



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, May 11, 2021

6:00 p.m.

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

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

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: **884 4391 8892** or click this link to join: <https://us02web.zoom.us/j/88443918892>. 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 May 11, 2021, at 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. Pledge of Allegiance**
- 3. Roll Call**
- 4. Confirmation of Agenda**
- 5. Public Comments**

Those wishing to address the Board should send an email to the Clerk of the Board by 2:30 p.m. on May 11, 2021, at 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.

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 (Pg. 6)**

7. Board Reports

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

Executive Committee oral report and Executive Committee meeting Minutes for April 30, 2021 **(Pg. 9)**

B. **Finance Committee – Clive Weightman, Treasurer**

Finance Committee oral report and Minutes for March 9, April 13, and May 4, 2021 meetings **(Pg. 13)**

C. **Prerecorded Reports**

[\(CLICK HERE TO VIEW\)](#): General Manager’s Report – **Jeremy Wittie, M.S., General Manager**

[\(CLICK HERE TO VIEW\)](#): Arbovirus Risk and Response Update – **Jennifer Henke, M.S., Laboratory Manager; Roberta Dieckmann, Operations Manager; and Tammy Gordon, M.A., Public Information Officer**

Questions and/or comments from Trustees regarding the reports.

8. Items of General Consent

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

A. Minutes for March 9, 2021 Board Meeting (**Pg. 19**)

B. Approval of expenditures for March 6, 2021 to May 11, 2021 (**Pg. 29**)

C. Informational Items:

- Financials – **David l’Anson, MPA, MBA/ACC., Administrative Finance Manager (Pg.32)**
- Board Business Log (**Pg. 46**)
- Correspondence (**Pg. 48**)
- Important Budget Meeting Dates, **Finance Committee (Pg. 53)**
Staff Reports:
 - AMCA 2021 Virtual Conference – **Jennifer Henke, Laboratory Manager (Pg. 54)**
 - **AMCA Boyd Ariaz Grassroots Awardees Videos**
[\(CLICK HERE TO VIEW\)](#) Mark Kensington
[\(CLICK HERE TO VIEW\)](#) Trinidad Haro
 - Government Social Media virtual conference 2021 - **Luz Moncada, Community Liaison (Pg. 56)**
 - Appointment of Trustee Bito Larson to MVCAC Drone Committee - **Benjamin Guitron, President (Pg. 57)**

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 (Pg. 58)**

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 (Pg. 64)**

C. Review and approve Resolution 2021-05 to adopt the amendments to Trustee Bylaws – **Lena Wade, General Counsel on behalf of the Executive Committee (Pg. 106)**

D. Discussion regarding return to in-person meetings – **Lena Wade, General Counsel on behalf of the Executive Committee (Pg.126)**

10. New Business

A. Appointment of ad hoc Research Committee – **Benjamin Guitron, Board President (Pg. 128)**

B. Appointment of ad hoc Building Committee - **Benjamin Guitron, Board President (Pg. 130)**

C. Discussion of Sterile Insect Technique – **Jennifer Henke, M.S., Laboratory Manager (Pg. 131)**

11. 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.

12. Comments by General Counsel

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

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

14. Adjournment

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



Certification of Posting


I certify that on May 7, 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 May 7, 2021.

Melissa Tallion, Clerk of the Board



RECOGNITION

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: center;">May 11, 2021</p>
<p>Agenda Item: Recognition</p> <p>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</p>		
<p>Background:</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>Attachment:</p> <ul style="list-style-type: none"> • Proclamation of the Board of Trustees in recognition of Jess Lucia 		



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 11th DAY OF MAY 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

TIME AND DATE: 2:00 p.m. Friday, April 30, 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: Mr. Brad Anderson

OTHERS PRESENT:

Jeremy Wittie, M.S., General Manger
Edward Prendez, IT Manager
Graciela Morales, HR Specialist
Melissa Tallion, Clerk of the Board

1. **Call to Order:** President Guitron called the meeting to order at 2:04 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 - Mr. Anderson stated that he would like to give his opinion/public comment on agenda items when the item is called and being considered. President Guitron noted Mr. Anderson's concerns.

B. NON-AGENDA ITEMS - Mr. Anderson stated he felt the District limits his participation in meetings and claimed the agenda packet was not available online. Staff and committee members confirmed the agenda was posted/distributed within the appropriate

timeframe. Mr. Anderson also stated the New Business Drone Committee is something new and he did not have any information and therefore, unable to give comment. President Guitron noted Mr. Anderson's concerns and stated staff and counsel will prepare a written response for Mr. Anderson as to his concerns of the draft Board meeting agenda and supporting documentation not being available.

5. Review of May 11, 2021, draft Board meeting agenda

The draft May Board meeting agenda was reviewed by the Committee. It was recommended that item (9D) be added to Old Business to discuss in-person meetings. It was suggested to add a hyperlink on the Board agenda as a reminder to watch the pre-recorded videos. The Committee finds the information informative. It was suggested that Jeremy Wittie, General Manager include a virus risk status during his GM report and the drone staff report is placed under items of General Consent. New Business item 10D will be presented by Jennifer Henke, M.S., live on zoom.

6. New Business:

a. Discuss Board Resolution 2020-05

A discussion ensued regarding the opening of California on June 15, 2021, and how that would impact future meetings. Jeremy Wittie, M.S., General Manager discussed the District staff and how to safely open the District offices if the Executive Orders are repealed. President Guitron said that he is in favor of returning to in-person meetings as long as Jeremy Wittie, M.S., General Manager with the support of HR/Risk Management and our Legal Counsel agrees. The Committee also spoke to Edward Prendez, IT Manager about the possibility of a hybrid option (zoom and in-person) meetings. Edward said that we have the technology to be able to conduct meetings with a hybrid option (headsets are available without noise interference).

b. Discussion of Staff Pre-recorded Presentations for Board Meetings

The Committee would like a "watch here" link added to draw attention to the videos. A discussion ensued about the time commitments of putting together the pre-recorded videos and it was suggested that informative videos should be pre-recorded as long as the recording of the videos does not interfere with staff getting their job done. GM reports or risk updates should be given in a live format.

c. Appointment of Trustee Bito Larson to MVCAC Drone Committee

President Guitron would like to bring this item to the full Board on May 11, 2021.

7. Trustee/staff comments

Clive Weightman said that Jeremy Wittie, M.S., General Manager gave a report at the Indian Wells City Council meeting and said that the report was well received. The Mayor of Indian Wells thanked Jeremy Wittie, M.S., General Manager for his thorough report.

8. Confirmation of next meeting

The next meeting was scheduled for Friday, May 21 at 2 p.m.

9. Adjournment

The meeting was adjourned by President Guitron at 3:01 p.m.

DRAFT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Finance Committee Meeting Via Zoom
Minutes**

TIME: 4:30 p.m. **DATE:** March 9, 2021

LOCATION: 43420 Trader Place Indio, CA 92201

COMMITTEE MEMBERS PRESENT:

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

STAFF PRESENT:

Jeremy Wittie, M.S., General Manager
David l'Anson, Administrative Finance Manager
Graciela Morales, Executive Assistant/Clerk of the Board

MEMBERS OF THE PUBLIC PRESENT:

None.

1. Call to Order: *Treasurer Weightman called the meeting to order at 4:33 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 February 9, 2021, Finance Committee Meeting

On motion from Trustee Hagerman seconded by Trustee Larson, and passed by the following roll call votes, the Committee approved the minutes as presented.

Ayes: Treasurer Weightman, Trustees Hagerman, and Larson.

Noes: None.

Abstained: None.

Absent: None.

6. Discussion and/or Review:

- A. Review of Check Report from Abila MIP for the period of February 6 2021, to March 5, 2021

The check report was reviewed by Committee members and staff. Treasurer Weightman and Trustee Larson inquired about some check payments. David l'Anson, Administrative Finance Manager, provided more information.

- B. CalCard Charges – January 23, 2021, to February 22, 2021

The CalCard monthly statement was reviewed by Committee members and staff. There were no questions regarding specific charges. Treasurer Wightman asked if the CalCard report by user name/activity could be provided because it is easier to follow.

- C. Review of February 2021 Financials and Treasurers Report

The Committee and staff reviewed the Financials and Treasurers Report. A discussion ensued regarding the Budget year-to-date figures. Treasurer Wightman asked a YTD Estimate column is added next to the report that reflects the Budget, Actual and Variance figures. It was also mentioned that it would be appropriate to identify possible excess funds allocation upon the closing of the fiscal year.

7. Old Business:

- A. None.

8. New Business

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

The finance-related items were reviewed by the Committee.

9. Schedule Next Meeting: *The next Finance Committee meeting (special meeting to review budget draft) was scheduled via Zoom for Tuesday, April 13, 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 at 5:05 p.m.*

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Finance Committee Meeting Via Zoom
Minutes**

TIME: 4:30 p.m. **DATE:** April 13, 2021

LOCATION: 43420 Trader Place Indio, CA 92201

COMMITTEE MEMBERS PRESENT:

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

OTHER TRUSTEES PRESENT:

Cathedral City	Mark Carnevale
Palm Desert	Doug Walker
Coachella	Denise Delgado
La Quinta	Doug Hassett
Indio	Ben Guitron

STAFF PRESENT:

Jeremy Wittie, M.S., General Manager
David l'Anson, MPA, MBA/ACC., Administrative Finance Manager
Jennifer Henke, M.S., Laboratory Manager
Roberta Dieckmann, Operations Manager
Kim Hung-Lyu, Ph.D., Vector Ecologist
Tammy Gordon, M.A., Public Information Officer
Oldembour Avalos, Field Supervisor
Graciela Morales, Executive Assistant/Clerk of the Board
Other staff joined the meeting as well.

MEMBERS OF THE PUBLIC PRESENT:

None.

- 1. Call to Order:** *Treasurer Weightman called the meeting to order at 4:33 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. Closed Session Public Comments:** *None.*

6. Items of General Consent: *None.*

7. Old Business: *None.*

8. New Business

A. Draft FY2021-2022 Budget

The budget summary document was reviewed along with revenue and expenditure assumptions. Jeremy Wittie, General Manager provided more information regarding the proposed additional positions and reclassifications. It was recommended that an updated organizational chart is included in future documents. Treasurer Weightman asked that the 9.6 % increase in payroll is more thorough in the documents provided. There was a discussion about strategic plan expenditures and Treasurer Weightman asked this is revisited to ensure it is more clearly shown on the budget document. The Committee and staff discussed the movement of expenditures to new general ledger accounts that are more reflective of the type of expenditure.

B. Review Budget Options

The committee reviewed the Budget options presented by David l'Anson, Administrative Finance Manager. A discussion ensued. It was decided the committee and staff would review further and make further recommendations at the upcoming meeting on May 4, 2021.

9. Schedule Next Meeting: *The next Finance Committee meeting (special meeting to review the final budget draft) was scheduled via Zoom for Tuesday, May 4, 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 at 5:52. p.m.*

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Finance Committee Meeting Via Zoom Minutes

TIME 1:00 p.m. **DATE:** May 4, 2021

LOCATION: 43420 Trader Place Indio, CA 92201

COMMITTEE MEMBERS PRESENT:

Indian Wells Clive Weightman
County at Large Bito Larson

COMMITTEE MEMBERS ABSENT:

Rancho Mirage Isaiah Hagerman

STAFF PRESENT:

Jeremy Wittie, M.S., General Manager
David l'Anson, MPA, MBA/ACC., Administrative Finance Manager
Jennifer Henke, M.S., Laboratory Manager
Kim Hung-Lyu, Ph.D., Vector Ecologist
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 1:03 p.m.*
- 2. Roll Call:** *Roll call indicated two (2) 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 March 9 and April 13, 2021, Finance Committee Meetings
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: None.

Absent: Trustee Hagerman

6. Old Business:

A. Budget Options

Based on discussion the Finance Committee and Staff are recommending Option D from the staff report with putting \$1 Million of budget surplus towards CalPERS and excess to Reserve for Public Health Emergency. Option D has the greatest savings over time and puts the District in a good position with our pension obligation and a strong reserve for response to a public health emergency.

B. Draft FY2021-2022 Budget

The budget summary document was reviewed along with revenue and expenditure assumptions

7. New Business: None

8. Schedule Next Meeting: *The next Finance Committee meeting (special meeting to review was scheduled via Zoom for Tuesday, May 11, 2021, at 3:30 p.m.*

10. Trustee and/or Staff Comments/Future Agenda Items: *Trustee Larson thanked the staff for providing a good report. Jeremy Wittie, M.S., General Manager also thanked the staff for all the hard work putting the budget together, and, Treasurer Weightman wanted to thank the Trustees and the Staff for their engagement.*

11. Adjournment: *The meeting was adjourned by Treasurer Weightman at 1:44. p.m.*



GENERAL CONSENT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

**Board of Trustees Meeting Via Zoom
Minutes**

MEETING TIME: 6:00 p.m. Tuesday, March 9, 2021

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

TRUSTEES PRESENT

PRESIDENT: Ben Guitron	Indio
VICE PRESIDENT: Doug 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
Isaiah Hagerman	Rancho Mirage
Doug Hassett	La Quinta
Dr. Doug Kunz	Palm Springs
Janell Percy	County at Large

TRUSTEES ABSENT

STAFF AND GENERAL COUNSEL PRESENT

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

Other staff members joined the zoom meeting as well.

- 1. Call to Order** *President Guitron called the meeting to order at 6:04 p.m.*
- 2. Moment of Silence in Memory of Former Trustee Karl Baker, Jr.** *A moment of silence was observed honoring former Trustee Karl Baker, Jr.*

3. Pledge of Allegiance *Trustee Mark Carnevale led the Pledge of Allegiance.*

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

5. Motion to Excuse Absences

President Guitron stated there was no need to excuse absences and that Lena Wade, General Counsel would be discussing this item further later during the meeting.

6. 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.

7. Public Comments

None.

8. Recognition

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

Jeremy Wittie, General Manager congratulated Richard Ortiz for his 20 years of service to the District. President Guitron, Trustees Walker and Hagerman also congratulated and thanked Mr. Ortiz.

9. 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. President Guitron also reported that Lena Wade, General Counsel would be reporting the changes to the agenda items, specifically, Motion to Excuse Absences and Confirmation of Agenda. The Trustee Bylaws were reviewed and prepared a redlined version that was included in the Board packet. Discussions around the return to Board business before the pandemic are forthcoming.

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 February 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 the Committee had asked David l'Anson, Administrative Finance Manager to create an additional table to reflect what his analysis is of the variance that makes up the 1.5 MM favorable variance vs budget as reflected on the graph. This table is to be

implemented and used going forward. Treasurer Weightman reported about a \$500,000 positive revenue and an approximate \$100,000-150,000 positive expense. Assuming this does materialize, and in planning, the Committee has asked David I'Anson, to look at the best use of those funds as investment return is very low. Perhaps reducing certain liabilities and/or adjusting emergency fund levels.

10. Items of General Consent

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

- A. Minutes for February 9, 2021 Board Meeting
- B. Approval of expenditures for February 6, 2021, to March 5, 2021
- C. Approval of Proclamation designating the week of April 18-24, 2021 as Mosquito Awareness Week – **Tammy Gordon, M.A. Public Information Officer**
- D. Approval of participation of Jeremy Wittie, General Manager, on the Special Districts Association of Riverside County Chapter Board
- E. Form 700 Annual Filing for the filing period of 2020/2021 – **Graciela Morales, Clerk of the Board**
- F. Informational Items:
 - Financials – **David I'Anson, MPA, MBA/ACC., Administrative Finance Manager**
 - Quarterly Department Reports
 - Correspondence
 - Board Business Log
 - Important Budget Meeting Dates, **Finance Committee**
 - California Special District Association Board of Directors Call for Nominations, Seat A – **Jeremy Wittie, M.S., General Manager**
 - Prerecorded presentation regarding the Environmental Reports included in the Board packet ([*click here to view*](#)) - **Jennifer A. Henke, M.S., Laboratory Manager**
 - National Pollutant Discharge Elimination System (NPDES) Annual Reports – **Jennifer A. Henke, M.S., Laboratory Manager**
 - EPA Pesticide Environmental Stewardship Program (PESP) – **Jennifer A. Henke, M.S., Laboratory Manager**

- California Environmental Quality Act (CEQA) Mitigated Negative Declaration Annual Compliance Report – **Jennifer A. Henke, M.S., Laboratory Manager**
- Staff Reports:
 - i. Mosquito and Vector Control Association of California Annual Conference – **Jennifer A. Henke, M.S., Laboratory Manager**
 - ii. Pacific Southwest Center of Excellence in Vector-Borne Diseases Annual Progress and Planning Meeting – **Jennifer A. Henke, M.S., Laboratory Manager**

Pre-recorded Presentations of Departmental Goals for Calendar Year 2021:

- General Manager’s Report – **Jeremy Wittie, M.S., General Manager**
- Strategic Goals – **Jeremy Wittie, M.S., General Manager**
- Human Resources Department – **Crystal Moreno, M.S., Human Resources Manager**
- Information Technology/Fleet Services Department – **Edward Prendez, Information Technology Manager**
- Public Outreach Department – **Tammy Gordon, M.A., Public Information Officer**
- Finance and Facilities Maintenance Department – **David l’Anson, MPA, MBA/ACC., Administrative Finance Manager**
- Surveillance & Quality Control Department – **Jennifer A. Henke, M.S., Laboratory Manager**
- Operations Department – **Roberta Dieckmann, Operations Manager**

Questions and/or comments from Trustees regarding any of the above presentations.

President Guitron asked if any member of the Board would like to pull any specific item for discussion.

President Guitron stated there were prerecorded presentations hyperlinked on the agenda and hoped everyone had the chance to view them as staff invested a lot of time and effort in putting them together.

Item E – Form 700 Annual Filing for the filing period of 2020/2021 was pulled and Clerk of the Board, Graciela Morales, asked Trustees to submit their forms by the deadline.

Item F – (Prerecorded presentations) was pulled and General Manager, Jeremy Wittie, thanked staff for recording the presentations and encouraged trustees to view if they haven’t just yet and to contact him with any questions.

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

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

Noes: None.

Abstained: Trustee Hagerman abstained from voting on approving the minutes.

Absent: None.

11. Old Business - None.

12. New Business

A. Review and discuss proposed amendments to Trustee Bylaws – Lena Wade, General Counsel on behalf of the Executive Committee

Lena Wade, General Counsel, pointed out and reviewed the proposed changes to the existing Bylaws noting that due to the Brown Act, the Governor had waived certain requirements to respect to meetings. The roll call votes are not waived and they must take place due to having remote meetings. In looking at ways to streamline the agenda/remote meeting process, she observed that currently a Motion to Excuse Absences is taken to record frequent unexcused absences and report them to the appointing City/agency. However, concerning mosquito districts, the appointing agency does not have the authority to remove the appointee and the responsibility lies on the District Board. In cases where there are excessive absences, whether excused or not, it is up to the Board to take action with or without cause and this is currently included in the existing Trustee Bylaws. Ms. Wade proposed to remove the Motion to Excuse Absences from the agenda.

Another item to address is the confirmation of the Agenda. The President presides over the meetings and it is up to his discretion to change how he wants to address the agenda items. When an urgent matter comes forward and there needs to be a vote on an item of urgent nature, two-thirds of the Board must vote to add an urgent item when the agenda has been already noticed. When there is no motion on those items on the agenda, the President may skip through them, and it up to his discretion to determine the flow of the meeting.

The proposed revisions to Trustee Bylaws were shared via a redlined version. Ms. Wade went through each of the revisions during the meeting. Upon completion of

this, Trustee Walker asked if there was a conflict between the Bylaws and the government code to respect to removing a trustee due to excessive unexcused absences. Ms. Wade stated she would revisit the provision and clarify under separate cover.

Ms. Wade recommended the Board wait to adopt the revised Bylaws until the next Board meeting so that she can implement all proposed changes. This item was tabled to the next Board meeting.

- B. Discussion and/or approval to execute an agreement to obtain Microsoft M365 Licensing, in an amount not to exceed \$27,000.00 through Hypertec Direct, from fund 7350.01.210.000 - Permits, Licenses & Fees, *Budgeted; funds available* – **Edward Prendez, Information Technology Manager**

Edward Prendez stated the new license would update MS 365 Outlook, Excel, PowerPoint, and email content to be cloud-based. The new platform would integrate MS Teams, SharePoint, and OneDrive. Additionally, this will be available to vector control technicians and the benefits of this are outstanding. Security features associated with the licensing are also a big factor to consider.

On motion from Trustee Hagerman, seconded by Trustee Weightman, and passed by the following roll call votes, the Board of Trustees approved New Business Item 12B.

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

Noes: None.

Abstained: None.

Absent: None.

Trustee Delgado left the meeting at 6:51 p.m.

- C. Discussion and/or approval to extend the Thermal property lease agreement with Coachella Valley Unified School District for an additional two years – **Jeremy Wittie, General Manager**

Jeremy Wittie reported the School Board had approved the agreement as presented on February 25 and no other changes had been proposed.

On motion from Trustee Walker, seconded by Trustee Hassett, and passed by the following roll call votes, the Board of Trustees approved New Business Item 12C.

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

Noes: None.

Abstained: None.

Absent: None.

D. Appointment of ad hoc Land/Property 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 Walker, Hassett, Carnevale, and Gardner. Guitron appointed Mr. Walker as Chair of the Committee.

On motion from Trustee Hagerman, seconded by Trustee Carnevale, and passed by the following roll call votes, the Board of Trustees approved New Business Item 12D.

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

Noes: None.

Abstained: None.

Absent: None.

E. Approval to renew the contract with CleanExcel for cleaning services for the District headquarters in an amount not to exceed \$3,811 per month from fund 7675.01.305.000 – Contract Services, *Budgeted; funds available* – **David l’Anson, Administrative Finance Manager**

David l’Anson indicated the District has contracted with CleanExcel since 2010, and in 2019 the District sought bids in which CleanExcel came in as the lowest responsible bidder and their services are satisfactory.

On motion from Trustee Kunz, seconded by Trustee Gardner, and passed by the following roll call votes, the Board of Trustees approved New Business Item 12E.

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

Noes: None.

Abstained: None.

Absent: None.

President Guitron reported there were no items scheduled for closed session.

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:

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.

B. Conference with Real Property Negotiators pursuant to Government Code section 54956.8.

Property: 83733 Avenue 55, Thermal, California

Agency Negotiator: Jeremy Wittie, General Manager

Negotiating Party: Coachella Valley Unified School District

Under Negotiation: Price and terms of payment

14. Comments by General Counsel

None.

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

None.

16. Adjournment

President Guitron adjourned at 7:02 p.m.

Benjamin Guitron
President

Bito Larson
Secretary

DRAFT



FINANCE REPORTS

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

March 6 - April 8, 2021

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	March 19, 2021	200,909.15	
	Payroll Disbursement	April 2, 2021	192,407.16	
				393,316.31
Pre-Approved Expenditures Utilities/Benefits:				
43373	CalPERS Healthcare Acct	Healthcare Retired/Active 4/2021	78,579.66	
43374	CalPERS - Retirement Acct	Retirement Contributions: 02/05, 02/19, 03/05, 03/19/2021PP	113,557.37	
43375	ICMA Retirement Trust	Deferred Compensation Contributions: 02/05, 02/19, 03/05, 03/19/2021PP	38,895.75	
43376	Principal Life Insurance Co.	Dental/Life Insurance 4/2021	9,473.43	
43377	Standard Insurance Company	LTD Premium 4/2021	3,092.80	
43378	Vision Service Plan (CA)	Vision Care Plan 4/2021	916.03	
				244,515.04
Pre-Approved Expenditures less than \$10,000.00:				
43380	Abila	Maintenance Contract	374.98	
43381	Advance Imaging Systems	Contract Services	265.76	
43382	Airgas Dry Ice	Dry Ice	1,025.72	
43384	Burrtec Waste Industries	Landfill Disposal Services	426.61	
43385	CarQuest Auto Parts	Vehicle Parts & Supplies	2,985.18	
43387	Cintas Corporation #3	Safety Expense	3,180.49	
43388	CleanExcel	Janitorial Services	7,031.00	
43389	Consolidated Electrical Distributors, Inc.	Maintenance Shop/Grounds	294.84	
43390	Cooperative Personnel Services dba CPS HR Consulting	Staff Training	3,000.00	
43391	C&R Wellness Works	Employee Assistance Services	292.50	
43392	Daniel's Tire Service	Tire Management	1,326.92	
43393	Darwin Chambers	Repair & Maintenance	747.10	
43394	Desert Air Conditioning	Repair & Maintenance	98.00	
43395	Fedak & Brown, LLP	Professional Services	1,024.00	
43396	Fiesta Ford-Lincoln-Mercury	Vehicle Parts & Supplies	655.05	
43397	High Tech Irrigation, Inc.	Repair & Maintenance	103.57	
43398	Indio Emergency Medical Group	Physician Fees	110.00	
43399	Inland Power Equipment Co.	Equipment Parts and Supplies	2,990.36	
43400	Jernigan's Sporting Goods, Inc.	Safety Expense	250.10	
43401	Antonio Molina	Tuition Reimbursement	1,239.85	
43402	Mowers Plus	Repair & Maintenance	73.40	
43403	NAPA Auto & Truck Parts	Vehicle Parts & Supplies	3,162.38	
43404	Praxair Distribution, Inc.	Cylinder Rentals	53.97	
43406	Slovak Baron Empey Murphey & Pinkney LLP	Attorney Fees	4,104.95	
43408	Veolia ES Technical Solutions, LLC	Lab Supplies & Expense	258.98	
43409	Technical Safety Services, Inc.	Maintenance and Calibration	664.00	
43410	Tops N Barricades, Inc.	Safety Expense	26.64	
43411	ES Opco USA LLC dba Vesperis	Control Products	4,923.41	
43412	Verizon Connect	Contract Services	1,140.00	
43413	Waterlogic Americas LLC	Employee Support	106.58	
43414	West Valley Mosquito and Vector Control District	Capital Outlay	1,000.00	
43415	Daniel's Tire Service	Tire Services	1,326.92	
Cash - California Bank & Trust Checking				44,263.26
Cash - California Bank & Trust Checking				
43379	Winner Chevrolet	Capital Equipment Replacement	44,525.56	
43405	Salton Sea Air Service	Aerial Application	12,565.00	
43407	SC Commercial LLC dba SC Fuels	Fuel Expense	11,534.82	
43416	U.S. Bank	Cal Card 3/22 Statement	57,027.57	
Cash - California Bank & Trust Check Run Total to be Approved				125,652.95
Total Expenditures: March 6 - April 8, 2021				807,747.56

Ben Guitron, President

Clive Weightman, Treasurer

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

April 9 - May 6, 2021

Check No	Payable To	Description	Check Amount	Total Amount
	Payroll Disbursement	April 16, 2021	188,993.82	
	Payroll Disbursement	April 30, 2021	196,624.70	
				385,618.52
Pre-Approved Expenditures Utilities/Benefits:				
43417	CalPERS Healthcare Acct	Healthcare Retired/Active 5/2021	78,925.85	
43418	Principal Life Insurance Co.	Dental/Life Insurance 5/2021	9,773.38	
43419	Standard Insurance Company	LTD Premium 5/2021	3,091.90	
43420	Vision Service Plan (CA)	Vision Care Plan 5/2021	916.03	
				92,707.16
Pre-Approved Expenditures less than \$10,000.00:				
43421	Abila	Maintenance Contract	374.99	
43422	Advance Imaging Systems	Contract Services	384.33	
43423	Airgas Dry Ice	Dry Ice	731.31	
43424	Allen Wayne, LTD	Reproduction and Printing	6,473.00	
43425	Gregorio Alvarado	Tuition Reimbursement	2,600.87	
43426	Burrtec Waste Industries	Landfill disposal services	115.63	
43427	CarQuest Auto Parts	Vehicle Parts & Supplies	12.85	
43428	Chevrolet/Cadillac of La Quinta	Vehicle Parts & Supplies	478.50	
43431	Cintas Corporation #3	Safety Equipment Rental	4,538.78	
43432	CleanExcel	Janitorial Services	6,891.00	
43433	C&R Wellness Works	Employee Assistance Services	292.50	
43434	CSI Ceja Security International	Security Patrol Services	1,075.00	
43435	Darwin Chambers	Maintenance & Calibration	6,600.12	
43436	Desert Air Conditioning	Repair & Maintenance	98.00	
43437	Desert Alarm, Inc.	Burglar & Fire Alarm Monitoring Services	1,114.70	
43438	Desert Electric Supply	Repair & Maintenance	227.93	
43439	Fiesta Ford-Lincoln-Mercury	Vehicle Parts & Supplies	72.94	
43440	High Tech Irrigation, Inc.	Repair & Maintenance	399.54	
43441	Inland Power Equipment Co.	Equipment Parts and Supplies	3,054.96	
43442	Jernigan's Sporting Goods, Inc.	Safety Expense	820.33	
43443	Antonio Molina	Tuition Reimbursement	1,034.00	
43444	Graciela Morales	Tuition Reimbursement	1,908.00	
43445	NAPA Auto & Truck Parts	Specialty Vehicle Parts & Supplies	482.14	
43446	Praxair Distribution, Inc.	Cylinder Rentals	57.94	
43448	SC Commercial LLC dba SC Fuels	Motor, Fuel & Oil	6,157.52	
43449	UPS	Postage	12.13	
43450	USA Scientific, Inc.	Internal Mosquito PCR	197.22	
43451	Vector-Borne Disease Account	State Required CEU	186.00	
43452	Waterlogic Americas LLC	Employee Support	213.15	
43453	Waxie Sanitary Supply	Repair & Maintenance	42.72	
Cash - California Bank & Trust Checking				46,648.10
Cash - California Bank & Trust Checking				
43447	Salton Sea Air Service	Aerial Larvicide Rural	15,889.05	
43454	U.S. Bank	Calcard	80,082.93	
Cash - California Bank & Trust Check Run Total to be Approved				95,971.98
Total Expenditures: April 9 - May 6, 2021				620,945.76

Ben Guitron, President

Clive Weightman, Treasurer

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended April 30, 2021

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	12,242,226	(412,044)	11,830,182
CASH	28,182	111,015	139,197
INVESTMENTS & CASH	12,270,408	(301,029)	11,969,379
CURRENT ASSETS	1,420,607	(48,124)	1,372,483
FIXED ASSETS	10,177,671	-	10,177,671
OTHER ASSETS	5,511,357	-	5,511,357
TOTAL ASSETS	29,380,043	(349,152)	29,030,891
TOTAL LIABILITIES	5,769,500	8,204	5,777,704
TOTAL DISTRICT EQUITY	23,610,543	(357,356)	23,253,187
TOTAL LIABILITIES & EQUITY	29,380,043	(349,152)	29,030,891
RECEIPTS			
		\$ 402,388	
CASH DISBURSEMENTS			
Payroll	\$ 578,026		
General Admin	\$ 125,391		
Total Cash Disbursements		\$ (703,416)	
NON-CASH ENTRIES:			
Accrual Modifications - Changes in A/P, A/R & Pre-paid insurance		\$ (48,124)	
Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments		\$ (349,152)	

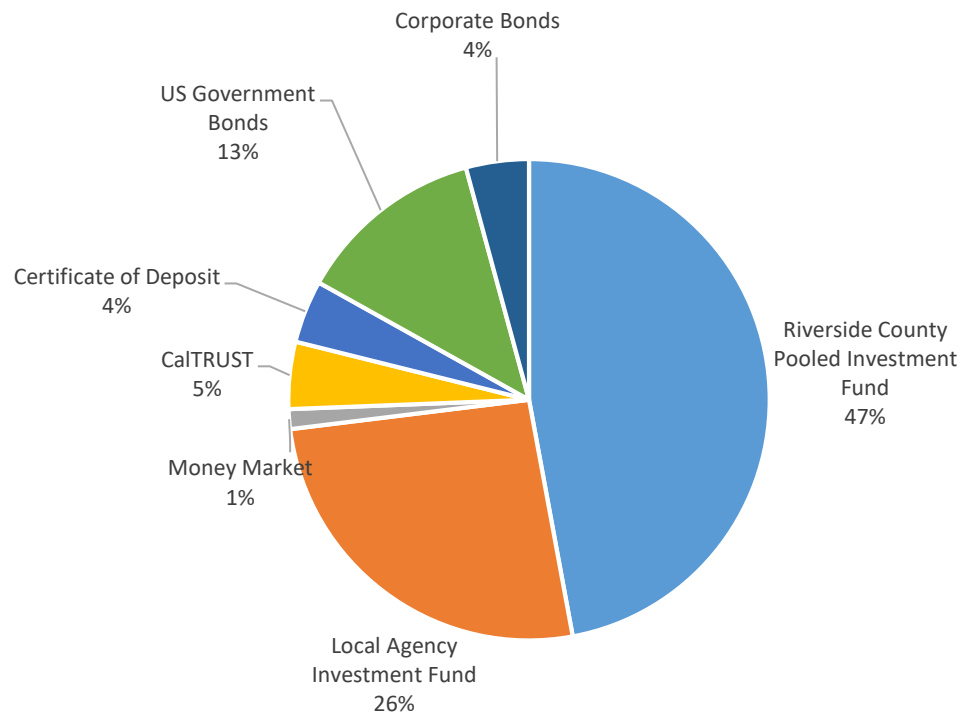
CVMVCD
 Cash Journal - deposits
 From 4/1/2021 Through 4/30/2021

<u>Effective ...</u>	<u>Transaction Description</u>	<u>Deposits</u>	<u>Payee/Recipient Name</u>
4/15/2021	April Receipts	3,351.11	Local Agency Investment Fund
4/30/2021	April Receipts	13.66	California Bank & Trust
4/30/2021	April Receipts	<u>399,022.87</u>	Riverside County
Report Total		<u><u>402,387.64</u></u>	

**COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
INVESTMENT FUND BALANCES AS OF APRIL 30, 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			0.34%	2,760,046	22,878	40,614	247,535	\$ 3,071,074
Riverside County	Funds 51105 & 51115			0.31%	5,006,717	41,502	73,674	449,028	\$ 5,570,921
CalTRUST	Medium Term Fund			0.20%	479,155	3,972	7,051	42,973	\$ 533,150
CA Bank & Trust	Market Rate			0.09%	141,136	1,170	2,077	12,658	\$ 157,040
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
Total Investments					8,387,053	69,522	722,936	2,650,675	\$ 11,830,186

**PORTFOLIO COMPOSITION AS OF APRIL 30, 2021
WEIGHTED YIELD 0.37%**



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
April 30, 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
Revenues									
400C Property Tax - Current Secured	4,094,440	2,589,087	2,611,602	22,515	392,242	399,023	6,781	(1,482,837)	(36)%
401C Property Tax - Curr. Supplmntl	31,160	0	36,451	36,451	0	0	0	5,290	17 %
402C Property Tax - Curr. Unsecured	167,217	162,282	163,867	1,585	0	0	0	(3,350)	(2)%
403C Homeowners Tax Relief	37,173	31,539	18,713	(12,826)	12,952	0	(12,952)	(18,460)	(50)%
407C Property Tax - Prior Supp.	27,926	0	27,184	27,184	0	0	0	(743)	(3)%
408C Property Tax - Prior Unsecured	8,891	0	0	0	0	0	0	(8,891)	(100)%
409C Redevelopment Pass-Thru	4,659,669	2,349,871	2,772,085	422,214	0	0	0	(1,887,585)	(41)%
452C Interest Income - LAIF/CDs	120,000	90,000	17,847	(72,153)	0	3,365	3,365	(102,153)	(85)%
453C Other Miscellaneous Receipts	63,000	52,500	28,973	(23,527)	5,250	0	(5,250)	(34,027)	(54)%
4551 Benefit Assessment Income	2,299,810	1,228,967	1,238,820	9,853	0	0	0	(1,060,990)	(46)%
Total Revenues	11,509,286	6,504,247	6,915,540	411,294	410,444	402,388	(8,056)	(4,593,746)	(40)%
Expenditures									
Payroll Expenses									
5101 Payroll - FT	5,000,402	4,167,001	4,021,183	145,818	416,700	376,483	40,217	979,219	20 %
5102 Payroll Seasonal	233,140	194,283	134,139	60,144	19,428	5,535	13,894	99,001	42 %
5103 Temporary Services	6,900	6,900	6,900	0	0	0	0	0	0 %
5105 Payroll - Overtime Expense	44,120	36,767	22,751	14,015	3,677	148	3,529	21,369	48 %
511C FFCRA Wage Credit	0	0	(29,628)	29,628	0	0	0	29,628	0 %
515C CalPERS State Retirement	838,526	752,949	600,637	152,312	42,788	(20,369)	63,158	237,888	28 %
515E Social Security Expense	317,326	264,438	256,591	7,848	26,444	24,138	2,306	60,735	19 %
516E Medicare Expense	74,213	61,844	62,290	(446)	6,184	5,710	474	11,923	16 %
516E FFCRA Medi Credit	0	0	(430)	430	0	0	0	430	0 %
517C Cafeteria Plan	1,082,168	901,806	914,960	(13,154)	90,181	7,750	82,431	167,207	15 %
5172 Retiree Healthcare	372,588	310,490	294,404	16,086	31,049	26,035	5,014	78,184	21 %
518C Deferred Compensation	109,134	90,945	54,738	36,207	9,095	(11,878)	20,972	54,396	50 %
519E Unemployment Insurance	32,066	26,722	33,765	(7,043)	2,672	508	2,164	(1,699)	(5)%
Total Payroll Expenses	8,110,583	6,814,147	6,372,302	441,845	648,218	414,059	234,159	1,738,281	21 %

CVMVCD
Statement of Revenue and Expenditures
April 30, 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
Administrative Expenses									
525C Tuition Reimbursement	20,000	16,667	16,657	9	1,667	0	1,667	3,343	17 %
530C Employee Incentive	14,175	13,131	5,382	7,749	2,821	107	2,715	8,793	62 %
5301 Employee Support	0	0	1,018	(1,018)	0	0	0	(1,018)	0 %
5302 Wellness	600	600	103	497	0	0	0	497	83 %
5305 Employee Assistance Program	3,200	2,667	3,222	(555)	267	585	(318)	(22)	(1)%
600C Property & Liability Insurance	135,395	108,663	127,529	(18,866)	13,366	14,102	(736)	7,866	6 %
6001 Workers' Compensation Insurance	184,697	145,581	120,178	25,403	19,558	19,493	65	64,519	35 %
605C Dues & Memberships	41,605	39,839	28,842	10,997	383	0	383	12,763	31 %
606C Reproduction & Printing	28,550	21,683	2,019	19,665	108	65	43	26,531	93 %
6065 Recruitment/Advertising	8,500	7,083	3,099	3,984	708	0	708	5,401	64 %
607C Office Supplies	18,556	15,541	8,190	7,351	1,483	56	1,427	10,366	56 %
6075 Postage	5,750	4,792	532	4,260	479	0	479	5,218	91 %
608C Computer & Network Systems	5,200	4,333	3,634	699	433	0	433	1,566	30 %
6085 Bank Service Charges	120	100	604	(504)	10	0	10	(484)	(403)%
609C Local Agency Formation Comm.	2,400	2,400	2,164	236	0	0	0	236	10 %
6095 Professional Fees	78,699	68,079	38,383	29,696	1,360	2,294	(934)	40,316	51 %
610C Attorney Fees	63,000	52,500	53,784	(1,284)	5,250	4,105	1,145	9,216	15 %
6105 Legal Services / Filing Fees	1,000	833	0	833	83	0	83	1,000	100 %
6106 HR Risk Management	4,500	3,750	5,625	(1,875)	375	0	375	(1,125)	(25)%
611C Conference Expense	45,400	44,867	5,209	39,658	1,867	0	1,867	40,191	89 %
6115 In-Lieu	13,200	11,000	10,900	100	1,100	1,100	0	2,300	17 %
612C Trustee Support	7,550	6,117	682	5,434	367	0	367	6,868	91 %
620C Meetings Expense	4,690	3,908	795	3,114	391	0	391	3,895	83 %
621C Promotion & Education	26,500	22,083	2,605	19,478	2,208	0	2,208	23,895	90 %
622C Public Outreach Advertising	45,000	24,167	4,348	19,819	417	0	417	40,652	90 %
650C Benefit Assessment Expenses	96,000	96,000	34,182	61,818	0	0	0	61,818	64 %
Total Administrative Expenses	854,287	716,383	479,687	236,696	54,702	41,907	12,795	374,600	44 %
Utilities									
640C Utilities	106,000	89,117	83,767	5,349	8,442	114	8,328	22,233	21 %
641C Telecommunications	1,270	1,058	1,461	(402)	106	0	106	(191)	(15)%
Total Utilities	107,270	90,175	85,228	4,947	8,548	114	8,434	22,042	21 %

CVMVCD
Statement of Revenue and Expenditures
April 30, 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
Operating									
700C Uniform Expense	44,255	37,107	36,810	297	3,574	2,937	637	7,445	17 %
705C Safety Expense	25,225	21,392	22,806	(1,414)	1,792	763	1,029	2,419	10 %
710C Physican Fees	5,000	4,167	2,865	1,302	417	0	417	2,135	43 %
715C IT Communications	56,740	48,158	47,349	809	4,291	0	4,291	9,391	17 %
720C Household Supplies	3,000	2,500	1,228	1,272	250	0	250	1,772	59 %
730C Repair & Maintenance	42,000	35,000	26,837	8,163	3,500	841	2,659	15,163	36 %
731C Maintenance & Calibration	0	0	4,797	(4,797)	0	0	0	(4,797)	0 %
735C Permits, Licenses & Fees	41,552	35,395	3,026	32,368	3,079	0	3,079	38,526	93 %
740C Vehicle Parts & Supplies	42,720	35,600	30,466	5,134	3,560	5,250	(1,690)	12,254	29 %
742C Offsite Vehicle Maint & Repair	18,123	15,436	4,972	10,463	1,344	0	1,344	13,150	73 %
745C Equipment Parts & Supplies	16,800	14,000	12,913	1,087	1,400	3,113	(1,713)	3,887	23 %
750C Small Tools Furniture & Equip	4,100	3,417	2,027	1,389	342	0	342	2,073	51 %
755C Lab Supplies & Expense	36,700	30,283	12,697	17,587	3,208	450	2,758	24,003	65 %
757C Aerial Pool Surveillance	26,000	26,000	0	26,000	26,000	0	26,000	26,000	100 %
757S Surveillance	46,610	43,092	40,572	2,519	1,759	0	1,759	6,038	13 %
760C Staff Training	85,337	70,642	24,872	45,770	6,904	0	6,904	60,465	71 %
765C Equipment Rental	1,000	833	703	130	83	0	83	297	30 %
767S Contract Services	151,521	122,407	159,063	(36,657)	27,517	8,606	18,911	(7,542)	(5)%
770C Motor Fuel & Oils	80,000	66,667	51,308	15,359	6,667	6,379	288	28,692	36 %
775C Field Supplies	14,400	12,000	5,022	6,978	1,200	2,990	(1,790)	9,378	65 %
780C Control Products	786,931	655,776	536,616	119,160	65,578	0	65,578	250,315	32 %
785C Aerial Applications	156,950	130,792	118,367	12,425	13,079	15,889	(2,810)	38,583	25 %
841S Capital Outlay	33,952	29,835	4,432	25,403	2,059	0	2,059	29,520	87 %
851C Research Projects	135,000	135,000	58,116	76,884	0	14,529	(14,529)	76,884	57 %
900C Contingency Expense	109,750	91,458	0	91,458	9,146	0	9,146	109,750	100 %
Total Operating	1,963,666	1,666,954	1,207,866	459,089	186,747	61,748	124,999	755,801	38 %
Contribution to Capital Reserves									
890C Transfer to other funds	473,481	394,567	394,568	0	39,457	39,457	0	78,913	17 %
Total Contribution to Capital Reserves	473,481	394,567	394,568	0	39,457	39,457	0	78,913	17 %
Total Expenditures	11,509,287	9,682,227	8,539,650	1,142,576	937,671	557,285	380,386	2,969,637	26 %
Net revenue over/(under) expenditures	(1)	(3,177,980)	(1,624,110)	1,553,870	(527,227)	(154,897)			

CVMVCD
Balance Sheet
As of 4/30/2021

		Current Year
Assets		
Cash and Investments		
1000	Cash - Investments	11,830,181.97
1012	Cash - Clearing Account	150.00
1016	Petty Cash	500.00
1017	Petty Cash Checking	1,500.00
1035	CB&T General Checking	7,420.54
1036	CB&T Payroll Checking	129,626.81
	Total Cash and Investments	11,969,379.32
Current Assets		
1050	Accounts Receivable	7,240.64
1085	Inventory	459,270.86
1167	Prepaid Research Proposals	116,231.20
1168	Prepaid Insurance	65,763.75
1169	Deposits	723,977.00
	Total Current Assets	1,372,483.45
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		
1520	Resources to Be Provided	3,514,102.32

CVMVCD
Balance Sheet
As of 4/30/2021

		Current Year
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	29,030,890.80
Liabilities		
Short-term Liabilities		
Accounts Payable		
2015	Credit Card Payable	(4,436.04)
2020	Accounts Payable	299,861.65
2030	Accrued Payroll	(807.65)
2040	Payroll Taxes Payable	34,651.25
2185	Employee Dues	(115.95)
	Total Accounts Payable	329,153.26
	Total Short-term Liabilities	329,153.26
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	5,777,704.12
Fund Balance		
Non Spendable Fund Balance		
3920	Investment in Fixed Assets	10,698,793.35
3945	Reserve for Prepaids & Deposit	1,041,259.68
3960	Reserve for Inventory	459,270.86

CVMVCD
Balance Sheet
As of 4/30/2021

		Current Year
	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	(1,433,140.95)
	Total Current YTD Net Income	(1,433,140.95)
	Total Fund Balance	23,253,186.68
	Total Liabilities and Net Assets	29,030,890.80

FINANCE

The financial reports show the preliminary balance sheet, receipts, and revenue and expenditure reports for the month ending April 30, 2021. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2020, to April 30, 2021, is \$8,539,651; total revenue is \$6,915,540 resulting in excess revenue over (under) expenditure for the year to April 30, 2021, of (\$1,624,111).

THREE YEAR FINANCIALS

	Actual	Budget	Actual	Actual
	4/30/2021	Budget	4/30/2020	4/30/2019
	4/30/2021		4/30/2020	4/30/2019
Revenue	6,915,540	6,504,247	6,367,571	6,040,154
Expenses				
Payroll	6,372,302	6,814,147	6,514,123	5,847,326
Administrative Expense	479,687	716,383	538,319	528,390
Utility	85,228	90,175	118,503	87,346
Operating Expense	1,207,866	1,666,954	1,606,418	1,084,571
Contribution to Capital Reserves	394,568	394,567	419,623	402,178
Total Expenses	8,539,651	9,682,226	9,196,986	7,949,811
Profit (Loss)	(1,624,111)	(3,177,979)	(2,829,415)	(1,909,657)

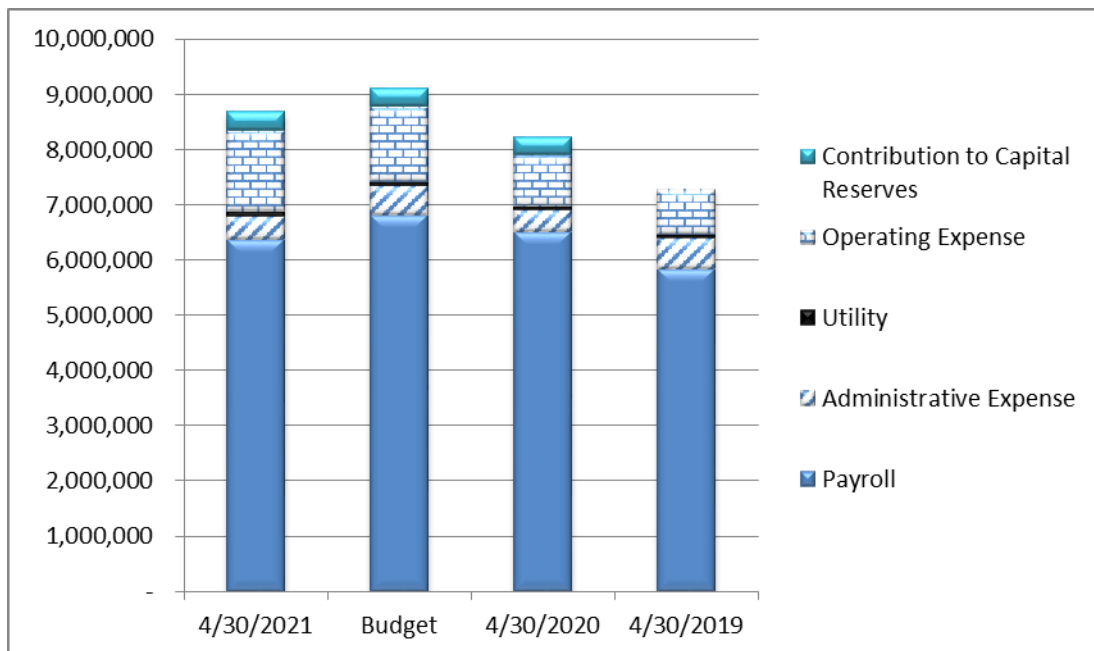


Figure 1 - Three Year Expenditure

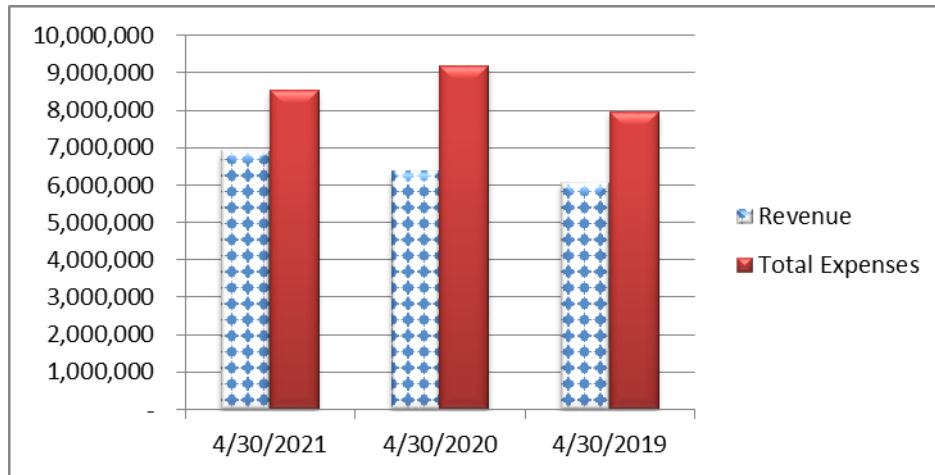


Figure 2 - Three Year Revenue & Expenditure

THREE YEAR CASH BALANCE

Cash Balances	4/30/2021	4/30/2020	4/30/2019
Investment Balance	11,830,182	10,000,518	11,139,273
Checking Accounting	7,421	83,691	(107,151)
Payroll Account	129,627	609,082	62,275
Petty Cash	2,000	2,000	2,000
Total Cash Balances	11,969,229	10,695,291	11,096,397

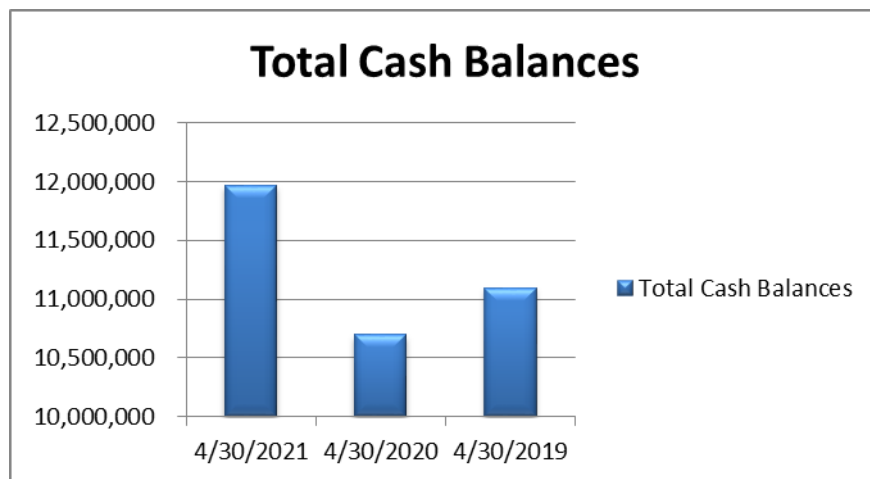


Figure 3 - Cash Balances

	Budget	Actual	Variance	June 30 2021	
	4/30/2021	4/30/2021		Latest Estimate	
Revenue	6,504,247	6,915,540	(411,293)	12,012,392	favorable variance - pass thru revenue higher than anticipated
Expenses					
Payroll	6,814,147	6,372,302	441,845	7,946,432	favorable variance - timing payroll expenses a month behind
Administrative Expense	716,383	479,687	236,696	734,662	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	90,175	85,228	4,947	103,970	
Operating Expense	1,666,954	1,207,866	459,088	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	394,567	394,568	(1)	473,481	
Total Expenses	9,682,226	8,539,651	1,142,575	11,020,217	
Profit (Loss)	(3,177,979)	(1,624,111)	(1,553,868)	992,175	

DISTRICT INVESTMENT PORTFOLIO 4/30/2021

The District's investment fund balance for the period ending April 30, 2021 is \$11,830,186. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 26% 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 0.34% and the Riverside County Pooled Investment Fund was 0.31%; this gives an overall weighted yield for District investments of 0.37%.

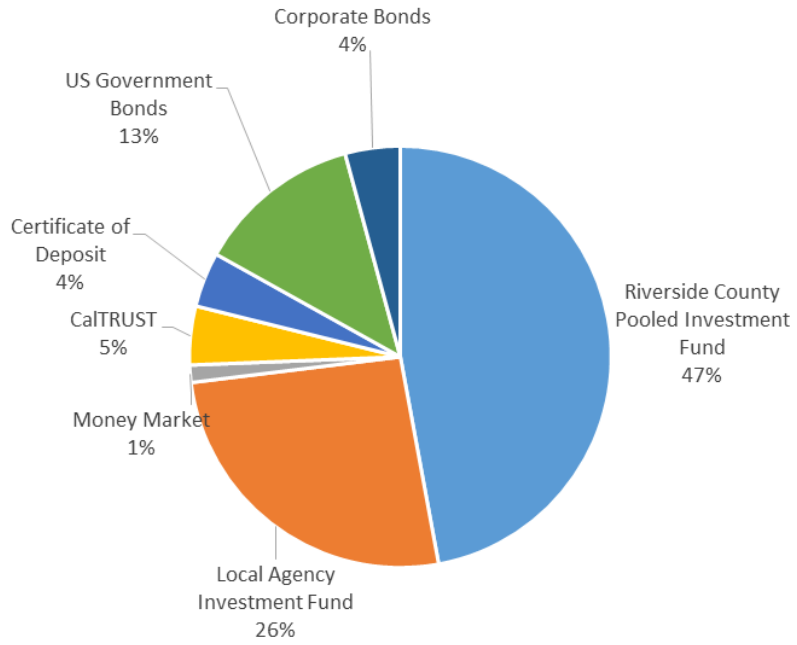


Figure 4 - Investment Portfolio 4/30/21

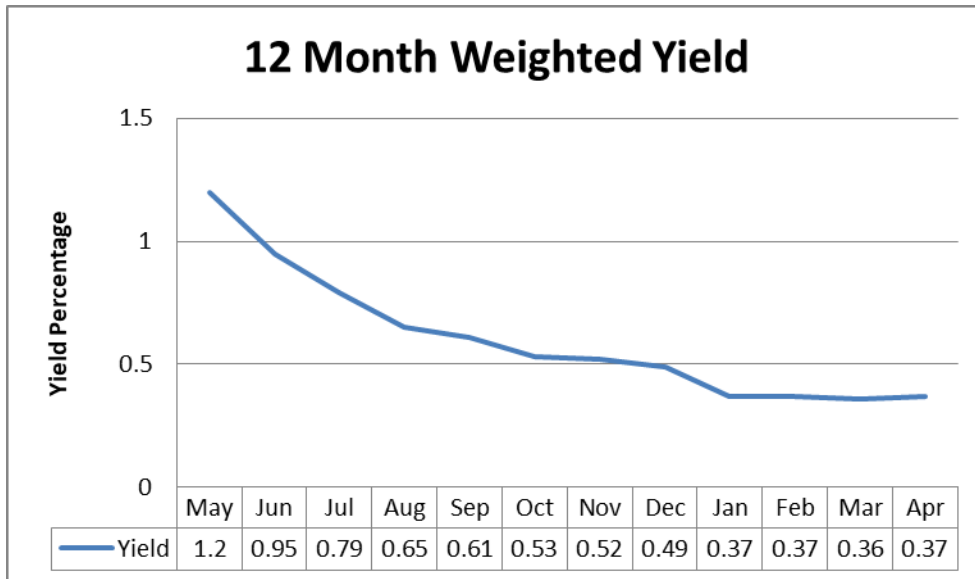
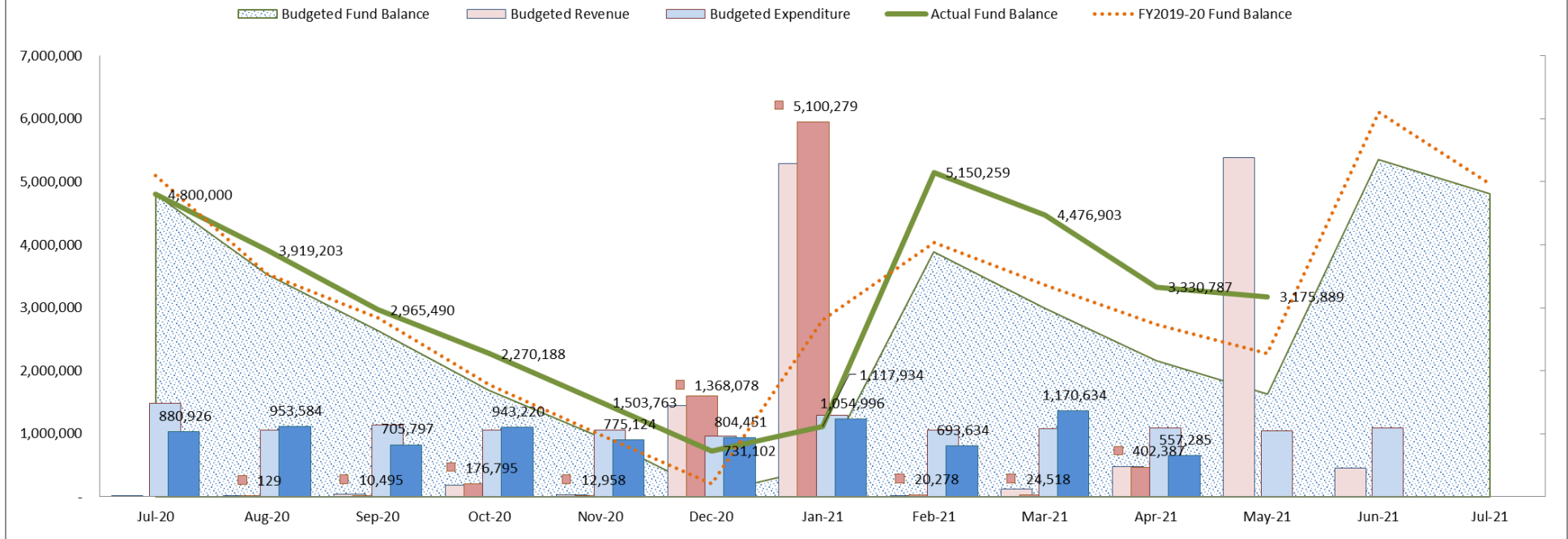


Figure 5 - District Investments Weighted Yield

General Fund Operational Cash Flow Fiscal Year 2020 - 2021



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 budget also accounts for prepayments. The revenue follows a different pattern, Riverside County distributes the property tax revenue in January and May with advancements in December and April.

The *shaded area* represents the **Budgeted Fund Balance** which has a formula of (beginning) **Fund Balance** plus **Revenue** minus **Expenditure**. The *green line* represents the **Actual Fund Balance** and is graphed against the *shaded area* **Budgeted Fund Balance**. FY2019-2020 Fund Balance is the orange dash line.

The graph shows for June 1 the \$4.8 million **Fund Balance** plus total Revenue for July 1 to April 30, 2021, preliminary financials of \$6,915,540 minus total Expenditure of \$8.5 million is \$3.2 million. Revenue is higher than budgeted, the District received \$400,000 higher Pass-Thru revenue than anticipated, expenses are below budget. Payroll favorable variance of \$441,845 is due to timing payroll expenses are approximately a month behind. Administrative Expense favorable variance of \$236,696 - 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 \$186,747- 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 \$1.5 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 April 30, 2021, the line is outside the shaded area.

Board Business Status Log 2021

Board Action Item / Description		Month	Status	Comments
Agreements				
	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	
Resolutions And Proclamations				
	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	

Other				
	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

From: [Diane Greeman](#)
To: [DistrictWideGroup](#)
Subject: Compliment
Date: Monday, March 15, 2021 12:28:26 PM
Attachments: [image001.png](#)

Hugo Chaves from Palm Valley School in Rancho Mirage called to inform the District of the excellent service given by Jesse and Carlos. Hugo commented on how very informative they were and was very satisfied with their great service!

Congratulations Jesse and Carlos!



Diane Greeman
Administrative Clerk
Office (760) 342-8287
Cell (760) 625-5497
www.cvmosquito.org
Coachella Valley MVCD

From: [Erica Frost](#)
To: [DistrictWideGroup](#)
Subject: Compliment
Date: Wednesday, March 10, 2021 12:14:42 PM
Attachments: [image001.png](#)

Good Afternoon:

Scott Brill called in to compliment Ramon Gonzalez on a work well done. He says that Ramon stopped by to inspect a drain on his property and Ramon did a great job. He was knowledgeable and very helpful and courteous "Everything Perfect"!!!



Congrats on a job well done Ramon!!!



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

From: [Roberta Dieckmann](#)
To: [DistrictWideGroup](#)
Subject: Compliment
Date: Friday, March 19, 2021 3:33:17 PM
Attachments: [image003.png](#)

Hi,

I received a phone call from Dave on Lincoln Lane in Palm Desert, saying how great Jess and Chris were today on coordinating with him on getting his property treated for RIFA. He had forgot to turn off his irrigation and he said they were awesome on getting his property done today anyway. Great job guys and thank-you for representing the District so well!



Bobbye Dieckmann
Operations Manager
Office (760) 342-8287
Cell (760) 541-6079
www.cvmosquito.org
Coachella Valley MVCD

From: [Erica Frost](#)
To: [DistrictWideGroup](#)
Subject: Compliment
Date: Tuesday, April 6, 2021 9:08:20 AM
Attachments: [image001.png](#)

I received a call today by Donna Simmons stating that Carlos did a fantastic job!! She said he is super nice and knowledgeable and very thorough and said he is her new best friend.

Way to go Carlos!!



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



**Coachella Valley Mosquito
and Vector Control District**

May 11, 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



**Coachella Valley Mosquito and
Vector Control District**

May 11, 2021

Staff Report

Agenda Item: Informational Item

Staff report from American Mosquito Control Association Annual Conference, March 2-5, 2021, held online

Report:

The annual meeting of the American Mosquito Control Association (AMCA) is an opportunity for staff to meet with leading mosquito workers from North America and other countries. Due to the need to enact social distancing, the association held the meeting online. There were two plenary speakers – Dr. Peter Hotez and Dr. Bob Peterson. Dr. Hotez provided information about the coronavirus vaccines and addressed topics of science communication through his work as the US Science Envoy in the White House and US State Department. Dr. Peterson built on the theme of science communication, addressing the challenges of science denialism.

Two of the District staff received the Boyd-Ariaz Grass Roots Awards. This award recognizes non-supervisory field staff excellence, and the recipients will be able to attend a future in-person meeting, partially compensated by AMCA. *Trinidad Haro*, Vector Control Technician I, received the award in 2020, when the meeting was canceled. *Marc Kensington*, Laboratory Assistant I, received the award in 2021. Both Trini and Marc were recognized for their excellent work at the 2021 AMCA conference.

District staff were among the presenters. *Kim Hung*, Vector Ecologist presented data trends in adult mosquito collections using a trap that allows us to know what time the mosquito was caught. *Jennifer Henke*, Laboratory Manager presented the mosquito collections following those area-wide larvicide applications, highlighting how lower application rates were effective. Jennifer also shared an overview of the District's programs and changes that have occurred since West Nile virus was introduced to the United States in 1999. The District's work was also highlighted in presentations by collaborative research partnerships.

Because the meeting was held online, all employees who currently have or are training to receive their certified Vector Control Technician license were able to attend. Presentations at the conference are registered as Continuing Education Units for these licenses, and by

attending, employees learned relevant information about mosquito and vector control practices that others in the U.S. are employing at their Districts.

This year the AMCA Annual Conference hosted sessions on:

- Social Media and Mosquito Control
- Action-Based Thresholds
- Legislative and Regulatory Impacts
- Aerial Control
- Twenty Years of West Nile Virus: Past, Present, and Future
- Public Relations
- CDC Hurricane Cooperative Agreement
- NASA Earth Observations for Improved Vector-borne Disease Surveillance
- Mosquito Identification
- Spatial Repellents
- Adult and Larval Mosquito Control

ATTENDEES:

Employees with certified Vector Control Technician licenses.

Attachments:

- Marc: <https://www.youtube.com/watch?v=M8wZ-FjqZK4>
- Trini: https://www.youtube.com/watch?v=N_eChpFlMeg



**Coachella Valley Mosquito and
Vector Control District**

Staff Report

May 11, 2021

Agenda Item: Informational Item

Staff report from:


Government Social Media virtual conference 2021, **Luz Moncada, Community Liaison**

Overview:

Luz Moncada attended the Government Social Media virtual conference (GSMCON) on March 23-25. Keynote speakers from major social media platforms such as Twitter, Facebook, TikTok, and Nextdoor spoke on new additions to each platform and how government officials dedicated to social media can use their platforms to increase community engagement. Government platform users shared best practices and advice for new and experienced professionals alike.

Session topics included:

- Social Media Policy writing
- Video editing
- Effectively transforming in-person event into virtual
- Social storytelling
- Fighting disinformation
- Adapting social media strategies for post-pandemic
- How social trends fit in with government agencies

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>May 11, 2021</p>
<p>Agenda Item: General Consent</p> <p>Appointment of Trustee Bito Larson to the MVCAC Ad Hoc Drone Committee – Benjamin Guitron, President of the Board of Trustees</p>		
<p>Background:</p> <p>At the direction of the MVCAC Board, a new Ad Hoc Drone Committee is being formed and currently searching for committee members to meet the committee structure outlined in their bylaws.</p> <p>Some of the charges of the committee include:</p> <ul style="list-style-type: none"> • Inform stakeholders of regulatory and legislative issues related to the use of drones for vector control • Advise stakeholders of the optimal drone equipment for monitoring and controlling vectors • Prepare pre and post flight safety checklists • Formulate an outreach plan • Identify priorities for drone use in vector control <p>Currently, there is a vacancy for a Trustee representative on that Ad Hoc Committee and Trustee Bito Larson has agreed to become a member.</p>		
<p>Staff Recommendation:</p> <p>To appoint Trustee Bito Larson to the MVCAC Drone Ad Hoc Committee</p>		

SECTION

9



OLD BUSINESS



**Coachella Valley Mosquito and
Vector Control District**

May 11, 2021

Staff Report

Agenda Item: Old Business

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

Background:

On November 3, 2020, the District received the appeal of FY 2020/21 benefit assessment from West Coast Sand and Gravel \$22,169.94 for Assessor's Parcel Number 745-360-003 Property Owner requested that the reduction be made permanent assessing, 337 acres as commercial and 279 acres as vacant. Following the public hearing by the Ad Hoc Committee and the receipt of evidence from the Property Owner and the General Manager, and in light of ARTICLE XIII D of the California Constitution, the Ad Hoc Committee recommends that:

1. The Subject Parcel be treated as consisting of a mining area of 337 acres as commercial and 279 acres as vacant. The assessment to be levied on the Subject Parcel shall be in the amount of \$12,125.37 for FY 2020/21.
2. The District shall issue a refund check for \$10,044.57 to the Property Owner.
3. This determination arises from a special and unique circumstance of the Subject Parcel and shall be in effect for a five (5) year period.
4. The District strongly recommends the Property Owner contact the County of Riverside to request a parcel split.
5. The Board of Trustees reserves the right to revisit this determination if within this five (5) year period there are similar requests or the Property Owner does not split the parcel as strongly recommended.

Attachment:

- Resolution 2021-03

Resolution No. 2021- 03

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL
DISTRICT ADOPTING THE RECOMMENDATION OF
THE AD HOC ASSESSMENT APPEAL COMMITTEE**

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

WHEREAS, on November 3, 2020, the District received the appeal of FY 2020/21 benefit assessment from West Coast Sand and Gravel (“Property Owner”) in the amount of \$22,169.94 for Property Owner’s 616.26-acre mining property, parcel number 745-360-003 (“Subject Parcel”); Property Owner requested that the reduction be made permanent assessing, 337 acres as commercial and 279 acres as vacant; and

WHEREAS, on November 23, 2020, Jeremy Wittie, the General Manager of the District, notified Property Owner that its appeal was denied as Property Owner had not adhered to the District’s Benefit Assessment Appeal Policy (“Policy”) adopted on November 12, 2019. Property Owner was informed if it did not agree with the determination of the General Manager, it may appeal to the District’s Board of Trustees for a final determination; and

WHEREAS, on December 2, 2020, the Property Owner made a request to appeal the determination of the General Manager to the District’s Board of Trustees for a final determination; and

WHEREAS, on February 19, 2021, a public hearing was held by the Ad Hoc Assessment Appeal Committee; Daniel C. Reyneveld, Chief Executive Officer, represented Property Owner, and the District’s General Manager represented the District; and

WHEREAS, at the public hearing, Mr. Reyneveld requested that the Subject Parcel be considered a special circumstance because the Subject Parcel is 45% vacant; that the assessed amount be decreased accordingly; and he informed the Ad Hoc Committee that Property Owner had not sought a split of the Subject Parcel as set forth in the Policy; and

WHEREAS, at the public hearing, the General Manager presented the following two (2) options to the Ad Hoc Committee:

Option 1 – No change

Since Property Owner did not comply with the request of the Board to split the parcel with the County into two separate parcels, the Board of Trustees could uphold the current levied assessment for FY 2020/2021 of \$22,169.94.

Option 2 – Adopt 2018 and 2019 adjusted assessment for the property
Continue with the previously adjusted assessment treating the permitted mining area of 337 acres as Commercial and 279 acres as Vacant. This would result in a levied assessment of \$12,125.37 for FY 2020/21. A refund check of \$10,044.57 would be issued to Property Owner.

It was acknowledged that the Ad Hoc Committee could consider other options at its election; and

WHEREAS, the Ad Hoc Committee acknowledged that pursuant to ARTICLE XIII D of the California Constitution, the District has a right and a duty to ensure that the assessment imposed on property is commensurate with the benefit conferred according to section 4. Section 4 authorizes the District discretion to change the assessment so that it is a fair assessment; and

WHEREAS, following the public hearing by the Ad Hoc Committee and the receipt of evidence from Property Owner and the General Manager, and in light of ARTICLE XIII D of the California Constitution, it is the recommendation of the Ad Hoc Committee that:

1. The Subject Parcel be treated as consisting of a mining area of 337 acres as commercial and 279 acres as vacant. The assessment to be levied on the Subject Parcel shall be in the amount of \$12,125.37 for FY 2020/21.
2. The District shall issue a refund check in the amount of \$10,044.57 to the Property Owner.
3. This determination arises from a special and unique circumstance of the Subject Parcel and shall be in effect for a five (5) year period.
4. The District strongly recommends the Property Owner contact the County of Riverside to request a parcel split.
5. The Board of Trustees reserves the right to revisit this determination if within this five (5) year period there are similar requests or the Property Owner does not split the parcel as strongly recommended; and

WHEREAS, the Board of Trustees has considered the findings of the Ad Hoc Committee and has determined that consistent with ARTICLE XIII D of the California Constitution, the Board of Trustees accepts the foregoing recommendation of the Ad Hoc Committee.

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

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Adoption of Ad Hoc Committee Recommendation.

The Board of Trustees hereby adopts the recommendation of the Ad Hoc Committee as set forth below:

1. The Subject Parcel be treated as consisting of a mining area of 337 acres as commercial and 279 acres as vacant. The assessment to be levied on the Subject Parcel shall be in the amount of \$12,125.37 for FY 2020/21.
2. The District shall issue a refund check in the amount of \$10,044.57 to the Property Owner.
3. This determination arises from a special and unique circumstance of the Subject Parcel and shall be in effect for a five (5) year period.
4. The District strongly recommends the Property Owner contact the County of Riverside to request a parcel split.
5. The Board of Trustees reserves the right to revisit this determination if within this five (5) year period there are similar requests or the Property Owner does not split the parcel as strongly recommended; and

Section 3. Effective Date.

This Resolution shall take effect upon its adoption.

Section 4. Certification.

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

PASSED, ADOPTED, AND APPROVED, this 11 day of May 2021.

Benjamin Guitron, President
Board of Trustees

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager



**Coachella Valley Mosquito and
Vector Control District**

May 11, 2021

Staff Report

Agenda Item: Old Business

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

Background:

The District’s mission is to protect the health of the public in the Coachella Valley from excessive nuisance, caused by mosquitoes, and to mitigate risk from mosquito-borne viral disease through its ongoing mosquito surveillance and control program. Intensive control measures may be applied to reduce the potential for virus transmission to humans by suppressing infected mosquito populations for no less than a 10-day period while infectious viremia persists in vertebrate hosts, thus breaking the cycle by preventing new vector infections.

The *CVMVCD Mosquito-borne Virus Surveillance and Emergency Response Plan* describes an enhanced surveillance and response program for the Coachella Valley dependent on the level of risk of mosquito-borne virus transmission to humans, particularly for West Nile virus, St. Louis encephalitis virus, and western equine encephalomyelitis virus. The plan was created in 2003 and is updated every year to follow changes in surveillance and new findings regarding arboviruses. The Mosquito-borne Virus Surveillance & Response Plan generated by California Department of Public Health, Mosquito & Vector Control Association of California and University of California, is the core of this document; however, some necessary adjustments were made in benchmark ratings relative to the conditions in the Coachella Valley.

Staff Recommendation:

Approval of Resolution 2021-04 revising the CVMVCD Mosquito-borne Virus Surveillance and Emergency Response Plan.

Exhibits:

- Resolution 2021-04
- CVMVCD Mosquito-borne Virus Surveillance and Emergency Response Plan

Resolution No. 2021-04

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL
DISTRICT AMENDING THE CVMVCD MOSQUITO-BORNE VIRUS
SURVEILLANCE AND EMERGENCY RESPONSE PLAN**

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

WHEREAS, the State of California annually adopts the California Mosquito-Borne Virus Surveillance and Response Plan (“State Risk Assessment Plan”) which provides local agencies with a decision support system outlining the roles and responsibilities involved with mosquito-borne virus surveillance and response; and

WHEREAS, the District has prepared its own Mosquito-Borne Virus Surveillance and Emergency Response Plan, attached hereto as Exhibit “A” and incorporated herein by this reference (“District Risk Assessment Plan”), which incorporates the State Risk Assessment Plan with certain adjustments made to benchmark ratings relative to the conditions in the Coachella Valley.

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

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Adoption of Amended District Risk Assessment Plan.

The Board of Trustees hereby adopts the amended District Risk Assessment Plan.

Section 3. Delegation of Authority.

The District’s General Manager is hereby delegated all authority necessary to implement the District Risk Assessment Plan in a manner that is consistent with the State Risk Assessment Plan and the conditions in the Coachella Valley.

Section 4. Public Inspection and Copying.

A copy of the District Risk Assessment Plan shall be maintained at the District offices and shall be made available for public inspection and copying during regular business hours.

Section 5. Severability.

The Board of Trustees 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 6. Repeal of Conflicting Provisions.

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

Section 7. Effective Date.

This Resolution shall take effect upon its adoption.

Section 8. Certification.

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

[THE REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK]

PASSED, ADOPTED AND APPROVED, this 11th day of May, 2021.

Benjamin Guitron, President
Board of Trustees

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena D. Wade, General Counsel

REVIEWED:

Jeremy Wittie, MS, General Manager

EXHIBIT "A"

**SEE ATTACHED
COACHELLA VALLEY MOSQUITO AND
VECTOR CONTROL DISTRICT
MOSQUITO-BORNE VIRUS SURVEILLANCE AND
EMERGENCY RESPONSE PLAN**

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

MOSQUITO-BORNE VIRUS SURVEILLANCE AND EMERGENCY RESPONSE PLAN



CVMVCD 43-420 Trader Place Indio, CA 92201
E-mail: cvmosquito@cvmvcd.org
www.cvmosquito.org

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I. INTRODUCTION

For 52 years, California has had a mosquito-borne disease surveillance program in place to monitor mosquito abundance and encephalitis virus activity. The state-wide surveillance program was established in 1969. The District started with surveillance in the early 1980s. The present program was established in 1990 through a cooperative effort of the Arbovirus Research Group at the School of Public Health, UC Berkeley (now the Davis Arbovirus Research and Training, UC Davis), and the Coachella Valley Mosquito and Vector Control District (the District).

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 programs. This mission is accomplished through an ongoing mosquito surveillance and control program. Intensive control measures may be applied to reduce the potential for virus transmission to humans by suppressing infected mosquito populations for no less than a 10-day period while infectious viremia persists in vertebrate hosts, thus breaking the cycle by preventing new vector infections.

This document describes an enhanced surveillance and response program for the Coachella Valley dependent on the level of risk of mosquito-borne virus transmission to humans. The Mosquito-borne Virus Surveillance & Response Plan generated by California Department of Health Services, Mosquito & Vector Control Association of California, and University of California, is the core of this document; however, some necessary adjustments were made in benchmark ratings relative to the conditions in the Coachella Valley.

Guidelines for adult mosquito surveillance, processing mosquitoes for arbovirus detection, and testing dead birds and equines, as well as information regarding compounds approved for mosquito control in California are part of the California State Mosquito-Borne Virus Surveillance & Response plan.

II. BACKGROUND INFORMATION

Mosquito-borne viruses belong to a group of arthropod-borne viruses referred to us as arboviruses (for **arthropod-borne**). From 15 mosquito-borne viruses known to occur in California, to date, only St. Louis encephalitis virus (SLEV), western equine encephalomyelitis virus (WEEV), and West Nile virus (WNV) have caused significant outbreaks of human disease. These viruses are maintained in nature in wild bird-mosquito cycles, and therefore they do not depend upon infections of humans or domestic animals for their persistence.

Surveillance includes the monitoring of immature and adult mosquito abundance and detecting virus activity by testing (a) adult female mosquitoes, (b) sentinel chickens and wild birds, (c) horses, and (d) humans for infection. Surveillance must include not only the monitoring of mosquito-borne viruses known to exist in California, but also the detection of newly introduced viruses.

III. MOSQUITO SURVEILLANCE OBJECTIVES

Mosquito control is the only practical method of protecting people and animals from WNV, SLEV, and WEEV infections. Larvae and pupae (immature stages) of *Culex tarsalis* and *Culex quinquefasciatus* can be found throughout the Coachella Valley in a wide variety of aquatic sources, ranging from urban retention basins to irrigated agricultural lands, Salton Sea marshes and duck club habitats.

A. MOSQUITO SURVEILLANCE

Surveillance includes monitoring of immature and adult mosquito abundance in the Coachella Valley throughout the year. To monitor mosquito larvae, “dippers” or long-handled ladles are used to collect samples from known and new water sources. At that time, the number of larvae and pupae per “dip” is estimated. These data are used to determine larval control measures. The records of the number and developmental stages of larvae, source size treated, product name, and amount used, with the control effectiveness data can provide an early warning tool for forecasting the size of the adult population.

Mosquito adult surveillance in the Coachella Valley is conducted by setting 53 gravid traps on a weekly basis and setting an additional 56 CO₂ traps on a bi-weekly basis. Adult mosquito abundance is a key factor when evaluating the risk of disease transmission. **Guidelines for mosquito surveillance are summarized in Appendix A of California Mosquito-Borne Virus Surveillance and Response Plan – May 2020.**

B. MOSQUITO INFECTIONS

Early detection of virus activity may be accomplished by testing *Culex tarsalis* and *Culex quinquefasciatus*, the primary vectors of SLEV, WEEV, and WNV in the Coachella Valley for virus infection. Sampling of other mosquito species may be necessary to detect the introduction of viruses that do not have a primary avian-*Culex* transmission. Mosquitoes are trapped by using carbon-dioxide-baited traps and using gravid traps baited with water with enriched organic content and the females are then pooled in groups up to 50 for testing at the District. **Procedures for processing mosquitoes for virus infection are summarized in Appendix B California Mosquito-Borne Virus Surveillance and Response Plan – May 2020.**

C. DEAD BIRDS

Dead birds are reported to CDPH, then either brain or eye tissue is sampled and tested at the District Laboratory for WNV. The dead bird testing algorithm is provided **in Appendix E of the California Mosquito-Borne Virus Surveillance and Response Plan – May 2020.**

D. EQUINE INFECTIONS

Equine disease due to WEEV and WNV is not a sensitive indicator of epizootic (infections only in animals) WEEV and WNV activity in California. The reason for this is the widespread vaccination of equines. If confirmed cases do occur, it is a strong indication that WEEV or

WNV is active in the region. California Department of Agriculture (CDFA) and CDPH annually contact veterinarians to ensure equine vaccinations. Besides WEEV and WNV, other mosquito-borne viruses may also cause encephalitis in horses, and consequently, testing of equine specimens by CDPH has been expanded to include other viruses. **See Appendix F of the California Mosquito-Borne Virus Surveillance and Response Plan – May 2020.**

E. HUMAN INFECTIONS

In general, human cases are not a sensitive surveillance indicator of virus activity because most human infections (>99%) have no, or only mild, symptoms. When severe encephalitis cases do occur, rarely are arboviruses suspected, and sera generally are not sent to CDPH for testing. Communication with key hospitals and local health officials has been enhanced in the last year. However, rapid detection and reporting of confirmed human cases is crucial to local mosquito control agencies in planning and expanding emergency control activities to prevent additional infections. **(See Appendices G and H of the California Mosquito-Borne Virus Surveillance and Response Plan – May 2020.)**

F. DATA ANALYSIS AND INTERPRETATION

1. All weather reports received from state and local agencies that can affect mosquito breeding will be reviewed and analyzed by the District staff. Weekly and biweekly mosquito occurrence reports received from the CVMVCD laboratory and the CDPH – VBDS statewide will be used for forecasting purposes. For websites related to weather conditions refer to **Appendix K of the California Mosquito-Borne Virus Surveillance and Response Plan – May 2020.**

2. Reports from CVMVCD laboratory, CDPH – VBDS, and UCD on virus isolations in mosquito pools, confirmed human cases and horse cases of encephalitis will be used for operational program planning.

G. PUBLIC INFORMATION AND EDUCATION

Residents, farmers, and duck club owners can play an important role in reducing the number of adult mosquitoes by eliminating standing water that may support the development of immature mosquitoes. Farmers and ranchers can ensure that irrigation practices do not allow standing water for extended periods, and duck club owners can work with mosquito control agencies to determine appropriate flooding schedules. Education regarding personal protective measures will help reduce exposure to mosquitoes (insect repellents, protective clothing time of the exposure to mosquitoes). Equally important is the education of the medical community to recognize the symptoms of WEEV, SLEV, and WNV and request proper laboratory testing for their confirmation. Public health officials need to be alerted if a mosquito-borne viral disease is detected, especially if the public health risk is high.

The level of public information and education depends on the conditions and required response.

Level 1: During a normal mosquito-breeding season, routine public education will be conducted.

Level 2: Emergency planning and enhanced public education will be conducted. This includes posting messages on the symptoms of encephalitis, public information about pesticide applications, and recommendations about avoiding mosquito bites.

Level 3: Full-scale media campaign is required at this level. Coordinate with CDPH in a regional emergency response in conjunction with California Office of Emergency Services in informing County Board of Supervisors, Local Health Departments, city, and county officials.

IV. MOSQUITO CONTROL OBJECTIVES

Mosquito control in California is conducted by over 80 local agencies, including mosquito and vector control districts, environmental health departments, and county health departments.

The Coachella Valley Mosquito and Vector Control District is a Special District and public agency that operates under the California Health and Safety Code, section 2270 (2000). The District currently serves 2400 square miles and is governed by an 11 member board of Trustees, nine representing the incorporated cities and two from Riverside County at large.

The District's mission is to reduce the risk from disease carried by mosquitoes and other vectors for residents in the Coachella Valley. **See Appendix I of the California Mosquito-Borne Virus Surveillance and Response Plan – May 2020** for compounds approved for mosquito control in California.

A. LARVAL CONTROL

This strategy prevents producing another generation of mosquitoes capable of transmitting disease. Control of larvae is target-specific and covers a defined area. Larval mosquito control includes environmental manipulation, biological control, and chemical control.

Environmental manipulation decreases habitat availability for immature mosquitoes. It may include water management, such as conservative crop irrigation in the Coachella Valley in date and citrus orchards, removal of standing water in the urban areas, re-circulation of water at fish farms, and water disposal through evaporation, such as at duck clubs.

Biological control uses natural predators, parasites, or pathogens to suppress immature stages of mosquitoes. In the Coachella Valley, mosquitofish, *Gambusia affinis*, are the most widely used biocontrol agent. These fish are released annually in a variety of habitats, mostly abandoned pools.

Chemical control presently includes products that are highly specific and have minimal impact on non-target organisms. These products include microbial control agents, such as *Bacillus thuringiensis israelensis* (Bti), *Lysinibacillus sphaericus* and spinosad. Microbial products control mosquito larvae within 24 - 48 hours, and Bti is used in short-term habitats, such as irrigated dates and citrus orchards. Microbial products with a longer residual, such as *Lysinibacillus sphaericus*, are mostly used at permanent habitats of *Culex tarsalis* where penetration of the product is not an issue, or is applied by air to force the granules through the dense vegetation. Products based on the microbial-derived spinosad toxins are an effective tool to control immature mosquitoes; at the doses used to control mosquitoes, there is little danger of non-target impacts. Spinosad-containing products come in a variety of formulations; some work quickly within 48 hours, and others have a residual effect of up to 180 days. Insect growth regulators, such as methoprene, are widely in use in permanent breeding sources of *Culex tarsalis*, for instance, salt marshes along the Salton Sea and duck club ponds. Lightweight oils and monomolecular surface films are also used, but have the drawback of suffocating non-target surface breathing aquatic organisms as well. These surface products are primarily used against sources with large numbers of pupae.

B. ADULT CONTROL

Adult mosquito control may be required as an additional measure to control populations of infected mosquitoes and stem an epidemic. Adult mosquito control products may be applied by ground-based equipment and airplanes or helicopters. Many factors need to be considered when selecting a pesticide and the target area for adult mosquito control treatments. These factors may include (1) efficacy against the target species or life cycle stages, (2) pesticide resistance (3) pesticide label requirements, (4) availability of pesticide and application equipment, (5) environmental conditions (6) cost, and (7) toxicity to non-target species, including humans. The products most likely used for adult mosquito control in the Coachella Valley include pyrethrin and pyrethroids such as resmethrin, sumithrin, etofenprox, lambda-cyhalothrin, permethrin, prallethrin, deltamethrin, and esfenvalerate. These products may be applied with a synergist such as piperonyl butoxide (PBO).

V. RESPONSE LEVELS

The California Mosquito-borne Virus Surveillance and Response Plan is based on conditions that exist at three response levels identified as normal season, emergency planning, and epidemic conditions. Six risk factors that are analyzed to determine the appropriate response level include:

- Environmental conditions (wetland surface water area, rainfall, and temperature)
- Adult mosquito vector abundance
- Virus isolation rates from mosquitoes
- Infection rates in wild or domestic animals
- Human cases of mosquito-borne viruses
- Proximity of detected virus activity to urban or suburban regions

Sentinel chicken seroconversions should be used in areas where they are available. Each of these factors is rated on a scale of 1 to 5, with 5 representing conditions indicative of a high risk of human infection with a mosquito-borne virus. An average rating is determined for the six factors and is correlated with the response level as follows:

Level 1: Normal Season (1.0 to 2.5)

Level 2: Emergency Planning (2.6 to 4.0)

Level 3: Epidemic Conditions (4.1 to 5.0)

Tables 1 – 3 provide worksheets to assist in determining the appropriate rating for each of the risk factors. The term “average” refers to averages over non-epidemic years in a specific region, such as that within the boundaries of a local mosquito and vector control district. Averages typically are determined for the preceding five-year period. The roles and responsibilities of key agencies involved in carrying out the surveillance and response plan are outlined in “Key Agency Responsibilities.”

VI. MOSQUITO-BORNE VIRUS RISK ASSESSMENT TABLES

Table 1. West Nile virus

Table 1. WNV Surveillance Factor	Assessment Value	Benchmark	Value	
1. Environmental conditions Favorable environmental conditions in the Coachella Valley for virus multiplication or transmission Considers ambient temperature and rainfall for prior 2-week period	1	Temperature $\leq 56^{\circ}\text{F}$		
	2	Temperature 57 - 65°F		
	3	Temperature 66 - 72°F		
	4	Temperature 73 – 79°F		
	5	Temperature $> 79^{\circ}\text{F}$		
			<i>Cx tars</i>	<i>Cx quinq</i>
2. Adult <i>Culex tarsalis</i> and <i>Culex quinquefasciatus</i> abundance Area of North and West Shore in last 5 years = female mosquitoes /trap night for prior 2-week period.	1	Vector abundance well below average (<50%)		
	2	Vector abundance below average (50–90%)		
	3	Vector abundance average (90–150%)		
	4	Vector abundance above average (150–300%)		
	5	Vector abundance well above average (>300%)		
3. Virus isolation rate in <i>Culex tarsalis</i> and <i>Culex quinquefasciatus</i> mosquitoes Tested in pools of 50. Test results expressed as minimum infection rate (MIR) per 1,000 female mosquitoes tested for the prior 2-week period	1	MIR / 1000 = 0		
	2	MIR / 1000 = 0–1.0		
	3	MIR / 1000 = 1.1–2.0		
	4	MIR / 1000 = 2.1-5.0		
	5	MIR / 1000 > 5.0		
4. Dead bird infection Number of birds that have tested positive (recent infections only) for WNV during the prior 30 days.	1	No WN positive dead bird within 150 miles of District		
	2	WN positive dead bird within 150 miles of District		
	3	One WN positive dead bird in California		
	4	One WN positive dead bird in Coachella Valley.		
	5	Multiple WN positive dead bird reported in Coachella Valley		
5. Human cases Do not include this factor in calculations if no cases are detected in region	3	One or more human infections within 150 miles of District.		
	4	One human infection in Coachella Valley		
	5	Multiple human infections in Coachella Valley.		
			<i>Cx tars</i>	<i>Cx quinq</i>
Response Level / Average Rating: Normal Season (1.0 to 2.5) Emergency Planning (2.6 to 4.0) Epidemic (4.1 to 5.0)		TOTAL		

Table 2. Western Equine Encephalomyelitis virus

Table 2. WEEV Surveillance Factor	Assessment Value	Benchmark	Value
1. Environmental conditions Favorable environmental conditions in the Coachella Valley for virus multiplication or transmission Considers ambient temperature and rainfall for prior 2-week period	1	Cumulative rainfall and runoff well below average	
	2	Cumulative rainfall and runoff below average	
	3	Cumulative rainfall and runoff average	
	4	Cumulative rainfall and runoff above average	
	5	Cumulative rainfall and runoff well above average	
2. Adult <i>Culex tarsalis</i> abundance Area of North and West Shore in last 5 years = female mosquitoes /trap night/ month	1	Vector abundance well below average (<50%)	
	2	Vector abundance below average (50–90%)	
	3	Vector abundance average (90–150%)	
	4	Vector abundance above average (150–300%)	
	5	Vector abundance well above average (>300%)	
3. Virus isolation rate in <i>Culex tarsalis</i> mosquitoes Tested in pools of 50. Test results expressed as minimum infection rate (MIR) per 1,000 female mosquitoes tested	1	MIR / 1000 = 0	
	2	MIR / 1000 = 0–1.0	
	3	MIR / 1000 = 1.1–2.0	
	4	MIR / 1000 = 2.1-5.0	
	5	MIR / 1000 > 5.0	
4. Proximity to urban or suburban regions (score only if virus activity detected) Risk of outbreak is highest in urban areas because of high likelihood of contact between humans and vectors.	1	Virus detected in rural area	
	3	Virus detected in small town or suburban area	
	5	Virus detected in urban area	
5. Human cases Do not include this factor in calculations if no cases found in region or in agency.	3	One or more human cases within 150 miles of District	
	4	One human case in Coachella Valley.	
	5	More than one human case in Coachella Valley.	
Response Level / Average Rating: Normal Season (1.0 to 2.5) Emergency Planning (2.6 to 4.0) Epidemic (4.1 to 5.0)	TOTAL		
	AVERAGE		

Table 3. St. Louis Encephalitis virus

Table 3. SLEV Surveillance Factor	Assessment Value	Benchmark	Value	
1. Environmental conditions Favorable environmental conditions in the Coachella Valley for virus multiplication or transmission. Considers ambient temperature for prior 2-week period.	1	Temperature \leq 56°F		
	2	Temperature 57 - 65°F		
	3	Temperature 66 - 72°F		
	4	Temperature 73 – 79°F		
	5	Temperature > 79°F		
			<i>Cx tars</i>	<i>Cx quinq</i>
2. Adult <i>Culex tarsalis</i> and <i>Culex quinquefasciatus</i> abundance Area of North and West Shore in last 5 years = female mosquitoes /trap night for prior 2-week period.	1	Vector abundance well below average (<50%)		
	2	Vector abundance below average (50–90%)		
	3	Vector abundance average (90–150%)		
	4	Vector abundance above average (150–300%)		
	5	Vector abundance well above average (>300%)		
3. Virus isolation rate in <i>Culex tarsalis</i> and <i>Culex quinquefasciatus</i> mosquitoes Tested in pools of 50. Test results expressed as minimum infection rate (MIR) per 1,000 female mosquitoes tested for the prior 2-week period	1	MIR / 1000 = 0		
	2	MIR / 1000 = 0–1.0		
	3	MIR / 1000 = 1.1–2.0		
	4	MIR / 1000 = 2.1-5.0		
	5	MIR / 1000 > 5.0		
4. Human cases Do not include this factor in calculations if no cases are detected in region	3	One or more human infections within 150 miles of District		
	4	One human infection in Coachella Valley.		
	5	Multiple human infections in Coachella Valley.		
			<i>Cx tars</i>	<i>Cx quinq</i>
Response Level / Average Rating: Normal Season (1.0 to 2.5) Emergency Planning (2.6 to 4.0) Epidemic (4.1 to 5.0)	TOTAL			
	AVERAGE			

VII. CHARACTERIZATION OF CONDITIONS AND RESPONSES

Normal Season

Risk Rating: 1.0 – 2.5

Conditions:
<ul style="list-style-type: none">• Average or below average rainfall; average seasonal temperatures• Mosquito abundance at or below five-year average (key indicator = adults of vector species)• No virus isolations from mosquitoes• No equine cases• No recently infected arbovirus positive dead birds• No human cases
Response Activities by Role:
General Manager <ul style="list-style-type: none">• With Laboratory Manager, Operations Manager, and Public Information Officer, establish and maintain routine communication with local office of emergency services personnel; obtain Standardized Emergency Management System (SEMS) training• Ensure adequate emergency funding with Administrative Finance Manager
Laboratory Manager <ul style="list-style-type: none">• With General Manager, Operations Manager, and Public Information Officer establish and maintain routine communication with local office of emergency services personnel; obtain Standardized Emergency Management System (SEMS) training• With Public Information Officer, send routine notifications to physicians and veterinarians
Operations Manager <ul style="list-style-type: none">• With General Manager, Laboratory Manager, and Public Information Officer establish and maintain routine communication with local office of emergency services personnel; obtain Standardized Emergency Management System (SEMS) training• Coordinate routine mosquito larval control• Comply with National Pollutant Discharge Elimination System permit if applying pesticides to waters of the United States• Inventory pesticides and equipment

Public Information Officer

- Conduct routine public education (eliminate standing water around homes, use personal protection measures)
- Release routine press notices
- Send routine notifications to physicians and veterinarians

Vector Ecologist

- Conduct routine mosquito and virus surveillance activities
- Evaluate pesticide resistance in vector species

Emergency Planning
Risk Rating 2.6-4.0

<p>Conditions:</p> <ul style="list-style-type: none"> • Temperature and rainfall above average • Adult mosquito abundance >5-year average (150-300% above normal) • One or more virus isolations from mosquitoes (MIR / 1000 is <5) • Evidence of recent infection in 1-5 wild birds within the District • One human case within 150 miles of District • If WEEV, viral activity in small towns or suburban area
<p>Response Activities by Role:</p> <p>Laboratory Manager</p> <ul style="list-style-type: none"> • Coordinate epidemic response in consultation with General Manager • Review candidate pesticides for availability and susceptibility of vector mosquito species • Identify any special environmental compliance concerns in affected area and communicate with Lead District staff
<p>Public Information Officer</p> <ul style="list-style-type: none"> • Review epidemic response plan • Enhance public education (include messages on signs and symptoms of encephalitis; seek medical care if needed; inform public about pesticide applications if appropriate) • Enhance information to public health providers • Ensure notification of key agencies of presence of viral activity, including the office of emergency services
<p>Operations Manager</p> <ul style="list-style-type: none"> • Review epidemic response plan • Increase surveillance and control of mosquito larvae • Coordinate localized chemical control of adult mosquitoes • Contact commercial applicators in anticipation of large scale adulticide applications
<p>Vector Ecologist</p> <ul style="list-style-type: none"> • Review epidemic response plan • Increase adult mosquito surveillance • Increase number of mosquito pools tested for virus • Review candidate pesticides for availability and susceptibility of vector mosquito species

Epidemic Conditions
Risk Rating 4.1-5.0

<p>Conditions:</p> <ul style="list-style-type: none"> • Rainfall, temperature, wetland surface area well above average • Adult vector population extremely high (>300% above normal) • Virus isolates from multiple pools of mosquitoes (MIR /1000 > 5.0) • Increased seroprevalance rates in wild bird populations or die-off of susceptible species (more than 5) • One or more human cases in District • In the case of WEEV, virus detection in urban or suburban areas
<p>Response Activities by Role:</p> <p>General Manager and Administrative Finance Manager:</p> <ul style="list-style-type: none"> • Ensure adequate emergency funding • Determine whether a declaration of a local emergency should be considered by the County Board of Supervisors (or Local Health Officer) • Determine whether a declaration of a “State of Emergency” should be considered by the Governor at the request of designated county or city officials
<p>Administrative Finance Manager:</p> <ul style="list-style-type: none"> • Ensure state funds and resources are available to assist epidemic control efforts.
<p>Laboratory Manager:</p> <ul style="list-style-type: none"> • Coordinate epidemic response. • Coordinate the response with the local Office of Emergency Services or if activated, the Emergency Operation Center (EOC) • Request public health exemptions from FIFRA (40 CFR 166) and emergency tolerance exemptions (40 CFR 176) • With Operations Manager and Vector Ecologist, accelerate adult mosquito surveillance and control • Ensure remaining environmental compliance requirements are met.
<p>Operations Manager:</p> <ul style="list-style-type: none"> • With Laboratory Manager and Vector Ecologist, initiate mosquito surveillance and control in geographic regions without an organized vector control program • Continue enhanced larval surveillance and control of immature mosquitoes • Accelerate adult mosquito control
<p>Public Information Officer:</p> <ul style="list-style-type: none"> • Conduct full-scale media campaign • Alert physicians and veterinarians to expect cases

- Continue mosquito education and control programs until mosquito abundance is substantially reduced and no additional human cases are detected

Vector Ecologist:

- With Laboratory Manager and Operations Manager, initiate mosquito surveillance and control in geographic regions without an organized vector control program
- Broaden geographic coverage of adult mosquito surveillance and arbovirus testing.

VIII. PROGRAM SUPPORT

A. Key Agency Responsibilities

1. Local Mosquito and Vector Control Agencies

- Gather, collate, and interpret regional weather data
- Monitor abundance of immature and adult mosquitoes
- Collect and submit mosquito pools for virus isolation
- Pick up suitable dead birds and test for WNV
- Update the VectorSurv Gateway weekly to record all mosquito samples and birds that are tested
- Conduct routine control of immature mosquitoes
- Conduct control of adult mosquitoes when needed
- Comply with NPDES permit if applying pesticides to or near water of the United States
- Educate public on mosquito avoidance and reduction of mosquito sources
- Coordinate with local Office of Emergency Services personnel
- Communicate regularly with neighboring agencies

2. Mosquito and Vector Control Association of California

- Coordinate purchase of sentinel chickens
- Receive, track, and disburse payment for surveillance expenses
- Coordinate surveillance and response activities among member agencies
- Serves as spokesperson for member agencies
- Establish liaisons with press and government officials

3. California Department of Public Health

- Provide and maintain Vector Control Technician Certification program
- Collate adult mosquito abundance data submitted by local agencies; provide summary of data to local agencies
- Maintain a WNV information hotline, 1-877-WNV-BIRD, and a website (<http://westnile.ca.gov>).
- Test sentinel chicken sera for viral antibodies
- Test human specimens for virus
- Coordinate surveillance for human infections
- Coordinate and oversee testing and acquisition of human specimens for virus and antiviral antibodies.
- Distribute a weekly bulletin summarizing surveillance test results
- Report weekly surveillance results to the CDC ArboNET surveillance system.
- Immediately notify local vector control agency and public health officials when evidence of viral activity is found
- Conduct epidemiological investigations of cases of human disease
- Coordinate and participate in regional emergency response in conjunction with California Emergency Management Agency

- Provide oversight to local jurisdictions without defined vector-borne disease control program
- Maintain inventory of antigens, antisera, and RNA assays to detect exotic viruses
- Provide confirmation of tests done by local agencies

4. University of California at Davis, Davis Arbovirus Research and Training (DART)

- Conduct research on arbovirus surveillance, transmission of mosquito-borne pathogens, and mosquito ecology and control
- Provide support for testing mosquito and dead bird samples for endemic and exotic arboviruses
- Provide a panel of tests for a wide range of viruses for identification of viruses from human, equine, bird, or arthropod vectors
- Maintain an interactive website (<https://ca.vectorsurv.org/>) for dissemination of mosquito-borne virus information and data
- Maintain inventory of antigens and antisera to detect exotic viruses
- Provide confirmation of tests done by local or state agencies

5. California Department of Food and Agriculture

- Notify veterinarians and veterinary diagnostic laboratories about WEEV and WNV testing facilities available at California Animal Health and Food Safety Laboratory
- Provide outreach to general public and livestock and poultry producers on the monitoring and reporting of equine and rhabdovirus encephalitides
- Facilitate equine sample submission from the field
- Conduct investigations of confirmed WNV and WEEV equine cases

6. Local Health Departments and Public Health Laboratories

- Test human specimens for arboviruses
- Refer human specimens to CDPH for further testing
- Notify local medical community, including hospitals and laboratories, if evidence of viral activity present
- Participate in emergency response
- Conduct epidemiological investigations of cases of human disease
- Report human arbovirus cases to CDPH
- Assist in public outreach and education

7. California Emergency Management Agency

- Coordinate the local, regional, or statewide emergency response under epidemic conditions in conjunction with CDPH via the Standardized Emergency Management System (SEMS)
- Serve as liaison with the Federal Emergency Management Agency (FEMA) in the event that a federal disaster has been declared

8. State Water Resources Control Board

- Review NPDES permit applications and respond in a timely manner

9. Centers for Disease Control and Prevention

- Provide consultation to state and local agencies in California if epidemic conditions exist
- Provide national surveillance data to state health departments
- Provide diagnostic consultation

B. Equipment

Monitoring of emergency levels of larvicide and adulticide control products will be done on a monthly basis and displayed in the monthly district inventory sheets located on the district M drive at M:\Mosquito\Inventory. If larvicide or adulticide levels fall below or are in danger of falling below the emergency treatment level capability, steps will be taken to replenish inventory levels to meet the emergency requirements.

APPLICATION EQUIPMENT

<i>Equipment</i>	<i>Number in use</i>
1. Hand Cans (1 gal)	44
2. Maruyama Backpack Sprayers (Granular)	26
3. Maruyama Backpack Sprayer (Liquid)	6
4. Stihl Backpack Sprayers (Liquid)	6
5. Hand Backpack Sprayers	36
6. Argo – all-terrain vehicle	2
7. Powered Liquid Skid Mounted Sprayer	3
8. ATV - quadbike	3
9. ATV - ranger	3
10. London Fog ULV Model 18-20	2
11. Guardian Model 190ES ULV Sprayer	3
12. Longray Portable Electric Fog Generator	5
13. Colt Hand Portable Fog Generator	2
14. A1 Super Duty Mister	2
15. Twister (Liquid)	2
16. Birchmeirer 4 Gal Liquid Backpack Sprayer	131
17. SP1 5 Gal Gas-powered Liquid Backpack Sprayer	1

- | | |
|---|---|
| 18. SP2 5 Gal Gas-powered Liquid Backpack Sprayer | 1 |
| 19. Micronair Liquid Barrier Sprayer | 1 |
| 20. 16 Gal Power Sprayer | 1 |
| 21. Polaris 15 Gal electric pump sprayer | 1 |
| 22. Herd Spreader for Ranger | |

Aerial applicators available for contact

Salton Sea Air Service, Inc.
 101-111 Desert Air Drive
 North Shore, CA 92254

OceanAir Helicopters
 16603 Vesper Road
 Valley Center, CA 92082

Clarke Environmental Mosquito
 Management, Inc.
 110 East Irving Park Road, 4th Floor
 Roselle, IL 60172-9963
 Telephone: (800) 323-5727

Vector Disease Control International
 (VDCI)
 1320 Brookwood Drive, Suite H
 Little Rock, AR 72202
 Telephone: (800) 413-4445

C. Control Products

LARVAL CONTROL

Products – The District will maintain an emergency level of larval control product inventory to control mosquito breeding at the following listed levels for 14 consecutive days. This level would be sufficient for District personnel to evaluate the scope and magnitude of the emergency, formulate a specific response plan, and procure additional control products if needed.

The following products are stored at the District and emergency response amounts will be available in combination to treat the listed acreage during the specified season. A combination of products within the same classification can fulfill the emergency requirements. The Maximum Product Required listed in the table is the amount required to fulfill the required treatment capability, provided that no other product within that category is available. The combined acreage capability for each classification of product is displayed in the monthly inventory spreadsheet located at M:/Mosquito/Inventory.

LARVAL CONTROL PRODUCT INVENTORY EMERGENCY RESERVE

Product	Classification	Treatment Rate	Maximum Product Required	Required Treatment Capability and Seasonal Availability
PUPACIDES				
Agnique MMF	Pupacide (liquid)	1 gal./acre	80 gals.	40 acres for 14 days – year-round Retreat after 7 days 80 acres treated
Masterline Kontrol Mosquito Larvicide	Pupacide (liquid)	2 gal./acre	160 gals.	
INSECT GROWTH REGULATORS - methoprene				
MetaLarv S-PT	IGR (granule)	10 lbs./acre	2500 lbs. – April-Oct. 1500 lbs. – Nov.-March	250 acres April through October; 150 acres November through March.
Altosid Liquid	IGR (liquid)	4 oz./acre	15.6 gal. – April-Oct. 9.4 gal. – Nov.-March	Altosid Liquid – re-treat after 7 days 500 acres April – October treated. 200 acres November – March treated.
Altosid Pellets	IGR (granule)	7.5 lbs./acre	2500 lbs. – April-Oct.	Altosid Pellets – re-treat after 42 days

			1500 lbs. – Nov-March	MetaLarv S-PT – re-treat after 42 days 250 acres April – October treated 150 acres November – March treated
BACTERIAL PRODUCTS – Bti, <i>Lysinibacillus sphaericus</i>				
Aquabac 200G	Biological (granule)	10 lbs./acre	5000 lbs. – April - October	250 acres for 14 days – April through October Retreat after 7 days 500 acres treated
VectoBac 12AS	Biological (liquid)	16 oz./acre	62.5 gals. – April - October	
VectoBac G	Biological (granule)	10 lbs./acre	5000 lbs. – April - October	
VectoBac WDG	Biological (granule)	7 oz./acre	219 lbs. – April - October	
VectoLex WDG	Biological (granule)	1 lb./acre	250 lbs. – April - October	
VectoMax FG	Biological (granule)	10 lbs./acre	5000 lbs. – April - October	
SPINOSAD PRODUCTS				
Natular G	Spinosad (granule)	9 lbs./acre	4500 lbs. April-Oct. 1800 lbs. Nov.-March	250 acres for 14 days – April through October. 100 acres for 14 days – November through March. Natular 2EC and Natular G - Retreat after 7 days. 500 acres April – October treated. 200 acres November – March treated. Natular G30 – Retreat after 30 days. 250 acres April – October treated. 100 acres November – March treated.
Natular 2EC	Spinosad (liquid)	6.4 oz./acre	25 gals. April-Oct. 10 gals. Nov.-March	
Natular G30	Spinosad (granule)	10 lbs./acre	2500 lbs. April-Oct. 1000 lbs. Nov.-March	

ADULT CONTROL

Products – District emergency adult mosquito control product inventory for rural areas of the Coachella Valley is estimated to be 250 acres (35,000 linear feet), for 10 days of ground treatment, plus 640 acres for 10 days for aerial ULV treatments. Urban control is estimated to be 250 acres, (35,000 linear feet), for 10 days ground ULV. In addition, barrier treatment products capable of treating 4 acres, (29,000 linear feet by 6 foot), will also be available for emergency response. This level would be sufficient for district personnel to evaluate the scope and magnitude of the emergency, formulate a specific response plan, and procure additional control products if needed. A combination of products within the same classification can fulfill the emergency requirements. The Maximum Product Required listed in the table is the amount required to fulfill the required treatment capability, provided that no other product within that category is available. The combined acreage capability for each classification of product is displayed in the monthly inventory spreadsheet located at M:/Mosquito/Inventory.

District personnel may substitute products based on product availability, mosquito population resistance studies, and environmental impacts.

ADULT CONTROL PRODUCT INVENTORY EMERGENCY RESERVE

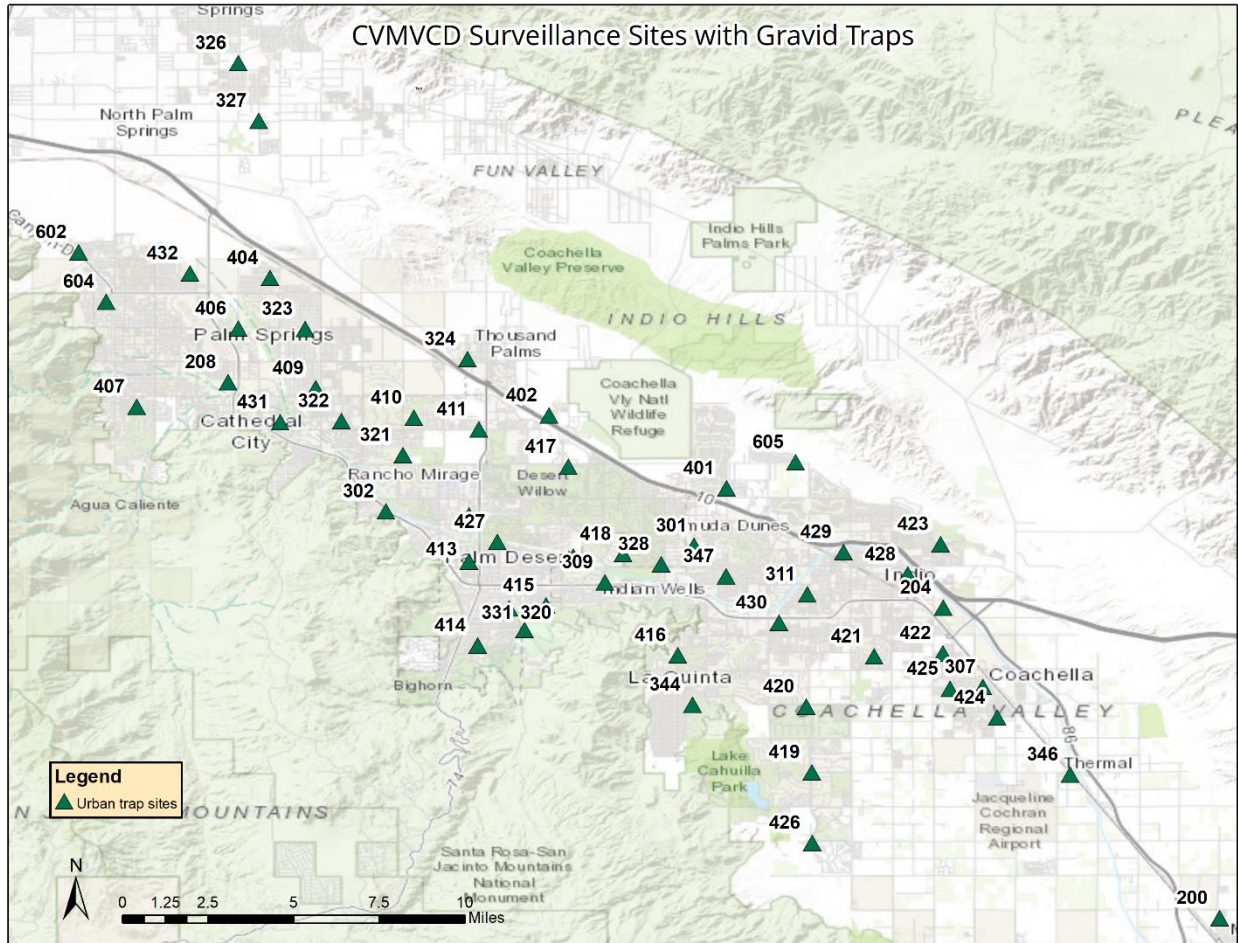
Adulticide Product	Classification	Treatment Rate	Maximum Product Required	Treatment Capability
Aqua-Reslin	Adulticide	0.356 oz. Aqua-Reslin/ Acre	23.7 gals.	6400 acres – rural fogging
Scourge 18 + 54	Adulticide	.593 oz. Scourge 18+54/ Acre	37.4 gals.	
Duet	Adulticide	1.28 oz. Duet/Acre	85 gals.	2500 acres – urban fogging
EverGreen 5-25	Adulticide	0.876 oz. EverGreen 5-25/Acre	60.9 gals.	
DeltaGard	Adulticide	1.007 oz. DeltaGard/Acre	39.3 gals.	2500 acres – urban fogging (no rural)
Aqua-Reslin	Barrier Spray	7.7 fl. oz./Acre barrier treatment	0.25 gals.	4 acres Barrier treatments
Demand CS	Barrier Spray	10 fl. oz./ Acre barrier treatment	0.32 gals.	

EMERGENCY CONTROL PRODUCT MONITORING

Monitoring of emergency levels of larvicide and adulticide control products will be done on a monthly basis and displayed in the monthly district inventory sheets located on the district M drive at M:\Mosquito\Inventory. If larvicide or adulticide levels fall below or are in danger of falling below the emergency treatment level capability, steps will be taken to replenish inventory levels to meet the emergency requirements.

IX. APPENDICES

Appendix A.1 - Map of Surveillance Locations with Gravid Traps in the Coachella Valley

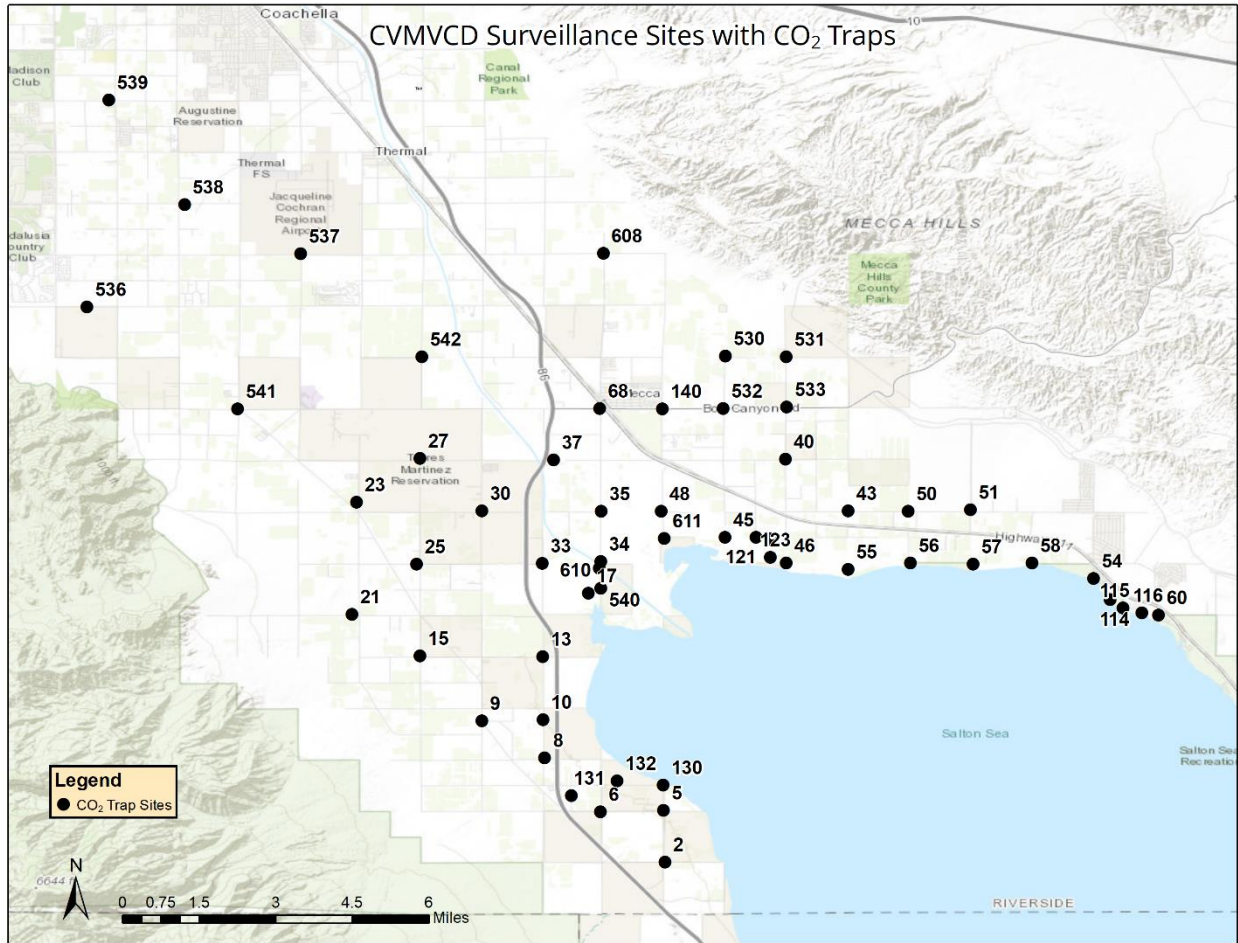


Appendix A.2 – List of Sites with Gravid Trap Locations in the Coachella Valley

No.	Site ID	City	Location Description
1	200	Mecca	Lincoln and Avenue 65
2	203	Palm Desert	Cook St and Sheryl Ave
3	204	Indio	Van Buren St and Enterprise Way
4	208	Palm Springs	Mesquite Ave and S Gene Autry Trl
5	301	Bermuda Dunes	End of Hidden River Rd
6	302	Rancho Mirage	Thunderbird Rd and Hwy 111
7	307	Coachella	Coachella Fire Station
8	309	Indian Wells	El Dorado Dr and Hwy 111
9	311	Indio	Madison St and Avenue 46
10	320	Palm Desert	Shadow Mountain CC Golf Club Ln
11	321	Rancho Mirage	Tamarisk CC
12	322	Cathedral City	Plumley Rd and Gerald Ford Dr
13	323	Cathedral City	Ximino Rd and 30 th Avenue
14	324	Thousand Palms	Robert Rd and Ramon Rd
15	326	Desert Hot Springs	Verbena Dr and Park Ln
16	327	Desert Hot Springs	Bubbling Wells Rd and 18 th Avenue
17	328	Palm Desert	Texas Ave by Fred Waring
18	331	Palm Desert	Living Desert
19	344	La Quinta	La Quinta Maintenance Yard
20	346	Thermal	Grapefruit Blvd and Airport Blvd
21	347	La Quinta	Miles Ave and Adams St
22	401	Palm Desert	Sun City
23	402	Thousand Palms	Jack Ivey Dr and Stage Line Dr
24	404	Cathedral City	Landau Blvd and Ontina Rd
25	406	Palm Springs	Escena
26	407	Palm Springs	S Camino Real and E La Verne Way
27	409	Cathedral City	Date Palm Dr and Ortega Rd
28	410	Rancho Mirage	Mission Hills CC
29	411	Rancho Mirage	Orleans Rd and Victor Hugo Rd
30	412	Rancho Mirage	Verbenia Rd and Monterey Ave
31	413	Palm Desert	Monterey Ave and Parkview Dr
32	414	Palm Desert	Mesa View and Racquet Ln
33	415	Indian Wells	Vintage Dr W and Wren Dr
34	416	La Quinta	Avenida El Nido & Avenida Fernando
35	417	Palm Desert	Vista Royale Dr and Desert Falls Dr
36	418	Indian Wells	Via Orvieto and Via Uzzano
37	419	La Quinta	Madison St and Airport Blvd
38	420	La Quinta	Hideaway CC
39	421	Indio	Indian Palms CC

40	422	Coachella	Avenue 49 and Van Buren St
41	423	Indio	Golf Center Pkwy and Avenue 43
42	424	Coachella	Genoa St and Avenue 53
43	425	Coachella	Frederick St and Avenue 51
44	426	La Quinta	Madison and Avenue 60
45	427	Palm Desert	Monterey CC
46	428	Indio	Dillon Ave and Palo Verde St
47	429	Indio	Sunburst St and Oleander Ave
48	430	Indio	Hwy 111 and Jefferson St
49	431	Palm Springs	Cathedral Canyon Dr and Paseo Azulejo
50	432	Palm Springs	Whitewater Club and N Farrell Dr
51	602	Palm Springs	Mountain Gates
52	604	Palm Springs	Vereda Norte and Camino Centro
53	605	Indio	Madison St and Avenue 38

Appendix B.1 – Map of Surveillance Locations with only CO₂ Traps in the Coachella Valley



Appendix B.2 – List of Surveillance Locations with only CO₂ Traps in the Coachella Valley

<i>No.</i>	<i>Site ID</i>	<i>City</i>	<i>Site Description</i>
1	2	Oasis	Johnson and Avenue 84
2	5	Oasis	Johnson and Avenue 82
3	6	Oasis	Lincoln and Avenue 82
4	8	Oasis	Buchanan and Avenue 80
5	9	Thermal	Pierce and King St
6	10	Oasis	Buchanan and Avenue 79
7	13	Thermal	Buchanan and Avenue 76
8	15	Thermal	Filmore and Avenue 76
9	17	Thermal	Lincoln and Avenue 73
10	21	Thermal	Polk and Avenue 74
11	23	Thermal	Polk and Avenue 70
12	25	Thermal	Filmore and Avenue 72
13	27	Thermal	Filmore and Avenue 68
14	30	Thermal	Pierce and Avenue 70
15	33	Thermal	Buchanan and Avenue 72
16	34	Mecca	Lincoln and Avenue 72
17	35	Mecca	Lincoln and Avenue 70
18	37	Mecca	Buchanan and Avenue 68
19	40	Mecca	Hayes and Avenue 68
20	43	Mecca	Garfield and Avenue 70
21	45	Mecca	Grant and Avenue 71
22	46	Mecca	Hayes and Avenue 72
23	48	Mecca	Johnson and Avenue 70
24	50	Mecca	Arthur and Avenue 70
25	51	Northshore	Cleveland and Avenue 70
26	54	Northshore	Vanderveer and Avenue 73
27	55	Mecca	Garfield and Avenue 72
28	56	Northshore	Arthur and Avenue 72
29	57	Northshore	Cleveland and Avenue 72
30	58	Northshore	Avenue 72 East of Cleveland
31	60	Northshore	Salton Sea State Park
32	68	Mecca	Lincoln and Avenue 66
33	114	Northshore	Desert Mobile Home Park
34	115	Northshore	Mecca Ave and Tripoli Dr
35	116	Northshore	South of Tripoli Rd
36	121	Mecca	Colfax and Ave 71
37	122	Mecca	East of Colfax and Avenue 71
38	123	Mecca	Avenue 72 between Hayes and Colfax

39	130	Oasis	Johnson and Avenue 81
40	131	Oasis	Avenue 81 and Buchanan
41	132	Oasis	Johnson and Avenue 81
42	140	Mecca	Johnson and Avenue 66
43	530	Mecca	Grant and Avenue 64
44	531	Mecca	Hayes and Avenue 64
45	532	Mecca	Grant and Avenue 66
46	533	Mecca	Hayes and Avenue 66
47	536	Vista Santa Rosa	Orchid and Avenue 62
48	537	Thermal	Tyler and Avenue 60
49	538	Vista Santa Rosa	Van Buren and Avenue 58
50	539	Vista Santa Rosa	Jackson and Avenue 54
51	540	Mecca	Lincoln and Avenue 73
52	541	Mecca	Harrison and Avenue 66
53	542	Mecca	Fillmore and Avenue 64
54	608	Mecca	Lincoln and Avenue 60
55	610	Mecca	Torres Martinez Wetland
56	611	Mecca	End of Johnson and Avenue 70

Appendix C – Table 4. Annual and monthly total and average rainfall (in.) for the Coachella Valley

MONTH	2016	2017	2018	2019	2020	5-year Average
JANUARY	0.76	0.95	0.41	0.57	0	0.538
FEBRUARY	0	0.31	0	1.29	0	0.32
MARCH	0	0	0	0.17	2.17	0.468
APRIL	0.34	0	0	0	0.72	0.212
MAY	0	0	0	0.01	2.89	0.58
JUNE	0	0	0	0	0	0
JULY	0	0	0	0.44	0	0.088
AUGUST	0	0.07	0.12	0	0	0.038
SEPTEMBER	0.21	0	0.02	0.51	0	0.148
OCTOBER	0	0	0.82	0	0	0.164
NOVEMBER	0.01	0	0	0.58	0	0.118
DECEMBER	0.57	0	0.09	1.42	0.21	0.458
YEAR TOTAL	1.89	1.33	1.46	4.99	5.99	3.132

*This data used for surveillance factor # 1 in the Mosquito-Borne Virus Risk Assessment Table calculations for WNV, WEEV, and SLEV on pages 9 – 11 of the Coachella Valley Mosquito-Borne Virus Surveillance and Emergency Response Plan. Data is from weather station KTRM in Thermal, CA (KPSP data is used if no information is available from KTRM).

Appendix D – Table 5. Average Minimum and Maximum temperatures (°F) in the Coachella Valley

Month	2016			2017			2018			2019			2020			5-Year Average		
	Max	Avg	Min	Max	Avg	Min	Max	Avg	Min	Max	Avg	Min	Max	Avg	Min	Max	Avg	Min
Jan 1-15	64	51	38	66	55	43	78	61	45	66	52	40	70	52	37	68.7	54.2	40.7
Jan 16-31	73	58	41	68	54	41	78	61	42	74	60	47	75	58	43	73.6	58.2	42.7
Feb 1-14	80	60	40	78	65	51	84	65	46	66	54	42	70	55	38	75.8	59.8	43.3
Feb 15-28	87	67	48	71	60	48	71	55	39	68	56	43	81	62	44	75.6	60.0	44.4
Mar 1-15	84	69	53	86	67	48	81	65	49	76	66	54	75	61	45	80.4	65.6	50.0
Mar 16-31	86	69	51	89	73	57	86	70	54	85	71	56	74	63	53	83.9	69.2	54.1
Apr 1-15	87	73	58	89	72	56	95	78	60	89	75	61	78	67	56	87.5	73.0	58.2
Apr 16-30	90	75	59	94	77	61	94	78	61	95	82	66	95	80	64	93.5	78.4	62.2
May 1-15	92	78	63	92	77	62	97	81	65	93	80	68	99	86	71	94.7	80.4	65.7
May 16-31	93	80	66	99	83	66	98	83	69	88	76	64	99	85	68	95.3	81.5	66.6
Jun 1-15	104	88	71	101	84	67	107	90	72	105	89	72	101	87	70	103.6	87.7	70.4
Jun 16-30	110	93	75	113	94	74	107	89	72	104	90	73	104	90	75	107.7	91.2	73.7
Jul 1-15	108	91	73	111	94	78	111	96	81	110	95	79	109	95	71	109.8	94.2	76.3
Jul 16-31	110	95	79	107	93	79	112	99	84	109	97	81	111	96	80	109.8	96.0	80.6
Aug 1-15	108	94	79	107	94	79	111	98	83	111	98	83	111	96	79	109.6	96.0	80.4
Aug 16-31	107	91	74	110	93	76	109	94	78	110	97	81	110	98	85	109.2	94.5	78.8
Sep 1-15	102	87	71	103	90	77	108	89	68	106	92	77	107	94	79	105.2	90.4	74.6
Sep 16-30	97	81	64	95	80	65	106	88	70	95	81	67	107	93	77	100.1	84.6	68.5
Oct 1-15	95	78	60	94	75	56	90	79	66	90	73	55	102	82	60	94.3	77.4	59.3
Oct 16-31	91	76	60	95	77	59	92	75	57	88	70	51	91	71	46	91.3	73.8	54.6
Nov 1-15	89	71	53	82	67	52	85	67	47	87	64	45	82	64	48	85.1	66.7	49.1
Nov 16-30	74	59	43	83	66	49	79	62	44	73	58	45	79	60	43	77.6	61.1	45.0
Dec 1-15	73	58	42	78	61	43	71	57	43	69	57	46	73	60	48	72.8	58.6	44.5
Dec 16-31	66	54	42	71	54	37	72	57	41	64	50	38	70	58	47	68.5	54.6	41.1

* This data used for surveillance factor # 1 in the Mosquito-Borne Virus Risk Assessment Table calculations for WNV, WEEV, and SLEV on pages 9 – 11 of the Coachella Valley Mosquito-Borne Virus Surveillance and Emergency Response Plan. Data is from weather station KTRM in Thermal, CA with KPSP in Palm Springs as a backup.

Appendix E – Risk Assessment Maps

The seasonal transmission risk of the arboviruses WNV, WEEV, and SLEV in the Coachella Valley, among other factors, is related to temperature, rainfall, mosquito infection rates, vector abundance, and population size of vertebrate hosts. Some of these factors are used on a bi-weekly basis to determine the level of risk for WNV, SLEV, and WEEV transmission in various areas or zones of the Valley. Some of the zones used to calculate arbovirus transmission risk are shown in the figures below. For the surveillance zones around the Salton Sea (Figure 3), tables 6, 7, and 8 present the average number of *Cx. tarsalis* and *Cx. quinquefasciatus* female mosquitoes per trap per month.

Figure 1 – Map of the Coachella Valley risk assessment zone.



Figure 2 – Map of urban and agricultural risk assessment zones.

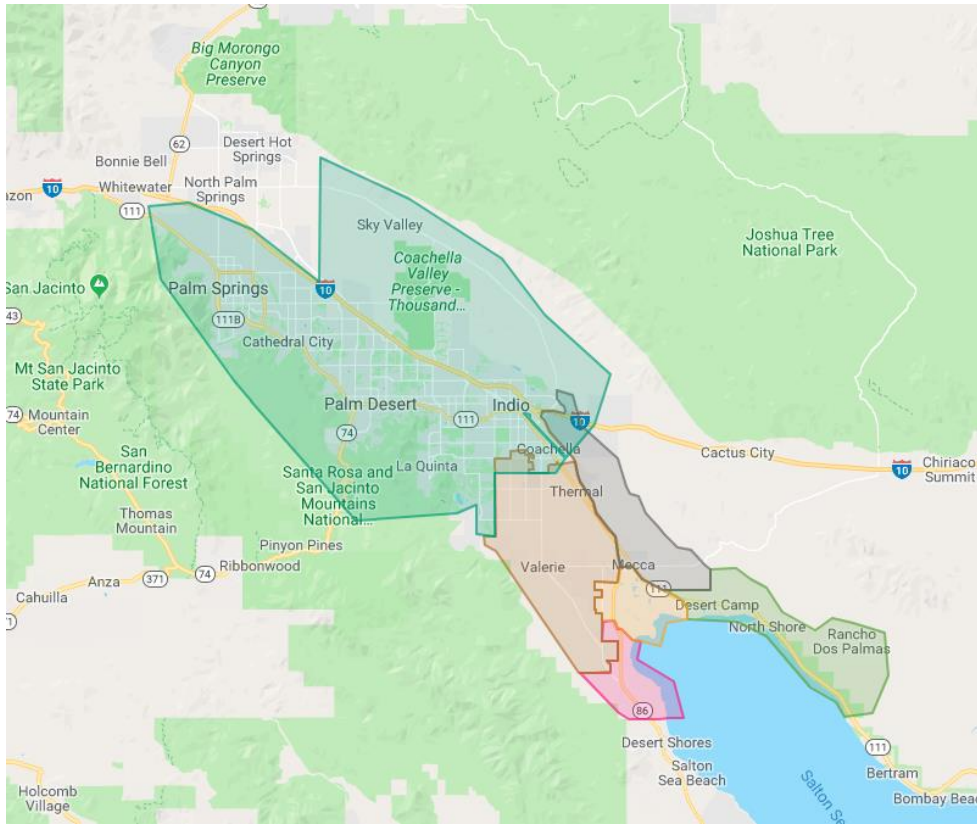


Figure 3 – Map of Salton Sea Shoreline Risk Assessment Zones

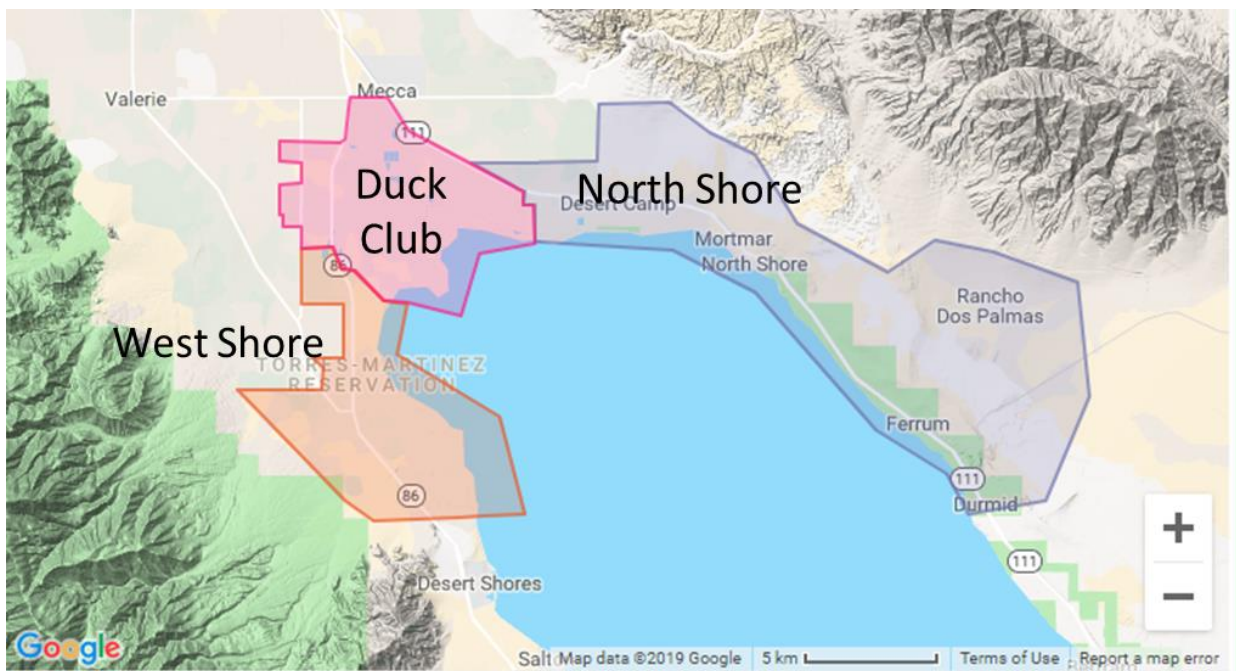


Table 6. North Shore Average Number of Vector Mosquitoes


MONTH	2016	2017	2018	2019	2020	<i>5-year Average</i>
JAN	62.83	224.33	204.5	14.33	81.33	<i>117.464</i>
FEB	135.17	158.33	444	11.67	45.67	<i>158.968</i>
MAR	217.94	137.92	260.25	175	284.78	<i>215.178</i>
APR	134.96	326.67	515.25	536.67	715.79	<i>445.868</i>
MAY	136.42	93.22	164.17	356.36	929.85	<i>336.004</i>
JUN	168.47	17.96	64.21	138.15	118.83	<i>101.524</i>
JUL	5.88	12.29	7.91	22.96	24.5	<i>14.708</i>
AUG	0.92	6.04	16.88	1.59	33.87	<i>11.86</i>
SEP	15.32	46.21	41.48	28.13	76.59	<i>41.546</i>
OCT	55.83	179.56	39.58	65.56	126.54	<i>93.414</i>
NOV	53.33	29.27	12.42	32.08	46.13	<i>34.646</i>
DEC	8	196	5	2.33	161	<i>74.466</i>

Table 7. Duck Club Zone Average Number of Vector Mosquitoes

MONTH	2016	2017	2018	2019	2020	<i>5-year Average</i>
JAN	65.23	293.6	173.57	104.67	126.9	<i>152.794</i>
FEB	289.69	278.4	305.1	15.11	27.2	<i>183.1</i>
MAR	1317.5	1370.3	365.68	630.3	1414.65	<i>1019.69</i>
APR	791.67	952.5	1527.1	2426.07	2497.76	<i>1639.03</i>
MAY	218.1	388.24	406.03	1165.54	1674.89	<i>770.56</i>
JUN	251.82	111.35	121.94	1125.14	170.4	<i>356.13</i>
JUL	45.46	24.47	38.9	50.05	14.67	<i>34.71</i>
AUG	71.84	26.65	32.46	146.36	34.15	<i>62.292</i>
SEP	227.85	322.97	350.27	522.44	402.5	<i>365.206</i>
OCT	754.07	1179.5	318.59	765.68	924.03	<i>788.376</i>
NOV	294.73	158.68	129.4	124.74	153	<i>172.11</i>
DEC	10.8	84.6	82.36	30.8	46.4	<i>50.992</i>

Table 8. West Shore Average Number of Vector Mosquitoes

MONTH	2016	2017	2018	2019	2020	<i>5-year Average</i>
JAN	65	78.5	116.25	23.5	120	<i>80.65</i>
FEB	285.5	126.5	101	26.5	4.5	<i>108.8</i>
MAR	320	291.71	99.43	87.14	135.43	<i>186.742</i>
APR	194.5	62.64	77.21	173.64	309.21	<i>163.44</i>
MAY	150.36	27.43	68.05	158.29	165.57	<i>113.94</i>
JUN	213.45	32.07	82	318.79	55.59	<i>140.38</i>
JUL	22.29	19.5	21.79	89	6.21	<i>31.758</i>
AUG	9.53	5.57	18.71	69.48	30.56	<i>26.77</i>
SEP	18.79	17.33	54.14	45.93	59.05	<i>39.048</i>
OCT	56.93	33.86	31.57	174.57	100.86	<i>79.558</i>
NOV	26.71	41.11	3.14	50.79	8.43	<i>26.036</i>
DEC	3.5	21	14.5	15	7	<i>12.2</i>

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>May 11, 2021</p>
<p>Agenda Item: New Business</p> <p>Review and approve Resolution 2021-05 to adopt the amendments to Trustee Bylaws – Lena Wade, General Counsel on behalf of the Executive Committee</p>		
<p>Background:</p> <p>The Executive Committee and Board of Trustees reviewed the Trustee Bylaws during their meeting in March and identified items for further amendment. Among the changes, were to revise the Oath or Affirmation section to read it must be re-taken if the Trustee is re-appointed at the end of his/her term; under regular meetings, add if required, due to extenuating circumstances, regular meetings can be held remotely using appropriate electronic tools; revise Budget to Committee meetings to cover all meetings outside of Board meetings; update the location of meetings to include virtual meetings as allowed per the Brown Act.</p> <p>Furthermore, the Board of Trustees wishes to amend its current Bylaws to define absences; to include certain other minuscule items that expand on the role of the Finance Committee; the Board of Trustees wishes to further amend its current Bylaws to add the required State training, the government required forms and a biennial review of Trustee Bylaws.</p>		
<p>Staff Recommendation:</p> <p>The Board of Trustees shall take whatever action it deems necessary.</p>		
<p>Attachment:</p> <ul style="list-style-type: none"> • Resolution 2021-05 • Board of Trustees Bylaws 		

Resolution No. 2021-05

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

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

WHEREAS, the Board of Trustees wishes to amend its current Bylaws to revise the Oath or Affirmation section to read it must be re-taken if the Trustee is re-appointed at the end of his/her term; under regular meetings, add if required, due to extenuating circumstances, regular meetings can be held remotely using appropriate electronic tools; revise Budget to Committee meetings to cover all meetings outside of Board meetings; update the location of meetings to include virtual meetings as allowed per the Brown Act;

WHEREAS, the Board of Trustees wishes to amend its current Bylaws to define absences; and to include certain other minuscule items that expand on the role of the Finance Committee.

WHEREAS, the Board of Trustees wishes to further amend its current Bylaws to add the required State training, the government required forms, and a biennial review of Trustee Bylaws.

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

Section 1. Recitals.

That the recitals set forth above are true and correct.

Section 2. Adoption Amended and Fully Restated Bylaws.

That the Bylaws are hereby amended as presented and as referenced hereto as Appendix A.

Section 3. Severability

That the Board of Trustees 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 4. Repeal of Conflicting Provisions

That all the provisions of any existing resolution as heretofore adopted by the Board of Trustees that are in conflict with the provisions of this resolution are hereby repealed.

Section 5. Effective Date.

That this Resolution shall take effect upon its adoption.

Section 6. Certification.

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

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PASSED, ADOPTED, AND APPROVED, this 11th day of May 2021.

Benjamin Guitron,
President
Board of Trustees

ATTEST:

Melissa Tallion, Clerk of the Board

APPROVED AS TO FORM:

Lena Wade, General Counsel

REVIEWED:

Jeremy Wittie, M.S. General Manager



Coachella Valley Mosquito and Vector Control District
Board of Trustees Bylaws

Approved by Resolution No. 2013 - 22 on October 8, 2013
Revised May 11, 2021, and Approved by Resolution 2021-05
(Supersedes all prior Bylaws)

I. Background and Purpose

The Coachella Valley Mosquito and Vector Control District (“District”) is an “independent special district” formed, operated, and managed pursuant to the Mosquito Abatement and Vector Control District Law (Health and Safety Code § 2000 *et. seq.*). The primary purpose of the District and the Board of Trustees (“Board”) is to ensure that the public is protected against the threat of vector-borne diseases. The Board is composed of at least five members. (Health and Safety Code § 2020).

II. Board of Trustees

The Board of Trustees is the governing body of the District.

A. Membership

The Board shall consist of a single representative of each incorporated city within the District’s boundaries and two representatives of the County of Riverside.

B. Eligibility

Trustees appointed to the Board should have “experience, training, and education in fields that will assist them in the governance” of the District.

C. Appointment

Each Trustee shall reside in and be a registered voter in the jurisdiction of their appointing legislative body.

D. Term of Office

Each Trustee shall be appointed for a term of two or four years, as decided by his or her appointing legislative body.

E. Oath or Affirmation

Any person appointed to serve as a Trustee must take the oath or affirmation of office prior to formally and officially assuming his or her position as a Trustee. The oath or affirmation shall be taken each time a Trustee is appointed for a subsequent term.

F. Commencement of Term

Terms shall commence at noon on the first Monday in January.

G. Removal

Once assuming the position of a Trustee, the Trustee's appointing body is not permitted to remove its Trustee at its discretion, unless otherwise provided by law. The provision for removal of a Trustee is set forth in Government Code section 1770.

H. Replacement of Trustee

A person appointed to fill the unexpired term of a Trustee shall serve the remaining term of the replaced Trustee.

I. Duty of Loyalty and Commitment

All Trustees shall exercise their independent judgment on behalf of the interests of the residents, property owners, and the public as a whole in furthering the purposes and intent of the District and represent the interests of the public as a whole and not solely the interests of the Board of Supervisors or the city council that appointed them.

III. Officers

A. Designated Elected Officers

The elected officers of the Board of Trustees ("Board") shall consist of:

1. President
2. Vice President
3. Secretary
4. Treasurer

B. Duties of Officers

1. President

- a. The President shall serve as the presiding officer of all Board and all Executive Committee meetings.
- b. The President shall sign all acts, orders, resolutions, and proceedings of the Board.
- c. When necessary, the President shall be the official representative of the District. The President shall have the power, at the direction or consensus of the Executive Committee, to establish committees and subcommittees and appoint their members. The President shall also have any other powers as may be delegated by the Board from time to time.
- d. The President shall serve as the alternate on all committees and attend any committee meeting as an official participant in the event the respective committee will not or does not have a quorum present to conduct an official meeting pursuant to the Brown Act.

2. Vice President

In the temporary absence of the President, the Vice President shall assume duties of the President.

3. Secretary

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

4. Treasurer

- a. In the temporary absence of the President, the Vice-President, and the Secretary, the Treasurer shall assume duties of the President.

- b. It shall be the duty of the Treasurer to serve as the Chair of the Finance Committee and to perform any other such duties assigned by the Board.
- c. The Treasurer shall exercise those duties as assigned to the Treasurer by the applicable provisions of the California Health and Safety Code.

C. Terms of Office

The term of each office shall be one year. No officer shall serve more than four consecutive terms in the office to which elected. Partial terms shall not be considered in the determination of consecutive terms.

D. Eligibility to Hold Office

Any Trustee may be elected to any office, provided that he or she has served as a Trustee for one calendar year.

E. Election of Officers

Officers shall be elected annually, with the election held at the first regular meeting in the month of January, and commencement of officers' terms shall take effect immediately upon election to office.

Prior to the election of officers, the Executive Committee shall appoint a Nominating Committee, which shall recommend one candidate for each office. Recommendations of the Nominating Committee shall be submitted to the Board for consideration at the January Board meeting. Nominations may be made from the floor when the election of an officer is held. Each Board member shall have one vote.

F. Removal

Officers serve at will and may be removed by a majority vote of the Board at any time with or without cause in the context of a noticed public meeting.

G. Succession

There shall be no automatic succession of officers upon the vacation of a superior officer position prior to the expiration term of the superior officer's position. A vacated officer position shall be filled by a majority vote of the Board at the earliest time possible in the context of a noticed public meeting.

IV. Board Meetings

A. Applicable Laws and Regulations

All Board meetings shall be conducted in accordance with Sections 2000 et seq. of the California Health and Safety Code and Government Code sections 54950, et seq. (the "Brown Act") and any and all laws governing public meetings.

B. Types of Meetings

1. Regular Meetings

Regular Meetings will be held the second Tuesday of each month, commencing at 6:00 p.m. at the District's Headquarters located at 43-420 Trader Place, Indio, California. If required, due to extenuating circumstances, Regular Meetings may be held remotely using appropriate electronic tools as authorized by the Brown Act.

2. Special Meetings, Committee Meetings, and Emergency Meetings

Special Meetings, Committee Meetings, and Emergency Meetings may be called and held from time to time pursuant to the procedures set forth in the Brown Act.

3. Adjourned Meetings

The Board may adjourn any Board Meeting to a time and place specified in the order of adjournment pursuant to the procedures set forth in the Brown Act.

C. Cancellation of Meetings

Any meeting of the Board may be canceled in advance by a majority vote of the Board.

D. Location of Meetings

All Board Meetings shall be held in the Board Room located at the District Headquarters at 43-420 Trader Place, Indio, California unless otherwise designated by the President or the Board. However, the Board may, from time to time, elect to meet at other locations within the District or hold remote electronic meetings and, upon such, election shall give public notice of the change of location under the Brown Act.

E. Quorum

A majority of the Board will constitute a quorum, but a lesser number may adjourn a meeting.

F. Presiding Officer

The President will preside over all Board meetings. The President will have authority to preserve order at all Board meetings, to remove any person from any meeting of the Board for disorderly conduct, to enforce the rules of the Board, and to determine the order of business under the rules of the Board.

G. Closed Sessions

Trustees shall not reveal the nature of discussion or decision from a closed session unless required by law or unless a majority of the Board agrees in closed session to disclose confidential closed session information.

H. Minutes

The Clerk of the Board will have exclusive responsibility for the preparation of the minutes which shall be recorded with the District's Minute Book. In absence of the Clerk, the presiding officer shall appoint an acting Clerk to record the meeting minutes.

I. Order of Business

The business of the Board at its meeting will generally be conducted in accordance with the order of business as listed on the agenda. The President may, with the concurrence of a majority of the Trustees present, reorder items on the agenda to accommodate the public or to address other concerns.

J. Rosenberg's Rules of Order

Except as provided herein, other rules adopted by the Board and applicable provisions of state law, the procedures of the Board will be governed by the latest revised edition of Rosenberg's Rules of Order, without the provision requiring a super-majority vote for certain motions, as attached hereto.

K. Parliamentarian

The President may appoint a Parliamentarian. If the Parliamentarian is absent at a Board meeting, the presiding officer may make a temporary appointment

L. Disqualification for Conflict of Interest

Any Trustee who is disqualified from voting on a particular matter by reason of a

conflict of interest will publicly state or have the presiding officer state the nature of the disqualification in an open meeting. Where no clear disqualifying conflict of interest appears, the matter of disqualification may, at the request of the Trustee affected, be decided by the other Trustees. A Trustee who is disqualified by reason of a conflict of interest in any matter may not remain in his/her seat during the debate and vote on the matter but will request and be given the permission of the presiding officer to step down from the dais and leave the Board Room during discussion and action on the matter. A Trustee stating disqualification will not be counted as a part of a quorum and will be considered absent to determine the outcome of a vote on the matter.

M. Absences

The Board reserves the right to determine whether a Trustee's absence under the circumstances at a particular Board Meeting is excused. More than two consecutive unexcused absences shall be reported to the absent Trustee's appointing body. Trustees shall notify the Clerk of the Board no later than one hour prior to the meeting, or as soon as reasonably practicable thereafter, of their absence. A Trustee who is absent four (4) or more times from consecutive meetings may be removed.

V. Committees

A. Standing Committees

1. Executive Committee

There shall be an Executive Committee which shall consist of each officer. The Executive Committee shall assist with the preparation of the Board agendas and assume all duties and assignments as may be assigned by the Board. The Executive Committee shall conduct its meetings in accordance with the Brown Act and it shall meet monthly, on an as-needed basis, or as may be requested by any member of the Executive Committee.

2. Finance Committee

There shall be a Finance Committee which shall consist of three to four Trustees, which shall include the Treasurer who shall serve as the Chair of the Finance Committee. The Finance Committee shall meet monthly to review all aspects of the District's financial transactions. The Finance Committee shall review and approve the District's draft annual and long-range Budget prior to formal submittal to the Board. The Finance Committee shall provide oversight of the District's finances as may be requested by the Chair or the Board.

B. Ad hoc Committees

An "Ad Hoc Subcommittee," is one that consists solely of less than a majority of the Board of Trustees and has temporary subject matter jurisdiction over a particular issue, matter or task until it is terminated, completed, or otherwise resolved.

VI. Waiver of Rules

Any of the foregoing rules may be waived by majority vote of the Board present when it is deemed that there is good cause to do so based upon the particular facts and circumstances involved.

VII. Ethics Training, Required State Training, and any Government Required Forms

Each Trustee shall comply with Ethics, Sexual Harassment Prevention Training, the Fair Political Practices Commission's requirement to timely complete the Statement of Economic Interests Form, and any other trainings or submissions to comply with applicable State and Federal Law.

VIII. Amendment of Bylaws

The Bylaws shall be reviewed at least every two (2) years by the Executive Committee. Any proposed changes to the Bylaws shall be presented to the full Board for approval. The Bylaws may also be amended from time to time as may be required by changes in applicable law or upon the recommendation by staff or legal counsel. The Bylaws may be amended by a simple majority vote of the entire Board.



Coachella Valley Mosquito and Vector Control District
BOARD OF TRUSTEES
BYLAWS

Approved by Resolution ~~No. 2013-22~~
~~October 8, 2013~~

~~Insert new date Revised March 9,~~
~~2021 and Approved by Resolution~~
~~2021-XX~~

~~May , 2021~~

(Supersedes all prior Bylaws)

I. Background and Purpose

The Coachella Valley Mosquito and Vector Control District (“District”) is an “independent special district” formed, operated and managed pursuant to the Mosquito Abatement and Vector Control District Law (Health and Safety Code § 2000 *et. seq.*). The primary purpose of the District and the Board of Trustees (“Board”) is to ensure that the public is protected against the threat of vector-borne diseases. The Board is composed of at least five members. (Health and Safety Code § 2020).

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The Board of Trustees is the governing body of the District.

A. Membership

The Board shall consist of a single representative of each incorporated city within the District’s boundaries and two representatives of the County of Riverside.

B. Eligibility

Trustees appointed to the Board should have “experience, training, and education in fields that will assistance them in the governance” of the District.

C. Appointment

Each Trustee shall reside in and be a registered voter in the jurisdiction of their appointing legislative body.

D. Term of Office

Each Trustee shall be appointed for a term of two or four years, as decided by his or her appointing legislative body.

E. Oath or Affirmation

Any person appointed to serve as a Trustee must take the oath or affirmation of office prior to formally and officially assuming his or her position as a Trustee. The oath or affirmation of office shall be re-taken if each time a Trustee is re-appointed at the end of his/her for a subsequent term.

F. Commencement of Term

Terms shall commence at noon on the first Monday in January.

G. Removal

Once assuming the position of a Trustee, the Trustee's appointing body is not permitted to remove its Trustee at its discretion, unless otherwise provided by law. The provision for removal of a Trustee is set forth in Government Code section 1770.

H. Replacement of Trustee

A person appointed to fill the unexpired term of a Trustee shall serve the remaining term of the replaced Trustee.

I. Duty of Loyalty and Commitment

All Trustees shall exercise their independent judgment on behalf of the interests of the residents, property owners, and the public as a whole in furthering the purposes and intent of the District and represent the interests of the public as a whole and not solely the interests of the Board of Supervisors or the city council that appointed them.

III. Officers

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2. Vice President
3. Secretary
4. Treasurer

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B. Duties of Officers

1. President

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- b. The President shall sign all acts, orders, resolutions and proceedings of the Board.
- c. When necessary, the President shall be the official representative of the District. The President shall have the power, at the direction or consensus of the Executive Committee, to establish committees and subcommittees and appoint their members. The President shall also have any other powers as may be delegated by the Board from time to time.
- d. The President shall serve as the alternate on all committees and attend any committee meeting as an official participant in the event the respective committee will not or does not have a quorum present to conduct an official meeting pursuant to the Brown Act.

2. Vice President

In the temporary absence of the President, the Vice President shall assume duties of the President.

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- b. It shall be the duty of the Secretary to authenticate, by his/her signature when necessary, all the acts, orders and proceedings of the Board.

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- b. It shall be the duty of the Treasurer to serve as the Chair of the Finance Committee and to perform any other such duties assigned by the Board.
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The term of each office shall be one year. No officer shall serve more than four consecutive terms in the office to which elected. Partial terms shall not be considered in determination of consecutive terms.

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F. Presiding Officer

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G. Closed Sessions

Trustees ~~may~~ shall not reveal the nature of discussion or decision from a closed session unless required by law or unless a majority of the Board agrees in closed session to disclose confidential closed session information.

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reason of a conflict of interest in any matter may not remain in his/her seat during the debate and vote on the matter, but will request and be given the permission of the presiding officer to step down from the dais and leave the Board Room during discussion and action on the matter. A Trustee stating disqualification will not be counted as a part of a quorum and will be considered absent for the purpose of determining the outcome of a vote on the matter.

M. Absences

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~~VI.~~ V. Committees

A. Standing Committees

1. Executive Committee

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2. Finance Committee

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B. ~~Subcommittees /~~Ad h~~Hoc Committees~~

~~An subcommittee, also known as an~~ "Ad Hoc Subcommittee," is one that consists solely of less than a majority of the Board of Trustees and has temporary subject matter jurisdiction over a particular issue, matter or task until it is terminated, completed or otherwise resolved.

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~~VII.~~ VI. Waiver of Rules

Any of the foregoing rules may be waived by majority vote of the Board present when it is deemed that there is good cause to do so based upon the particular facts and circumstances involved.

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~~VI.VII.~~ Ethics Training, Required State Training, and any Government Required Forms

Each Trustee shall comply with ~~the~~ required Ethics, Sexual Harassment Prevention Training, filing of required the Fair Political Practices Commission's requirement to timely complete the Statement of Economic Interests Forms, and any other trainings or submissions to comply with the provisions applicable of State and Federal Law.

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~~VII.~~ VIII. Amendment of Bylaws

The Bylaws shall be reviewed at least every two (2) years by the Executive Committee, and any proposed changes to the Bylaws shall be presented to the full Board for approval. Trustee ~~The Bylaws may require a change at any time if~~ may also be amended from time to time as may be required by new state laws changes in applicable law or upon the recommendations by staff or legal counsel. The Bylaws may be amended by a simple majority vote of the entire Board.

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**Coachella Valley Mosquito and
Vector Control District**

May 11, 2021

Staff Report

Agenda Item: Old Business

Discussion regarding return to in-person Board meetings – Benjamin Guitron, Board President, and Lena Wade, General Counsel

Background:

On March 17, 2020, Governor Newsom signed Executive Order N-29-20 which suspended several provisions of the Brown Act which has allowed public agencies to continue conducting public meetings electronically rather than in person during the pandemic. The date on which this executive order will be rescinded is not known at this time.

Currently, June 15, 2021, is the day the State plans to open up the economy as long as two criteria are met:

- Vaccine supply is sufficient for Californians 16 years and older who wish to be inoculated; and
- If hospitalization rates are stable and low.

Everyday activities will be allowed to resume and businesses can open with common-sense risk reduction measures, including encouraging vaccinations and mandating masks to prevent illness and promote health.

A survey was conducted of Board members regarding their interest to return to in-person Board meetings if not mandated by the State. The District Clerk of the Board received responses from all 11 Board members and the results are as follows:

	Number Of Trustees In Favor
Ready to return to in-person meetings.	5
Do not want to return to in-person meetings if not required to do so.	4
Hybrid return of some physically present and some remote	2
Total	11

Staff Recommendation:

Staff has determined a way to bring some or all of the Board members back to the District's Board room with temporary modifications to the room layout to ensure 6 ft. separation between each Board member and to continue to use Zoom and headsets to reduce feedback. Staff would like to discuss further permanent modifications to the District's Board room with the ad hoc Building committee in the near future.

Given the District's ability to carry on its critical business through virtual meetings and because virtual meetings have not limited public and staff interaction with the Board's business, we would recommend keeping virtual meetings in place as currently allowed by Executive Order N-29-20 with both a short and long term plan in place to provide a safe environment to conduct public meetings once this order is repealed.

The finalized short-term plan can be discussed by the Executive Committee at their next committee meeting on May 22, 2021, and if approved presented to the entire Board at the June 8, 2021 Board meeting.

SECTION
10



NEW BUSINESS



**Coachella Valley Mosquito and
Vector Control District**

May 11, 2021

Staff Report

Agenda Item: New Business

Ad hoc Research Committee Appointment – **Benjamin Guitron, President of the Board of Trustees**

Background:


The Board appoints an ad hoc Research Committee charged with reviewing and assessing the research proposals that are received by the District for projects each year. The Committee makes its recommendation for financial support based on the District’s Research Policy, and together with Staff, recommends funding proposals that meet the District’s research needs and interests. The Committee also recommends how much funding to allocate to each proposal, which can be the full amount requested, a reduced amount, or no funding. The results are presented to the Board at the November Board meeting, and the Board then decides which proposals will be funded.

The ad hoc Research Committee reviews the District’s research interests before the July Request for Proposals. This can be done by email, or it can be one 1-hour meeting in May or June.

The time commitment in the fall depends on the number of proposals (typically there are three to five each year, each being about 15 pages). This meeting is typically a two-hour meeting in October.

Staff Recommendation:

To appoint an ad hoc Research Committee comprised of no more than five members and one alternate.

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: center;">May 11, 2021</p>
<p>Agenda Item: New Business</p> <p>Discussion and approval for the creation of ad hoc Building Committee – Benjamin Guitron, President of the Board of Trustees</p>		
<p>Background:</p> <p>The current fiscal year budget has set aside funds from the District Facility Capital Replacement Fund to renovate the Administration Building. The scope of the renovation project includes internal remodeling of the Administration office, converting existing office and storage space to open plan office, remodel of the Board room to a modern public meeting room, remodel of public restrooms, and painting of stucco. The scope of work also includes civil drawings for front parking and walkway to be ADA compliant.</p> <p>The first part of the project is to issue RFP for architectural design services.</p> <p>Staff requests that the District create an ad hoc committee comprising Board members who will work with staff to help guide and review the scope and give input on Board Room renovation.</p>		
<p>Staff Recommendation:</p> <p>To appoint an ad hoc Building Committee comprised of no more than five members and one alternate.</p>		



**Coachella Valley Mosquito and Vector
Control District**

Staff Report

May 11, 2021

Agenda Item: New Business

Discussion of Sterile Insect Technique and mosquito applications – **Jennifer A. Henke, M.S.,
Laboratory Manager**

Background:

Controlling insect populations can be achieved through a variety of strategies. One non-chemical method is by releasing sterile male insects. This strategy can work when some specific criteria are met – that the male insects are not the source of the problem; when the female insect mates once instead of multiple times; and when the released, sterile male insects are able to compete with the wild males for mates (and are not weak compared with the males already in the area).

Successful sterile insect release programs include historically, screwworm flies for the protection of cattle since the 1950s, which is still an active program. The California Department of Food and Agriculture established a sterile release program for the Mediterranean fruit fly in 1996 and continues to release flies daily to prevent damage to over 250 cultivated fruits. More recently, improvements in the ability to release mosquitoes with a significant reduction in the mosquito population have occurred, with success in Fresno, California (with Verily and MosquitoMate) and scheduled work being conducted in the Florida Keys (with Oxitec).

Mosquito control districts remain interested in these advances for many reasons. Adult mosquitoes are resistant to some active ingredients of pesticides, and few new actives are coming to market. Sterile mosquitoes can be very specific to the target organism, as their impact is on the next generation. Costs in many areas have decreased and are now more comparable to pesticide applications.

At this board meeting, we would like for you to bring questions that you have so that we can better answer them at an upcoming workshop on new technologies for mosquito control.

Staff Recommendation:

To hold a workshop in September to discuss the use of sterile mosquitoes in preparation for the District Strategic Plan