



Coachella Valley
Mosquito and Vector
Control District

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

Board of Trustees Meeting

Tuesday, June 12, 2018

6:00 p.m.

AGENDA

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

1. **Call to Order** – Shelley Kaplan, President
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Motion to Excuse Absences**
5. **Confirmation of Agenda**
6. **Public Comment**
 - Those wishing to address the Board should complete a Public Comment Card and provide it to the Clerk of the Board.
 - Non-Agenda Items: Anyone wishing to address the Board on items not on the agenda should do so at this time. Each presentation is limited to no more than 3 minutes.
 - Agenda Items: Comments should be made when the agenda item is called. Each presentation is limited to no more than 3 minutes.
7. **Announcements: None.**
8. **Board Reports**
 - A. President's Report – **President Kaplan**
 - Executive Committee (**Pg. 5**)

- B. Finance Committee – **Treasurer Weightman**
 - Finance Committee Minutes (**Pg. 6**)
 - Budget Workshop Minutes, May 8, 2018 (**Pg. 8**)

9. **Items of General Consent**

- The following items are routine in nature and may be approved by one blanket motion upon unanimous consent. Any member of the Board or the public may request an item be pulled from Items of General Consent for separate discussion.
- A. Minutes for May 8, 2018, Board Meeting (**Pg. 10**)
 - B. Correspondence (**Pg. 14**)
 - C. Approval of Expenditures for May 9-31, 2018, and June 1-12, 2018 (**Pg. 15**)
 - D. Informational Items:
 - District Travel (**Pg. 23**)
 - Staff reports from:
 - National Conference on Urban Entomology & Invasive Pest Ant Conference, May 20-23, 2018, in Cary, NC (**Pg. 24**)
 - E. Finance Report (**Pg. 25**)
 - F. Approval to continue network copying and printing services with Advance Imaging Solutions for 12-months, in an amount not to exceed \$9,500.00 per year, from account #7675.01.200 – Administration Contract Expense and #7675.01.500 – Operations Department Contract Expense – *Budgeted Expense* – **Edward Prendez, Information Technology Manager (Pg. 28)**

10. **Old Business**

- A. Discussion and/or approval of Resolution 2018-08 Adopting the 2018-2021 Strategic Plan – **Jeremy Wittie, M.S., General Manager (Pg. 30)**

11. **New Business**

- A. Discussion and/or approval of Resolution 2018-09 Approving the ratification of the Tentative Agreement by and between the District and employees in the Bargaining Unit represented by CSEA, Chapter 2001 – **Jeremy Wittie, M.S., General Manager and Melanie L. Chaney, Legal Counsel (Pg. 34)**
- B. Discussion and/or approval of Resolution 2018-10 Adopting FY 2018-19 Budget – **David l'Anson, Administrative Finance Manager (Pg. 37)**
- C. Discussion and/or approval of Resolution 2018-11 intention to levy assessments for fiscal year 2018-19, preliminary approval of engineer's report, and providing for notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment – **David l'Anson, Administrative Finance Manager (Pg. 49)**

- D. Discussion and/or approval to purchase two (2) Micronair AU6539 rotary atomizers and a controller for applications by air, in an amount not to exceed \$10,000.00, from account #7850.01.500.038 – Aerial Applications – *Not Budgeted; Funds Available* – **J. Wakoli Wekesa, PhD, Operations Manager (Pg. 53)**

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

The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency situation exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a). Each presentation is limited to no more than 3 minutes.

13. Closed Session: None.

14. Adjournment

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

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 43420 Trader Place, Indio, California

Certification of Posting

I certify that on June 6, 2018, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Trustees of the Coachella Valley Mosquito & Vector Control District, said time being at least 72 hours in advance of the meeting of the Board of Trustees (Government Code Section 54954.2)

Executed at Indio, California, on June 6, 2018.

Crystal G. Moreno, Clerk of the Board

SECTION
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BOARD REPORTS

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Executive Committee Meeting Minutes

TIME: 9:00 A.M. JUNE 1, 2018

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

Cathedral City	Shelley Kaplan	Rancho Mirage	Franz De Klotz
Indian Wells	Clive Weightman		

ABSENT:

La Quinta	Doug Hassett
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OTHERS PRESENT:

Jeremy Wittie, General Manager
Crystal Moreno, Clerk of the Board

1. **Call to Order:** President Kaplan called the meeting to order at 9:07 A.M.
2. **Roll Call:** Roll call indicated three (3) committee members out of four (4) were present.
3. **Confirmation of Agenda**
4. **Public Comments:** None.
5. **Review of Draft June 2018 Board Agenda:**
The draft Agenda for the June Board Meeting was reviewed by the Committee. A discussion ensued.
6. **Trustee/Staff Comments:** None.
10. **Rescheduling of Next Meeting Date:** Due to scheduling conflicts, the Executive Committee will not be meeting in July but will review the agenda prior to finalization.
11. **Adjournment:** The meeting was adjourned by President Kaplan at 9:19 A.M.

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Finance Committee Meeting Minutes

TIME: 3:30 P.M. MAY 8, 2018

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

Cathedral City	Shelley Kaplan	Indian Wells	Clive Weightman
Coachella	Betty Sanchez		

TRUSTEES ABSENT: County at Large Bito Larson

OTHERS PRESENT:

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

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

2. Roll Call: Roll call indicated two (2) committee members out of three (3) were present plus President Kaplan as alternative.

3. Confirmation of Agenda

4. Public Comments: Rancho Mirage resident, Brad Anderson, made a public comment opposing any new benefit assessment.

5. Items of General Consent:

5A – Approval of Minutes from April 10, 2018 and May 2, 2018, Finance Committee Meetings: On motion from Trustee B. Sanchez seconded by Trustee Weightman, and passed by unanimous vote, the Committee approved the item 5A.

6. Discussion and/or Approval:

6A. Review of Check Report from Abila MIP for the April 11, 2018 to May 4, 2018:
Reviewed by Committee.

6B. CalCard Charges April 2018: Reviewed by Committee

6C. Review of April 2018 Financials: Reviewed by Committee.

7. Old Business

7A. - Discussion regarding Reserve Study Update: Administrative Finance Manager l'Anson gave a brief update. Trustee Weightman asked staff to look at the values of the solar panels reported in the reserve study and to prepare a one sheet showing variances between District Capital Facility Budget and the Reserve Study version.

7B. - Discussion regarding Draft FY 2018/19 Budget: Reviewed by Committee. Committee directed staff to add unassigned General Fund amount to Reserve for Public Health Emergency and to correct a few typo errors.

8. Confirmation of Next Meeting: The next Finance Committee Meeting was scheduled for Tuesday, June 12th, at 3:30pm.

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

10. Adjournment: The meeting was adjourned by Treasurer Weightman at 4:08 p.m.

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Budget Workshop Minutes

CALLED TO ORDER: 4:30 P.M. MAY 8, 2018

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

PRESIDENT:	Shelley Kaplan	Cathedral City
SECRETARY:	Franz De Klotz	County at Large
TREASURER:	Clive Weightman	Indian Wells

Coachella	Betty Sanchez	Palm Springs	Dr. Doug Kunz
Palm Desert	Doug Walker	Rancho Mirage	Michael Monroe

TRUSTEES ABSENT:

County at Large	Bito Larson	La Quinta	Doug Hassett
Desert Hot Springs	Adam Sanchez		

OTHERS PRESENT:

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Anita Jones, Human Resources Manager
Jennifer Henke, Laboratory Manager
Edward Prendez, IT Manager
Wakoli Wekesa, Operations Manager

1. **Call to Order:** President Kaplan called the meeting to order at 4:30pm.
2. **Roll Call:** Roll call indicated four (4) Trustees out of ten (10) were present.
3. **Public Comment:** None.
4. **Overview/Discussion of Preliminary FY 2018/19 Budget:** Treasurer Weightman provided a brief introduction of the draft budget. A discussion ensued. General Manager Wittie gave a brief presentation regarding proposed organizational changes for FY 2018/19.
5. **Trustee Comments:** None.
6. **Adjournment:** The meeting was adjourned by Treasurer Weightman at 5:22 p.m.

SECTION
5



ITEMS OF GENERAL CONSENT

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

Board of Trustees Meeting Minutes

CALLED TO ORDER: 6:00 P.M. MAY 8, 2018

LOCATION: 43420 Trader Place, Indio, CA 92201

TRUSTEES PRESENT:

PRESIDENT:	Shelley Kaplan	Cathedral City
SECRETARY:	Franz De Klotz	County at Large
TREASURER:	Clive Weightman	Indian Wells

Coachella
Desert Hot Springs
Palm Desert

Betty Sanchez
Adam Sanchez
Doug Walker

Palm Springs
Rancho Mirage

Dr. Doug Kunz
Michael Monroe

TRUSTEES ABSENT:

County at Large

Bito Larson

La Quinta

Doug Hassett

OTHERS PRESENT:

Jeremy Wittie, General Manager
David l'Anson, Administrative Finance Manager
Anita Jones, Human Resources Manager
Jennifer Henke, Laboratory Manager
J. Wakoli Wekesa, Operations Manager
Edward Prendez, IT Manager
Kim Hung, Vector Ecologist
Bobbie Dieckmann, Field Supervisor
Mike Martinez, Field Supervisor

1. **Call to Order:** President Kaplan called the meeting to order at 6:00pm.
2. **Pledge of Allegiance:** Trustee Monroe led the Pledge of Allegiance.
3. **Roll Call:** Roll call indicated eight (8) Trustees out of ten (10) were present.
4. **Motion to Excuse Absences:** On motion from Trustee Kunz seconded by Trustee Weightman, and passed by unanimous vote, the Board of Trustees excused the absences of Vice President Hassett and Trustee Larson.

Ayes: Trustees De Klotz, Kaplan, Kunz, Monroe, A. Sanchez, B. Sanchez, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Hassett and Larson.

5. Confirmation of Agenda

6. Public Comment: None.

7. Announcements:

Response Plan and Research Policy Update: Laboratory Manager Henke gave a brief presentation on the District's updated response plan and research policy. A discussion ensued.

Operations Update: Operations Manager Wekesa gave a brief presentation on the District's operations and proposed drone purchase. A discussion ensued.

8. Board Reports:

8A – President's Report: President Kaplan thanked staff for their work.

8B – Finance Committee: Finance Committee Met Prior to Board Meeting: Treasurer Weightman reported that the Finance Committee met to review the finances. He reported that the District was 83% through the year and net income is looking very good. Revenue is 8% above last year and expenses are under budget. The Finance Committee has been working with staff on the budget and Treasurer Weightman encouraged the Board to read the budget and attend the next budget workshop on June 12th.

9. Items of General Consent:

- A. Minutes for April 10, 2018, Board Meeting
- B. Correspondence
- C. Approval of Expenditures for April 10-30, 2018, and May 1-8, 2018
- D. Informational Items:
 - Certificate of Achievement for Excellence in Financial Reporting
 - Certificate of Recognition of District's 90th Birthday
 - *Updated* February 2018 Operations
 - District Travel
 - Staff reports from:
 - MVCAC Spring Meeting, April 26-27, in Lake Tahoe, CA
- E. Department Reports
- F. Approval of Resolution 2018-06 Amending the CVMVCD Mosquito-borne Virus Surveillance and Emergency Response Plan – **Jennifer A. Henke, M.S., Laboratory Manager**

- G. Approval of Resolution 2018-07 Amending the District's Research Policy – **Jennifer A. Henke, M.S., Laboratory Manager**
- H. Approval for purchase of additional mosquito control product for the fiscal year 2017-18, in an amount not to exceed \$198,000 from Fund# 7800.01.500 – **J. Wakoli Wekesa, PhD, Operations Manager**
- I. Approval to sell surplus District property – **Edward Prendez, Information Technology Manager**
- J. Approval for the Annual Renewal of Abila MIP Fund Accounting Maintenance and Support in an amount not to exceed \$6,000 from Fund #7675.01.210, Computer and Network Systems Maintenance Contracts – **Edward Prendez, Information Technology Manager**
- K. Approval to upgrade environmental chamber dehumidifiers in an amount not to exceed \$40,000 from Capital Budget– **David l'Anson, Administrative Finance Manager**
- L. Approval to send the Laboratory Manager to the Pacific Branch of the Entomological Society of America Conference in Reno, NV June 10-13 in an amount not to exceed \$1,500.00 from Fund #7600.01.400.027, Professional Development – **Jennifer A. Henke, M.S., Laboratory Manager**

General Manager commented that Administrative Finance Manager l'Anson received the Certificate of Achievement for Excellence in Financial Reporting for the tenth year in a row.

Regarding item 9I, Trustee Kunz inquired about what surplus equipment would be sold. Information Technology Manager Prendez responded excess equipment that is not being used.

On motion from Trustee Kunz seconded by Treasurer Weightman, and passed by unanimous vote, the Board of Trustees approved the Items of General Consent.

Ayes: Trustees De Klotz, Kaplan, Kunz, Monroe, A. Sanchez, B. Sanchez, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Hassett and Larson.

10. Old Business:

10A. Discussion regarding the draft 2018-2021 Coachella Valley Mosquito and Vector Control District Strategic Plan: General Manager Wittie provided a brief presentation on the draft strategic plan, mission statement, and values. A discussion ensued.

10B. Update regarding the status of the District's Thermal facility: General Manager Wittie provided a brief update on the status of the District's Thermal facility project. A discussion ensued.

11. New Business:

11A. Discussion and/or approval for purchase of Unmanned Aerial System (UAS - drone) including staff training and license fees, in an amount not to exceed \$30,573.00 from Fund #7850.01.500.038, Aerial Applications: Operations Manager Wekesa provided a brief explanation of the item. A discussion ensued.

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

Ayes: Trustees De Klotz, Kaplan, Kunz, Monroe, A. Sanchez, B. Sanchez, Walker, and Weightman.

Noes: None.

Abstained: None.

Absent: Trustees Hassett and Larson.

12. Closed Session:

12A. Closed Session: Conference with Labor Negotiations District Representatives: Melanie L. Chaney, Negotiator, and Jeremy Wittie, MS, General Manager; Employee Organization: California School Employees Association ("CSEA"), Chapter 2001

Returning from Closed Session, President Kaplan reported that there was no reportable action taken.

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

- Trustee Walker commented that he would not be in attendance at the June Board Meeting and possibly not the July Board Meeting.

14. Adjournment: The meeting was adjourned by President Kaplan at 7:27 p.m.

From: Sarah Crenshaw
Sent: Monday, May 7, 2018 10:08 AM
To: DistrictWideGroup <districtwidegroup@cvmvcd.org>
Subject: Compliment Call - Ramon Gonzalez & Alfonso Corona

Good morning,

We just received a call from a resident stating that Ramon is a very hard worker and a great asset to the District! Also, thank you to Alfonso Corona who assisted on the Service Request.

Great Job Ramon!

Thank you,
Sarah L Crenshaw
Administrative Clerk

From: Roberta Dieckmann
Sent: Monday, May 7, 2018 2:59 PM
To: DistrictWideGroup <districtwidegroup@cvmvcd.org>
Subject: Compliment Call Fernando Gutierrez

I received a call from a resident in Indio thanking Fernando Gutierrez for all of his help and information he gave her while performing a RIFA Service Request. Great job Fernando and keep up the great work of representing the District so well.

Bobbie

Bobbie Dieckmann
Field Supervisor

Coachella Valley Mosquito and Vector Control District

Checks Issued for the Period of:

May 9, 2018 to June 5, 2018

Check No	Payable To	Description	Check Amount	Total Amount
-	Payroll Disbursement 5/18/2018	-	182,436.36	
-	Payroll Disbursement 6/1/2018	-	210,733.95	393,170.31
Pre-Approved Expenditures:				
Cash - First Foundation Bank Checking				
41635	Petty Cash Chkng Account Custodian	Petty Cash Checking	466.49	
41636	Petty Cash Custodian Sarah Crenshaw	Petty Cash	451.59	
41637	CalPERS Healthcare	Cafeteria Plan 6/1/18-6/30/18	76,934.80	
41638	CalPERS OPEB Contributions	Retiree Healthcare 5/1/18-6/30/18	52,070.00	
41639	CalPERS Retirement	Retirement Expense 4/15/18-4/28/18	22,969.72	
41640	DirecTV	Utilities 4/25/18-5/24/18	47.50	
41641	ICMA Retirement Trust	Deferred Compensation 4/15/18-4/28/18	8,512.63	
41642	Principal Life Insurance	Cafeteria Plan Expense 6/1/18-6/30/18	10,373.33	
41643	Standard Insurance Company	Cafeteria Plan Expense 6/1/18-6/30/18	3,049.11	
41644	Vision Service Plan	Cafeteria Plan Expense 6/1/18-6/30/18	896.54	175,771.71
Cash - First Foundation Bank Checking				
41634	Flusters, The	Public Outreach Advertising (Replacement Check)	800.00	
41645	Advance Imaging Systems	Contract Expense	194.89	
41646	Airgas Safety	Operating Supplies	1,005.14	
41647	American Engraving	Reproduction & Printing	415.41	
41648	Car Quest Auto Parts	Equipment Parts & Supplies	186.78	
41649	Chevrolet/Cadillac of La Quinta	Vehicle Parts & Supplies	152.08	
41650	Clairemont Equipment	Repair & Maintenance	163.16	
41651	CleanExcel	Contract Expense	9,705.00	
41652	C&R Wellness Works	Employee Assistance Program	276.00	
41653	Desert Alarm	Repair & Maintenance	180.11	
41654	Desert Fire Extinguisher	Contract Services	354.83	
41655	Desert Resort Security Services	Contract Services	2,100.00	
41656	Dudek & Associates	Repair & Maintenance Thermal	13,390.00	
41657	Eisenhower Occupational Health Services	Physician Fees	280.00	
41658	Ewing Irrigation	Repair & Maintenance	24.29	
41659	Jernigan's Sporting Goods	Operating Supplies	465.41	
41660	Kwik Kleen Of The Desert	Off-site Maintenance	208.00	
41661	Leading Edge Associates	Aerial Application	30,425.58	
41662	Liebert Cassidy Whitmore	Attorney Fees-Personnel	12,956.66	
41663	Marlin Business Bank	Contract Services	811.13	
41664	Morales, Graciela	GM Tuition Reimbursement	484.99	
41665	NAPA Auto & Truck Parts	Non-Capitalized Equipment	3,361.16	
41666	nfpAccounting Technologies	Maintenance Contracts	2,962.50	
41667	Northern Tool & Equipment	Specialty Vehicle Parts & Supplies	67.41	
41668	Pentair Aquatic Eco-Systems	Equipment Parts & Supplies	209.02	
41669	Praxair Distribution	Equipment Parts & Supplies	46.05	
41670	Puretec Industrial Water	Equipment Parts & Supplies	204.41	
41671	Rauch Communication Consultants	Professional Fees	4,870.00	
41672	Rivco Mechanical Services	Contract Expense	3,085.34	
41673	Rutan & Tucker	Attorney Fees-General	2,654.50	
41674	Salton Sea Air Service	Aerial Applications	6,800.00	
41675	SoCo Group	Motor Fuel & Oils	11,058.81	
41676	South Coast AQMD	Permits, Licenses & Fees	128.61	
41677	Donna Margaret Sturgeon	Professional Development	500.00	
41678	TCI Thermal Combustion Innovators	Operating Supplies	323.56	
41679	UPS	Postage	57.61	
41680	U.S. Foods	Chemical Control	835.00	
41681	Valent BioSciences	Chemical Control	25,056.00	
41682	Verizon Wireless	IT Communications	156.36	
41683	Verizon Wireless Services	Maintenance Contracts	391.51	
41684	Waterlogic Americas	Employee Support	213.15	
41685	Waxie Sanitary Supply	Maintenance & Supplies	677.32	
41686	US Bank	Cal Card	112,154.09	250,391.87
Cash - First Foundation Bank Check Run Total to be Approved				
Total Expenditures: May 9, 2018 to June 5, 2018				819,333.89

Shelley Kaplan, President

Clive Weightman, Treasurer

Coachella Valley Mosquito and Vector Control District
FINANCES AT A GLANCE
ALL FUNDS COMBINED
For the Month Ended May 31, 2018

	Beginning of the Month	Change During the Month	End of the Month
INVESTMENTS	\$ 10,496,645	\$ 3,095,647	\$ 13,592,292
CASH	\$ 102,267	212,175	\$ 314,442
INVESTMENTS & CASH	\$ 10,598,912	\$ 3,307,822	\$ 13,906,734
CURRENT ASSETS	1,563,507	\$ (33,044)	1,530,464
FIXED ASSETS	10,878,714	\$ -	10,878,714
OTHER ASSETS	4,576,583	\$ -	4,576,583
TOTAL ASSETS	<u>\$ 27,617,716</u>	<u>\$ 3,274,778</u>	<u>\$ 30,892,494</u>
TOTAL LIABILITIES	\$ 5,742,483	\$ (86,887)	\$ 5,655,596
TOTAL DISTRICT EQUITY	21,875,233	3,361,665	25,236,898
TOTAL LIABILITIES & EQUITY	<u>\$ 27,617,716</u>	<u>\$ 3,274,778</u>	<u>\$ 30,892,494</u>
RECEIPTS		\$ 3,953,857	
CASH DISBURSEMENTS			
Payroll	\$ 356,968		
General Admin	\$ 289,068		
Total Cash Disbursements		\$ (646,036)	
NON-CASH ENTRIES:		\$ (33,043)	
Accrual Modifications -			
Changes in A/P, A/R & Pre-paid insurance			
Change during Month - Excess of Cash over Receipts & Non-Cash Adjustments		<u>\$ 3,274,778</u>	

COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
INVESTMENT FUND BALANCES AS OF MAY 31, 2018

INSTITUTION	IDENTIFICATION	Issue Date	Maturity Date	YIELD	General Fund	Thermal Capital Fund	Equipment Fund	BALANCE
Investment Fund Balance								
L.A.I.F	Common Investments			1.76%	12,688,710.58	453,204.83	450,376.37	\$ 13,592,292
Riverside County	Funds 51105 & 51115			1.75%	5,829,370	208,209	206,909	\$ 6,244,488
CalTRUST	Medium Term Fund			1.49%	5,672,893	202,620	201,355	\$ 6,076,867
First Foundation	Market Rate			0.25%	458,977	16,393	16,291	\$ 491,661
					727,471	25,983	25,821	\$ 779,275
	Total Investments				12,688,711	453,205	450,376	\$ 13,592,292

PORTFOLIO COMPOSITION AS OF MAY 31, 2018

WEIGHTED YIELD 1.66%



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

Cash Journal - deposits
1000 - Cash - Investments
From 5/1/2018 Through 5/31/2018

Document N...	ID	Payee/Recipient Name	Transaction Description	Effective ...	Deposits
CD00100	BradAnderson	Brad Anderson	May Receipts - Public Records Request	5/2/2018	8.50
005	DESERTRES...	Desert Resort Management	Shadow Hills	5/4/2018	476.71
CD00092	RIVERSIDEC...	Riverside County	May Receipts - Current Year Suppleme...	5/7/2018	16,946.83
CD00102	USMETALS	US Metals	May Receipts - Recycling	5/7/2018	8.75
CD00093	RIVERSIDEC...	Riverside County	May Receipts - Prior Year Supplemental	5/8/2018	1,036.13
CD00094	RIVERSIDEC...	Riverside County	May Receipts - Prior Year Supplement...	5/8/2018	247.42
CD00096	RIVERSIDEC...	Riverside County	May Receipts - Property Tax SBE 2	5/9/2018	61,779.99
CD00097	RIVERSIDEC...	Riverside County	May Receipts - Property Tax Current S...	5/10/2018	1,096,154.08
CD00103	Racewire	Racewire dba Blue Star Sports	May Receipts - 5k Registration	5/11/2018	1,470.00
CD00107	RIVERSIDEC...	Riverside County	May Receipts - Pass Through Increment	5/14/2018	2,093,218.77
CD00101			May Receipts - Core Deposit Return	5/14/2018	100.00
CD00105	JillOviatt	Jill Oviatt	May Receipts - Travel Reimbursement	5/18/2018	509.81
CD00106	USBANK	US Bank	May Receipts - Calcard Rebate	5/21/2018	1,978.55
CD00104	PACEBUTLER	Pace Butler	May Receipts - Recycling old cell phones	5/21/2018	4.00
CD00095	RIVERSIDEC...	Riverside County	May Receipts - Benefit Assessment	5/21/2018	679,744.15
CD00108	FIRSTFOUN...	First Foundation Bank	May Receipts - Bank Interest	5/31/2018	173.43
Total 1000 - Cash - Investments					3,953,857.12
Report Total					3,953,857.12

CVMVCD
Statement of Revenue and Expenditures
From 7/1/2017 Through 5/31/2018

	Budget - Original	Current Year Actual	Budget Variance	% Y-T-D
Revenues				
4000 Property Tax - Current Secured	3,698,334.00	3,440,879.98	(257,454.02)	93.0%
4010 Property Tax - Curr. Supplmntl	30,000.00	48,517.17	18,517.17	161.7%
4020 Property Tax - Curr. Unsecured	141,427.00	145,598.63	4,171.63	102.9%
4030 Homeowners Tax Relief	46,936.00	34,344.39	(12,591.61)	73.2%
4070 Property Tax - Prior Supp.	18,500.00	24,508.89	6,008.89	132.5%
4080 Property Tax - Prior Unsecured	7,000.00	0.00	(7,000.00)	0.0%
4090 Redevelopment Pass-Thru	4,260,487.00	4,134,368.56	(126,118.44)	97.0%
4520 Interest Income - LAIF/CDs	100,000.00	98,733.39	(1,266.61)	98.7%
4530 Other Miscellaneous Receipts	63,000.00	52,705.14	(10,294.86)	83.7%
4551 Benefit Assessment Income	1,620,638.00	<u>1,563,914.10</u>	(56,723.90)	96.5%
Total Revenues	<u>9,986,322.00</u>	<u>9,543,570.25</u>	<u>(442,751.75)</u>	95.6%
Expenditures				
Payroll Expenses				
5101 Payroll - FT	4,448,098.00	3,911,581.36	536,516.64	87.9%
5102 Payroll Seasonal	167,800.00	171,025.50	(3,225.50)	101.9%
5103 Temporary Services	6,900.00	6,900.00	0.00	100.0%
5105 Payroll - Overtime Expense	42,000.00	17,188.81	24,811.19	40.9%
5150 CalPERS State Retirement	490,340.00	408,523.44	81,816.56	83.3%
5155 Social Security Expense	286,090.00	257,769.86	28,320.14	90.1%
5165 Medicare Expense	66,909.00	61,312.88	5,596.12	91.6%
5170 Cafeteria Plan	1,030,961.00	915,296.50	115,664.50	88.8%
5172 Retiree Healthcare	342,420.00	341,641.88	778.12	99.8%
5180 Deferred Compensation	93,153.00	68,041.30	25,111.70	73.0%
5195 Unemployment Insurance	34,669.00	<u>34,183.04</u>	485.96	98.6%
Total Payroll Expenses	<u>7,009,340.00</u>	6,193,464.57	815,875.43	88.4%
Administrative Expenses				
5250 Tuition Reimbursement	15,000.00	6,383.73	8,616.27	42.6%
5300 Employee Incentive	6,000.00	5,282.68	717.32	88.0%
5301 Employee Support	4,000.00	3,287.27	712.73	82.2%
5302 Wellness	2,500.00	0.00	2,500.00	0.0%
5305 Employee Assistance Program	2,800.00	2,872.00	(72.00)	102.6%
6000 Property & Liability Insurance	113,647.00	22,141.50	91,505.50	19.5%
6001 Workers' Compensation Insurance	252,350.00	98,619.87	153,730.13	39.1%
6050 Dues & Memberships	23,530.00	22,602.50	927.50	96.1%
6060 Reproduction & Printing	22,600.00	7,481.54	15,118.46	33.1%
6065 Recruitment/Advertising	4,000.00	4,475.55	(475.55)	111.9%
6070 Office Supplies	17,900.00	13,331.25	4,568.75	74.5%
6075 Postage	8,000.00	5,583.40	2,416.60	69.8%
6080 Computer & Network Systems	5,000.00	4,867.30	132.70	97.3%
6085 Bank Service Charges	200.00	69.36	130.64	34.7%
6090 Local Agency Formation Comm.	1,100.00	1,184.22	(84.22)	107.7%
6095 Professional Fees	72,000.00	69,891.33	2,108.67	97.1%
6100 Attorney Fees	81,000.00	100,059.75	(19,059.75)	123.5%
6106 HR Risk Management	4,500.00	4,500.00	0.00	100.0%
6110 Conference Expense	39,600.00	37,782.79	1,817.21	95.4%
6115 In-Lieu	13,200.00	11,800.00	1,400.00	89.4%
6120 Trustee Support	4,000.00	3,700.29	299.71	92.5%
6200 Meetings Expense	2,000.00	1,962.96	37.04	98.1%

CVMVCD
Statement of Revenue and Expenditures
From 7/1/2017 Through 5/31/2018

		Budget -	Current Year		
		Original	Actual	Budget Variance	% Y-T-D
6210	Promotion & Education	20,000.00	19,739.97	260.03	98.7%
6220	Public Outreach Advertising	40,000.00	14,077.40	25,922.60	35.2%
6500	Benefit Assessment Expenses	88,440.00	<u>95,761.11</u>	(7,321.11)	108.3%
Total Administrative Expenses		843,367.00	557,457.77	285,909.23	66.1%
Utilities					
6400	Utilities	105,000.00	81,234.84	23,765.16	77.4%
6410	Telecommunications	11,300.00	<u>6,796.38</u>	4,503.62	60.1%
Total Utilities		116,300.00	88,031.22	28,268.78	75.7%
Operating					
7000	Uniform Expense	24,450.00	23,753.97	696.03	97.2%
7050	Safety Expense	20,550.00	17,291.02	3,258.98	84.1%
7100	Physican Fees	5,000.00	5,110.00	(110.00)	102.2%
7150	IT Communications	36,200.00	30,937.05	5,262.95	85.5%
7200	Household Supplies	4,000.00	2,584.92	1,415.08	64.6%
7300	Repair & Maintenance	42,000.00	30,758.35	11,241.65	73.2%
7310	Maintenance & Calibration	8,000.00	4,995.75	3,004.25	62.4%
7350	Permits, Licenses & Fees	12,500.00	4,767.20	7,732.80	38.1%
7400	Vehicle Parts & Supplies	29,000.00	25,194.10	3,805.90	86.9%
7420	Offsite Vehicle Maint & Repair	6,000.00	10,024.73	(4,024.73)	167.1%
7450	Equipment Parts & Supplies	19,500.00	16,552.08	2,947.92	84.9%
7500	Small Tools Furniture & Equip	1,700.00	1,080.54	619.46	63.6%
7550	Lab Supplies & Expense	30,500.00	21,718.54	8,781.46	71.2%
7570	Green Pool Surveillance	22,000.00	0.00	22,000.00	0.0%
7575	Surveillance	38,500.00	35,224.79	3,275.21	91.5%
7600	Staff Training	60,200.00	40,637.92	19,562.08	67.5%
7650	Equipment Rental	1,000.00	287.88	712.12	28.8%
7675	Contract Services	153,100.00	130,304.15	22,795.85	85.1%
7700	Motor Fuel & Oils	68,200.00	71,108.70	(2,908.70)	104.3%
7750	Field Supplies	9,400.00	3,697.59	5,702.41	39.3%
7800	Control Products	772,500.00	482,834.38	289,665.62	62.5%
7850	Aerial Applications	145,500.00	82,850.58	62,649.42	56.9%
8415	Capital Outlay	35,000.00	25,244.92	9,755.08	72.1%
8487	Furniture & Equipment	5,000.00	1,245.09	3,754.91	24.9%
8510	Research Projects	120,000.00	120,000.00	0.00	100.0%
9000	Contingency Expense	154,980.00	<u>0.00</u>	154,980.00	0.0%
Total Operating		1,824,780.00	1,188,204.25	636,575.75	65.1%
Contribution to Capital Reserves					
8900	Transfer to other funds	192,534.00	0.00	192,534.00	0.0%
Total Contribution to Capital Reserves		192,534.00	0.00	192,534.00	0.0%
Total Expenditures		9,986,321.00	8,027,157.81	1,959,163.19	80.4%
Net revenue over/(under) expenditures		<u>1.00</u>	<u>1,516,412.44</u>		

CVMVCD
Balance Sheet
As of 5/31/2018
(In Whole Numbers)

		<u>Current Year</u>
Assets		
Cash and Investments		
1000	Cash - Investments	13,592,292
1016	Petty Cash	500
1017	Petty Cash Checking	1,500
1025	First Foundation - General	11,049
1026	First Foundation - Payroll	301,393
	Total Cash and Investments	<u>13,906,733</u>
Current Assets		
1080	Interest Receivable	11,730
1085	Inventory	428,414
1168	Prepaid Insurance	48,295
1169	Deposits	1,042,025
	Total Current Assets	<u>1,530,464</u>
Fixed Assets		
1300	Equipment/Vehicles	1,685,368
1310	Computer Equipment	417,111
1311	GIS Computer Systems	301,598
1320	Office Furniture & Equipment	1,206,328
1330	Land	417,873
1335	Oleander Building	5,665,862
1336	Signage	23,651
1340	Structures & Improvements	3,026,126
1341	Bio Control Building	6,963,768
1342	Bio Control Equip/Furn	32,034
1399	Accumulated Depreciation	(8,861,005)
	Total Fixed Assets	<u>10,878,714</u>
Other Assets		
1520	Resources to Be Provided	3,489,922
1525	Deferred Outflows of Resources	1,086,661
	Total Other Assets	<u>4,576,583</u>
	Total Assets	<u><u>30,892,494</u></u>
Liabilities		
Short-term Liabilities		
Accounts Payable		
2015	Credit Card Payable	111,466
2020	Accounts Payable	3,764
2030	Accrued Payroll	138,044
2040	Payroll Taxes Payable	62,124
2175	Claims/Judgements Payable	591
2185	Employee Dues	5,803
	Total Accounts Payable	<u>321,792</u>

CVMVCD
Balance Sheet
As of 5/31/2018
(In Whole Numbers)

		<u>Current Year</u>
	Total Short-term Liabilities	<u>321,792</u>
	Long-term Liabilities	
2100	Pollution Remediation Obligati	2,100,000
2110	OPEB Obligation	1,032,754
2200	Net Pension Liability	1,392,005
2210	Deferred Inflows of Resources	229,218
2500	Compensated Absences Payable	<u>579,827</u>
	Total Long-term Liabilities	<u>5,333,805</u>
	Total Liabilities	<u>5,655,596</u>
	Fund Balance	
	Non Spendable Fund Balance	
3920	Investment in Fixed Assets	10,698,793
3945	Reserve for Prepaids & Deposit	1,053,466
3960	Reserve for Inventory	<u>304,047</u>
	Total Non Spendable Fund Balance	<u>12,056,306</u>
	Committed Fund Balance	
3965	Public Health Emergency	<u>3,328,774</u>
	Total Committed Fund Balance	<u>3,328,774</u>
	Assigned Fund Balance	
3910	Reserve for Operations	5,991,793
3925	Reserve for Future Healthcare Liabilities	994,582
3955	Thermal Remediation Fund	452,244
3970	Reserve for IT Replacement	195,714
3971	Reserve for Vehicle Replacement	762,192
3985	Reserve for Facility Capital Improvements	<u>994,582</u>
	Total Assigned Fund Balance	<u>9,391,107</u>
	Unassigned Fund Balance	
3900	Fund Equity	<u>(531,750)</u>
	Total Unassigned Fund Balance	<u>(531,750)</u>
	Current YTD Net Income	<u>992,461</u>
	Total Current YTD Net Income	<u>992,461</u>
	Total Fund Balance	<u>25,236,898</u>
	Total Liabilities and Net Assets	<u><u>30,892,494</u></u>

	<p>Coachella Valley Mosquito and Vector Control District</p> <p>Staff Report</p>	<p>June 12, 2018</p>
<p>Agenda Item: Informational Item</p> <p>District Travel – Crystal G. Moreno, Executive Assistant/Clerk of the Board</p>		
<p>Background:</p> <p>September 24-27, 2018: CSDA Annual Conference (Indian Wells, CA) ~ “The CSDA Annual Conference & Exhibitor Showcase is the one conference special district Leaders can't afford to miss! It is the most densely packed educational and networking experience available to special districts. Come together with other special district leaders from across the state to meet with industry suppliers, hear from the best in special district-specific topics with over thirty breakout session options, network with your peers and more at the leadership conference for special districts.”</p> <p>Requests to attend must be made by the SEPTEMBER 2018 BOARD MEETING.</p>		



Coachella Valley Mosquito and Vector Control District

Staff Report

June 12, 2018

Agenda Item: Informational Item

Staff report from:

- National Conference on Urban Entomology & Invasive Pest Ant Conference, May 20-23, 2018, in Cary, NC

Report:

This year, the annual Imported Fire Ant and Invasive Pest Ant conference occurred in conjunction with the National Conference on Urban Entomology. This is an opportunity for staff to meet with extension and research faculty as well as industry professionals from throughout the United States and Canada. Talks on the latest research and methods to control fire ants and other urban pest species allow staff to learn about new products and techniques.

This year the National Conference on Urban Entomology & Invasive Pest Ant Annual Conference hosted sessions on:

- Bed bug ecology and pesticide resistance
- Fire ant management
- Tick ecology and management
- Assessment-based pest management
- Cockroaches and termites
- Real-world applications of molecular research

David Oi, Research Entomologist with USDA-ARS, presented his work funded by the District documenting the use of water-resistant fire ant baits and normal fire ant baits under wet conditions.

ATTENDEES:

Kim Hung, Vector Ecologist
Michael Martinez, Field Supervisor
Chris Cavanaugh, Biologist
Gregorio Alvarado, Lead Technician

FINANCE

The financial reports show the balance sheet, receipts, and the revenue and expenditure reports for the month ending May 31, 2018. The revenue and expenditure report shows that the operating budget expenditure for July 1, 2017 to May 31, 2018 is \$8,027,158; total revenue is \$9,543,570 resulting in excess revenue over (under) expenditure for the year to May 31, 2018 of \$1,516,412.

THREE YEAR FINANCIALS

	5/31/2018	5/31/2017	5/31/2016
Total Revenue	9,543,570	9,092,342	6,223,543
Expenses			
Payroll	6,193,465	6,125,974	5,913,461
Administrative Expense	557,458	545,056	512,824
Utility	88,031	103,113	94,370
Operating Expense	1,188,204	1,537,846	1,182,285
Total Expenses	8,027,158	8,311,989	7,702,940
Profit (Loss)	1,516,412	780,353	(1,479,397)
Capital Expenses	-	49,829	80,838

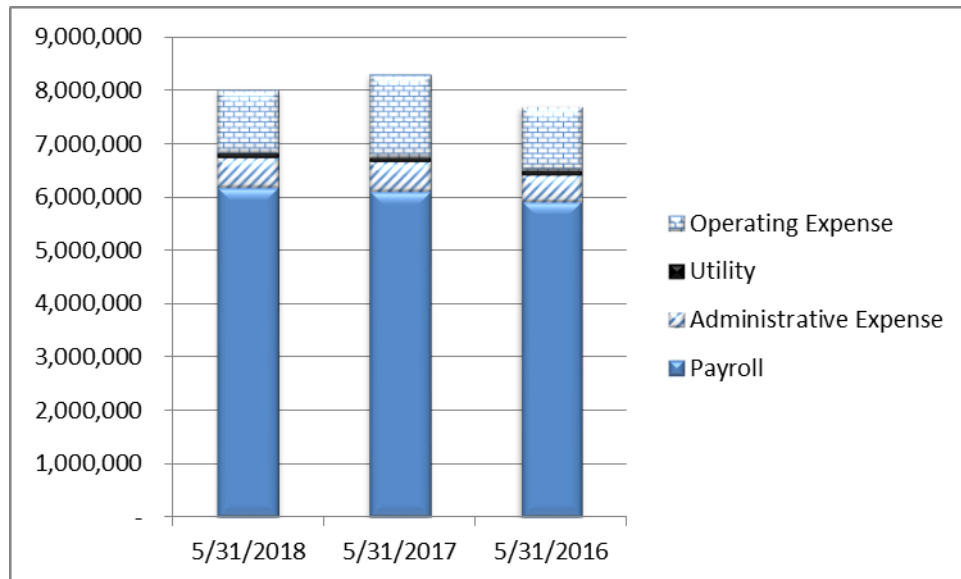


Figure 1 Three Year Expenditure

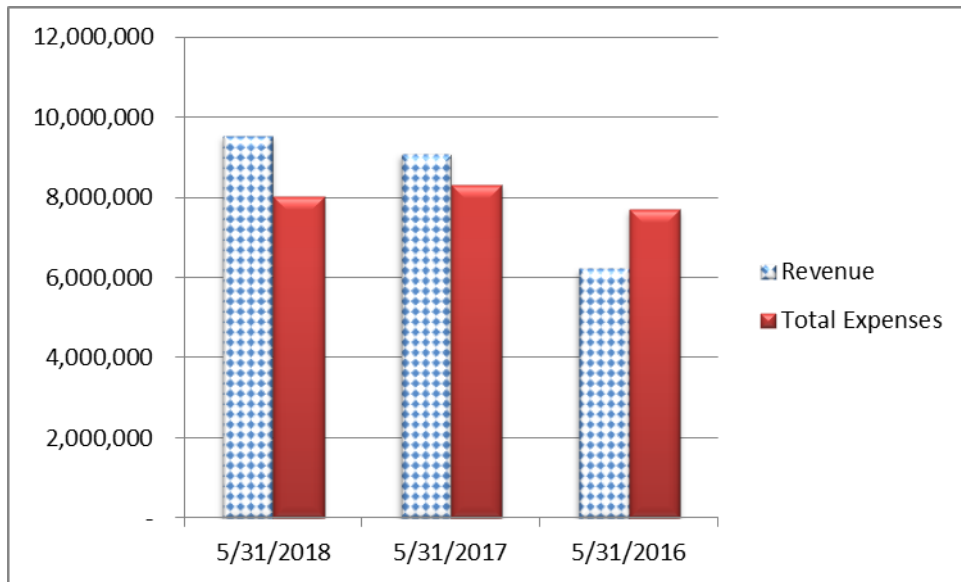


Figure 2 Three Year Revenue & Expenditure

THREE YEAR CASH BALANCE

CASH BALANCES	5/31/2018	5/31/2017	5/31/2016
Investment Balance	13,592,292	13,508,966	11,686,744
Checking Accounting	11,049	11,967	5,088
Payroll Account	301,393	281,833	65,978
Petty Cash	2,000	2,000	2,000
TOTAL CASH BALANCES	13,906,734	13,804,766	11,759,810

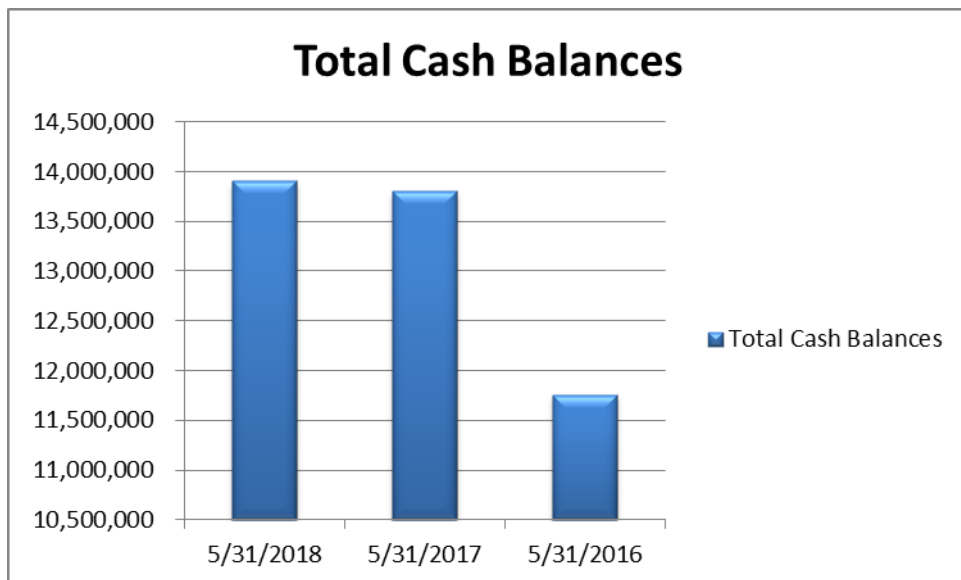


Figure 3 Cash Balances

DISTRICT INVESTMENT PORTFOLIO 5/31/2018

The District's investment fund balance for the period ending May 31, 2018 is \$13,592,292. The portfolio composition is shown in the pie chart. Local Agency Investment Fund (LAIF) accounts for 46% of the District's investments; the Riverside County Pooled Investment Fund is 45% of the total.

The LAIF yield for the end of May was 1.76% and the Riverside County Pooled Investment Fund was 1.75%; this gives an overall weighted yield for District investments of 1.66%.

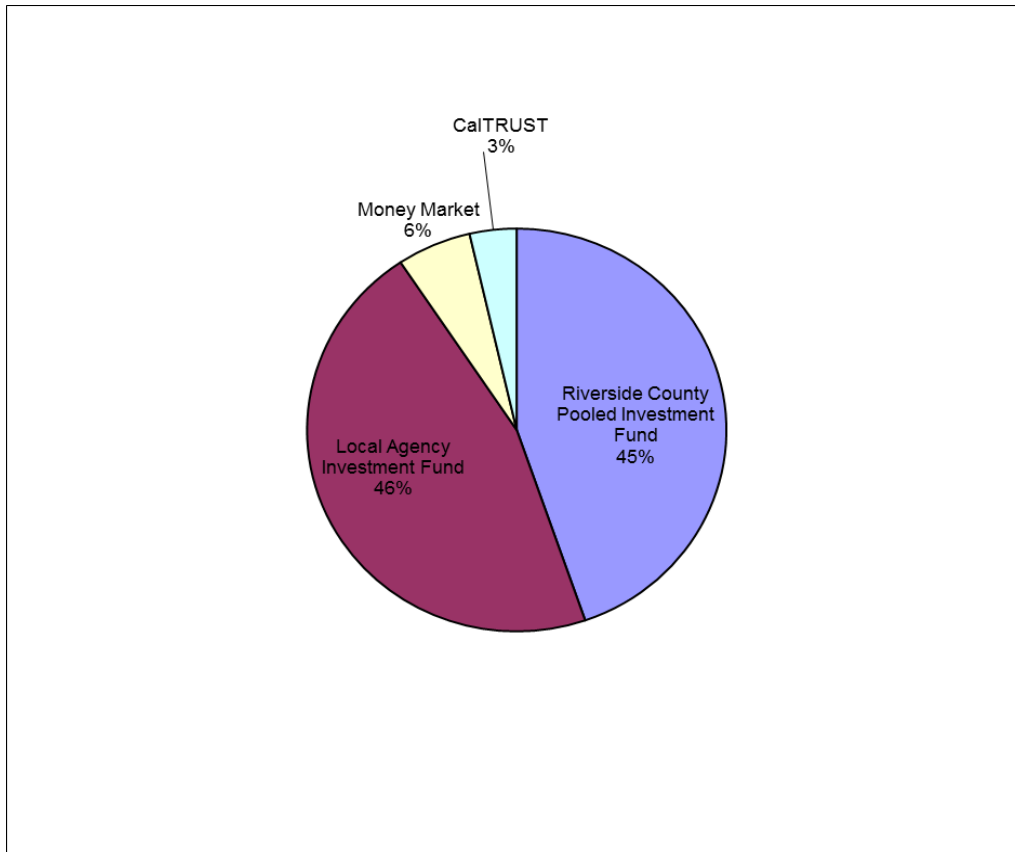



Figure 4 Investment Portfolio 4-30-18

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2011	0.66	0.67	0.66	0.64	0.65	0.61	0.60	0.56	0.56	0.54	0.53	0.52
2012	0.53	0.51	0.50	0.50	0.47	0.46	0.47	0.43	0.43	0.41	0.39	0.34
2013	0.33	0.34	0.33	0.32	0.32	0.32	0.32	0.32	0.31	0.30	0.32	0.29
2014	0.27	0.30	0.33	0.31	0.30	0.30	0.34	0.37	0.35	0.37	0.35	0.39
2015	0.37	0.40	0.36	0.35	0.37	0.39	0.41	0.41	0.43	0.43	0.44	0.46
2016	0.50	0.55	0.57	0.56	0.54	0.61	0.57	0.63	0.64	0.63	0.69	0.73
2017	0.74	0.75	0.81	0.91	0.92	0.99	1.04	1.00	1.07	1.10	1.13	1.20
2018	1.22	1.32	1.48	1.51	1.66							


Figure 5 District Investments Weighted Yield

	Coachella Valley Mosquito and Vector Control District		June 12, 2018
Staff Report			
Agenda Item: Items of General Consent			
Approval to continue network copying and printing services with Advance Imaging Solutions for 36-months in an amount not to exceed \$9,500 per year from account #7675.01.200 – Administration Contract Expense and #7675.01.500 – Operations Department Contract Expense – Edward Prendez, Information Technology Manager			
Background: The network printing lease expired in November of 2017; a 36-month service lease contract began with Advance Imaging Solutions to provide the District with printing, scanning and faxing capabilities. The lease included QTY (1) Kyocera TASKalfa 6501i black & white digital imaging copier and printer for Administration and QTY (1) Kyocera TASKalfa 6551ci color digital imaging copier and printer for Operations. The monthly lease is based on a 36-month AEPA/CalSAVE special fair market value lease pricing. Printers serve as the Primary Print Stations for all staff. Administration Printer provides 7,000 black copies/prints per month in the agreement and the Operations Printer provides 7,000 black copies/prints per month with a .045 cost per color. Each month, the District approximately incurs cost of \$776.50 per month, or \$9,318 a year based on usage.			
Staff Recommendation: <ul style="list-style-type: none">Continue the agreement for QTY (1) Kyocera TASKalfa 6501i & QTY (1) Kyocera TASKalfa 6551ci Printers in an amount not to exceed \$9,500.00 annually from account #7675.01.200 – Administration Contract Expense and #7675.01.500 – Operations Department Contract Expense.			
Fiscal Impact:			
FY2018-19 Budget 7675.01.200 & 7675.01.500	Current Available Funds	Proposed Expense	Remaining Available Funds
\$13,000	\$13,000	\$9,500	\$3,500

SECTION
6



OLD BUSINESS

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: center;">June 12, 2018</p>
<p>Agenda Item: Items of General Consent</p> <p>Discussion and/or approval of Resolution 2018-08 Adopting the 2018-2021 Strategic Plan – Jeremy Wittie, M.S., General Manager</p>		
<p>Background:</p> <p>The Board of Trustees, District Management and Supervisory staff participated in a day-long strategic planning workshop on February 7, 2018 facilitated by the District’s strategic planning consultant. At the workshop, the group reviewed the results of the strategic planning interviews, undertook a number of exercises to examine the current state of the District, identified critical issues and opportunities expected to confront the District in the future, and discussed priorities.</p> <p>During the April 10 Board meeting, the District General Manager facilitated the Board of Trustees through a review and discussion of the draft Goals and Objectives that were developed from the discussion at the Strategic Planning workshop. Comments and direction was taken and incorporated into the final Strategic Plan Goal and Objective statements.</p> <p>At the May Board meeting the General Manager briefly reviewed the final version of the Strategic Plan Goals and Objectives and led a discussion to review the District’s mission statement, core values, and revise the District’s vision statement with input from the Board of Trustees.</p> <p>After receiving input and direction at the May Board meeting, the General Manager worked with staff and the District’s strategic planning consultant to create the final Strategic Plan document that is presented tonight for approval by Board of Trustees. General Manager Wittie will also share points from the <i>strategic implementation plan</i> which will guide District staff in reaching the goals and objectives set by the Board over the course of the next three years.</p>		
<p>Staff Recommendation:</p> <ul style="list-style-type: none"> • Staff recommends the approval of Resolution 2018-08 Adopting the 2018-21 Strategic Plan. 		
<p>Fiscal Impact:</p> <ul style="list-style-type: none"> • N/A 		

Resolution No. 2018-08

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
ADOPTING THE 2018-2021 STRATEGIC PLAN**

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

WHEREAS, the District wishes to use the 2018-2021 Strategic Plan to help incorporate strategic issues into Board and management planning, decision-making, program monitoring and performance measurement; and

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

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

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Adoption of Strategic Plan.

The Board hereby adopts the 2018-2021 Strategic Plan, a copy of which is attached hereto as Exhibit “A,” and incorporated herein by this reference.

Section 3. Effective Date.

This Resolution shall take effect immediately upon its adoption.

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.

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PASSED, ADOPTED AND APPROVED, this 12th day of June, 2018.

**Shelley Kaplan, President
Board of Trustees**

ATTEST:

Crystal G. Moreno, Clerk of the Board

APPROVED AS TO FORM:

M. Katherine Jenson, General Counsel


REVIEWED:

Jeremy Wittie, M.S., General Manager

SECTION
7



NEW BUSINESS

	<p style="text-align: center;">Coachella Valley Mosquito and Vector Control District</p> <p style="text-align: center;">Staff Report</p>	<p style="text-align: center;">June 12, 2018</p>
<p>Agenda Item: New Business</p> <p>Discussion and/or approval of Resolution 2018-09 Approving the ratification of the Tentative Agreement by and between the District and employees in the Bargaining Unit represented by CSEA, Chapter 2001 – Jeremy Wittie, M.S., General Manager and Melanie L. Chaney, Legal Counsel</p>		
<p>Background:</p> <p>District representatives and CSEA representatives have reached a Tentative Agreement on matters related to wages, hours, terms and conditions of employment for the employees in the Bargaining Unit. The proposed term of the next Memorandum of Understanding is three years, retroactively commencing July 1, 2017, and terminating on June 30, 2020.</p> <p>The specifics of the Tentative Agreement have been discussed previously in Closed Session and it has been placed on the Open Session agenda for public discussion purposes and final action, if the Board deems it appropriate at this time. (An oral report will be made during open session describing the main highlights of the Tentative Agreement.)</p>		
<p>Staff Recommendation:</p> <p>Staff recommends that the Board of Trustees adopts Resolution 2018-08 Approving the ratification of the Tentative Agreement by and between the District and employees in the Bargaining Unit represented by CSEA, Chapter 2001.</p>		
<p>Attachments:</p> <ul style="list-style-type: none"> • Resolution 2018-09 		
<p>Fiscal Impact:</p> <ul style="list-style-type: none"> • N/A 		

Resolution No. 2018-09

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL
DISTRICT RATIFYING THE TENTATIVE AGREEMENT BY AND
BETWEEN THE DISTRICT AND CHAPTER 2001 OF THE CALIFORNIA
SCHOOL EMPLOYEES ASSOCIATION**

WHEREAS, the Coachella Valley Mosquito and Vector Control District ("District") and Chapter 2001 of the California School Employees Association ("CSEA") entered into a Memorandum of Understanding ("MOU") pursuant to the Meyers-Millias-Brown Act (Government Code Section 3500 et seq.) covering wages, hours and other terms and conditions of employment for all vector control technicians, shop mechanic(s), utility worker(s), maintenance worker(s), laboratory assistant(s), laboratory technician(s), in the Bargaining Units represented by the CSEA, which expired June 30, 2017; and

WHEREAS, District representatives and CSEA representatives have reached a Tentative Agreement on matters related to a successor MOU, with a proposed term of three years, commencing July 1, 2017, and terminating on June 30, 2020.

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

Section 1. Recitals.

The recitals set forth above are true and correct.

Section 2. Ratification of Tentative Agreement.

The Tentative Agreement is hereby ratified and approved.

Section 3. Preparation of Memorandum of Understanding.

The District's General Manager and General Counsel are hereby directed to prepare the final Memorandum of Understanding by and between the District and CSEA consistent with the terms and conditions of the Tentative Agreement and cause the same to be fully executed by the parties.

Section 4. Effective Date.

This Resolution shall take effect immediately upon its adoption.

Section 5. 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 12th day of June, 2018.

**Shelley Kaplan, President
Board of Trustees**

ATTEST:

Crystal G. Moreno, Clerk of the Board

APPROVED AS TO FORM:

M. Katherine Jenson, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager



Coachella Valley Mosquito and Vector Control District

Staff Report

June 12, 2018

Agenda Item: New Business

Discussion and/or approval of Resolution 2018-10 Adopting FY 2018-19 Budget – **David I'Anson, Administrative Finance Manager**

Background:

The District's budget is split into Operating Budget, Facility Capital Improvement Budget, Thermal Facility Remediation Fund, Capital Replacement Budget, and Equipment Budget. The following is a brief summary:

- NEW POSITION PUBLIC INFORMATION OFFICER FUNDED AT 0.8 FULL TIME EQUIVALENT (FTE)
- SIGNIFICANT EFFORT HAS BEEN EXPENDED THIS YEAR TO FOCUS ON THE LONG TERM FINANCIAL VIABILITY AND STABILITY OF THE DISTRICT. THIS HAS FOCUSED ON ENSURING SUFFICIENT FUNDS ARE BEING SET ASIDE IN RESERVE TO MEET THE ON-GOING CAPITALS (SEE RESERVES SECTION BELOW FOR DETAILS)
- BASED OM CAPITAL RESERVE STUDY – TRANSFER FROM OPERATING BUDGET IN 2018/2019 TO "CAPITAL FACILITY REPLACEMENT FUND RESERVES" \$299,900
- BASED ON CAPITAL RESERVE STUDY TRANSFER FROM GENERAL FUND IN JULY 2018 TO "CAPITAL FACILITY REPLACEMENT FUND RESERVES" \$1,500,000
- BASED ON INTERNAL PLANNING TRANSFER FROM GENERAL FUND JULY 2018 TO "CAPITAL EQUIPMENT REPLACEMENT FUND RESERVE" \$1,000,125
- BENEFIT ASSESSMENT TO INCREASE BY \$2.28 PER SFE FROM \$10.21 TO \$12.49

Operating Budget Revenue:

Revenue for Fiscal Year (FY) 2018/19 is forecast to **rise by 7.6 percent.**

REVENUE	ADOPTED BUDGET 2017-2018	ESTIMATED ACTUAL 6/30/2018	% DIFFERENCE	PROPOSED BUDGET 2018-2019	% DIFFERENCE
PROPERTY TAXES CURRENT	8,177,183	7,966,209	-2.6%	8,284,857	4.0%
PROPERTY TAXES PRIOR	25,500	37,079	45.4%	38,562	4.0%
INTEREST INCOME	100,000	100,134	0.1%	100,000	-0.1%
MISCELLANEOUS	63,000	17,340	-72.5%	63,000	263.3%
BENEFIT ASSESSMENT	1,620,638	1,620,638	0.0%	1,996,366	23.2%
TOTAL	\$9,986,321	\$9,741,400	-2.5%	\$10,482,785	7.6%

Operating Budget Expenditure:

Overall Operating Expenditure for FY 2017/18 is forecast to **rise 15.6 percent**

EXPENDITURE	ADOPTED BUDGET 2017-2018	ESTIMATED ACTUAL 6/30/2018	% DIFFERENCE	PROPOSED BUDGET 2018-2019	% DIFFERENCE
PAYROLL	7,009,340	6,850,499	-2.3%	7,394,104	7.9%
ADMINISTRATIVE	843,367	623,119	-26.1%	662,535	6.6%
UTILITY	116,300	111,276	-4.3%	116,000	4.2%
OPERATING	1,824,780	1,292,685	-29.2%	1,827,532	41.4%
CONTRIBUTION TO CAPITAL RESERVES	192,534	192,534	0	482,614	150.7%
TOTAL EXPENSES & TRANSFERS	\$9,986,321	\$9,070,113	-9.1%	\$10,482,785	15.6%

Capital Equipment Replacement Fund Reserve Budget totals \$590,750 which includes replacement of 14 vehicles. These items are all funded from the accumulated reserves and transfer from Operating Budget.

The **Thermal Remediation Reserve** includes rental revenue of \$17,119 and a fund transfer from the General Fund of \$44,750. The Thermal Budget includes remediation work; \$450,000 has been set aside for this. Ending fund balance for Thermal Remediation Reserve is estimated to be \$78,583

FY2018-19 Capital Facility Replacement Fund Reserve Budget includes capital expenses for areas, General Common Area, Building Interiors, Building Exteriors and Mechanical totaling \$137,900. This is funded from a transfer from the General Fund of \$1.5 million, and an annual transfer \$299,900 based on the funding schedule shown in the Capital Replacement Fund Reserve Budget for the 70 components within the four areas.

Balanced Operating Budget

Operating budget expenditure including contingency planning and contribution to capital reserves is \$10,482,785, total revenue is \$10,482,785.

Staff Recommendation:

- Approval of Resolution 2018-10, adopting FY 2018-19 Budget.

Attachments:

- Resolution 2018-10
- FY 2018-19 Budget

RESOLUTION NO. 2018-10

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT ADOPTING THE FISCAL YEAR 2018-19 BUDGET

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

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

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

WHEREAS, the Board reviewed the Fiscal Year 2018-2019 Budget for the District (“Fiscal Year 2017-2018 Budget”), attached hereto as Exhibit A and incorporated herein by this reference, and determined that said budget conforms to all applicable regulations;

WHEREAS, the Board desires to adopt the Fiscal Year 2018-2019 Budget.

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

Section 1. Recitals.

That the recitals set forth above are true and correct.

Section 2. Adoption of Budget.

The Board hereby adopts the Fiscal Year 2018-2019 Budget, which shall be made available for public inspection in the office of the District Manager.

Section 3. Transmit to County.

That pursuant to California Health and Safety Code Section 2070(b), the Board hereby directs the District Manager to cause a copy of the Fiscal Year 2018-2019 Budget to be transmitted to the Riverside County Auditor-Controller's Office.

Section 4. Severability.

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

Section 5. Repeal of Conflicting Provisions.

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

Section 6. Effective Date.

This Resolution shall take effect immediately upon its adoption.

Section 7. Certification.

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

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PASSED, ADOPTED AND APPROVED, this 12th day of June, 2018.

Shelley Kaplan, President
Board of Trustees

ATTEST:

Crystal G. Moreno, Clerk of the Board

APPROVED AS TO FORM:

M. Katherine Jenson, General Counsel

REVIEWED:

Jeremy Wittie, M.S., General Manager

EXHIBIT “A”

**COACHELLA VALLEY MOSQUITO AND
VECTOR CONTROL DISTRICT
FISCAL YEAR 2017-18 BUDGET**

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

	Proposed Budget 2018-2019	Adopted Budget 2017-2018	Estimated Actual 2017-2018	Actual 2016-2017
Beginning Spendable Fund Balance	11,981,018	11,660,556	11,309,731	11,318,929
REVENUES				
Property Taxes Current	8,284,857	8,177,183	7,966,209	7,693,856
Property Taxes Prior	38,562	25,500	37,079	30,719
Interest Income	100,000	100,000	100,134	74,184
Miscellaneous Revenue	63,000	63,000	17,340	110,296
*Benefit Assessment Income	1,996,366	1,620,638	1,620,638	1,452,379
TOTAL REVENUES	10,482,785	9,986,321	9,741,399	9,361,434
EXPENSES				
Payroll Expense				
5101 Pay roll - Full Time	4,686,031	4,448,097	4,367,263	4,351,881
5102 Pay roll - Seasonal	208,460	167,800	171,634	184,383
5103 Temporary Services	6,900	6,900	6,900	-
5105 Overtime Expenses	41,700	42,000	16,289	18,996
5150 CalPERS Employer Payment of Unfunc	132,568	103,215	103,215	95,099
5150 CalPERS State Retirement Expense	433,890	387,125	371,630	350,484
5155 Social Security Expense	302,827	286,090	283,208	272,826
5165 Medicare Expense	70,822	66,908	63,733	68,075
5170 Cafeteria Plan Expense	1,031,051	1,030,961	1,003,637	972,046
5172 Retiree Healthcare	342,420	342,420	337,485	338,453
5180 Deferred Compensation	101,029	93,154	90,836	83,631
5195 Unemployment Insurance	36,405	34,669	34,669	33,648
Total Payroll Expense	7,394,104	7,009,340	6,850,499	6,769,523
Administrative Expense				
5250 Tuition Reimbursement	15,000	15,000	6,604	18,290
5300 Employee Incentive	6,000	6,000	6,568	3,430
5301 Employee Support	4,000	4,000	3,859	4,136
5302 Wellness	600	2,500	-	605
5305 Employee Assistance Program	3,200	2,800	3,093	3,072
6000 Property & Liability Insurance	139,895	113,647	121,448	66,687
Retrospective Adjustment	(60,000)		(89,278)	
Sub Total	79,895			
6001 Workers' Compensation Insurance	215,730	252,350	252,194	172,533
Retrospective Adjustment	(130,000)		(132,558)	
Sub Total	85,730			
6050 Dues & Memberships	25,480	23,530	22,504	21,273
6060 Public Outreach Materials	21,750	22,600	8,475	7,733
6065 Recruitment/Advertising	6,500	4,000	5,195	4,795
6070 Office Supplies	14,980	17,900	14,379	18,955
6075 Postage	8,500	8,000	7,087	7,220
6080 Computer & Network Systems	5,000	5,000	5,673	3,617
6085 Bank Service Charges	200	200	92	160
6090 Local Agency Formation Commission	1,200	1,100	1,184	1,044
6095 Professional Fees				
Administration	-	50,000	41,666	15,541
Information Systems	3,500	2,000	757	765
Finance	43,000	20,000	23,800	26,928
Human Resources	6,500			
6100 Attorney Fees - General Counsel	50,000	50,000	39,837	40,338
6100 Attorney Fees - Labor Relations	5,000	20,000	33,741	27,944

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

	Proposed Budget 2018-2019	Adopted Budget 2017-2018	Estimated Actual 2017-2018	Actual 2016-2017
6100 Attorney Fees - Personnel	35,000	10,000	27,938	8,092
6105 Legal Services - Abatement	1,000	1,000	-	
6106 HR Risk Management	4,500	4,500	4,500	4,365
6110 Conference Expense				
MVCAC Committee Assignments	12,200	9,600	10,154	7,114
Annual Conference Expense	18,000	13,200	15,445	8,950
Trustee Travel	18,600	16,800	17,826	14,596
6115 Trustee In-Lieu Expense	13,200	13,200	13,200	13,200
6120 Trustee Support Expense	4,000	4,000	4,344	3,932
6130 Special Events				
6200 Meetings Expense	2,000	2,000	1,722	1,355
6210 Promotion & Education	26,000	20,000	19,413	16,967
6220 Public Outreach Advertising	46,000	40,000	37,066	36,342
6500 *Benefit Assessment Expense	96,000	88,440	95,189	86,685
Total Administrative Expense	662,535	843,367	623,119	646,664
Utility Expense				
6400 Utilities	105,000	105,000	104,254	99,486
6410 Telecommunications	11,000	11,300	7,022	24,381
Total Utility Expense	116,000	116,300	111,276	123,867
Operating Expense				
7000 Uniform Expense	26,650	24,450	24,782	23,219
7050 Safety Expense	23,350	20,550	21,272	24,287
7100 Physician Fees	4,000	5,000	2,320	1,751
7150 IT Communications	40,000	36,200	33,894	22,859
7200 Maintenance Supplies	4,000	4,000	2,511	4,290
7300 Building & Grounds Maintenance	42,000	42,000	33,427	47,813
7310 Calibration & Certification of Equipment	6,000	8,000	6,661	5,407
7350 Permits, Licenses & Fees	10,850	12,500	5,787	10,254
7400 Vehicle Maintenance & Repair	32,000	29,000	26,464	32,035
7420 Offsite Vehicle Maintenance & Repair	12,500	6,000	12,321	6,275
7450 Equipment Parts & Supplies	16,500	19,500	14,688	18,469
7500 Small Tools Expense	1,700	1,700	1,100	953
7550 Lab Operating Supplies	30,500	30,500	21,000	20,011
7570 Green Pool Surveillance	25,000	22,000	18,500	17,496
7575 Surveillance	45,500	38,500	38,000	50,706
7600 Staff Training				
State Certified Technician Fees	6,000	6,000	6,470	5,870
State Required CEU	1,650	6,550	4,000	-
Professional Development	64,350	47,650	34,980	28,556
7650 Equipment Rentals	1,000	1,000	288	773
7675 Contract Services	-	-		
Administration	7,000	7,000	8,063	6,121
Information Systems	53,000	51,000	44,508	45,352
Fleet	18,000	17,700	7,488	7,308
Facilities	45,732	69,400	69,054	66,540
Operations	5,500	6,000	4,592	4,662
Abatement	2,000	2,000	-	-
7700 Motor Fuel & Oils	73,200	68,200	72,465	66,913
7750 Ops Operating Supplies	9,400	9,400	3,414	7,756

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

	Proposed Budget 2018-2019	Adopted Budget 2017-2018	Estimated Actual 2017-2018	Actual 2016-2017
7800 Control	-	-		
Chemical Control	770,500	770,500	563,689	902,553
Physical Control	14,500	2,000	500	
7850 Aerial Applications	-	-		
Rural	82,500	82,500	60,850	66,648
Urban	32,000	63,000	-	61,590
8415 Operating Equipment	20,650	35,000	28,351	36,154
8487 Furniture & Equipment	-	5,000	1,245	2,060
8510 Research Projects	150,000	120,000	120,000	140,754
9000 Contingency Expense	150,000	154,980	-	
Total Operating Expense	1,827,532	1,824,780	1,292,685	1,735,434
TOTAL EXPENSES	10,000,171	9,793,787	8,877,579	9,275,488
Contribution to Capital Reserves				
8900 Thermal Remediation Fund	44,750	44,750	44,750	44,750
8900 Facility Replacement Reserve	299,900			
8900 Vehicle Replacement	102,172	79,992	79,992	
8900 IT Replacement	35,792	67,792	67,792	-
Total Contribution to Capital Reserves	482,614	192,534	192,534	44,750
TOTAL EXPENSES & TRANSFERS	10,482,785	9,986,321	9,070,113	9,320,238
Operating Revenue Less Expenses, Transfer	0	0	671,287	41,196
CAPITAL BUDGET				
6095 Professional Fees		25,000	-	496
6100 Attorney Fees				
8415 Laboratory Equipment				
8415 Equipment Capital Outlay				
8463 Interior Equipment Upgrade		25,000	-	49,897
8487 Facility Improvements		150,000	40,000	-
9000 Contingency Expense				
TOTAL CAPITAL EXPENSES	-	200,000	40,000	50,393
TOTAL GENERAL FUND EXPENSES	10,482,785	10,186,321	9,110,113	9,370,631
TRANSFER (TO)/FROM RESERVES				
Capital Equipment Replacement Fund	(1,000,125)			
Capital Facility Replacement Fund	(1,500,000)			
TOTAL FUND TRANSFERS				
Ending Spendable Fund Balance	9,480,893	11,460,556	11,981,018	11,309,731

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

	Proposed Budget 2018-2019	Adopted Budget 2017-2018	Estimated Actual 2017-2018	Actual 2016-2017
Beginning Fund Balance	<u>463,724</u>	<u>449,422</u>	<u>448,087</u>	<u>425,119</u>
REVENUE				
Income from Lease	17,119	16,185	16,621	16,295
Interest	3,000	3,000	3,000	2,615
Transfer From General Operating Fund	<u>44,750</u>	<u>44,750</u>	<u>44,750</u>	<u>44,750</u>
TOTAL REVENUE	64,869	63,935	64,371	63,661
EXPENSES				
Professional Fees	-	-	43,578	35,199
Maintenance	-	-	5,157	5,494
Capital	<u>450,000</u>	<u>50,000</u>		
TOTAL EXPENSES	450,000	50,000	48,734	40,693
Total Revenue Less Expense	<u>(385,131)</u>	<u>13,935</u>	<u>15,637</u>	<u>22,968</u>
Ending Fund Balance	<u>78,593</u>	<u>463,357</u>	<u>463,724</u>	<u>448,087</u>

**Coachella Valley Mosquito and Vector Control District
EQUIPMENT FUND BUDGET**

	Proposed Budget 2018-2019	Adopted Budget 2017-2018	Estimated Actual 2017-2018	Actual 2016-2017
Beginning Fund Balance	<u>622,367</u>	<u>957,906</u>	993,532	<u>1,235,432</u>
REVENUE				
Transfer from General Fund	1,000,125	-	-	-
Interest	7,000	7,000	4,000	6,442
Sale of Assets	18,000	18,000	32,337	7,460
Transfers From Operating Budget IT		67,792	67,792	.
Transfers From Operating Budget - Vehicles	<u>157,624</u>	<u>79,992</u>	<u>79,992</u>	<u>-</u>
TOTAL REVENUE	1,182,749	172,784	184,121	13,902
EXPENSES				
8415 Capital Outlay - IT	40,750	46,000	25,141	60,349
8415 Capital Outlay - Fleet	520,000	540,000	530,145	195,453
8415 Capital Outlay - Facilities	25,000			
8415 Capital Outlay - Lab Equipment	<u>5,000</u>			<u>-</u>
TOTAL EXPENSES	590,750	586,000	555,286	255,803
Total Revenue Less Expense	<u><u>591,999</u></u>	<u><u>(413,216)</u></u>	<u><u>(371,165)</u></u>	<u><u>(241,900)</u></u>
Ending Fund Balance	<u>1,214,366</u>	<u>544,690</u>	<u>622,367</u>	<u>993,532</u>

**Coachella Valley Mosquito and Vector Control District
5 YEAR CAPITAL REPLACEMENT FUND BUDGET**

	<u>2018-2019</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>
Beginning Fund Balance	<u>0</u>	<u>1,670,348</u>	<u>1,869,206</u>	<u>2,199,459</u>	<u>1,948,758</u>
REVENUE					
Transfer from General Fund	1,500,000				
Interest	8,348	18,395	21,744	22,067	22,761
Transfers From Operating Budget	299,900	453,612	467,220	481,237	495,674
				-	-
					-
TOTAL REVENUE	<u>1,808,248</u>	<u>472,007</u>	<u>488,964</u>	<u>503,304</u>	<u>518,435</u>
CAPITAL EXPENSES					
General Common Area	28,900	4,944			
Building Interiors	35,000	125,000	48,165	258,454	
Building Exteriors	0	34,025		164,455	
Mechanical	74,000	109,180	110,546	331,096	113,901
					-
TOTAL EXPENSES	<u>137,900</u>	<u>273,149</u>	<u>158,711</u>	<u>754,005</u>	<u>113,901</u>
Total Revenue Less Expense	<u><u>1,670,348</u></u>	<u><u>198,858</u></u>	<u><u>330,253</u></u>	<u><u>-250,701</u></u>	<u><u>404,534</u></u>
Ending Fund Balance	<u>1,670,348</u>	<u>1,869,206</u>	<u>2,199,459</u>	<u>1,948,758</u>	<u>2,353,292</u>



Coachella Valley Mosquito and Vector Control District

Staff Report

June 12, 2018

Agenda Item: New Business

Discussion and/or approval of Resolution 2018-11 intention to levy assessments for fiscal year 2018-19, preliminary approval of engineer's report, and providing for notice of hearing for the CVMVCD mosquito, fire ant, and disease surveillance and vector control assessment – **David I'Anson, Administrative Finance Manager**

Background:

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

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

This Resolution provides for the Assessment for the fiscal year 2018-19 as determined by the engineering firm, and provides for notice of a **public hearing on July 10, 2018.**

- The rate provided by the Engineer's Report is preliminary
- **The Board of Trustees at this meeting will determine the Benefit Assessment rate.**
- The current levy rate is at \$10.21 per parcel.

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

The Board may choose to preliminarily approve the Engineer's Report as is, or they may approve it with changes, for example, approve the Report but with a different rate, and specify any rate from \$0.00 up to the maximum allowable rate of \$22.23.

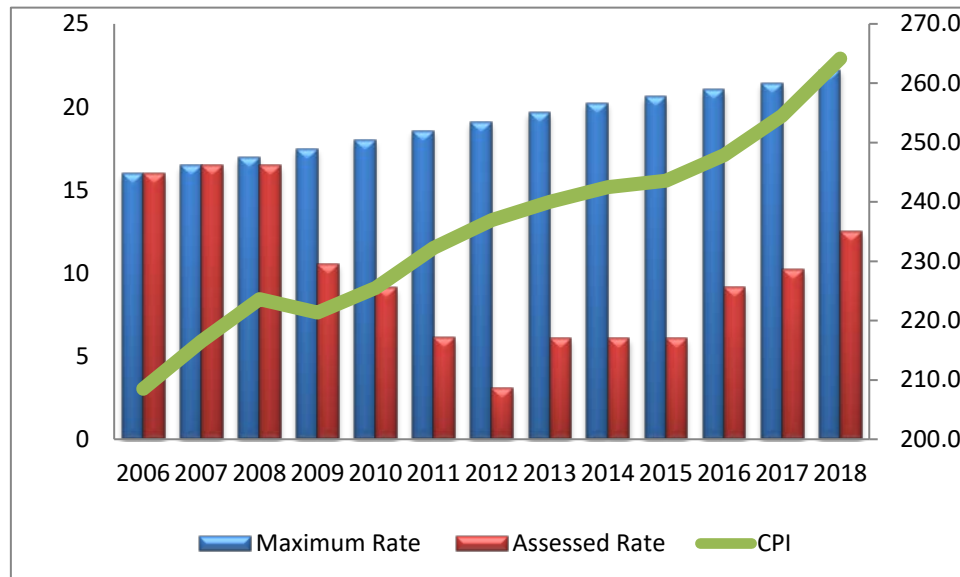


Figure 1Benefit Historical Rate

To balance the Operating budget the Benefit Assessment rate is increased from \$10.21 per SFE to \$12.49 per SFE will generate an increase of revenue of \$378,233.

Staff Recommendation:

1. Proceed with approval of preliminary Engineer's Report and Resolution 2018-11
2. That the Board of Trustees take whatever action it deems necessary.

Fiscal Impact:

If the rate stays the same at \$10.21 per parcel, the Benefit Assessment revenue for FY 2018/19 will be \$1,622,601. If the rate is increased to \$12.49 to cover the budget deficit the revenue for FY 2018/19 will be \$ 2,000,834.

Attachments:

- Resolution 2018-11
- Engineer's Report (Separate Attachment)

RESOLUTION NO. 2018-11

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

**A RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR FISCAL YEAR 2018-19, PRELIMINARILY
APPROVING ENGINEER'S REPORT,
AND PROVIDING FOR NOTICE OF HEARING
FOR THE COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT
MOSQUITO, FIRE ANT AND DISEASE CONTROL ASSESSMENT**

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

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

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

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

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

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

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

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

SECTION 2. It is the intention of this Board to levy and collect assessments for the Mosquito, Fire Ant and Disease Control Assessment for fiscal year 2018-19. Within the Coachella Valley Mosquito and Vector Control District, the proposed projects and services are generally described as mosquito, vector and disease control services such as surveillance, source reduction, identification and elimination of removable breeding locations, identification and treatment of breeding and source locations, application of materials to eliminate larvae, disease surveillance and monitoring, public education, reporting, accountability, research and interagency cooperative activities (the "Services").

SECTION 3. The estimated fiscal year 2018-19 cost of providing the Services is \$2,000,833.86. This cost results in a proposed assessment rate of TWELVE DOLLARS AND FORTY-NINE CENTS (\$12.49) per single-family equivalent benefit unit for fiscal year 2018-19 after contributions. The Assessments are authorized to include an annual increase equal to the change in the Los Angeles-Long Beach-Anaheim Area Consumer Price Index ("CPI), not to exceed 3% (three percent) per year without a further vote or balloting process. The annual CPI change for the Los Angeles-Long Beach-Anaheim Area from December 2017 to December 2018 is 3.61%. The maximum authorized assessment rate for fiscal year 2018-19 is \$22.23 per single family equivalent benefit unit. The assessment rate proposed to be levied for fiscal year 2018-19 is less than the maximum authorized rate.

SECTION 4. Notice is hereby given that on July 10, 2018, at the hour of six o'clock (6:00) p.m. at the meeting chamber of the Coachella Valley Mosquito and Vector Control District headquarters located at 43-420 Trader Place, Indio, California, 92201, the Board will hold a public hearing to consider the ordering of the Services, and the levy of the assessments for fiscal year 2018-19.

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

PASSED, ADOPTED AND APPROVED, this 12th day of June, 2018.

Shelley Kaplan, President
Board of Trustees

ATTEST:

Crystal G. Moreno, Clerk of the Board

APPROVED AS TO FORM:

M. Katherine Jenson, General Counsel

REVIEWED:

Jeremy Wittie, MS, General Manager



Coachella Valley Mosquito and Vector Control District

Staff Report

June 12, 2018

Agenda Item: New Business

Discussion and/or approval to purchase two (2) Micronair AU6539 rotary atomizers and a controller for applications by air, in an amount not to exceed \$10,000.00, from account #7850.01.500.038 – Aerial Applications – **J. Wakoli Wekesa, PhD, Operations Manager**

Background:

The products available for use in controlling adult mosquitoes during routine operations or during mosquito-borne disease emergency conditions become constricted yearly. In 2018, Scourge 18-54 one of our adult mosquito control product is no longer available on the market and in order to be properly prepared we must urgently test alternative products. The purchase of the AU6539 Micronair atomizer will allow us to test another range of products requiring a set of specifications for adulticiding. The total cost of purchasing Micronair atomizer under this authorization is \$7,800 and not to exceed \$10,000 drawn from the aerial applications- urban 2017-18 budget.

Staff Recommendation:

Staff recommends approval of purchasing AU6539 Micronair atomizer for aerial application of adulticides to control mosquitoes.

Fiscal Impact:

FY2017-18 <i>Amended Budget</i> 7850.01.500.038	Current Available Funds	Proposed Expense	Remaining Available Funds
\$60,000	\$33,927	\$10,000	\$23,927