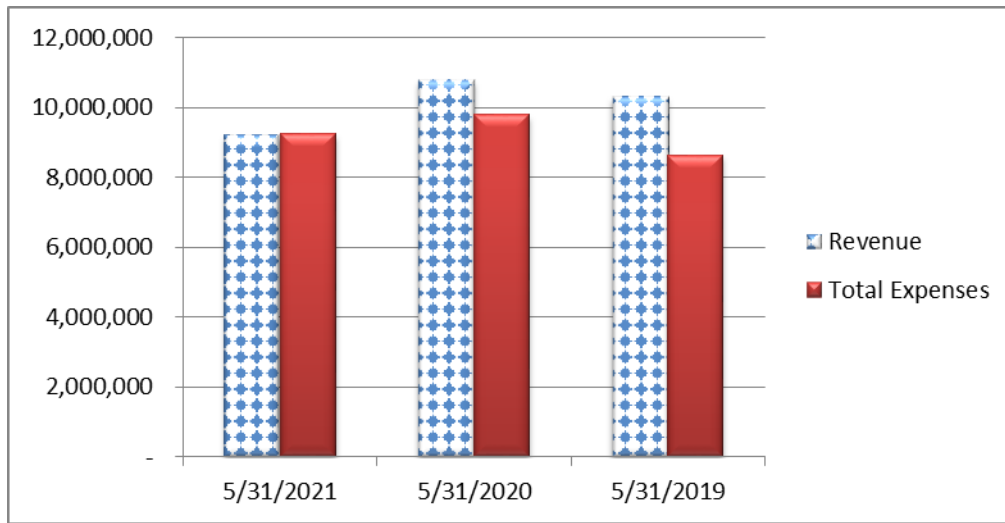
The financial reports show the preliminary balance sheet, receipts, and revenue and expenditure reports for the month ending May 31, 2021. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2020, to May 31, 2021, is \$9,246,306; total revenue is \$9,201,589 resulting in excess revenue over (under) expenditure for the year to May 31, 2021, of (\$44,717).

### THREE YEAR FINANCIALS

	5/31/2021	Budget	5/31/2020	5/31/2019
	Actual	Budget	Actual	Actual
	5/31/2021		5/31/2020	5/31/2019
<b>Revenue</b>	<b>9,201,589</b>	<b>8,807,987</b>	<b>10,782,318</b>	<b>10,305,027</b>
Expenses				
Payroll	6,868,113	7,462,365	6,894,513	6,295,094
Administrative Expense	559,146	770,649	585,742	600,105
Utility	85,228	98,723	120,411	97,819
Operating Expense	1,299,795	1,809,037	1,722,056	1,196,987
Contribution to Capital Reserves	434,024	434,024	461,585	442,396
<b>Total Expenses</b>	<b>9,246,306</b>	<b>10,574,798</b>	<b>9,784,307</b>	<b>8,632,401</b>
<b>Profit (Loss)</b>	<b>(44,717)</b>	<b>(1,766,811)</b>	<b>998,011</b>	<b>1,672,626</b>



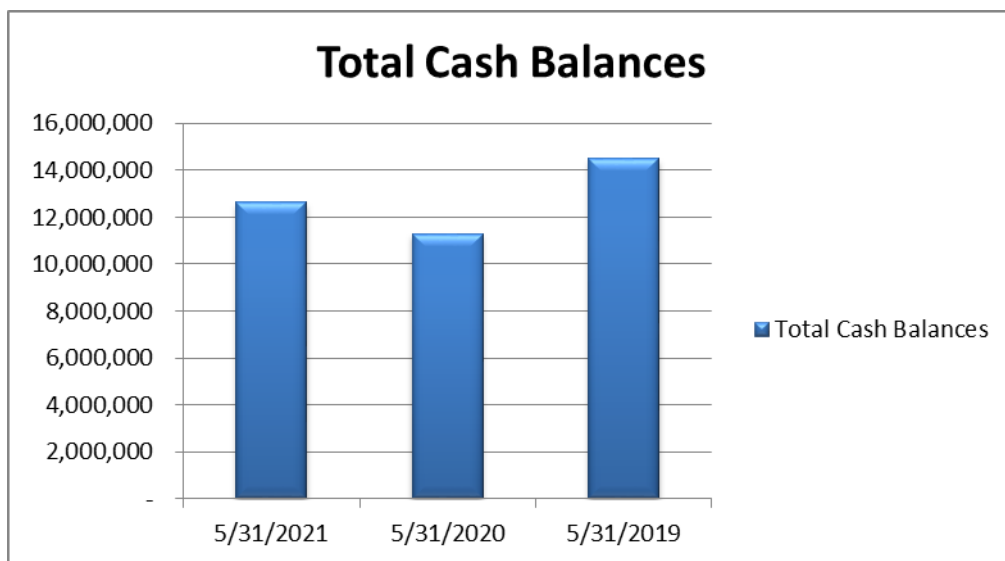
**Figure 1 - Three Year Expenditure**



**Figure 2 - Three Year Revenue & Expenditure**

**THREE YEAR CASH BALANCE**

Cash Balances	5/31/2021	5/31/2020	5/31/2019
Investment Balance	12,398,478	10,820,441	14,290,419
Checking Account	107,605	53,877	133,321
Payroll Account	141,689	428,725	64,319
Petty Cash	2,000	2,000	2,000
<b>Total Cash Balances</b>	<b>12,649,772</b>	<b>11,305,042</b>	<b>14,490,059</b>



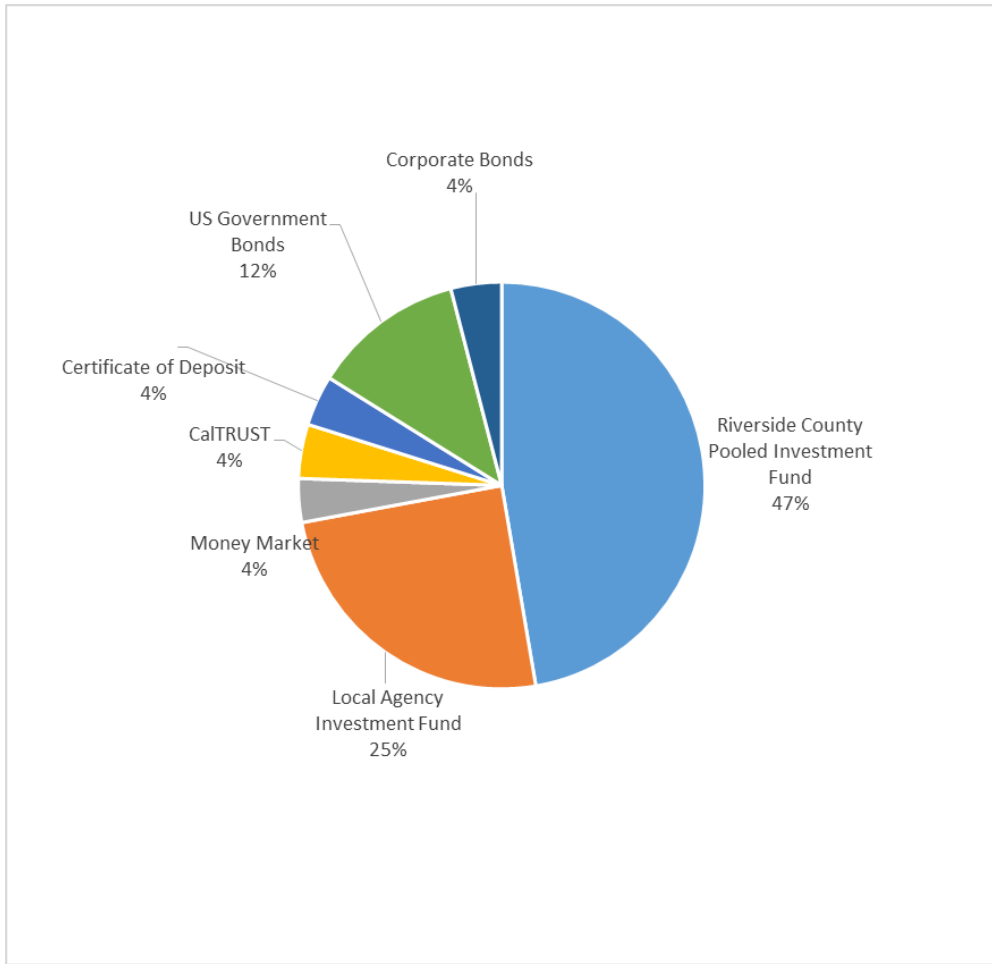
**Figure 3 - Cash Balances**

	<b>Budget</b>	<b>Actual</b>	Variance	June 30 2021	
	<b>5/31/2021</b>	5/31/2021		Latest Estimate	
<b>Revenue</b>	<b>8,807,987</b>	<b>9,201,589</b>	(393,602)	12,512,392	favorable variance - pass thru revenue higher than anticipated
<b>Expenses</b>					
Payroll	<b>7,462,365</b>	6,868,113	594,252	7,946,432	favorable variance - timing payroll expenses a month behind
Administrative Expense	<b>770,649</b>	559,146	211,503	704,662	favorable variance - conferences expenses down because of Covid, Benefit Assessment expense lower than budgeted, professional fees & public outreach timing (expense will occur later in FY)
Utility	<b>98,723</b>	85,228	13,495	103,970	
Operating Expense	<b>1,809,037</b>	1,299,795	509,242	1,761,672	favorable variance - contingency expense not used, research expensed monthly & added as a prepaid expense over 2 fiscal years, staff training expense down because of Covid, some expense due to timing
Contribution to Capital Re	<b>434,024</b>	434,024	-	473,481	
<b>Total Expenses</b>	<b>10,574,798</b>	<b>9,246,306</b>	1,328,492	10,990,217	
<b>Profit (Loss)</b>	<b>(1,766,811)</b>	<b>(44,717)</b>	(1,722,094)	1,522,175	

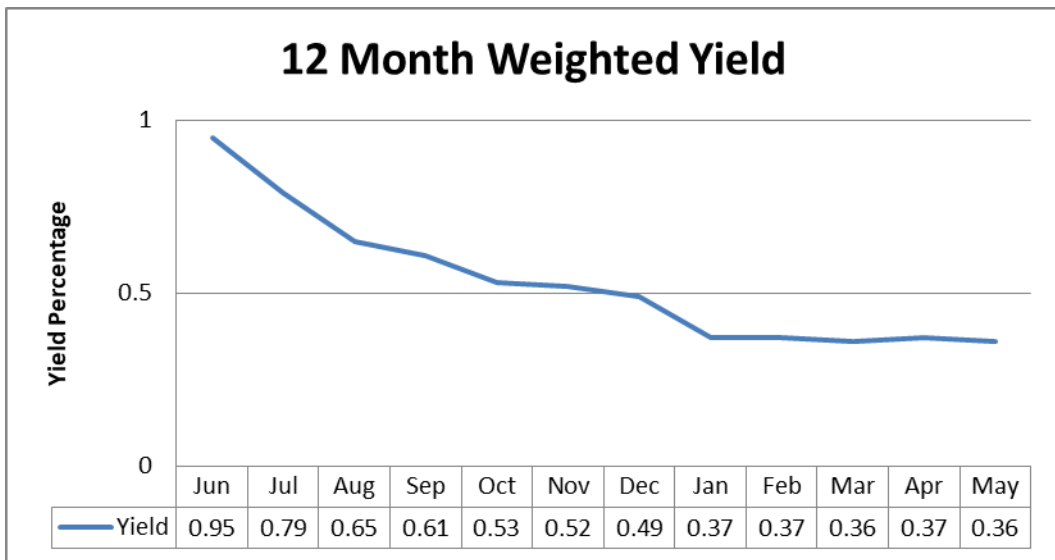
### DISTRICT INVESTMENT PORTFOLIO 5/31/2021

The District's investment fund balance for the period ending May 31, 2021 is \$12,398,482. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 24.7% of the District's investments; the Riverside County Pooled Investment Fund is 47% of the total. The LAIF yield for the end of April was 0.32% and the Riverside County Pooled Investment Fund was 0.31%; this gives an overall weighted yield for District investments of 0.36%.





**Figure 4 - Investment Portfolio 5/31/21**



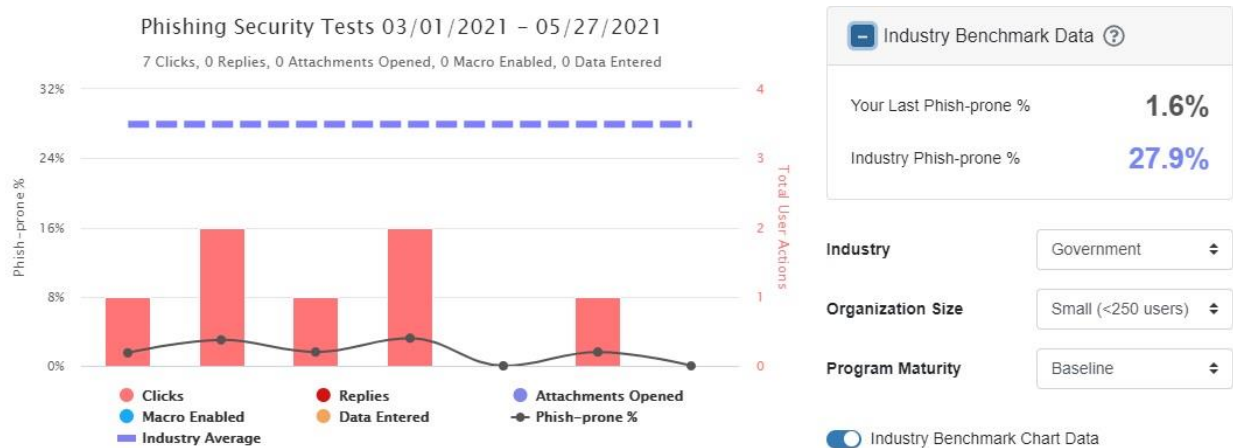
**Figure 5 - District Investments Weighted Yield**

## INFORMATION TECHNOLOGY

**Microsoft 365:** On May 27<sup>th</sup> Technical Advisor for the migration team indicating only one mailbox remained to be synchronized with the Microsoft Cloud. The District is positioned to transfer all e-mail communication through Microsoft 365 Platform and begin using the Microsoft Office Productivity Suite in June.

**Verizon Telematics:** The District's Fleet Telematics Platform, Networkfleet, is being migrated to Verizon's New Platform Reveal. Reveal displays driver and vehicle activity in easy to understand Dashboards providing a quick look at the Fleet to determine, if something needs to be investigated or rewarded.

**KnowBe4:** Seven (7) phishing campaigns generated a total of 390 emails during the time period of March through May. Phishing is a type of social engineering where an attacker sends a fraudulent ("spoofed") message designed to trick a human victim into revealing sensitive information to the attacker or to deploy malicious software on the victim's infrastructure like ransomware ("[Phishing.](#)" *Wikipedia*).



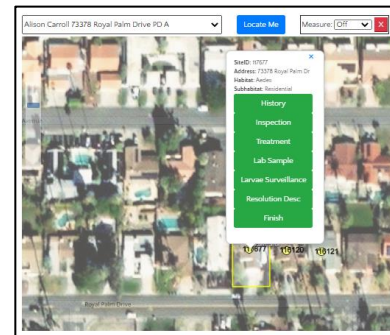
Seven (7) emails did not get identified as phishing emails. These employees were provided Post-Click Education and Phishing Fundamental Online Training to aid their ability to identify phishing emails. The District on two (2) phishing campaigns was able to identify all phishing email attempts.

**Firewall:** There were 106,761 emails process with 16,696 being spam emails. Spam email is referred to a junk email, basically, unsolicited messages sent in bulk ("[Email Spam.](#)" *Wikipedia*). The spam emails were quarantined and deleted. Eleven (11) emails were found to contain viruses and were blocked at the District's Perimeter and did not get delivered to the recipient. Viruses on a computer is a program that, when executed,

replicates itself by modifying other computer programs and inserting its own code ("[Computer Virus.](#)" *Wikipedia*).

**OPS Application:** Service Request Module has been updated to allow Vector Control Technicians to process all work orders from one screen.

Once a Vector Control Technician selects a work order, they are presented with options to enter inspections, treatments, larvae surveillance and their comments for Supervisor to review and complete. The next modules to be brought online are the lab sample and pupae workflows.



## SURVEILLANCE AND QUALITY CONTROL PROGRAM

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

### DISEASE SURVEILLANCE (As of 5/28/2021)

#### California

	WNV - Positive 2021 YTD	WNV - Positive 2020 YTD	WNV - 5 year Average	WEE 2020 YTD	SLEV 2020 YTD
Positive Counties	2	4	7	0	1
Human Cases	0	0	0.2	0	0
Positive Dead Birds / # Tested	4/475	5/274	20.2	0	0
Positive Mosquito Pools / # Tested	0/5,526	0/4,671	30.4	0	13

#### ARBOVIRUS SURVEILLANCE TESTING - COACHELLA VALLEY

		March	April	May	2021 YTD	2020 YTD	5 year Average YTD
<b>Humans</b>		0	0	0	0	0	0
<b>Dead Birds</b>		0	0	0	0	0	0
<b>Mosquito Pooled Samples</b>	<b>WNV</b>	0	0	0	0	2	9.6
	<b>SLEV</b>	0	0	0	0	19	3.8
	<b># Tested</b>	379	543	581	1,583	2,208	2,104

### ENDEMIC MOSQUITO SURVEILLANCE

#### CO<sub>2</sub> TRAPS

During the normal mosquito season (March through mid-November) the District Laboratory staff maintains 56 CO<sub>2</sub> (carbon dioxide) traps through the District to monitor the mosquito populations. Extra emphasis is placed on mosquito species that are known to be vectors of viruses that cause disease in people. These vector species in the Coachella Valley are *Culex tarsalis* and *Cx. quinquefasciatus*. In the rural areas *Cx. tarsalis* is the most abundant vector species. CO<sub>2</sub> traps release carbon dioxide to attract mosquitoes looking to obtain a blood meal and are very effective at collecting *Culex* mosquitoes. The average number of vectors captured per trap per night is monitored and used to guide the operational activities of the District. The number of mosquitoes collected in half-month periods is compared to the previous 5-year average to determine anomalies in mosquito abundance. The surveillance program mosquito abundance is broadly reported in two areas – Urban and Rural. These Urban and Rural areas are also broken down into smaller zones to look at more specific regions of the Districts when planning mosquito control activities.

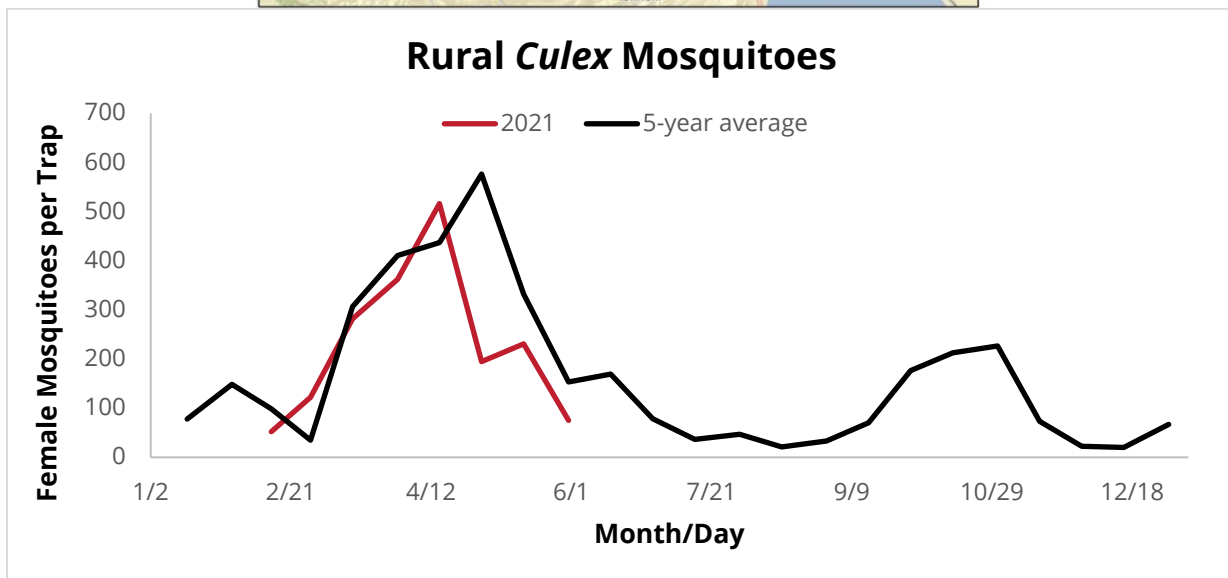
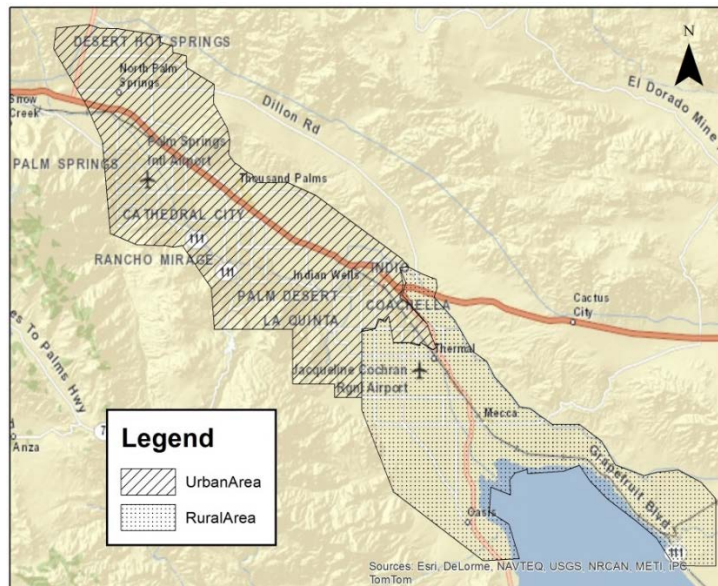


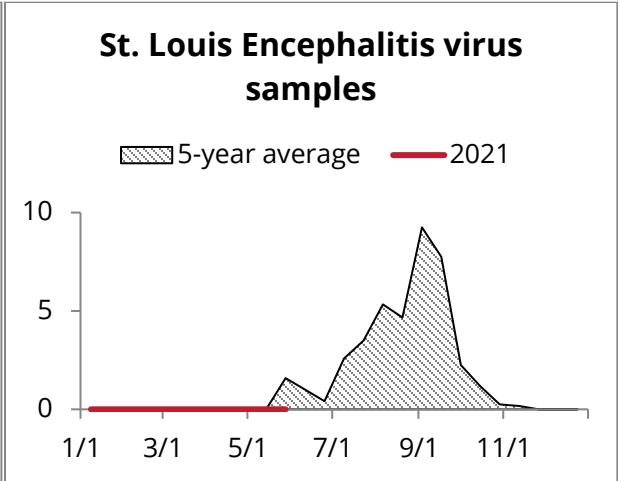
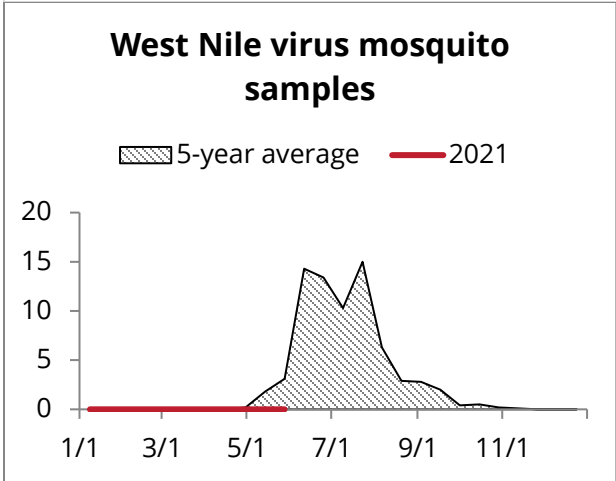
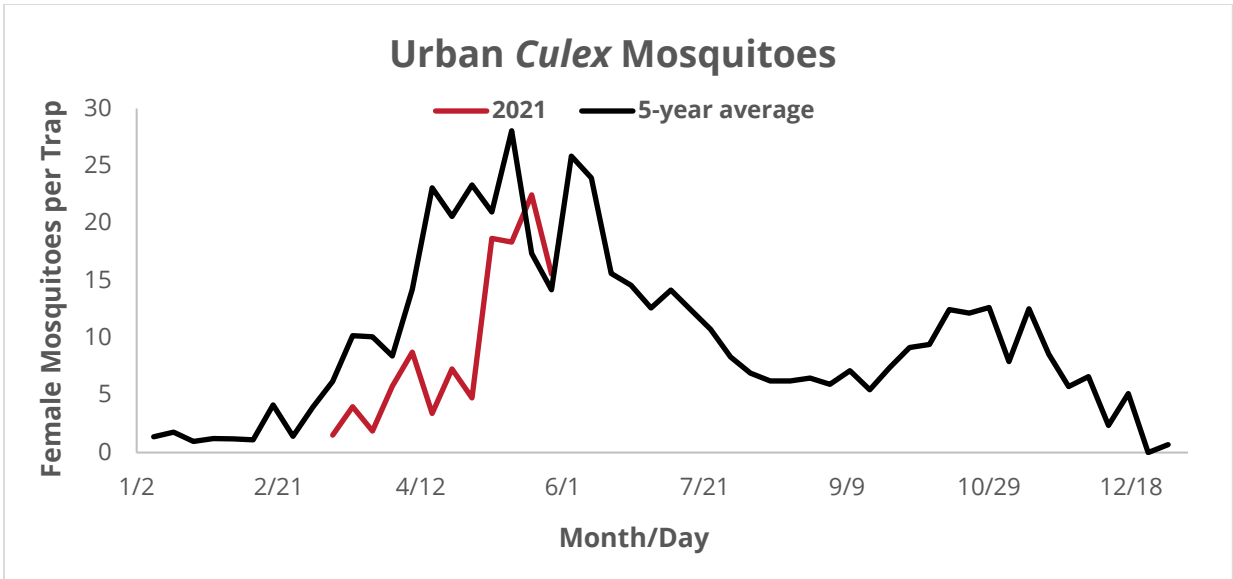
## Gravid Traps

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



## MOSQUITO SURVEILLANCE ZONES

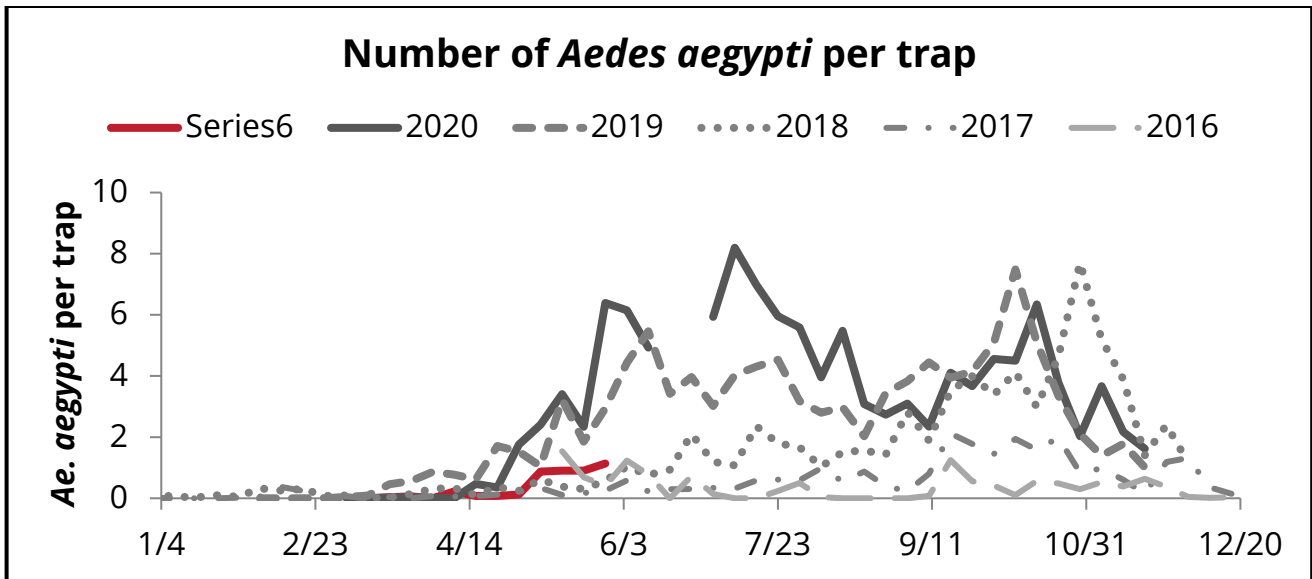




**INVASIVE MOSQUITO SURVEILLANCE**

*Aedes aegypti* has been detected throughout the District service area. BG-Sentinel traps are deployed weekly to detect and monitor for adult mosquitoes. We have 53 permanent BG trap locations which are being systematically reviewed and adjusted in 2021 to re-balance the sampling effort. A comparison of the average number of mosquitoes per trap each year follows.





### PRODUCT EFFICACY

**Resistance bottle bioassays.** Bottle bioassay resistance testing is conducted annually to monitor the effectiveness of products used to control adult mosquitoes. Wild mosquitoes are compared to our susceptible strain, laboratory-reared mosquitoes. The mosquitoes are exposed to a small amount of product that coats the inside of bottles. Currently, we examined mosquito resistance in local rural mosquitoes against 4 products: Aqua-Reslin, Duet, Merus 3.0, and Scourge 18+54. The tested rural *Culex* mosquitoes indicate signs of resistance to all the products except Scourge 18+54. The reduced usage of Scourge 18+54 may have contributed to the change in resistance this year. Overall, the degree of resistance to the remaining products tested appears unchanged from previous bioassays. We plan to conduct additional bottle bioassays with the local urban *Culex* mosquitoes over the next months and with *Aedes* mosquitoes in the fall.



Top: Marking cages before application.  
Bottom: measuring control product before use.

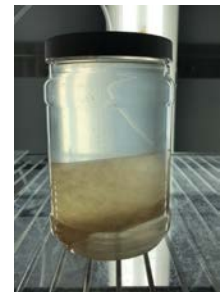
**Semi-field trials** are conducted to verify whether or not the products are still effective during applications despite the development of insecticide resistance. Additionally, Evergreen 5-25 is a product that cannot be evaluated with bottle bioassay so the semi-field assay is a method to evaluate this product. We conducted trials using Evergreen 5-25 (pyrethrins with synergist), Merus 3.0 (pyrethrins), and Fyfanon EC

(malathion). The local rural mosquitoes treated with Fyfanon EC were all knocked down within 24 hours along with the colony susceptible mosquitoes, indicating that this product will be very effective for field use. Merus 3.0 and Evergreen 5-25 were effective against the local rural mosquitoes but insecticide resistance was evident.



The **In2Care traps** remain in use at The Living Desert in Palm Desert. Laboratory staff visits them on a once-a-month basis to refresh the larvicide and replace the fungus-treated netting. The traps have been in the field since October 2019; in May, all thirty existing traps were exchanged with new replacement traps in order for the older ones to be brought back to the District to be cleaned and new decals applied. These freshly cleaned traps will be reused at a later date.

**Mosquito colonies.** *Aedes aegypti* mosquitoes can be used for evaluation and resistance monitoring control efforts. Methods for rearing an *Ae. aegypti* colony from the Coachella Valley are being tested. The lab recently received eggs from a susceptible colony (Rockefeller strain) and have begun the process of hatching them out. These susceptible *Ae. aegypti* have not had the same exposure to control products as the wild *Ae. aegypti* mosquitoes in the Coachella Valley. Both colonies and field-caught mosquitoes will be used in resistance testing this fall.



**Aerial larvicide applications.** Aerial larvicide applications of Vectobac WDG (*Bacillus thuringiensis israelensis*) were applied at 0.5 lbs. per acre along the Salton Sea shoreline in April and May. The efficacy of the treatments at two sites were evaluated to determine if the product would reach the target sources. At each site, water-sensitive cards and cups were placed at six target locations before the treatments were made. The water-sensitive paper is a quick evaluation of the treatment. When wet, the water-sensitive cards turn from yellow to blue, indicating that droplets have landed on the cards. Cups were placed in the open and under vegetation to examine if the product can penetrate through the canopy. On April 1st, half the cups were placed in the open and half under vegetation and on May 13th, all the cups were placed under vegetation. One hour after the treatments were made, the cards and cups were collected. Water and larvae were added to each cup and larval mortality was counted. In April, the cards and cups indicated the target locations were partially treated, with some areas not fully treated. In May, all cards had spray droplets, and larval mosquito mortality was observed in all cups.



Left: Evaluation site with a card in the foreground and a cup in the background. Right: Card after application; the blue dots indicate droplets landed.

**Sumilarv 0.5G** (active ingredient: pyriproxyfen) is an insect growth regulator larvicide that disrupts pupal development of mosquitoes. Its non-flushing granular formulation provides a slow but consistent release of the active ingredient. Twelve catch basins were treated with water-soluble



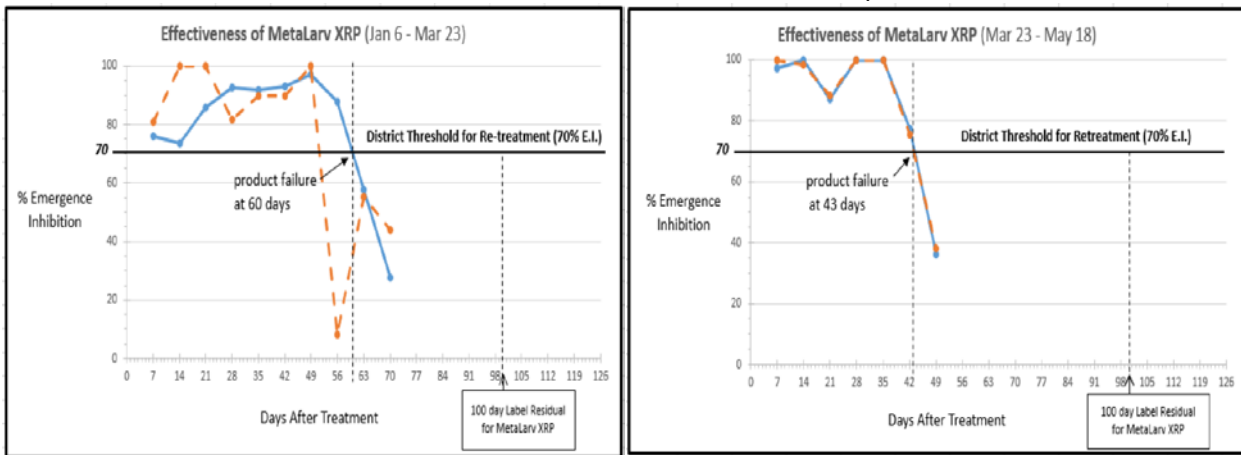
pouches – four were treated with one pouch, four with two pouches, and four with three pouches. Pupae samples collected from the sites are placed in emergence breeders to monitor adult emergence. The label claims the product can provide continuous control for up to six weeks. So far, the product has provided control at four weeks. The sites will continue to be monitored until the product shows to not be effective.



**MetaLarv XRP (Extended Release Pouch, active ingredient:**

methoprene) is an insect growth regulator that, like Sumilarv, disrupts the development of mosquito pupae. Thirty catch basins were treated in the winter and again in the spring.

Evaluations were conducted in the same manner as the Sumilarv evaluation. The District uses a threshold of no more than 30% of the pupae collected emerging as adults to indicate that the product is effective. The winter application lasted 60 days, while the spring application lasted 45 days. This is similar to the effectiveness of Altosid XR briquettes (a.i.: methoprene) in previous evaluations. MetaLarv XRP can be useful in locations where briquettes are not ideal.



—●— MetaLarv XRP (mean E.I.)      —●— Altosid XR Briq (mean E.I.)

**BIOLOGICAL CONTROL**

As of May 25, 2021, approximately 600 fish were stocked in neglected swimming pools and private ponds. The District raises its mosquitofish in outdoor ponds, and mosquitofish are taken by technicians to locations where they are needed.

**EXTERNAL RESEARCHERS**

Catch basins are excellent breeding spots for mosquitoes. When filled with water, catch basins create a habitat suitable for larvae development and provide the adults with shelter during the day. A six-week study (March 18-April 30) was conducted in collaboration with **UC Riverside researcher, David Popko**, on the effectiveness of Attractive Toxic Sugar Bait (ATSB) stations in catch basins around the Coachella Valley. A total of twelve catch basins were monitored within three different Coachella Valley cities. The bait stations utilized sugar water mixed with boric acid as an attractant for adult mosquitoes. As the mosquitoes drink the bait, they eventually succumb to the toxic effects of the boric acid. The ATSBs were also dusted with a fungus (*Beauveria bassiana* GHA) that kills adult mosquitoes and can be spread amongst the population to further control. More information will be available in the July board packet with results from David Popko’s report.

## Operations Department

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### General Control Overview

This update covers the months of March 2021 through May 2021 contrasted with the same period in 2020 and 2021. The department’s workflow focuses on three areas that include 13 urban, four rural, and agricultural zones that are covered by 17 technicians. Two additional workflows are the Red Imported Fire Ants (RIFA) and the Invasive *Aedes* programs that each has assigned two full-time technicians, assisted by five seasonal staff on each program.

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

The operations activities completed in March 2021 through May 2021 were compared to similar months in 2020 and 2021 are as follows:

Month	Mosquito larval Inspections		Total ground larval applications		Total aerial larval applications		Total aerial ULV applications	
	2020	2021	2020	2021	2020	2021	2020	2021
<b>March</b>	2,068	3,743	939	1,933	14	9	0	0
<b>April</b>	2,875	3,821	2,234	2,567	6	26	0	0
<b>May</b>	2,287	3,411	2,868	2,618	11	9	0	0
<b>Total</b>	7,230	10,975	6,041	7,118	31	44	0	0
<b>% Change</b>	+51.8%		+17.8%		+41.9%		0	

Aerial larvicide treatments increased in 2021 which included shoreline treatments where trap counts were higher. There was also an increase of inspections and applications from 2020 to 2021, due to return of several staff that were out during this same period in 2020.

### Control of invasive *Aedes aegypti*

During March 2021 through May 2021, inspections increased over 2020 but treatments decreased. This increase in inspections can be attributed to our seasonal workforce this season and decrease in treatments is due lower mosquito breeding as well as change in strategy of conducting control treatments to more education and source reduction. Also, Service Requests during this time for *Aedes* have been lower which also correlates with adult mosquito surveillance data that is showing lower *Aedes aegypti* populations as compared to 2020.

	Invasive <i>Aedes</i> Inspections		Invasive <i>Aedes</i> Treatments	
	2020	2021	2020	2021
<b>March</b>	365	813	34	6
<b>April</b>	75	510	150	20
<b>May</b>	273	395	387	43
<b>Total</b>	713	1,718	571	69
<b>% Change</b>	+140.95%		-87.9%	

### The Red Imported Fire Ant Program

The RIFA program inspections and chemical control applications in March 2021 through May 2021 are compared to those conducted over the same period a year ago are shown below. The inspections and treatments for RIFA during this reporting period increased in the months below from 2020 to 2021.

	RIFA Inspections		RIFA Treatments	
	2020	2021	2020	2021
<b>March</b>	136	173	125	161
<b>April</b>	212	274	182	255
<b>May</b>	230	235	244	220
<b>Total</b>	578	682	551	636

<b>% Change</b>	+18%	+15.43%
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**Service Requests**

From March 2021 through May 2021, the Operations Department completed a total of 510 Service Requests (SRs) from residents compared to 945 SRs during the same period a year ago. This decrease in total SR is due to a reduction in Aedes Service Requests and Red Imported Fire ants Requests. Although Aedes SR and RIFA SR continue to climb each month, public demand continues to be low, this could be attributed to Covid-19 safety guidelines.

<b>Month</b>	<b>Total All Service Requests</b>		<b>Total RIFA Service Requests</b>		<b>Total Aedes Service Requests</b>	
	<b>2020</b>	<b>2021</b>	<b>2020</b>	<b>2021</b>	<b>2020</b>	<b>2021</b>
<b>March</b>	126	112	63	88	25	9
<b>April</b>	286	156	144	103	66	28
<b>May</b>	533	242	194	117	238	62
<b>Total</b>	945	510	401	308	329	99
<b>% Change</b>	-46%		-23.2%		-69.9%	

## Public Outreach Department Report

### Spring Awareness Advertising Campaign

The 2021 Spring Awareness Advertising Campaign centered on the action items residents can do. In addition to this annual campaign, we targeted Spanish language speakers, particularly in the east valley to complete action items such as removing clutter from their yards to reduce mosquito breeding. A complete list of media used is below.

- English/Spanish Radio, nine stations
- Spanish print newspaper
- Spanish Sunline Bus and shelter ads
- TV Spots, three stations
- Social Media ads, Facebook, Instagram, Twitter

### April Events

- **California Mosquito Awareness Week** – April 18-24, virtual

### May Events

Getting back to a more normal state of outreach, May brought both virtual and in-person outreach events. A list of events District staff participated in is below.

Our first in-person event in over a year took place at the Coachella Public Library campus celebrating Dia del Niño. Along with around a dozen other community partners, we provided games, crafts, and prizes to over 100 families from the Coachella Valley. Thank you to Trustee Delgado for inviting us to this event.

- **Spring Carnival Camp** - May 1, Virtual
- **UC Riverside entomology lecture** – May 3
- **Dia del Niño** – May 15, in person
- **Coachella Library Vaccine Clinic** - May 22, in person
- **Campamento virtual de primavera (Spanish language camp)** – May 28, virtual

### Upcoming June events

- **Cathedral City Council presentation for area-wide larvicide** – June 9, virtual
- **Coachella City Council presentation for area-wide larvicide** – June 9, virtual
- **SMART Summer Camp** - June 9, in person
- **Donate your blood to the bank, not to mosquitoes blood drive** – June 18, in person
- **Palm Springs City Council presentation for area-wide larvicide** - June 24, virtual
- **National Mosquito Awareness Week** – June 20-26, events TBD



# **NEW BUSINESS**



**Coachella Valley Mosquito and  
Vector Control District**

**June 8, 2021**

**Staff Report**

**Agenda Item:** New Business

Replacement and Upgrade of the District's Indio Facility's Electronic Card Access System, Motion Security Alarm System, and CCTV in an amount not to exceed \$110,000 from Capital Facility Replacement Fund

**Edward Prendez, IT Manager & David I'Anson, Administrative Finance Manager**

**Background:**

The replacement and upgrade of the District's Electronic Card Access System, Motion Security Alarm System, and CCTV is necessary to ensure the safety of the District's Employees and facilities and is identified in the District's Reserve Study for replacement.

The current systems were installed in 2001 and use obsolete technology which is degrading in quality and experiencing an increase in technical issues requiring more frequent repairs that compromise District safety and security while awaiting service and parts for repair. The new system will use the latest technology, will improve the security of the District facility, reduce false alarm notifications and most importantly improve safety for District staff.

An oral presentation citing the benefits to each of the proposed systems will be given during the Board meeting.

On April 30 a Request For Proposals (RFP) was issued, four firms attended the mandatory walk-through with three firms submitting bids. The project is in three parts. The winning bid for the CCTV and Electronic Card Access is Blue Violet who submitted the bid using CMAS prices. The alarm system is awarded to the current alarm provider Desert Alarm.

The Blue Violet proposal includes the design, installation, and service of Avigilon IP Video Surveillance and Card Access system. The surveillance system uses multi-sensor cameras that can help minimize false alarms by detecting intrusions from animal versus human, it has an option for license plate recognition at gate entry. The diagram shows the coverage from the 12 external cameras, there are also three internal cameras included in the proposal replacing existing internal cameras. The card access system is integrated with the surveillance system under the Avigilon Access Control Manager (ACM) system.



The alarm system replacement provided by Desert Alarm includes a replacement control panel, replacement keypads, new motion sensors, door sensors, and zone expanders.

The total cost of the Electronic Card Access System, and CCTV provided by Blue Violet is \$92,126.83

The total cost of the Motion Security Alarm System provided by Desert Alarm is \$12,633.66

The total cost of the Electronic Card Access System, Motion Security Alarm System, and CCTV is \$104,760.49.

**Staff Recommendation:**

Replacement and Upgrade of the District’s Indio Facility’s Electronic Card Access System, Motion Security Alarm System, and CCTV in an amount not to exceed \$110,000 from Capital Facility Replacement Fund

**Fiscal Impact:**

FY2021-22 Budget Capital Facility Replacement Fund	Current Available Funds	Proposed Expense Fiscal Year 2021/22	Remaining Available Funds
<b>Amount budgeted \$2,659,312</b>	<b>\$2,659,312</b>	<b>\$110,000</b>	<b>\$2,549,312</b>





**Coachella Valley Mosquito and  
Vector Control District**

**June 8, 2021**

**Staff Report**

**Agenda Item:** New Business

Discussion and/or approval of Resolution 2021-06 Adopting FY 2021-22 Budget- **Jeremy Wittie, M.S., General Manager, and David l'Anson, Administrative Finance Manager**

**Budget Message**

To the Board of Trustees and our District Constituents,

For over 93 years the Coachella Valley Mosquito and Vector Control District (District) has protected Valley residents from vectors, insects that transmit viruses, and other disease-causing agents to humans. The District was formed initially to control eye gnats and since then, our public health services have expanded to a comprehensive, science-based, Integrated Vector Management program defined by mosquito-borne disease surveillance, control, public education, and quality control.

The District's mission is to enhance the quality of life for our community by providing effective and environmentally sound vector control and vector-borne disease prevention services. Guided by our strategic plan and mission-focused, District staff worked diligently to develop this Fiscal Year (FY) 2021-22 budget. An increase in staffing to meet our ever-changing vector threats, making certain long-term pension obligations met, preservation of both capital and emergency reserves for public health emergencies all while ensuring taxpayer value are key components of the District's FY 21-22 budget. This year's budget also continues to support the day-to-day needs of our dedicated staff to deliver essential services throughout the District as we strive towards our vision of a Coachella Valley free of vector-borne diseases.

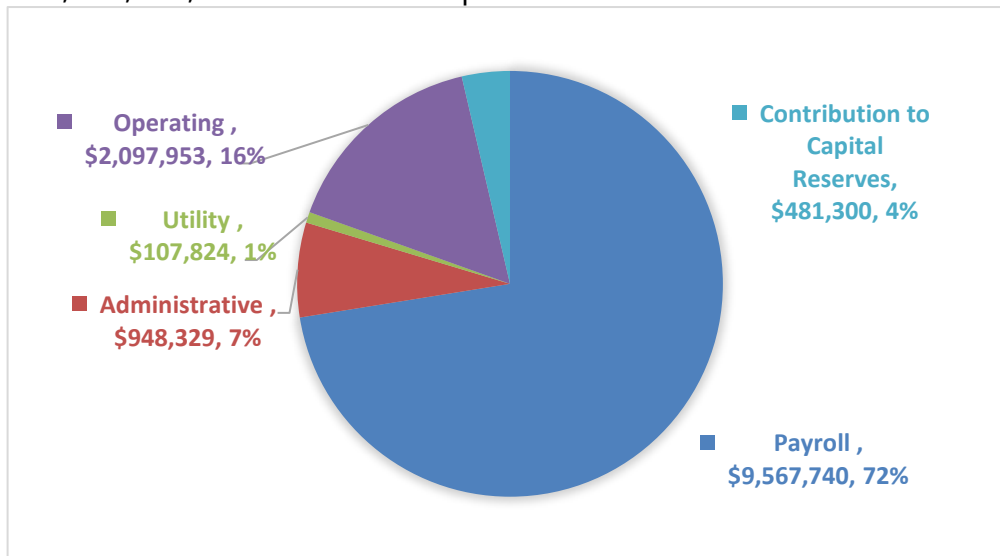
**Budget Summary**

The FY 2021-22 budget is divided into two sections (a) Operating expenses and (b) Capital expenditures. The total of the two is \$13.7 million.

	Budget 2020-21	Budget 2021-22	Budget Change	% Change
Operating Expenses	\$11,509,286	\$13,203,146	\$1,693,860	14.7%
Capital Expenditures	\$559,186	\$528,902	(\$30,284)	(5.4%)
<b>Total Budget</b>	<b>\$12,068,472</b>	<b>\$13,732,048</b>	<b>\$1,663,576</b>	<b>13.8%</b>

**Operating Budget**

The FY2021-22 Operating budget shows an increase of \$1.7 million, or 14.7 % in expenses compared to the prior year. This increase is due to the pre-funding of \$1,000,000 for the CalPERS unfunded liability which will see savings to District taxpayers in interest of \$569,896. These funds are from the anticipated surplus from the 2020-21 fiscal year. The organizational split of the Fiscal Year 2021-22 Operating Expenses, of \$13,203,146, are shown in the pie chart below:



**Figure 1 FY2021-22 Operating Expenses Profile**

Payroll expenses account for 72% of the total budget. For the FY2021-22 budget, the District full-time equivalent (FTE) staff is 69, which is the same as the FY2020-21 Budget. Organizational changes planned in FY2021-22 include the hiring of full-time positions to replace some of our traditional seasonal positions. An increase in full-time positions is needed because of changes in the vector populations that the District controls as well as the ever-increasing challenge to find an adequate seasonal workforce. The Operations Department will add three full-time Vector Control Technicians to our Red Imported Fire Ant Program which will reduce the need for seasonal staff and better meet the needs of this year-round workload. One full-time Lab Technician position is planned for the Surveillance and Quality Control Department. This position will focus on the increased demand of mosquito trap setting throughout the Valley and will replace seasonal positions historically hired by the department. Another position that was in last year's

budget but placed on hold because of the pandemic is a Community Liaison position for the Public Outreach Department. This position will focus on community-level engagement and complement the current Community Liaison's focus on Elementary and Secondary education and social media outreach. Reclassification and promotions include one Biologist to be reclassified to Vector Ecologist and Accounting Technician II reclassified to Payroll Coordinator. Both of these positions being re-classified to meet the evolving program needs of the District.

Operating expenses account for 16% of the total budget which is an increase of 6.8% over the FY 2020-21 budget.

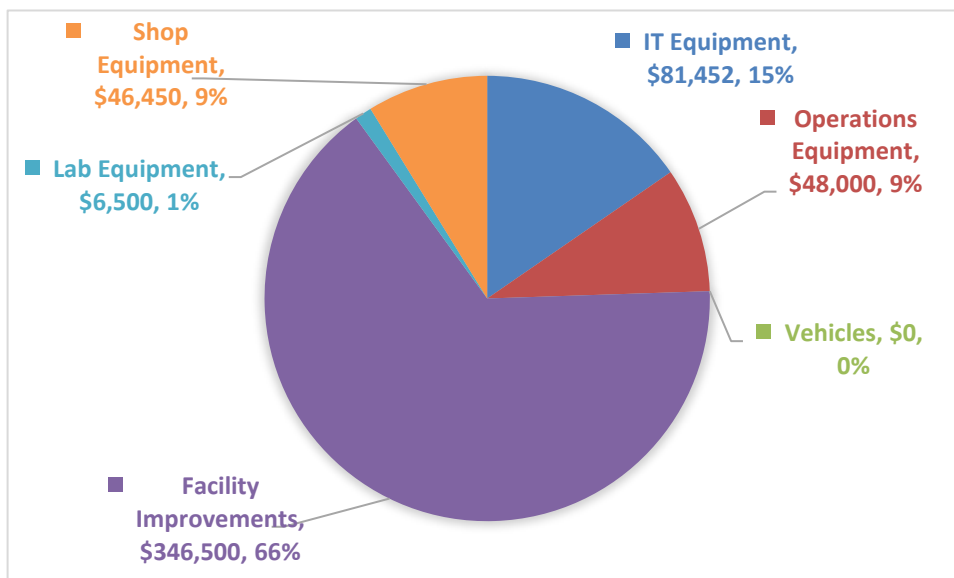
Administrative expenses account for 7% of the total budget, an increase of 11% over the prior year's budget due to professional fees related to the Strategic Plan, rising costs in workers' compensation, and property and liability insurance premiums.

Contributions to capital reserves account for 4% of the total budget. These expenses ensure the District is in a strong long-term financial situation with regards to facility and equipment, preventative maintenance, and replacement. This proactive planning and reserves ensure the continuity of services required to protect Valley residents and visitors from vectors and the pathogens they can transmit.

Utility expenses account for 1% of the total budget.

### **Capital Expenditure Budget**

The details of the Fiscal Year 2021-22 Capital expenditures of \$528,902, are shown in the pie chart below:



**Figure 2 FY2021-22 Capital Expense Profile**

The planned expenditures on Capital improvement projects have decreased by \$30,284 as compared with the FY2020-21 budget. The Facility Improvements of \$346,500 were planned for FY2020-21 but because of the pandemic were deferred until FY2021-22. More information on the planned expenditures is found in the capital budget section.

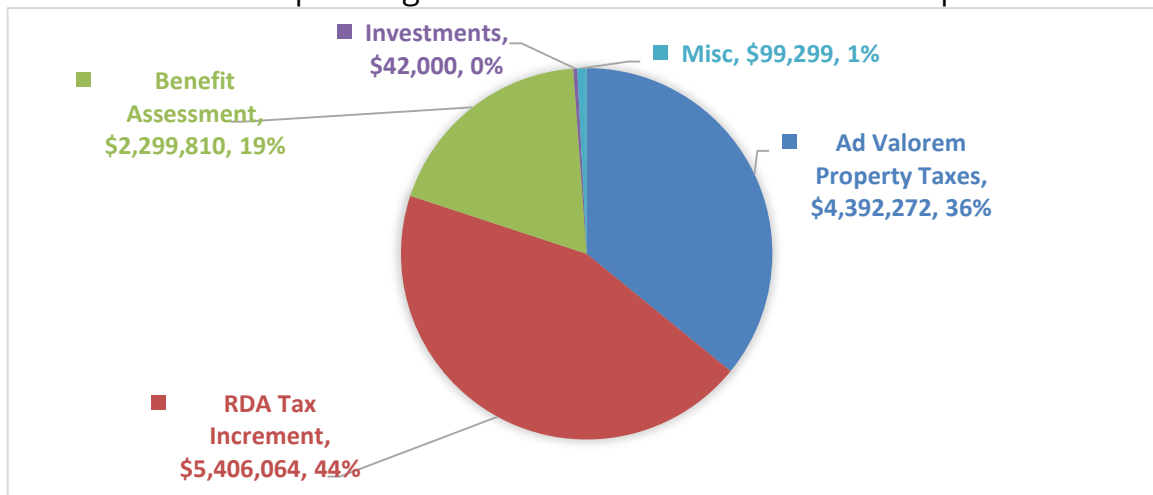
**Overall Source of Funds**

	<b>Budget 2020-21</b>	<b>Budget 2021-22</b>	<b>Budget Change</b>	<b>% Change</b>
Operating				
General Revenue	\$9,272,412	\$9,939,635	\$667,223	7.2%
Benefit Assessment	\$2,299,810	\$2,299,810	\$0	0.0%
Funding from Reserves	\$496,250	\$1,492,603	\$996,353	200.8%
<b>Total Budget</b>	<b>\$12,068,472</b>	<b>\$13,732,048</b>	<b>\$1,663,576</b>	<b>13.8%</b>

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

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

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



**Figure 3 FY2021-22 Revenue**

Reserve Funding for FY2021-22 is forecasted to be \$1,492,603. This includes the prefunding for CalPERS which comes from the surplus forecast for the year ending June

30, 2021.

Tax Increment Revenue in FY20-21 rose approximately 13% over the budget amount because of changes to State residual amount calculations following the Chula Vista v Sandoval decision, this is reflected in the FY2021-22 revenue budget, and the reason for the 7.2% increase in general revenue.

### **Short-term and long-term issues impacting the budget**

**Strategic Plan Projects:** 2021 marks the final year of our 2018 strategic plan. This year's budget allocates funds to hire a consultant to develop an Emergency Operations and Continuity of Operations Plan to ensure the District can rebound efficiently from a natural disaster and fulfill its mission. A Market Research Survey is also planned that will examine public perception and knowledge about District programs, identify motivators of change in Valley residents, and gauge public opinion and needs regarding future and innovative programs planned by the District. The IT Department will continue the process of increasing the security of our digital information with the continued migration of data and services to the Cloud. An interdepartmental workgroup will carry on the development of the District's use of drones for surveillance of mosquito sources in rural areas and will extend the use of drones to small and larger scale mosquito larvicide applications in east Valley wetlands that surround the Salton Sea. As the 2018 Strategic Plan comes to a close, this year District Trustees and staff embark on holding a workshop to develop the next strategic outlook and plan for the next 3-5 years.

**Working Capital:** The District's strategic plan supports practices and strategies that maintain the financial stability and security of the District's financial assets and needs. The District maintains a minimum working capital Reserve for Operations of \$5,800,000. These funds are set aside because the District receives the majority of its funding from property taxes and the benefit assessment collected by the County of Riverside. These funds do not reach the District until January, six months into the fiscal year. Figure 4 shows the estimated impact on monthly cash flow based on the budgeted revenue and expenses for FY2021-22.

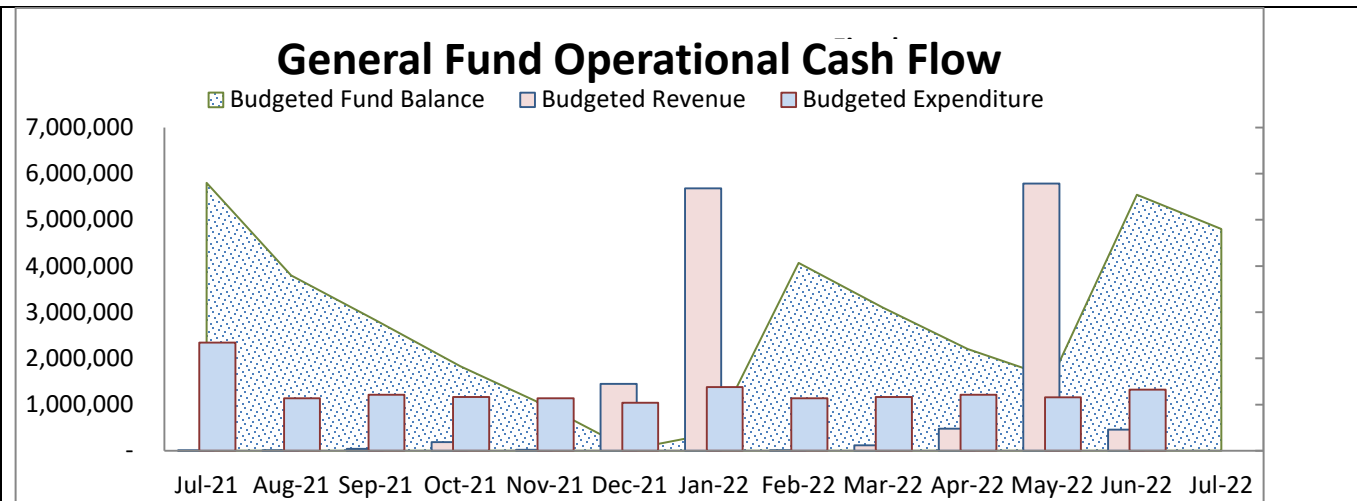


Figure 4 Working Capital

Historically, the point at which the revenue versus expense deficit is at its greatest is the end of November. Based on budget estimates for FY2021-22, November year-to-date expenses will exceed year-to-date November revenue by almost \$5.7 million. Holding \$5.8 million set aside as working capital will fund this deficit. The deficit will then reduce following the first installment of property tax receipts in December.

**Invasive Species:** The yellow fever mosquito, *Aedes aegypti*, continues to spread not only in the Valley but across the state of California. The ecology of this mosquito makes it a challenge for mosquito control agencies State-wide both in its control and threat of vectoring new mosquito viruses. Because of this mosquito, the District is increasing its service by hiring additional staff to assist with invasive *Aedes aegypti* control and education to communities. Changing behaviors of Valley residents and empowering residents to reduce mosquito breeding sites on their property and in their neighborhood bring long-term solutions in successfully ridding this mosquito from our communities. Other innovative strategies such as sterile insect technique (SIT) is currently being evaluated as potential long-term control measures in the not too distant future.

**Emergency Reserve for Public Health Emergency:** Viruses that our Valley mosquitoes do and can transmit require that the District set aside a reserve of funds to quickly respond to an outbreak of mosquito-borne disease. Science-based strategies to stop an outbreak, typically require wide-area control measures. These types of wide-scale operations, primarily conducted by air, can quickly deplete millions of dollars in reserves in a matter of weeks to control adult mosquitoes and interrupt disease transmission to humans. A strategic plan focused this past year on assessing plausible scenarios and potential costs of vector-borne disease outbreaks here in the Coachella Valley. An interdepartmental working group worked through three different scenarios and estimated the resource need for each. The estimated cost of the response plan for all three scenarios is \$5,162,230. The beginning balance as of July 1, 2022, is estimated to be

\$4,757,318 or 94% funded.

**Facility and Operations Equipment:** For funding of ongoing facility maintenance, operations equipment, and vehicle replacement, and per strategic plan objectives the District uses a third-party firm to carry out a reserve study analysis and annual update. Currently, the funding level for the facility and vehicle equipment replacement is around 70% funded which is a very solid financial position for these capital funds. The beginning balance as of July 1, 2021, is estimated to be \$3,385,330. The ending balance on June 30, 2022, is estimated to be \$3,320,527.

**CalPERS Pension and Other Post-Employment Benefit (OPEB) Liabilities:** Ensuring financial practices promote long-term financial strength, stability, and taxpayer value is of extreme importance to the District's Board and staff. In the FY2021-22 Budget, to control the continual escalating pension costs to the District's CalPERS plan, a one-off lump sum payment of \$1,000,000 on top of the annual payment towards the District's CalPERS unfunded liability is planned. In addition, the District amortization period for the 2020 losses will be shortened from 20 years to 5 years saving an estimated interest payment of \$569,896.

The District provides healthcare through CalPERS PEHMCA offering retiree medical coverage pursuant to government code § 22893. According to the latest actuarial valuation, the value of the accumulated liability for the fiscal year ending June 30, 2021, is \$3,912,384 (total OPEB liability). The District sets aside funds to cover retiree health liabilities in the California Employers Retiree Benefit Trust (CERBT) Fund, a qualifying trust, the Fiduciary Net Position of the District funds held in CERBT are \$3,458,638 leaving a Net OPEB Liability of \$453,746 with a funding ratio of 88%. The District annually prefunds \$312,420 which is the last GASB 45 annual required contribution before GASB 75 took its place.

### **Conclusion**

I am proud to say that both our Board and staff met the challenges forced upon us by the Covid-19 pandemic. While observing public health directives both the Board and staff have maintained transparency and carefully delivered all program essential services over the past year. This comprehensive budget reflects a unified and fiscally sound effort by the Board and Department leadership in shaping the programs that protect public health from vector-borne disease and enhance the quality of life for all who live and visit the Coachella Valley.

I would like to give special thanks to the District's Finance Committee comprised of Board Treasurer Clive Weightman, Trustee Bito Larson, and Trustee Isaiah Hagerman for the

guidance and valuable contributions in the development of this budget document. I would also like to thank David l'Anson, the District's Administrative Finance Manager for leading and facilitating the budget development process with our Finance Committee and dedicated Management and Supervisory Team. Once again, even in a remote collaborative work environment, it has been a pleasure and rewarding process working with all involved to deliver to you this year's balanced 2021-22 fiscal budget.

Respectfully submitted,

Jeremy Wittie, M.S.  
General Manager

**Staff Recommendation:**

Approval of Resolution 2021-06, Adopting the CVMVCD FY 2021-22 Budget

**Attachments:**

- Resolution 2021-22
- FY 2021-22 Budget



**RESOLUTION NO. 2021-06**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
COACHELLA VALLEY MOSQUITO AND VECTOR  
CONTROL DISTRICT ADOPTING THE  
FISCAL YEAR 2021-22 BUDGET**

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

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

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

**WHEREAS**, the Board reviewed the Fiscal Year 2021-22 Budget for the District (“Fiscal Year 2021-22 Budget”), attached hereto as Exhibit A and incorporated herein by this reference, and determined that said budget conforms to all applicable regulations;

**WHEREAS**, the Board desires to adopt the Fiscal Year 2021-22 Budget.

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

**Section 1. Recitals.**

That the recitals set forth above are true and correct.

**Section 2. Adoption of Budget.**

The Board hereby adopts the Fiscal Year 2021-22 Budget, which shall be made available for public inspection in the District Administration office.

**Section 3. Transmit to County.**

That pursuant to California Health and Safety Code Section 2070(b), the Board hereby directs the District Manager to cause a copy of the Fiscal Year 2021-22 Budget to be transmitted to the Riverside County Auditor-Controller's Office.

**Section 4. Severability.**

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

**Section 5. Repeal of Conflicting Provisions.**

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

**Section 6. Effective Date.**

This Resolution shall take effect immediately upon its adoption.

**Section 7. Certification.**

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

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**PASSED, ADOPTED, AND APPROVED, this 8<sup>th</sup> day of June 2021.**

\_\_\_\_\_  
Benjamin Guitron IV, President  
Board of Trustees

**ATTEST:**

\_\_\_\_\_  
Melissa Tallion, Clerk of the Board

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Lena D. Wade, General Counsel

**REVIEWED:**

\_\_\_\_\_  
Jeremy Wittie, M.S., General Manager

**EXHIBIT "A"**

**COACHELLA VALLEY MOSQUITO AND  
VECTOR CONTROL DISTRICT  
FISCAL YEAR 2021-22 BUDGET**

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

	<u>Proposed Budget 2021-2022</u>	<u>Approved Budget 2020-2021</u>	<u>Estimated Actual 2020-2021</u>	<u>Actual 2019-2020</u>
<b>Beginning Spendable Fund Balance</b>	<b>11,122,022</b>	9,328,601	10,129,847	11,754,487
<b>REVENUES</b>				
Property Taxes Current	9,765,531	8,989,659	9,575,420	8,709,556
Property Taxes Prior	32,805	36,817	32,162	27,243
Interest Income	42,000	120,000	45,000	253,879
Miscellaneous Revenue	63,000	63,000	60,000	67,132
*Benefit Assessment Income	2,299,810	2,299,810	2,299,810	2,167,725
<b>TOTAL REVENUES</b>	<b>12,203,146</b>	11,509,286	12,012,392	11,225,535
<b>EXPENSES</b>				
<b>Payroll Expense</b>				
5101 Payroll - Full Time	5,378,287	5,000,402	4,938,990	4,731,622
5102 Payroll - Seasonal	203,400	233,140	180,314	198,711
5103 Temporary Services	6,900	6,900	6,900	6,900
5105 Overtime Expenses	45,120	44,120	21,984	21,250
5150 CalPERS Employer Payment of Unfunded Liability	1,363,024	325,066	325,066	752,284
5150 CalPERS State Retirement Expense	510,096	513,460	497,873	273,089
5155 Social Security Expense	331,680	317,326	308,233	307,654
5165 Medicare Expense	77,570	74,213	74,538	73,278
5170 Cafeteria Plan Expense	1,136,828	1,082,168	1,084,168	1,066,306
5172 Retiree Healthcare	372,588	372,588	371,436	370,680
5180 Deferred Compensation	108,010	109,134	101,556	92,157
5195 Unemployment Insurance	34,235	32,065	35,374	35,374
Total Payroll Expense	<b>9,567,740</b>	8,110,582	7,946,432	7,929,305
<b>Administrative Expense</b>				
5250 Tuition Reimbursement	20,000	20,000	16,674	12,833
5300 Employee Incentive	15,500	14,175	6,477	6,209
5301 Employee Support	-	-		3,386
5302 Wellness	5,600	600	153	1,395
5305 Employee Assistance Program	3,200	3,200	3,733	3,577
6000 Property & Liability Insurance	176,406	160,395	169,449	150,436
Retrospective Adjustment	(20,000)	(25,000)	(18,097)	(24,388)
<b>Sub Total</b>	<b>156,406</b>			
6001 Workers' Compensation Insurance	256,607	234,697	233,914	225,179
Retrospective Adjustment	(75,000)	(50,000)	(74,750)	(91,816)
<b>Sub Total</b>	<b>181,607</b>			
6050 Dues & Memberships	35,176	34,165	31,090	29,392
State Certified Technician Fees	7,640	7,440		
6060 Public Outreach Materials	7,950	28,550	26,000	14,430
6065 Recruitment/Advertising	7,500	8,500	3,500	6,348
6070 Office Supplies	17,111	18,556	17,000	12,929
6075 Postage	5,750	5,750	5,230	1,900
6080 Computer & Network Systems	8,199	5,200	5,100	3,881
6085 Bank Service Charges	200	120	500	71
6090 Local Agency Formation Commission	2,400	2,400	2,164	2,287
6095 Professional Fees				
Finance	36,000	36,000	39,000	33,312
Information Systems	-	5,699	3,000	6,406
<u>STRATEGIC PLAN OBJECTIVES</u>				
Administration	40,000	25,000	16,000	20,844
Public Outreach	71,000	12,000	900	1,698
Laboratory	45,000	-	-	

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

	<b>Proposed Budget 2021-2022</b>	Approved Budget 2020-2021	Estimated Actual 2020-2021	Actual 2019-2020
6100 Attorney Fees - General Counsel	<b>68,000</b>	63,000	66,972	64,172
6100 Attorney Fees - Labor Relations	-	-	904	1,270
6100 Attorney Fees - Personnel	-	-		7,294
6105 Legal Services - Abatement	<b>1,000</b>	1,000		
6106 HR Risk Management	<b>6,000</b>	4,500	5,625	4,725
6110 Conference Expense				
MVCAC Committee Assignments	<b>11,000</b>	10,800	-	5,974
Annual Conference Expense	<b>18,800</b>	17,600	5,209	13,980
Trustee Travel	<b>14,600</b>	17,000	-	8,518
6115 Trustee In-Lieu Expense	<b>13,200</b>	13,200	13,200	13,200
6120 Trustee Support Expense	<b>7,600</b>	7,550	790	5,593
6200 Meetings Expense	<b>4,890</b>	4,690	925	1,895
6210 Promotion & Education	<b>5,000</b>	26,500	25,000	21,145
6220 Public Outreach Advertising	<b>46,000</b>	45,000	45,000	27,903
6500 Benefit Assessment Expense	<b>86,000</b>	96,000	84,000	84,970
<b>Total Administrative Expense</b>	<b>948,329</b>	854,287	734,662	680,948
<b>Utility Expense</b>				
6400 Utilities	<b>106,000</b>	106,000	102,000	99,153
6410 Telecommunications	<b>1,824</b>	1,270	1,970	30,808
<b>Total Utility Expense</b>	<b>107,824</b>	107,270	103,970	129,961
<b>Operating Expense</b>				
7000 Uniform Expense	<b>44,727</b>	44,255	44,255	41,154
7050 Safety Expense	<b>32,375</b>	25,225	28,646	23,558
7100 Physician Fees	<b>5,000</b>	5,000	5,000	4,850
7150 IT Communications	<b>56,860</b>	56,740	57,670	41,948
7200 Maintenance Supplies	<b>3,000</b>	3,000	2,328	3,344
7300 Building & Grounds Maintenance	<b>42,000</b>	42,000	41,000	41,835
7310 Calibration & Certification of Equipment	<b>6,170</b>		782	5,462
7350 Permits, Licenses & Fees	<b>8,273</b>	41,552	41,552	5,352
7360 Software Licensing	<b>22,305</b>			
7400 Vehicle Maintenance & Repair	<b>44,720</b>	42,720	36,242	33,760
7420 Offsite Vehicle Maintenance & Repair	<b>17,343</b>	18,123	12,346	25,681
7450 Equipment Parts & Supplies	<b>28,620</b>	16,800	15,900	12,001
7500 Small Tools Expense	<b>4,400</b>	4,100	4,100	3,529
7550 Lab Operating Supplies	<b>36,700</b>	36,700	36,700	27,274
7570 Green Pool Surveillance	<b>26,000</b>	26,000	26,000	17,550
7575 Surveillance	<b>60,360</b>	46,610	43,610	63,528
7600 Staff Training				
State Required CEU	<b>1,674</b>	1,500	148	17,240
Professional Development	<b>84,150</b>	83,837	25,786	24,001
7650 Equipment Rentals	<b>1,000</b>	1,000	1,000	887
7675 Contract Services				
Administration	<b>7,500</b>	7,260	11,056	7,289
Information Systems	<b>12,850</b>	58,721	58,721	59,167
Public Outreach	<b>1,800</b>			
Fleet	<b>19,670</b>	17,640	15,640	2,506
Facilities	<b>60,400</b>	60,400	87,135	66,829
Operations	<b>5,500</b>	5,500	3,667	9,198
Abatement	<b>2,000</b>	2,000	-	
7680 Cloud Computing Services	<b>101,370</b>			

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

	<b>Proposed Budget 2021-2022</b>	Approved Budget 2020-2021	Estimated Actual 2020-2021	Actual 2019-2020
7700 Motor Fuel & Oils	<b>80,000</b>	80,000	75,773	82,198
7750 Ops Operating Supplies	<b>14,600</b>	14,400	14,400	8,607
7800 Control	-	-		
Chemical Control	<b>696,780</b>	772,431	788,569	876,959
Physical Control	<b>14,500</b>	14,500	1,200	3,670
7850 Aerial Applications	-	-		
Rural	<b>134,213</b>	101,750	101,750	148,572
Urban	<b>75,000</b>	55,200	59,570	53,525
7860 Unmanned Aircraft Applications	<b>40,000</b>			
8415 Operating Equipment	<b>46,343</b>	33,952	33,952	20,159
8510 Research Projects	<b>150,000</b>	135,000	87,174	130,454
9000 Contingency Expense	<b>109,750</b>	109,750	-	45,448
<b>Total Operating Expense</b>	<b><u>2,097,953</u></b>	<u>1,963,666</u>	<u>1,761,672</u>	<u>1,907,535</u>
<b>TOTAL EXPENSES</b>	<b>12,721,846</b>	11,035,805	10,546,736	10,647,749
<b>Contribution to Capital Reserves</b>				
8900 Thermal Remediation Reserve	<b>38,500</b>	35,000	35,000	44,750
8900 Capital Facility Replacement Reserve	<b>395,294</b>	395,294	395,294	299,900
8900 Capital Vehicle Replacement Reserve				123,105
8900 Capital Equipment Replacement Reserve	<b>47,506</b>	43,187	43,187	35,792
<b>Total Contribution to Capital Reserves</b>	<b><u>481,300</u></b>	<u>473,481</u>	<u>473,481</u>	<u>503,547</u>
<b>TOTAL EXPENSES &amp; TRANSFERS</b>	<b>13,203,146</b>	11,509,286	<b>11,020,217</b>	<b>11,151,296</b>
<b>Operating Revenue Less Expenses, Transfers &amp; Contingencies</b>	<b><u>(1,000,000)</u></b>	<u>0</u>	<u>992,175</u>	<u>74,239</u>
<b>TOTAL GENERAL FUND EXPENSES</b>	<b>13,203,146</b>	11,509,286	11,020,217	11,151,296
<b>Ending Spendable Fund Balance</b>	<b><u>10,122,022</u></b>	<u>9,328,601</u>	<u>11,122,022</u>	<u>9,328,601</u>

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

	<b>Proposed Budget 2021-2022</b>	Adopted Budget 2020-2021	Estimated Actual 2020-2021	Actual 2019-2020
<b>Beginning Fund Balance</b>	<u>63,688</u>	<u>31,325</u>	<u>(2,520)</u>	<u>467,681</u>
<b>REVENUE</b>				
Misc Revenue			25,570	
Income from Lease	<b>15,000</b>	17,724	17,295	17,808
Interest	<b>400</b>	400	-	-
Transfer From General Operating Fund	<b>38,500</b>	35,000	35,000	44,750
	<u>53,900</u>	<u>53,124</u>	<u>77,864</u>	<u>62,558</u>
<b>TOTAL REVENUE</b>	<b>53,900</b>	53,124	77,864	62,558
<b>EXPENSES</b>				
Professional Fees				6,496
Maintenance	-	-	11,656	5,515
Capital				520,748
	<u>-</u>	<u>-</u>	<u>11,656</u>	<u>532,758</u>
<b>TOTAL EXPENSES</b>	<b>-</b>	<b>-</b>	11,656	532,758
<b>Total Revenue Less Expense</b>	<u><u>53,900</u></u>	<u><u>53,124</u></u>	<u><u>66,208</u></u>	<u><u>(470,200)</u></u>
<b>Ending Fund Balance</b>	<u>117,588</u>	<u>84,449</u>	<u>63,688</u>	<u>(2,520)</u>



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

	<b>Proposed Budget 2021-2022</b>	Adopted Budget 2020-2021	Estimated Actual 2020-2021	Actual 2019-2020
<b>Beginning Fund Balance</b>	<b>726,018</b>	1,194,706	1,240,600	1,292,381
<b>REVENUE</b>				
Transfer from General Fund				
Interest	2,904	7,500	3,000	
Sale of Assets	-	-		73,073
Transfers From Operating Budget IT	47,506	43,187	43,187	35,792
Transfers From Operating Budget - Vehicles				123,105
<b>TOTAL REVENUE</b>	<b>50,410</b>	50,687	46,187	231,970
<b>EXPENSES</b>				
8415 Capital Outlay - IT	161,452	43,660	43,660	69,064
8415 Capital Outlay - Fleet				214,686
8415 Capital Outlay - Facilities	14,450			-
8415 Capital Outlay - Operations	-	90,886	72,403	
8415 Capital Outlay - Lab Equipment	6,500			-
8900 Transfer funds to Fund 14		444,706	444,706	
<b>TOTAL EXPENSES</b>	<b>182,402</b>	579,252	560,769	283,750
<b>Total Revenue Less Expense</b>	<b>(131,992)</b>	(528,565)	572,339	(51,780)
<b>Ending Fund Balance</b>	<b>594,026</b>	666,141	726,018	1,240,600

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

	<b>Proposed Budget 2021-2022</b>	Adopted Budget 2020-2021	Estimated Actual 2020-2021	Actual 2019-2020
<b>Beginning Fund Balance</b>	<u>2,659,312</u>	<u>1,936,790</u>	<u>1,937,837</u>	<u>1,650,638</u>
<b>REVENUE</b>				
Transfer from Vehicle Fund	-	444,706	444,706	
Interest	<b>18,395</b>	19,312	19,312	
Transfers From Operating Budget	<b>395,294</b>	395,294	395,294	299,900
Sale of Assets		18,000	-	
<b>TOTAL REVENUE</b>	<b>413,689</b>	877,312	859,312	299,900
<b>CAPITAL EXPENSES</b>				
General Common Area	<b>50,000</b>	50,000	15,300	
Building Interiors	<b>200,000</b>	200,000		
Building Exteriors	<b>48,000</b>	48,000		
Mechanical	<b>48,500</b>	48,500	15,000	12,701
Fleet	-	78,140	107,537	
<b>TOTAL EXPENSES</b>	<b>346,500</b>	424,640	137,837	12,701
<b>Total Revenue Less Expense</b>	<u><b>67,189</b></u>	<u>452,672</u>	<u>721,475</u>	<u>287,199</u>
<b>Ending Fund Balance</b>	<u><b>2,726,501</b></u>	<u>2,389,462</u>	<u>2,659,312</u>	<u>1,937,837</u>



**Coachella Valley Mosquito and  
Vector Control District**

**June 8, 2021**

**Staff Report**

**Agenda Item:** New Business

Discussion and/or approval of Resolution 2021-07 intention to levy assessments for the fiscal year 2021-22, preliminary approval of engineer's report, and providing for notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment- **David l'Anson, Administrative Finance Manager**

**Background:**

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

<b>RESOLUTION - YEAR</b>	<b>\$</b>
No. 2005-04 passed on July 26, 2005	16.00
No. 2006-04 passed on June 13, 2006	16.48
No. 2007-09 passed on June 12, 2007	16.48
No. 2008-11 passed on July 8, 2008	10.55
No. 2009-11 passed on July 14, 2009	9.14
No. 2010-16 passed on July 13, 2010	6.14
No. 2011-19 passed on July 12, 2011	3.07
No. 2012-12 passed on July 10, 2012	3.07
No. 2013-11 passed on July 9, 2013	6.07
No. 2014-11 passed on July 8, 2014	6.07
No. 2015-09 passed on July 14, 2015	6.07

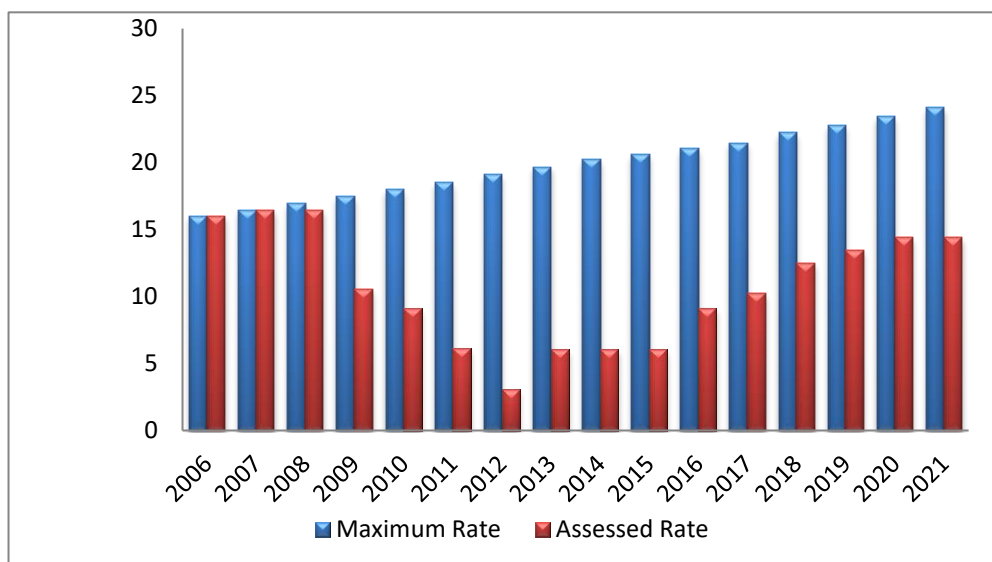
No. 2016-17 passed on July 12, 2016	9.15
No. 2017-10 passed on July 11, 2017	10.21
No. 2018-12 passed on July 10, 2018	12.49
No. 2019-08 passed on July 9, 2019	13.48
No. 2020-11 passed on July 14, 2020	14.39

This Resolution provides for the Assessment for the fiscal year 2021-22 as determined by the engineering firm, and provides for notice of a ***public hearing on July 13, 2021.***

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

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

*The Board may choose to preliminarily approve the Engineer’s Report as is, or they may approve it with changes, for example, approve the Report but with a different rate, and specify any rate from \$0.00 up to the maximum allowable rate of \$24.13.*



**Figure 1**Benefit Historical Rate

**Staff Recommendation:**

1. Proceed with approval of preliminary Engineer's Report and Resolution 2021-07
2. That the Board of Trustees take whatever action it deems necessary.

**Fiscal Impact:**

The financial impact of setting the rate to *\$14.39 per parcel* in Benefit Assessment revenue for FY 2021-22 is *\$2,276,498.71*.

**Attachments:**

- Resolution 2021-07
- Engineer's Report

**RESOLUTION NO. 2021-07**

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

**A RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR FISCAL YEAR 2021-22, PRELIMINARILY  
APPROVING ENGINEER'S REPORT,  
AND PROVIDING FOR NOTICE OF HEARING  
FOR THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT  
MOSQUITO, FIRE ANT AND DISEASE CONTROL ASSESSMENT**

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

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

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

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

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

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

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

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

SECTION 2. It is the intention of this Board to levy and collect assessments for the Mosquito, Fire Ant and Disease Control Assessment for fiscal year 2021-22. Within the Coachella Valley Mosquito and Vector Control District, the proposed projects and services are generally described as mosquito, vector and disease control services such as surveillance, source reduction, identification and elimination of removable breeding locations, identification and treatment of breeding and source locations, application of materials to eliminate larvae, disease surveillance and monitoring, public education, reporting, accountability, research and interagency cooperative activities (the "Services").

SECTION 3. The estimated fiscal year 2021-22 Mosquito, Vector & Disease Control Services and Incidental to be collected on the tax roll is \$2,276,498.71. This cost results in a proposed assessment rate of FOURTEEN DOLLARS AND THIRY-NINE CENTS (\$14.39) per single-family equivalent benefit unit in Zone A and SEVEN DOLLARS AND NINETEEN CENTS (\$7.19) per single-family equivalent benefit unit in Zone B per single-family equivalent benefit unit for fiscal year 2021-22 after contributions. The Assessments are authorized to include an annual increase equal to the change in the Riverside-San Bernardino-Ontario Area Consumer Price Index ("CPI"), not to exceed 3% (three percent) per year without a further vote or balloting process. The annual CPI change for the Riverside-San Bernardino-Ontario Area from January 2020 to January 2021 is 2.247% plus excess cumulative reserve of 0.688 from Fiscal Year 2018/19 through Fiscal Year 2020/21 bringing the total CPI to 2.935%. The maximum authorized assessment rate for fiscal year 2021-22 is \$24.13 per single family equivalent benefit unit for Zone A and \$12.06 for Zone B. The assessment rate proposed to be levied for fiscal year 2021-22 is less than the maximum authorized rate.

SECTION 4. Notice is hereby given that on July 13, 2021, at the hour of six o'clock (6:00) p.m. at the meeting chamber of the Coachella Valley Mosquito and Vector Control District headquarters located at 43-420 Trader Place, Indio, California, 92201, the Board will hold a public hearing to consider the ordering of the Services, and the levy of the assessments for fiscal year 2021-22.

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

PASSED and ADOPTED by the Board of Trustees of the Coachella Valley Mosquito and Vector Control District at a regular meeting thereof held on June 8, 2021.

AYES:  
NOES:  
ABSTAINED:  
ABSENT:

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Board of Trustees  
Coachella Valley Mosquito & Vector Control District

ATTEST:

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Secretary/Treasurer, Board of Trustees  
Coachella Valley Mosquito & Vector Control District

APPROVED AS TO FORM:

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General Counsel  
Coachella Valley Mosquito & Vector Control District





# Coachella Valley Mosquito and Vector Control District

## Mosquito, Fire Ant and Disease Control Assessment

**2021/2022 ENGINEER'S REPORT**

**Intent Meeting: June 08, 2021  
Public Hearing: July 13, 2021**

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**ENGINEER'S REPORT AFFIDAVIT**

**Mosquito, Fire Ant and Disease Control Assessment**

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

This Report describes the District and relevant zones therein including the improvements, budgets, parcels and assessments to be levied for Fiscal Year 2021/2022, as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Riverside County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the Board of Trustees.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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

By: \_\_\_\_\_  
Stacey Reynolds, Senior Project Manager  
District Administration Services

By: \_\_\_\_\_  
Tyrone Peter  
PE # C 81888

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## I. INTRODUCTION

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

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

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

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

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

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

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

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

## **II. GENERAL DESCRIPTION OF THE PROGRAMS AND SERVICES**

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

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

### III. ESTIMATE OF COSTS

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

Estimate of Cost  
Fiscal Year 2021-2022

	Total Budget
Vector Control Services and Related Expenditures	
Vector Control and Disease Prevention Operations	\$11,416,804.88
Materials, Utilities and Supplies	1,258,697.88
Capital Equipment and Fixed Assets	46,343.00
Total Vector Control Services and Related Expenditures	<b>\$12,721,845.76</b>
Less:	
Contributions from other Sources	(9,903,335.82)
Net Cost of Vector Control, Fixed Asset Equipment, Operation	<b>\$2,818,509.94</b>
Reserve/Contingency Funds <sup>(1)</sup>	(639,548.40)
Incidental Costs	
County Collection, Levy Administration, and Other Incidentals	97,537.17
<b>Total Mosquito, Vector &amp; Disease Control Services and Incidentals</b>	<b>\$2,276,498.71</b>
(Net Amount to be Assessed)	

#### Budget Allocation to Property

Zone	Total SFE Units	Assessment Per SFE	Total Assessment <sup>(2)</sup>
Zone A	158,178.69	\$14.39	\$2,276,191.38
Zone B	42.74	\$7.19	307.32
<b>Total</b>	<b>158,221.44</b>		<b>\$2,276,498.71</b>

<sup>1</sup> Contribution to or from reserve funds

<sup>2</sup> Variance from budget due to even penny requirement and rounding.

## IV. METHOD OF ASSESSMENT

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This section of the Report includes an explanation of the benefits to be *derived* from the Services provided by the District, and the methodology used to apportion the total assessment to properties within the Mosquito, Red Imported Fire Ant, and Disease Control Assessment area.

The Mosquito, Red Imported Fire Ant, and Disease Control Assessment area consists of all Assessor Parcels within the District as defined by the State Board of Equalization tax rate areas.

The method used for apportioning the assessment is based upon the proportional special benefits to be derived by the properties in the assessment area *over* and *above* general benefits conferred on real property or to the public at large. The apportionment of special benefit is a multi-step process: the first step is to identify the types of special benefit arising from the services, the second step is to estimate the general and special benefits, and the third step is to allocate the assessments to property based on the estimated *relative* special benefit for each type of property.

### A. DISCUSSION OF BENEFIT

In summary, the assessments can only be levied based on the special benefit to property. This special benefit is *received* by property *over* and *above* any general benefits from the proposed Services. With reference to the engineering requirements for property related assessments, under Proposition 218 an engineer must determine and prepare a report evaluating the amount of special benefit *received* by property within the District as a result of the improvements or services provided by a local agency. That special benefit is to be determined in relation to the total cost to that local entity of providing the service and/or improvements.

Proposition 218 as described in Article XIIIID of the California Constitution has confirmed that assessments must be based on the special benefit to property:

*"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."*

### B. BENEFIT FACTORS

In order to allocate the proposed assessments, the Engineer begins by identifying the types of special benefit arising from the aforementioned mosquito and vector control services and that would be provided to property within the assessment area. These types of special benefit are as follows:

- Increased public safety, welfare and protection of health

The proposed assessments will result in expanded and more proactive services to control and abate mosquitoes and other disease carrying or health harming insects. In addition, the proposed assessments will fund additional public health education and disease prevention services. Further, the proposed assessments will fund additional testing and monitoring services for new pathogens that may cause new diseases.

Such expanded services have proven to decrease the likelihood of the transmission of infectious diseases by mosquitoes, such as Encephalitis viruses and other infectious diseases.

This finding was confirmed in 2003 by the State Legislature:

*"Mosquitoes and other vectors, including but not limited to ticks, Africanized honey bees, rats, fleas, and flies, continue to be a source of human suffering, illness, death and a public nuisance in California and around the world. Adequately funded mosquito and vector control, monitoring and public awareness programs are the best way to prevent outbreaks of West Nile Virus and other diseases borne by mosquitoes and other vectors."<sup>1</sup>*

Also, the Legislature, in Health and Safety Code Section 2001, finds that:

*'The protection of Californians and their communities against the discomforts and economic effects of vector-borne diseases is an essential public service that is vital to public health, safety, and welfare.'<sup>2</sup>*

Moreover, the Health and Safety Code Sections 2082 et seq. establish that special benefit assessments on real property are a valid method of funding the cost of such vector control programs and services. This constitutes a legislative finding that real property receives special benefit from vector *control* programs and services.

The most important way of introduction of new arboviruses into the Coachella Valley is by the route taken by migratory birds, such as the Pacific Flyway, traveling through the Salton Sea, Sacramento Valley, and tidal marshes near San Francisco all the way to Alaska.

Property in areas with higher disease risk and/or lower public health and safety factors is less desirable and has lower utility and value. Therefore, the proposed Services improve the public health, welfare and safety of residents, employees, customers, tourists, guests, pets, animals and livestock in the Coachella Valley, which is a special or specific benefit ultimately to property in the District.

- Reductions of Potential for New Diseases and Infections in Humans

Mosquitoes have proven to be a major contributor to the spread of new diseases such as West Nile Virus ("WNV"), among others. Mosquitoes can be easily transported and their wide distribution coupled with migratory birds can cause the fast spread of disease transmissions.

*"Vector-borne diseases (including a number that are mosquito-borne) are a major public health problem internationally. In the United States, dengue and malaria are frequently brought back from tropical and subtropical countries by travelers or migrant laborers, and autochthonous transmission of malaria and dengue occasionally occurs. In 1998, 90 confirmed cases of dengue and 1,611 cases of malaria were reported in the USA and dengue transmission has occurred in Texas."<sup>3</sup>*

*According to the CDC.gov website the last reported continental dengue outbreak was in south Texas in 2005 and about 1,500 cases of malaria are diagnosed in the United States each year based on information gather through 2015.*



From the time of introduction to United States in 1999, Center for Diseases Control (CDC) has reported 30,702 human cases of West Nile virus, and 1,220 fatalities. In California from the time of introduction 2003 - 2,989 human cases were recorded, with 198 fatalities

*"During 2004, 40 states and the District of Columbia (DC) have reported 2,313 cases of human WNV illness to CDC through ArboNET. Of these, 737 (32%) cases were reported in California, 390 (17%) in Arizona, and 276 (12%) in Colorado. A total of 1,339 (59%) of the 2,282 cases for which such data were available occurred in males; the median age of patients was 52 years (range: 1 month--99 years). Date of illness onset ranged from April 23 to November 4; a total of 79 cases were fatal."*<sup>4</sup>

*(According to the Centers for Disease Control and Prevention on January 19, 2004, a total of 2,470 human cases and 88 human fatalities from WNV have been confirmed)*

The Services funded by the Assessments will help prevent, on a year-round basis, new diseases and the vectors that transmit diseases. This is an important public health service that ultimately benefits property in the District.

- Enhanced quality of life, desirability of the area and utility of property

The proposed assessments will enhance the control and abatement of mosquitoes, vector populations and other harmful and nuisance insects. This will serve to increase the quality of life and "livability" of property in the Coachella Valley. This enhanced livability and quality of the area will make the area more desirable for residents, customers, guests, tourists and employees. This is a special benefit to residential, commercial, agricultural and industrial properties in the District.

In addition to health related factors, uncontrolled mosquito and vector populations create a nuisance for residents, employees, customers, tourists, farm workers and guests. Properties benefit from the improved environment that is created by the services provided by the Assessment. Agricultural and rangeland properties in the District benefit from the reduced nuisance value and harm to livestock and employees from lower mosquito and vector populations.

Excessive mosquitoes and other vectors in the area can materially diminish the utility and usability of property. For example, prior to the commencement of mosquito control and abatement services, many areas in the State and around the San Francisco Bay were considered to be nearly uninhabitable during the times of year when the mosquito populations were high.<sup>5</sup> The prevention or reduction of such diminished utility of property caused by mosquitoes is clearly a special benefit to property in the District.

The State Legislature made the following finding on this issue:

*"Excess numbers of mosquitoes and other vectors spread diseases of humans, livestock, and wildlife, reduce enjoyment of outdoor living spaces, both public and private, reduce property values, hinder outdoor work, reduce livestock productivity; and mosquitoes and other vectors can disperse or be transported long distances from their sources and are, therefore, a health risk and public nuisance; and professional mosquito and vector control based on scientific research has made great advances in reducing mosquito and vector populations and the diseases they transmit."*<sup>6</sup>

- Increased public awareness and understanding of how to protect themselves, their property and pets and livestock from diseases carried by insects and small mammals.

The proposed assessments will fund public education and awareness programs designed to better protect residents, employees, customers, tourists, guests and their pets and livestock from the risk, harm and nuisance created by vectors and other harmful insects and small mammals. This is a special benefit ultimately to property in the District.

The State Legislature has also made a finding in this regard:

*"Public awareness can result in reduced production of mosquitoes and other vectors on private, commercial, and public lands by responsible parties, avoidance of the bites of mosquitoes and other vectors when the risk of West Nile Virus and other disease transmission is high, detection of human cases of mosquito and vector-borne diseases that may otherwise be misdiagnosed for lack of appropriate laboratory testing".<sup>7</sup>*

- Protection of economic activity

Outbreaks and other public health threats can have a drastic negative effect on tourism, business and residential activities. The proposed assessments will help to prevent the likelihood of such outbreaks. This is a benefit to business, agriculture and residential properties in the District.

Prior to the commencement of the mosquito and vector control services provided by the District in its current service areas, mosquitoes hindered, annoyed and harmed residents, guests, visitors, farm workers, and business employees to a much greater degree. A vector-borne disease outbreak and other related public health threats would have a drastic negative effect on tourism, business and residential activities in the District.

The economic impact of diseases is well documented. According to a study prepared for the Centers for Disease Control and Prevention, the transmission of West Nile Virus in Louisiana was estimated to cost over \$20 million over approximately one year:

*'The estimated cost of the Louisiana epidemic was \$20.1 million from June 2002 to February 2003, including a \$10.9 million cost of illness (\$4.4 million medical and \$6.5 million nonmedical costs) and a \$9.2 million cost of public health response. These data indicate a substantial short-term cost of the WNV disease epidemic in Louisiana.'<sup>8</sup>*

Moreover, a study conducted in 1996-97 of La Crosse Encephalitis (LACE), a human illness caused by a mosquito-transmitted virus, found a lifetime cost per human case at \$48,000 to \$3,000,000 and found that the disease significantly impacted life spans of those who were infected. Following is a quote from the study which references the importance and value of active vector control services of the type that are funded by the assessments:

*The socioeconomic burden resulting from LACE is substantial, which highlights the importance of the illness in western North Carolina, as well as the need for active surveillance, reporting, and prevention programs for the infection.<sup>9</sup>*

The services to be funded by the proposed assessments will help to prevent the likelihood of such outbreaks in the District and will reduce the nuisance and harm caused by existing

mosquito populations. This is a benefit to the economic activity for business, agriculture and residential properties in the District.

- Protection of the Coachella Valley's tourism, agriculture and business industries

Tourism is a significant component of the economic and business base in the District. The tourism and business industries in the Coachella Valley would benefit from reduced levels of harmful or nuisance mosquitoes and other vectors. Conversely, any outbreaks of emerging vector-borne pathogens such as West Nile Virus could also materially affect these industries.

Diseases transmitted by mosquitoes and other vectors can adversely impact business and recreational functions.

Cases of West Nile Virus disease in horses have been documented, either by virus isolation or by detection of WNV virus-neutralizing antibodies in 1999, 2000, and 2001. Approximately 40% of equine WNV virus cases results in the death of the horse. Horses become infected with WNV virus in the same way humans become infected, by the bite of infectious mosquitoes. In November 2002, a vaccine intended to aid in the prevention of WNV in horses was licensed by the Veterinary Services division of the U.S. Department of Agriculture's Animal and Plant Health Inspection Service.

*Pesticides for mosquito control impart economic benefits to agriculture in general. Anecdotal reports from farmers and ranchers indicate that cattle, if left unprotected, can be exsanguinated by mosquitoes, especially in Florida and other southeast coastal areas. Dairy cattle produce less milk when bitten frequently by mosquitoes. Per the EPA Public Health Benefits Assessment 1, the Centers for Disease Control (CDC) states that fenthion is needed to counter malathion-resistant mosquitoes in Florida and played a role in the rotation of adulticides for resistance management, and otherwise for control of the very important Aedes spp. salt marsh mosquitoes and Culex nigripalpus.<sup>11</sup>*

The proposed assessments will serve to protect the tourists, employees and other businesses and residents that benefit from these industries. This is ultimately a special benefit to property in the District.

- Wildlife Protection

In addition to domesticated animals, uncontrolled mosquitoes and vectors are a significant risk to wildlife and local ecosystems. Bird populations are especially vulnerable to mosquito-borne diseases, as are wild mammals such as bats, chipmunks and raccoons.

*"The spread of the virus by birds and mosquitoes has significant implications for animal health as well. Animal health officials are concerned about the potential effects on wildlife and other animals, particularly those birds that are susceptible to fatal illness from the virus. The evidence currently points to a mosquito-bird cycle being primarily responsible for the spread of WNV. The WNV vector is the same mosquito vector as St. Louis Encephalitis, Culex tarsalis and Culex quinquefasciatus. Because of this bird-mosquito cycle, numerous species of birds are at risk and have died from WNV."<sup>12</sup>*

Properties in areas with reduced wildlife inherently become somewhat less desirable. Although this may be a somewhat less significant factor, the cumulative benefit from all

benefit factors must be evaluated in context of the small proposed assessment. It is reasonable to conclude that the cumulative benefit exceeds the proposed assessment.

- Reduced risk of nuisance and liability

Agricultural, range, golf course, cemetery, open space, marsh lands, and other such lands contain large areas of mosquito and vector habitat and are therefore a significant source of mosquito and vector populations in the District's area of service. In addition, residential and business properties can also contain significant sources. It is conceivable that known sources of mosquitoes could be held liable for the transmission of diseases or other harm. For example, in August 2004, the City of Los Angeles approved new fines of up to \$1,000 per day for homeowners who don't remove standing water sources of mosquitoes on their property.

The proposed Services to be provided by the District will reduce the mosquito and vector related nuisance and health liability to properties in the District. Moreover, emerging vector-borne pathogens such as the West Nile Virus are a significant threat to horses. The reduction of that risk of liability constitutes a special benefit to property in the District, in addition to the benefits conferred due to the reduced impact of mosquito and vector populations on residents, employees, customers, tourists, guests and livestock, pets, and wildlife.

The above benefit factors, when applied to property in the District, confer special benefits to property and create specific enhancement of property values because properties are more desirable, usable and valuable in areas with improved public health, welfare, safety, quality of life and environment and reduced nuisance factors. These are special benefits to each parcel of property in much the same way that storm drainage, sewer service, water service, sidewalks and paved streets enhance the utility and attractiveness of each parcel of property providing them with more utility of use and making them safer, easier to market, and, ultimately, more valuable.

It should also be noted that Proposition 218 contained a specific exemption for existing vector assessments and other "traditional" assessments for sidewalks, streets, sewers, water, flood control and drainage systems from the new balloting approval procedures it established. In the Statement of Drafter's Intent, the Howard Jarvis Taxpayers Association (HJTA), the authors of Proposition 218, further confirmed that vector assessments were an acknowledged and "traditional" use of assessments. Therefore they granted existing vector assessments an exemption from the new balloting requirements. Furthermore, the HJTA acknowledged that new vector assessments would be subject to the Proposition 218 balloting requirements. This acknowledgement indicates that the HJTA recognized vector control services as a "traditional" use of assessments, that they acknowledged that new vector assessments may be formed after Proposition 218 and inherently, therefore, that vector control services confer special benefit to properties.<sup>13</sup>

In summary, the direct special benefits described in this Report ultimately enhance the economic values of all benefiting real properties in excess of the proposed assessments for these properties. In other words, the assessment engineer finds that the cumulative benefits to property from the Services are reasonably equal to or greater than the annual proposed assessment amount per home and benefit unit.

### **C. GENERAL VERSUS SPECIAL BENEFIT**

As previously discussed, the proposed assessments will fund comprehensive, year-round mosquito, other vector control and disease surveillance and control services that will clearly confer special benefits to the underlying properties in the Coachella Valley. These benefits are expressed to the underlying property by the property owners, guests, employees and tenants who will enjoy a more habitable, safer and more desirable place to live, work or visit.

While the District is the principal vector control agency in the Coachella Valley that controls the spread of mosquito-borne disease as well as mosquito populations, the District does provide a degree of general benefit to the public at large. A measure of this benefit is the proportion of its services that affect those who are not residents, employees, customers, or property owners in the Coachella Valley. Each year, the District provides some of its services in areas near the boundaries of Riverside County, specifically in areas bordering Imperial County, as well as areas bordering the District's westerly boundaries, west of Palm Springs. By abating mosquito populations near the borders of Riverside County and near the borders of the District on the West and East sides, the Services could provide benefits in the form of reduced mosquito and vector populations and reduced risk of disease transmission to properties outside the District. The District conservatively estimates that less than 5% of its operating budget is allocated towards providing services that may, in part, benefit surrounding areas not within the Coachella Valley. Although it can be argued that services near the County and District boundaries are offset by similar offsetting benefits to property in the District from services received in most of the other adjoining Counties, we use the full percentage because it is a more conservative measure.

Another component of general benefit is to those people who visit the Coachella Valley but do not live, shop or work within the proposed assessment area. It has been conservatively estimated that fewer than 5% of the people who visit the Coachella Valley do not live, shop or work within the District. Therefore, 5% of potential benefits to the greater public that visit the District but do not live, work or shop there is another measure of the general benefits from the Mosquito, Red Imported Fire Ant, and Disease Control Assessment.

Using an average of these two measures of general benefit, we find that a maximum of 5% of the benefits conferred by the proposed Mosquito, Fire Ant and Disease Control Assessment are determined to be general in nature. Therefore, 5% of the benefits conferred by the proposed services and improvements are general in nature and must be funded by sources other than the assessment.

The proposed mosquito, fire ant and disease control assessment total budget for mosquito and vector abatement, disease control, and capital improvement is \$12,721,846. Of this total budget amount, the District will contribute about \$9,903,336 or approximately 78% of the total budget from sources other than the Mosquito, Red Imported Fire Ant, and Disease Control assessment. This contribution offsets any general benefits from the Mosquito, Red Imported Fire Ant, and Disease Control Assessment Services.

### **D. METHOD OF ASSESSMENT**

The third step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each

property in relation to a single family home, or, in other words, on the basis of Single Family Equivalent ("SFE"). This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefit and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. For the purposes of this Engineer's Report, all properties are designated a SFE value, which is each property's relative benefit in relation to a single family home on an average sized residential parcel. The "benchmark" property is the single family detached dwelling which is one (1) Single Family Equivalent or one (1) SFE.

In the process of determining the appropriate method of assessment, the Engineer considered various alternatives. For example, a fixed assessment amount per parcel for all residential improved property was considered but was determined to be inappropriate because agricultural lands, commercial property and other property also receive benefits from the assessments. Likewise, an assessment exclusively for agricultural land was considered but deemed inappropriate because other types of property, such as residential and commercial, also receive the special benefit factors described previously. An assessment primarily for the properties with sources of mosquitoes was considered but deemed inappropriate because these properties often have limited economic value and usage by people and because mosquitoes typically fly from their source breeding locations to places occupied by people and animals. Furthermore, even urban residential properties can and do generate their own, often significant, populations of mosquito and vector organisms.

A fixed or flat assessment was deemed to be inappropriate because larger residential, commercial and industrial properties receive a higher degree of benefit than other similarly used properties that are significantly smaller. (For two properties used for commercial purposes, there is clearly a higher benefit provided to a property that covers several acres in comparison to a smaller commercial property that is on a 0.25 acre site. The larger property generally has a larger coverage area and higher usage by employees, customers, tourists and guests that would benefit from reduced mosquito and vector populations, as well as the reduced threat from diseases carried by mosquitoes and other vectors. This benefit ultimately flows to the property). Larger commercial, industrial and apartment parcels, therefore, receive an increased benefit from the assessments.

Therefore, the Engineer determined that the appropriate method of assessment should be based on the type and potential use of property, the relative size of the property and its location. This method is further described below.

## **E. ZONES OF BENEFIT**

The District's mosquito, fire ant, and disease control programs, projects and services that will be funded by the proposed Mosquito, Fire Ant and Disease Control Assessment will be provided in all areas within the District boundaries. However, areas north of the Colorado River Aqueduct, which are areas occupied by the Joshua Tree National Park, the Pinto Mountains and the southern ridge of the Twenty nine Palms Mountains, are more remotely located and receive a reduced level of Services and corresponding benefits relative to other parcels in the District. These areas are hereinafter referred to as Zone of Benefit B or Zone B and are depicted on the Assessment Diagram included with this Report. All other parcels within the District boundaries are within Zone A.

Using District estimates for the amount of Services provided to parcels north of the Colorado River Aqueduct (Zone B) relative to the level of Services in Zone A, we find that parcels in Zone B receive approximately one-half of the average level of Services and benefits provided to other parcels in the District (Zone A). Therefore, parcels in Zone B receive 50% of the assessment rate per benefit unit.

## **F. ASSESSMENT APPORTIONMENT**

The special benefits derived from the Mosquito, Fire Ant and Disease Control Assessment are conferred on property and are not based on a specific property owner's occupancy of property or the property owner's demographic status, such as age or number of dependents. However, it is ultimately people who do or could use the property and who enjoy the special benefits described above. Therefore, the opportunity to use and enjoy the region within the District without the excessive nuisance, diminished "livability" or the potential health hazards brought by mosquitoes, vectors, and the diseases they carry is a special benefit to properties in the District. This benefit is related to the number of people who potentially live on, work at, visit or otherwise use the property, because people ultimately determine the value of the benefits by choosing to live, work and/or recreate in the area, and by choosing to purchase property in the area.

### **RESIDENTIAL PROPERTIES**

All improved residential properties that represent a single residential dwelling unit are assigned one Single Family Equivalent ("SFE") or 1.0 SFE. Traditional houses, zero-lot line houses, and town homes are included in this category.

Single family residential properties in excess of one acre receive additional benefit relative to a single family home on less than one acre, because the larger parcels provide more area for mosquito sources and District vector services. Therefore, such larger parcels receive additional benefits relative to a single family home on less than one acre and are assigned 1.0 SFE for the residential unit and an additional rate of 0.002 SFE per one-fifth acre of land area in excess of one acre. Mobile home parcels on a separate parcel and in excess of one acre also receive this additional acreage rate.

Other types of properties with residential units, such as agricultural properties, are assigned the residential SFE rates for the dwelling units on the property and are assigned additional SFE benefit units for the agricultural-use land area.

Properties with more than one residential unit are designated as multi-family residential properties. These properties, along with condominiums, benefit from the services and improvements in proportion to the number of dwelling units that occupy each property, the average number of people who reside in each property, and the average size of each property in relation to a single family home in Riverside County. This Report analyzed Riverside County population density factors from the 2000 US Census as well as average dwelling unit size for each property type. After determining the Population Density Factor and Square Footage Factor for each property type, an SFE rate is generated for each residential property structure, as indicated in Figure 3 below.

The SFE factor of 0.36 per dwelling unit for multifamily residential properties applies to such properties with two to four units (duplex, triplex, fourplex). Properties in excess of 5

units typically offer on-site management, monitoring and other control services that tend to offset some of the benefits provided by the mosquito and vector control district. Therefore, the benefit for properties in excess of 5 units is determined to be 0.25 SFE per unit for the first 20 units and 0.10 SFE per each additional unit in excess of 20 dwelling units.

**Figure 3 - Riverside County Residential Assessment Factors**

	Total Population	Occupied Households	Persons per Household	Population Density Equivalent	Sqft. Factor	SFE Rate
Single Family Residential	1,068,257	327,073	3.27	1.00	1.00	1.00
Condominium	73,926	28,805	2.57	0.79	0.70	0.55
Duplex, Triplex, Fourplex	74,640	25,789	2.89	0.89	0.40	0.36
Multi-Family Residential, 5+ Units	146,765	62,396	2.35	0.72	0.34	0.25
Mobile Home on Separate Lot	144,064	60,164	2.39	0.73	0.36	0.26

Source: 2000 Census, Riverside County and property dwelling size information from the Riverside County Assessor data.

**COMMERCIAL/INDUSTRIAL PROPERTIES**

Commercial and industrial properties are generally open and operated for more limited times, relative to residential properties. Therefore, the relative hours of operation can be used as a measure of benefits, since employee density also provides a measure of the relative benefit to property. Since commercial and industrial properties are typically open and occupied by employees approximately one-half the time of residential properties, it is reasonable to assume that commercial land uses receive one-half of the special benefit on a land area basis relative to single family residential property.

The average size of a single family home with 1.0 SFE factor in Riverside County is 0.20 acres. Therefore, a commercial property with 0.20 acres receives one-half the relative benefit, or a 0.50 SFE factor.

The SFE values for various commercial and industrial land uses are further defined by using average employee densities because the special benefit factors described previously are also related to the average number of people who work at commercial/industrial properties.

To determine employee density factors, this Report utilizes the findings from the San Diego County Association of Governments Traffic Generators Study (the "SANDAG Study") because these findings were approved by the State Legislature which determined the SANDAG Study to be a good representation of the average number of employees per acre of land area for commercial and industrial properties. As determined by the SANDAG Study, the average number of employees per acre for commercial and industrial property is 24. As presented in Figure 4, the SFE factors for other types of businesses are determined relative to their typical employee density in relation to the average of 24 employees per acre of commercial property.



Commercial and industrial properties in excess of 5 acres generally involve uses that are more land intensive relative to building areas and number of employees (lower coverage ratios). As a result, the benefit factors for commercial and industrial property land area in excess of 5 acres is determined to be the SFE rate per fifth acre for the first 5 acres and the relevant SFE rate per each additional acre over 5 acres. Institutional properties that are used for residential, commercial or industrial purposes are also assessed at the appropriate residential, commercial or industrial rate.

Self-storage, winery and golf course property benefit factors are similarly based on average usage densities. Figure 4 below lists the benefit assessment factors for such business properties.

### AGRICULTURAL, RANGELAND AND CEMETERY PROPERTIES

Utilizing research and agricultural employment reports from UC Davis and the California Employment Development Department and other sources, this Report calculated an average usage density of 0.05 people per acre for agriculture property, 0.01 for rangelands and timber and 1.2 for cemeteries. Since these properties typically are a source of mosquitoes and/or are typically closest to other sources of mosquitoes and other vectors, it is reasonable to determine that the benefit to these properties is twice the usage density ratio of commercial properties. The SFE factors per 0.20 acres of land area are shown in the following Figure 4.

**Figure 4 - Commercial/Industrial Benefit Assessment Factors**

Type of Commercial/Industrial Land Use	Average Usage Per Acre <sup>1</sup>	SFE Units per Fraction Acre <sup>2</sup>
Commercial	24	0.500
Office	68	1.420
Shopping Center	24	0.500
Industrial	24	0.500
Self-Storage or Parking Lot	1	0.021
Wineries	12	0.250
Golf Course	3	0.063
Cemeteries	1.200	0.050
Agricultural/Vineyard	0.050	0.0021
Timber/Dry Rangelands	0.010	0.00042

1. Source: San Diego Association of Governments Traffic Generators Study, University of California, Davis and other studies and sources

2. The SFE factors for commercial and industrial parcels indicated above are applied to each fifth acre of land area or portion thereof, (Therefore, the minimum assessment for any assessable parcel in these categories is the SFE Units listed herein.)

## VACANT PROPERTIES

The benefit to vacant properties is determined to be proportional to the corresponding benefits for similar type developed properties. However, vacant properties are assessed at a lower rate due to the lack of active benefits, as measured by use by residents, employees, customers and guests. A measure of the benefits accruing to the underlying land is the average value of land in relation to improvements for developed property. An analysis of the assessed valuation data from the County of Riverside found that 25% of the assessed value of improved properties is classified as land value. Since vacant properties have very low to zero population/use densities until they are developed, a 50% benefit discount is applied to the valuation factor of 0.25 to account for the current low use density and potential for harm or nuisance to the property owner or his residents, employees, customers and guests. The combination of these measures results in a 0.125 factor. It is reasonable to assume, therefore, that approximately 12.5% of the benefits are related to the underlying land and 87.5% are related to the day-to-day use of the property. Using this ratio, the SFE factor for vacant parcels is 0.125 per parcel.

## OTHER PROPERTIES

Article XIID stipulates that publicly owned properties must be assessed unless those properties are reasonably determined to receive no special benefit from the assessment. All properties that are specially benefited are assessed. Publicly owned property that is used for purposes similar to private residential, commercial, industrial or institutional uses is benefited and assessed at the same rate as such privately owned property. Other public properties such as watershed parcels, parks, open space parcels are determined to, on average, receive similar benefits as a single family home. Therefore such parcels are assessed an SFE benefit factor of 1. Miscellaneous, small and other parcels such as roads, right-of-way parcels, and common areas typically do not generate significant numbers of employees, residents, customers or guests and have limited economic value. These miscellaneous parcels receive minimal benefit from the Services and are assessed an SFE benefit factor of 0.

Church parcels, institutional properties, and property used for educational purposes typically generate employees on a less consistent basis than other non-residential parcels. Therefore, these parcels are determined to, on average, receive similar benefits as a single family home. Therefore such parcels are assessed an SFE benefit factor of 1.

## APPEALS

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the General Manager of the Coachella Valley Mosquito and Vector Control District or his or her designee. Any such appeal is limited to correction of an assessment during the then current Fiscal Year or, if before July 1, the upcoming fiscal year.

## G. ASSESSMENT RANGE FORMULA

The assessment is subject to an annual adjustment tied to the Consumer Price Index for the Los Angeles – Orange - Riverside Area as of December of each succeeding year (the

"CPI"), with a maximum annual adjustment not to exceed 3%. The assessment rate per single family equivalent benefit unit for the Mosquito, Fire Ant and Disease Control Assessment may increase in future years by an amount equal to the annual change in the CPI, not to exceed 3% per year. In the event that the annual change in the CPI exceeds 3%, any percentage change in excess of 3% can be cumulatively reserved and can be added to the annual change in the CPI for years in which the CPI change is less than 3%.

The annual CPI change for the Riverside-San Bernardino-Ontario Area from January 2020 to January 2021 is 2.247% plus excess cumulative reserve of 0.688 from Fiscal Year 2018/19 through Fiscal Year 2020/21 bringing the total CPI to 2.935% . The maximum authorized assessment rate for Zone A for fiscal year 2021/2022 is \$24.13 per single family equivalent benefit unit. The proposed fiscal year 2021/2022 assessment rate per single family equivalent benefit unit for the Mosquito, Fire Ant and Disease Control Assessment is \$14.39 which is less than the maximum allowable rate. The maximum assessment rate for Zone B for fiscal year 2021/2022 is \$12.06 and the proposed rate for this zone is \$7.19.

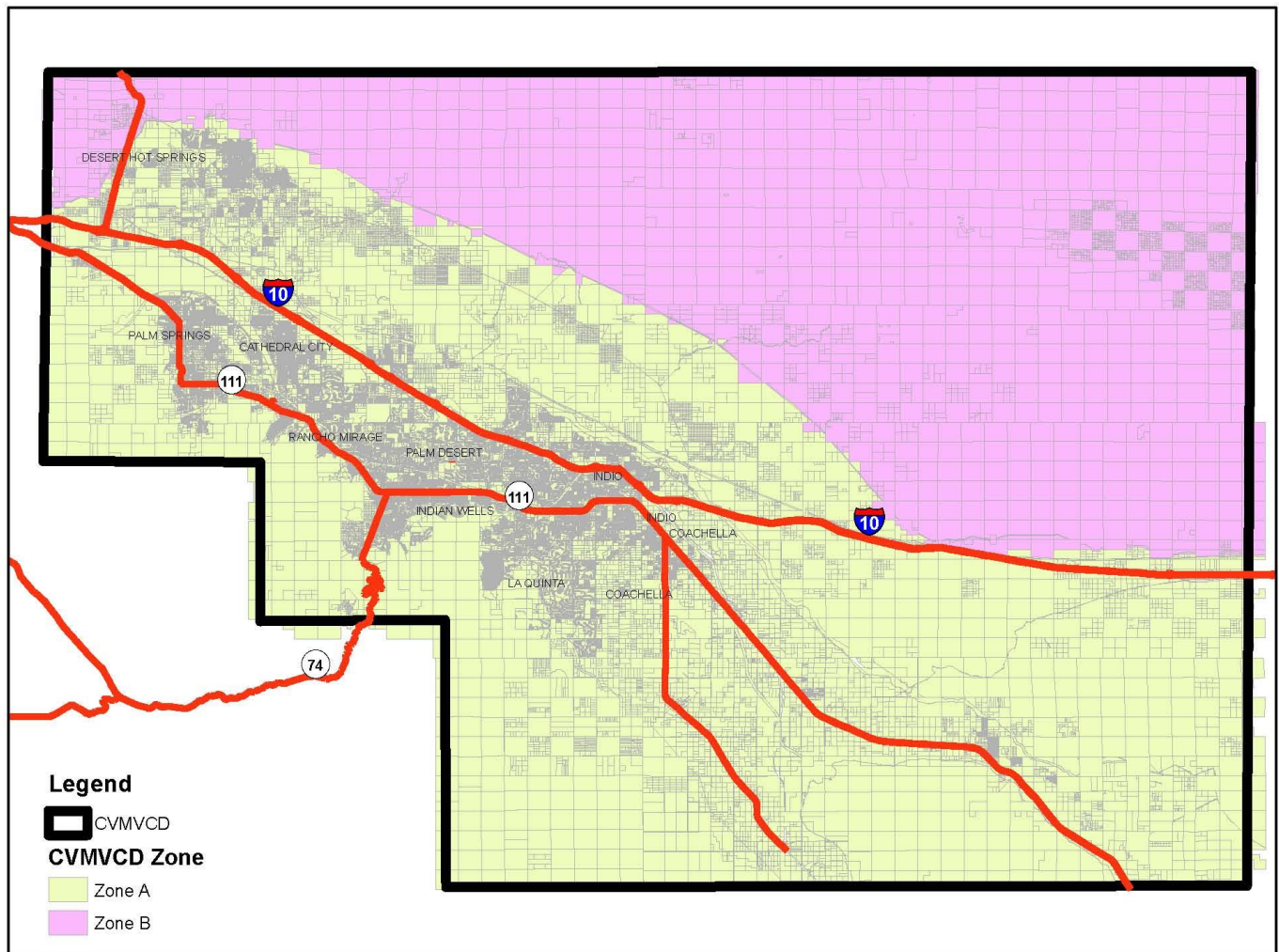
Since property owners, in the assessment ballot proceeding conducted in 2005, approved the initial assessment including the CPI adjustment schedule, the assessment may be levied annually and may be adjusted by up to the maximum annual CPI adjustment without any additional assessment ballot proceeding.

## V. ASSESSMENT DIAGRAM

The proposed Mosquito, Fire Ant and Disease Control Assessment area includes all properties within the boundaries of the Coachella Valley Mosquito and Vector Control District.

The boundaries of the Mosquito, Fire Ant and Disease Control Assessment area are displayed on the following diagram.

### CVMVCD



## VI. END NOTES

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1. Assembly Concurrent Resolution 52, chaptered April 1, 2003
2. As an example of how travel can introduce new vectors and diseases, health officials think that the first human case of West Nile Virus in California (in 2002) was from a mosquito that was transported by car or plane from another state with proven West Nile Virus activity.
3. Rose, Robert. (2001). Pesticides and Public Health: Integrated Methods of Mosquito Management. Emerging Infectious Diseases. Vol. 7(1); 17-23.
4. Center for Disease Control. (2004). West Nile Virus Activity --- United States, November 9--16, 2004. Morbidity and Mortality Weekly Report. 53(45); 1071-1072.
5. Prior to the commencement of modern mosquito control services, areas in the State of California such as the San Mateo Peninsula, Napa County and areas in Marin and Sonoma Counties had such high mosquito populations that they were considered to be nearly unlivable during certain times of the year and were largely used for part-time vacation cottages that were occupied primarily during the months when the natural mosquito populations were lower.
6. Assembly Concurrent Resolution 52, chaptered April 1, 2003
7. Ibid
8. Zohrabian A, Meltzer MI, Ratard R, Billah K, Molinari NA, Roy K, et al. West Nile Virus economic impact, Louisiana, 2002. Emerging Infectious Disease, 2004 Oct. Available from <http://www.cdc.gov/ncidod/EID/voll0nol0/03-0925.htm>
9. Utz, J. Todd, Apperson, Charles S., Maccormack, J. Newton, Salyers, Martha, Dietz, E. Jacquelin, Mcpherson, J. Todd, Economic And Social Impacts Of La Crosse Encephalitis In Western North Carolina, Am J Trop Med Hyg 2003 69: 509-518
10. S. Geiser, A. Seitzinger, P. Salazar, J. Traub-Dargatz, P. Morley, M. Salman, D. Wilmot, D. Steffen, W. Cunningham, Economic Impact of West Nile Virus on the Colorado and Nebraska Equine Industries: 2002, April 2003, Available from [http://www.aphis.usda.gov/vs/ceah/cnahs/nahms/equine/wnv2002\\_CO\\_NB.pdf](http://www.aphis.usda.gov/vs/ceah/cnahs/nahms/equine/wnv2002_CO_NB.pdf)
11. Jennings, Allen. (2001). USDA Letter to EPA on Fenthion IRED. United States Department of Agriculture, Office of Pest Management Policy. March 8, 2001.
12. U.S. Government Accounting Office (GAO), "West Nile Virus Outbreak: Lessons for Public Health Preparedness." GAO Report Number GAO/HEHS-00-180, September, 2000. Page 17.
13. "This is the "traditional purposes" exception. These existing assessments do not need property owner approval to continue. However, future assessments for these traditional purposes are covered." Howard Jarvis Taxpayers Association, "Statement of Drafter's Intent", January 1997.

## ***VII. ASSESSMENT ROLL***

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Reference is hereby made to the Fiscal Year 2021/2022 Assessment Roll in and for said assessment proceedings on file in the office of the General Manager of the District, as said Assessment Roll is too voluminous to be bound with this Engineer's Report.