

DELTA VECTOR CONTROL DISTRICT

Dr. Mustapha Debboun
General Manager

Mir Bear-Johnson
Assistant Manager

Sheri D. Davis
Administrative Assistant

Mark Dyngge
Systems Administrator

Post Office Box 310 * Visalia, California 93279-0310
1737 West Houston Avenue * Visalia, California 93291
Phone (559) 732-8606 * (877) 732-8606 * Fax (559)-732-7441
www.deltavcd.com

Jesse Erandio
Biologist

Crystal Grippin
Biologist

Mark Nakata
Biologist

Javier Valdivias
Biologist

DATE: Friday, August 7, 2020

TO: Board of Trustees, Delta Vector Control District

FROM: Dr. Mustapha Debboun, General Manager

SUBJECT: Regular Meeting of the District's Board of Trustees

TIME: Wednesday, August 12, 2020 at 7:00 p.m.

PLACE: District Boardroom, 1737 West Houston Avenue, Visalia

AGENDA:

1. Roll Call

ACTION

2. Building Project

- Approve Prime Contract Change Order #2
- Project progress and calendar timeline will be discussed.

ACTION

3. Consent Calendar

- a. July Minutes
- b. July Bills (Board Order #02 & #03)
- c. August Payroll (Board Order #04)
- d. August Bills (Board Order #05)

4. Public Forum

Members of the public may address the Board.

5. Staff Report

The General Manager will report on items of operational interest.

6. Surveillance Report

Mir Bear-Johnson, Assistant Manager will report on surveillance information for the state, region and local community.

7. Tulare Mosquito Abatement District Site Visit

The General Manager will report on his visit to Tulare Mosquito Abatement District.

ACTION

8. Expanded FMLA and CARES Act

The Assistant Manager will request guidance from the Board for FMLA and Cares Act regarding leave and pay associated with COVID-19.

ACTION

9. Fence and Electric Gates

The General Manager will provide quotes and seek approval to install a fence and two electric gates.

ACTION

10. Fiscal Budget Amended

The General Manager will present final numbers for Board approval of the amended 2020/21 fiscal budget.

ACTION

11. Resolution 20-04

The Board will consider Resolution 20-04 confirming the Revolving Fund account at Bank of the Sierra.

ACTION

12. Policies

Second reading of policies:

- Employee Information and Emergency Data Policy
- Dress Code and Personal Standard Policy
- Disability and Reasonable Accommodation Policy
- Work Anniversary Policy

13. AB 1234 and AB1825 Training Update

The General Manager will remind Trustees of their requirement for Ethics and Harassment training.

ACTION

14. Adjournment

Adjourn meeting of the Board of Trustees to reconvene on Wednesday, September 9, 2020 at 7:00 p.m. in the Delta Vector Control District Boardroom, 1737 W. Houston Ave., Visalia, CA.

Note: Items designated for information are appropriate for Board action if the Board wishes to take action.

1. Roll Call

2. Building Project



PCCO #002

CM Construction Services, Inc.
 PO Box 6237
 Visalia, California 93290
 Phone: (559) 735-9556
 Fax: 559-735-9529

Project: CM18011 - Delta Vector Office Addition and Fish Hatchery
 1737 W. Houston Ave
 Visalia, California

Prime Contract Change Order #002: Prime Contract Change Order #2

TO: Delta Vector Control District
 P.O. Box 310
 Visalia, California 93279-0310

FROM: Carvalho Construction Inc.
 22841 Grangeville Blvd
 Lemoore, California 93245

DATE CREATED: 7/13/2020
CREATED BY: Chris Hale (CM Construction Services, Inc.)

CONTRACT STATUS: Approved
REVISION: 0

DESIGNATED REVIEWER: Chris Hale (CM Construction Services, Inc.)
REVIEWED BY:

DUE DATE:
REVIEW DATE: 07/13/2020

INVOICED DATE:
PAID DATE:

SCHEDULE IMPACT: 0 days
EXECUTED: No

CONTRACT FOR: 1:Delta Vector Office Addition and Fish Hatchery Prime Contract
TOTAL AMOUNT: \$7,426.61

DESCRIPTION:
ATTACHMENTS:

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
004	CE #005 - Move AC Trunk Line	0 days	\$3,997.91
005	CE #006 - Condensate for dehumidifiers	0 days	\$3,428.70
Total:			\$7,426.61

CHANGE ORDER LINE ITEMS:

PCO # 004 : CE #005 - Move AC Trunk Line

#	Cost Code	Description	Type	Amount
1		Move AC Trunk Line		\$3,997.91
Subtotal:				\$3,997.91
Grand Total:				\$3,997.91

PCO # 005 : CE #006 - Condensate for dehumidifiers

#	Cost Code	Description	Type	Amount
1		Install condensate for 3 humidifiers		\$3,428.70
Subtotal:				\$3,428.70
Grand Total:				\$3,428.70

The original (Contract Sum)	\$958,585.31
Net change by previously authorized Change Orders	\$26,605.91
The contract sum prior to this Change Order was	\$985,191.22
The contract sum will be increased by this Change Order in the amount of	\$7,426.61
The new contract sum including this Change Order will be	\$992,617.83
The contract time will not be changed by this Change Order by 0 days.	



PCCO #002

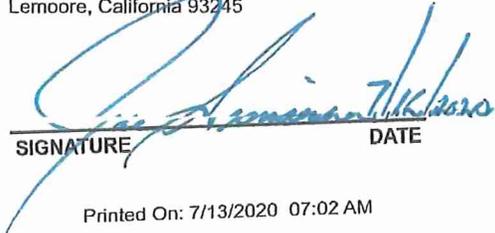
Sady Hayashida (Hayashida Architects)
832 Bancroft Way
Berkeley, California 94710

Delta Vector Control District
P.O. Box 310
Visalia, California 93279-0310

Carvalho Construction Inc.
22841 Grangeville Blvd
Lemoore, California 93245



SIGNATURE DATE



SIGNATURE DATE

FISH HATCHERY BANK ACCOUNT

Number	Date	Description of Transaction	Payment/Debit or Fee (-)	Deposit or Credit(+)	Balance
	5/21/2020	Wire Transfer from WestAmerica Bank		1,000,000.00	1,000,000.00
	5/21/2020	Wire Transfer fee	15.00		999,985.00
101	5/22/2020	Sacramento Koi - 50% deposit on tanks	47,623.34		952,361.66
102	5/22/2020	Hayashida Architects - Const. Admin phase	2,430.00		949,931.66
103	5/22/2020	Technicon - Compaction Testing	2,683.50		947,248.16
104	5/22/2020	CM Construction - Const. phase	6,000.00		941,248.16
105	5/22/2020	DVCD - multiple invoices for reimbursement	94,483.72		846,764.44
106	5/22/2020	Carvalho Construction - Pay App#2	123,125.61		723,638.83
	5/28/2020	Printed check order	20.90		723,617.93
1001	6/2/2020	Technicon - Steel and Concrete Inspection	730.50		722,887.43
1002	6/8/2020	Hayashida Architects - Const. Admin phase	685.48		722,201.95
1003	6/8/2020	CM Construction - Const. phase	6,000.00		716,201.95
1004	6/24/2020	Carvalho Construction - Pay App#3	271,895.61		444,306.34
1005	6/24/2020	Technicon - Concrete Sample pick up	292.00		444,014.34
1006	7/10/2020	CM Construction - Const. phase	6,000.00		438,014.34

Delta Vector Control District Project Update

► August 12, 2020



Construction Progress



DVCD - Office Addition & Fish Hatchery
August 12, 2020



Construction Progress



DVCD - Office Addition & Fish Hatchery
August 12, 2020



Construction Progress



DVCD - Office Addition & Fish Hatchery
August 12, 2020



Construction Progress



DVCD - Office Addition & Fish Hatchery
August 12, 2020



CONSTRUCTION PROGRESS

➤ **Building Addition:**

- Complete wall / ceiling insulation
- Complete drywall / texture
- Completed painting
- Complete exterior color coat
- Started FRP in fishery
- Install ceiling grid @ offices



DVCD - Office Addition & Fish Hatchery
August 12, 2020



SCHEDULED ACTIVITIES–August / September

➤ Building Addition

- Install single-ply roofing
- Install windows & storefront
- Install roll-up door
- Finish mech / elec / plumbing
- Metal roof & wall panels



DVCD – Office Addition & Fish Hatchery
August 12, 2020



Questions and Comments



3. Consent Calendar

DELTA VECTOR CONTROL DISTRICT

Dr. Mustapha Debboun
General Manager

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Minutes of the Board of Trustees – Wednesday, July 8, 2020

1. Roll Call:

Present: Greg Gomez, President; Belen Gomez, Secretary; Kevin Caskey, Michael Cavanagh, Linda Gutierrez, Larry Roberts and Rosemary Hellwig.

Staff: Dr. Mustapha Debboun, General Manager; Sheri Davis, Administrative Assistant; Mir Bear-Johnson, Assistant Manager;

2. Building Project:

The General Manager reported that all of the construction work is currently on schedule. The plumbing, electrical, sprinklers, and concrete work have been completed. The roofing and interior work will continue to be worked on. The only delay may be attributed to the custom metal siding that will take 10 weeks instead of eight weeks, but the project is still on schedule to be completed by September 15, 2020. Giotto Security is working with Carvalho Construction to begin work on the video and security system simultaneously while they have easy access for installation, which resulted in a savings of over \$4,000.00. CM Construction Project Manager, Mark Atkins, was unable to attend the Board meeting, but provided photographs of the building construction progress. Belen Gomez commented that the pictures and presentation were very nicely done.

3. Consent Calendar:

Sheri Davis, Administrative Assistant provided information on the following items:

Board Order #39 – Claim #34289 Archive Social. The Public Records Retention Act requires that we retain public records, which include social media. This is an annual fee and we will check with other vendors to price check prior to next year.

Board Order #01 – Claims #34331, 34332 CalPERS - UAL Annual Payments; Claim #34366 ESRI - ArcGIS annual maintenance and user license; Claim #34382 US Bank - NACCHO dues for Dr. Debboun, and Zoho Social - allows the ability to schedule posts in advance.

Following discussion, it was moved by Larry Roberts, seconded by Rosemary Hellwig and the Board members unanimously approved the Consent Calendar.

4. Public Forum:

None

5. Staff Report:

General Manager, Dr. Mustapha Debboun thanked Mir Bear-Johnson and Sheri Davis for all their hard work. Rick Alvarez was recognized on July 1st for 30 years of exceptional service to the District. He was presented a plaque, gift card, lunch, and Dr. Debboun acknowledged his wife with a card as well.

Five employees were out on leave for an average of five days each to quarantine for COVID-19 as they waited for their test results. Test results for all five employees were negative.

Mr. John Avila, General Manager of Tulare Mosquito Abatement District visited Dr. Debboun and discussed exploring the possibility of annexing Porterville, Lindsay, and Strathmore into the two Districts. Dr. Debboun expressed that now is the time to begin the process as we are already receiving calls from this area, and with the recent introduction of *Aedes aegypti*, the Yellow Fever mosquito to the area, there is a need for mosquito service in these communities to protect their residents from mosquito bites and mosquito-borne diseases. The Board agreed that the General Manager of DVCD should pursue the conversation with the City Managers and County Supervisor of Tulare County.

The Trustees were asked about the use of computers verses binders at the Board meetings. It was agreed to prepare 3 binders as a backup but use of the computers will be customary going forward.

6. Surveillance Report:

The Assistant Manager gave the Surveillance Report covering West Nile virus (WNV) in the District and in California, and mosquito abundance of both native and invasive species. To date, there has been one human case of WNV in California, 23 positive dead birds, and 135 positive mosquito samples. At the District, there have only been four WNV positive mosquito samples. The average number of mosquitoes in gravid traps has been down this year, and infection rate of samples within the District has been low as well. Unfortunately, counts for the invasive *Aedes aegypti* mosquito have not been low, and it is anticipated that it will be a bad year with this species.

7. Parking Garage:

The General Manager reported that our fleet is getting old, and multiple truck replacements will soon be necessary. The smaller Chevrolet Colorado trucks that we currently have will no longer be available, and the replacement trucks will be the current standard full-size. The parking garage is already a tight fit and will not support the larger trucks. The solution was to extend the parking garage by 10 feet to accommodate the necessary space, but the cost was more than anticipated. An alternate plan is to pursue getting a security gate and fencing with LED lighting and place all the valuable items in the parking garage from some of the trucks that will be parked outside the garage. The General Manager will obtain quotes for a security gate and fencing, and provide them to the Board in the August meeting

8. Enterprise Fleet Management:

The General Manager reported that Enterprise Fleet Management is an alternative to purchasing new vehicles. We currently have 29 vehicles, and the General Manager provided pricing for replacing 10 vehicles. The estimated cost to purchase 10 new vehicles is about \$300,000.00 vs. \$50,520.00 to lease them annually with Enterprise. Michael Cavanagh said the fuel costs may go up the first year, but the GPS feature and backup cameras help with safety, and moral is good among the crew. Larry Roberts said it could be a problem if there were a variety of makes and

models in the fleet. The General Manager previously discussed this with Enterprise, and was told that all vehicles would be Chevrolet. Greg Gomez asked about the option of swapping out two vehicles now, but we currently have limited space and security if they must be parked outside of the garage.

9. Policies:

The Assistant Manager gave highlights on each policy:

- 2131 – Disability and Reasonable Accommodation
- 2132 – Employee Information and Emergency Data
- 2133 – Dress Code and Personal Standard
- 3012 – Work Anniversary

After much discussion, the Work Anniversary Policy will be amended per direction from the Board. No other recommendations were suggested on the remaining policies. All four policies will be brought back to the Board in August for a second reading.

10. AB1234 and AB1825 Training Requirement:

The Manager reminded the Trustees of the requirements to be trained biennially in Harassment and Ethics. Two Trustees will be scheduled to take training at the Delta VCD office. The Administrative Assistant will schedule a date and contact the Trustees. All others will be assigned online training when assignments are due.

11. Closed Session §54957:

The Board had a closed session with the General Manager.

12. Adjournment:

The meeting of the Board of Trustees was adjourned at 8:20 p.m.

CLAIM #	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT
34387	RYAN TONEY	Vector Control Tech II		1,574.03
34388	JORGE LOPEZ	Vector Control Tech II		1,922.53
34389	MARICELA CISNEROS	Lab Tech I		806.87
34390	MARIA ANN MARISCAL	Lab Tech I		880.40
34391	PATRICIA MARTINEZ	Lab Tech I		565.63
34392	KENNITH XAYACHACK	Lab Tech I		772.56
34393	ALEJANDRA GILL	Lab Tech I		909.82
34394	SABRINA GALBAN	Lab Tech I		408.12
34395	BRENNNA GEORGE	Lab Tech I		834.02
34396	DEXTER PATTON	Vector Control Tech I		1,016.21
34397	WALT STUTSMAN	Vector Control Tech I		1,058.49
34398	KORY WILSON	Vector Control Tech I		900.96
34399	PAUL RAPER	Vector Control Tech I		892.91
34400	ADRIAN SIFUENTES	Vector Control Tech I		825.37
34401	ALEXANDER WARD	Certified Vector Control Tech I		971.14
34402	PATRICIA BIENIEMY	Lab Tech I		672.31
34403	DOUG GONG	Vector Control Tech I		793.64
34404	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax		3,912.10
34405	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax		213.87
34406	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement		942.20
34407	TUCOEMAS CREDIT UNION	Credit Union		250.00
			TOTAL PAYROLL	\$21,123.18
34408	ADAPCO	Vectobac 12AS	Spray Material	8,160.94
34409	AGILIS SYSTEMS, LLC	GPS	GPS	539.73
34410	BATTERY SYSTEMS	Battery Chargers	Lab Supplies	229.51
34411	CENTRAL VALLEY BUSINESS FORMS	Business Cards - Javier	Office Supplies	76.81
34412	CLARKE MOSQUITO CONTROL PRODUCTS	Natular	Spray Material	724.00
34413	DELTA VCD - REVOLVING FUND			337.16
		Postage Stamps		330.00
		Mark Nakata - reimbursement for yeast		7.16
34414	GIOTTO'S ALARM TECH	Annual Monitoring	Office Supplies	
34415	HOME DEPOT		Lab Supplies	648.00
			Maint Contract	394.20
		Emergency Lights		68.83
		Solo Backpack Sprayers (4)	Bldg/Yard Supplies	
34416	LIFE TECHNOLOGIES	Probes	Sprayer Supplies	
34417	LOWE'S	Float Valve	Lab Supplies	820.50
34418	LOZANO SMITH	Advise on bidding requirements for new projects	Auto Supplies/Maint	8.22
34419	TARGET SPECIALTY PRODUCTS	Ranger Pro	Professional Services	51.00
34420	VALLEY INDUSTRIAL MEDICAL GROUP	Pre-Employment Exams	Spray Material	977.91
34421	VERIZON WIRELESS	Cell Phones	Professional Services	250.00
34422	VWR INTERNATIONAL LLC	Combitips	Telephone/Cell Phones	822.06
34423	VALLEY PACIFIC PETROLEUM	Gasoline	Lab Supplies	495.57
			Gasoline	2,822.21
			TOTAL BILLS	\$17,357.82
			TOTAL BOARD ORDER #2	\$38,481.00

CLAIM #	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT	
34424	RYAN TONEY	Vector Control Tech II		1,527.46	
34425	JORGE LOPEZ	Vector Control Tech II		1,922.54	
34426	MARICELA CISNEROS	Lab Tech I		693.34	
34427	MARIA ANN MARISCAL	Lab Tech I		927.87	
34428	PATRICIA MARTINEZ	Lab Tech I		513.29	
34429	KENNITH XAYACHACK	Lab Tech I		949.03	
34430	ALEJANDRA GILL	Lab Tech I		1,000.77	
34431	SABRINA GALBAN	Lab Tech I		766.81	
34432	BRENNNA GEORGE	Lab Tech I		950.10	
34433	DEXTER PATTON	Vector Control Tech I		1,016.20	
34434	WALT STUTSMAN	Vector Control Tech I		1,165.55	
34435	KORY WILSON	Vector Control Tech I		1,002.62	
34436	PAUL RAPER	Vector Control Tech I		979.07	
34437	ADRIAN SIFUENTES	Vector Control Tech I		802.94	
34438	ALEXANDER WARD	Certified Vector Control Tech I		1,094.42	
34439	PATRICIA BIENIEMY	Lab Tech I		1,042.69	
34440	TERRY COLEMAN	Vector Control Tech I		384.17	
34441	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax		4,126.14	
34442	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax		234.19	
34443	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement		923.05	
34444	TUCOEMAS CREDIT UNION	Credit Union		250.00	
			TOTAL PAYROLL	\$22,272.25	
34445	ADAPCO	Vectobac 12AS	Spray Material	8,160.94	
34446	AMERICAN, INC.	Repair Condenser Motor on Quonset A/C	Bldg/Yard Supplies & Maint	578.66	
34447	AT & T	Long Distance and Toll Free	Telephone	26.65	
34448	CAL WATER SERVICE	Utilities	Utilities	141.66	
34449	CLARKE MOSQUITO CONTROL PRODUCTS	Natular Tablets	Spray Material	1,447.93	
34450	HOME DEPOT			336.74	
		2 Saw, 2 Drill Sets, Brushless Drill Driver	311.74	Auto Supplies/Maint	
		2 Double Bucket Caddies	25.00	Lab Supplies	
34451	LOTUS	Radio Ads - July		Public Relations	1,155.00
34452	LOWE'S				438.72
		LED Lights, A/C Filters	404.27	Bldg/Yard Supplies & Maint	
		5 Gallon Lids, Spray Paint, Corner Braces	34.45	Lab Supplies	
34453	MVCAC	Dues 2020/21 Fiscal Year		Dues	10,500.00
34454	RADIO CAMPESINA	Spanish Radio Ads - August 2020		Public Relations	240.00
34455	SBC/AT&T	Office Phone/Fax		Telephone	100.80
34456	SMART & FINAL				224.58
		Gatorade	106.94	Safety Supplies	
		Paper Products, Water, Insect Killer	107.14	Bldg/Yard Supplies & Maint	
		Yeast, Dog Treats	10.50	Lab Supplies	
34457	SO CAL GAS CO.	Utilities		Utilities	29.83
34458	TARGET SPECIALTY PRODUCTS	Altosid XRG, Altosid Pellets		Spray Material	9,795.38
34459	U LINE	Tote Boxes for Traps		Lab Supplies	237.80
34460	US BANK				2,930.61
		Best Buy - 2 Web Cameras for Zoom Meetings	130.18	Office Supplies	
		AirTech Service - Lab Dishwasher Diagnostic	368.75	Lab Supplies	
		GNC - Yeast	105.02	Lab Supplies	
		Flambeau - Tool Boxes for Gravid Traps	192.91	Lab Supplies	
		AmScope - Microscope with Camera & Light Adapter	958.00	Lab Supplies	
		Lands' End - Javier Shirts w/Logo	179.82	Uniforms	
		Everest Parts - Honda Engine Flywheel	89.44	Auto Supplies/Maint	
		Pita Kabob - Rick Anniversary Lunch	34.72	Misc. Expense	
		Target - VISA Gift Card - Rick Anniversary	106.00	Misc. Expense	
		NACCHO - Virtual Conference Registration	200.00	Travel	
		Amazon - Document Holders, Copy Paper, Pen Refills, etc.	162.67	Office Supplies	
		Amazon - Car Phone Chargers, Tailgate Handles, Tire Plugs, etc.	190.94	Auto Supplies/Maint	
		Amazon - Heat Shrink, Gal Jugs, Cotton Tube, Blk & Red Wire, etc.	212.16	Lab Supplies	
34461	WALMART	First Aid Kit		Safety Supplies	11.04
34462	WEST COAST BIO-TECH	Bio-Hazard Waste Disposal		Lab Supplies	135.00
				TOTAL BILLS	\$36,491.34
				TOTAL BOARD ORDER #3	\$58,763.59

VOUCHER	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT
34463	MUSTAPHA DEBBOUN	MANAGER		8,975.12
34464	MIR BEAR-JOHNSON	ASSISTANT MANAGER		5,071.12
34465	PAUL JOBE	FOREMAN		6,749.75
34466	JESSE ERANDIO	BIOLOGIST		4,975.27
34467	CRYSTAL GRIPPIN	BIOLOGIST		4,344.14
34468	MARK NAKATA	BIOLOGIST		5,155.64
34469	JAVIER VALDIVIAS	BIOLOGIST		4,221.11
34470	MARK DYNGE	SYSTEMS ADMINISTRATOR		6,665.08
34471	SHERI DAVIS	ADMINISTRATIVE ASSISTANT		5,035.11
34472	MARY ELLEN GOMEZ	ADMINISTRATIVE ANALYST		3,864.92
34473	RICK ALVAREZ	VECTOR CONTROL SUPERVISOR		5,129.88
34474	TIM CHRISTIAN	VECTOR CONTROL TECHNICIAN III/MECHANIC		4,614.06
34475	BRYAN RUIZ	VECTOR CONTROL TECHNICIAN III		4,208.25
34476	PAUL HARLIEN	VECTOR CONTROL TECHNICIAN III/MECHANIC		4,535.28
34477	BRYAN FERGUSON	VECTOR CONTROL TECHNICIAN III/MECHANIC		4,029.00
		<i>Sub-Total Full-Time Payroll</i>		<i>\$77,573.73</i>
34478	VSP	Vision Plan Premium for August 2020		453.52
	DELTA DENTAL PLAN	Dental Plan Premium for August 2020 (COVID-19 Relief, no payment due)		0.00
34479	LINCOLN FINANCIAL GROUP	Life/STD & LTD Insurance for August 2020		1,273.58
34480	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Health Insurance Premium for August 2020		16,768.41
34481	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax	Employee 71% - District 29%	29,825.38
34482	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax	Employee 100%	4,691.04
34483	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement	Employee 40% - District 60%	21,503.07
34484	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS - SSA 218 Annual Fee		400.00
34485	DELTA VECT CONT DIST	Flex Benefit Plan	Employee 100%	916.63
34486	ICMA RETIREMENT TRUST	Deferred Retirement Trust	Employee 77% - District 23%	1,652.80
		<i>Sub-Total for Payroll Taxes & Benefits</i>		<i>\$77,484.43</i>
		<i>Total Regular Payroll & Benefits</i>		<i>\$155,058.16</i>
34487	RYAN TONEY	Vector Control Tech II		1,574.03
34488	JORGE LOPEZ	Vector Control Tech II		1,922.53
34489	ZACARIAS LAZARO	Lab Intern (start date 8/3/2020)		997.42
34490	ADRIENNE CANTU	Lab Tech I (start date 8/3/2020)		764.37
34491	MARICELA CISNEROS	Lab Tech I		843.75
34492	MARIA ANN MARISCAL	Lab Tech I		1,000.05
34493	PATRICIA MARTINEZ	Lab Tech I		968.60
34494	KENNITH XAYACHACK	Lab Tech I		611.68
34495	ALEJANDRA GILL	Lab Tech I		1,000.76
34496	SABRINA GALBAN	Lab Tech I		928.99
34497	BRENNA GEORGE	Lab Tech I		952.28
34498	DEXTER PATTON	Vector Control Tech I		1,120.40
34499	WALT STUTSMAN	Vector Control Tech I		1,165.55
34500	KORY WILSON	Vector Control Tech I		1,017.60
34501	PAUL RAPER	Vector Control Tech I		979.07
34502	ADRIAN SIFUENTES	Vector Control Tech I		1,020.28
34503	ALEXANDER WARD	Certified Vector Control Tech I		1,094.44
34504	PATRICIA BIENIEMY	Lab Tech I		954.08
34505	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax		4,853.24
34506	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax		305.80
34507	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement		942.20
34508	TUCOEMAS CREDIT UNION	Credit Union	Employee 100%	250.00
		<i>Sub-Total for Seasonal Payroll & Taxes</i>		<i>\$25,267.12</i>
		<i>Total All Payroll and Benefits</i>		<i>\$180,325.28</i>

4. Public Forum

5. Staff Report

DELTA VECTOR CONTROL DISTRICT

Dr. Mustapha Debboun
General Manager

Post Office Box 310 * Visalia, California 93279-0310

Jesse Erandio
Biologist

1737 West Houston Avenue * Visalia, California 93291

Mir Bear-Johnson
Assistant Manager

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Crystal Grippin
Biologist

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Sheri D. Davis
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Mark Nakata
Biologist

Mark Dyngge
Systems Administrator

Javier Valdivias
Biologist

REPORT OF THE MANAGER JULY 2020

I. Water and Weather

The temperature in July continued to increase, with temperatures reaching over 100°F on and off throughout the month. The average high temperature for the month was 97°F, and the average low was 67°F, with 0.0 inches of rainfall reported as preliminary data from the National Oceanic and Atmospheric Administration. The 30-year seasonal averages for high and low temperatures in July are 94.1 °F and 66.7 °F respectively, with the 30-year average rainfall reported as 0.01 inches by the National Oceanic and Atmospheric Administration.

Water storage at Pine Flat Reservoir decreased by almost 50% to 338,758 acre-feet by the end of the month. By July 31st Pine Flat Reservoir's inflow had decreased by 38%, to 807 cubic feet per second (CFS) and its release decreased slightly to 5,007 CFS. The Lake Kaweah Reservoir ended the month with over 70% less water as the previous month, with 22,654 acre-feet on the 31st of July. Lake Kaweah's inflow decreased slightly to 116 CFS and its release was decreased dramatically, by over 82%, to 352 CFS.

II. Narrative

The Delta Vector Control District laboratory staff continued its combined native mosquito and invasive mosquito surveillance programs to the best of their ability, with testing continuing for West Nile virus (WNV), St. Louis Encephalitis Virus (SLEV), and Western Equine Encephalitis Virus (WEEV). Unfortunately due to COVID-19, in July it became significantly more difficult to purchase yeast, which is needed for the setting of BG traps. Additionally, short staffing due to unpredicted circumstances, and truck break downs led to the inability to set the standard number of strategic EVS traps.

Arbovirus screening continued in July, with 13 mosquito collections testing positive for WNV mosquito-borne disease. There have been a total of 16 positive WNV detections from within the District boundaries so far this season and no positive SLEV detections. This is a dramatic decrease from last year at this time, when there were 486 positive WNV samples and 38 positive SLEV samples. So far, no samples have tested positive for WEEV.

The invasive *Aedes aegypti* mosquitoes have continued to be collected from across the District, with inspections from service requests and from high count trap areas already taking place. The

total number of *Aedes aegypti* caught to date are higher than last year, with a continuing rising trend likely in August. As of the end of July, a total of 1,315 inspections for the invasive *Aedes aegypti* have been conducted. Last year at this time, 780 inspections were completed. This is not a count of individual properties, as some properties have required multiple inspections both last year and this year.

Due to some resident complaints in the area and a mosquito survey resulting in a widespread of mosquitoes breeding in Cemetery containers, negotiations took place with the Manager of Visalia Public Cemetery District (VPCD) for a Vectobac WDG Wide Area Larviciding spray (WALs) application to be done in the cemetery in August. The Assistant Manager attended the VPCD board meeting to answer questions and explain the spray application process. The VPCD Board approved the plan, with a start date of August 5, 2020.

The aerial larvicide treatment of the Santa Fe Aggregates continued in July. Swimming pools identified by the aerial photographs were examined by technicians throughout the month, with some resident lockouts requiring the use of the warrant. The catch basins of outlying towns are being treated every 28 days to ensure no mosquito breeding taking place. The House Mosquito Crew is continuing to survey known sources and handle the locations from the aerial photos. To assist the House Mosquito Program, each of the field technicians has been assigned one day a week to assist in the urban areas within their zone.

Throughout the Month of July, employees continued to complete the online COVID-19 screening survey and to take paid time off to seek test results when required. All employees at this time have tested negative for COVID-19. The District will continue to be proactive in keeping all employees and the public safe, with no planned rollback of any of the safety precautions that have been put in place.

Sheri Davis, the DVCD Administrative Assistant, passed her notary exam on July 9, 2020, allowing her to continue to act as a notary when required by the District. In addition, all of the staff of DVCD recognized, congratulated, and celebrated Sheri’s 15-year work-time milestone anniversary!

The General Manager attended the National Association of County and City Health Officials (NACCHO) Virtual Annual Conference on July 7 – 9, 2020 and led a session on vector control.

The General Manager and Assistant Manager continued to attend the Mosquito and Vector Control Association of California statewide biweekly virtual Zoom discussion on COVID-19 and vector response related issues.

There were four-hundred and thirty-eight service requests during the month:

2020 Service Request Summary

2020	Fish	Inspection	Mosquito	Source	Other	Total
January	0	3	0	0	3	6
February	2	6	0	4	0	12
March	1	7	0	5	0	13
April	16	22	13	22	2	75
May	13	21	47	24	2	107

June	12	45	157	32	6	252
July	21	71	274	65	7	438
Total	65	175	491	152	20	903

III. Vector and Disease Surveillance

Delta VCD Summaries

Humans: There are no WNV positive human cases, SLEV positive human cases or WEEV positive human cases reported within Delta VCD boundaries at this time.

Birds: In July 2020, five dead birds were reported to the District, of which only one was suitable for testing. At this time, a total of five birds were viable for testing and only one tested positive for WNV.

Mosquitoes: As of July 31st, 2020, 1,494 mosquito samples from within the District have been tested for WNV, SLEV and WEEV, and 16 samples have tested positive for WNV. At this time last year, 2,439 samples were tested, with 486 testing positive for WNV and 38 testing positive for SLEV.

State Surveillance:

Humans: As of July 31st, 2020, five human cases of WNV were reported from three counties within the state of California. No human cases of SLEV have been detected across the state of California. At this date in 2019, four human cases were detected from four counties.

Birds: As of July 31st, 2020, 64 WNV positive dead birds have been reported from 12 counties. At this time in 2019, 43 WNV positive dead birds were reported from eight counties.

Mosquitoes: As of July 31st, 2020, 474 WNV positive mosquito samples have been reported across the state of California, from 21 counties. Additionally, a total of 143 SLEV positive mosquito pools have been reported from four counties. At this date in 2019, 1,371 WNV positive mosquito samples were reported from 20 counties, and 95 SLEV positive mosquito samples from five counties.

IV. Expenditures & Revenues – 2020/21

TOTAL BUDGET \$3,516,071.89

EXPENDITURES – July 1, 2020 – July 31, 2020

Salaries	\$420,680.77
Services & Supplies	\$121,064.55
Tax Admin Fee	0
Capital	0
Building Improvements	0
TOTAL EXPENDITURES	\$541,745.32

REVENUE RECEIVED – July 1, 2020 – July 31, 2020

July	\$1,011.30
TOTAL REVENUE TO DATE	\$1,011.30

V. **Time Sheet Summary**

Month	Available Work Hrs	Sick Hrs Used	Total Hrs Available for Work	Pct. Of Hrs Avail for Work
July	5,632	50.25	5,581.75	99.10

The District has a vacation policy that requires 24 hour notice in order to ensure the operational integrity of the workforce. Sick leave for doctor, dentist and/ or family medical necessity also requires advance notice- in so much as it is possible. Illness is unplanned and therefore unscheduled. Attendance records for the current year are shown in the table.

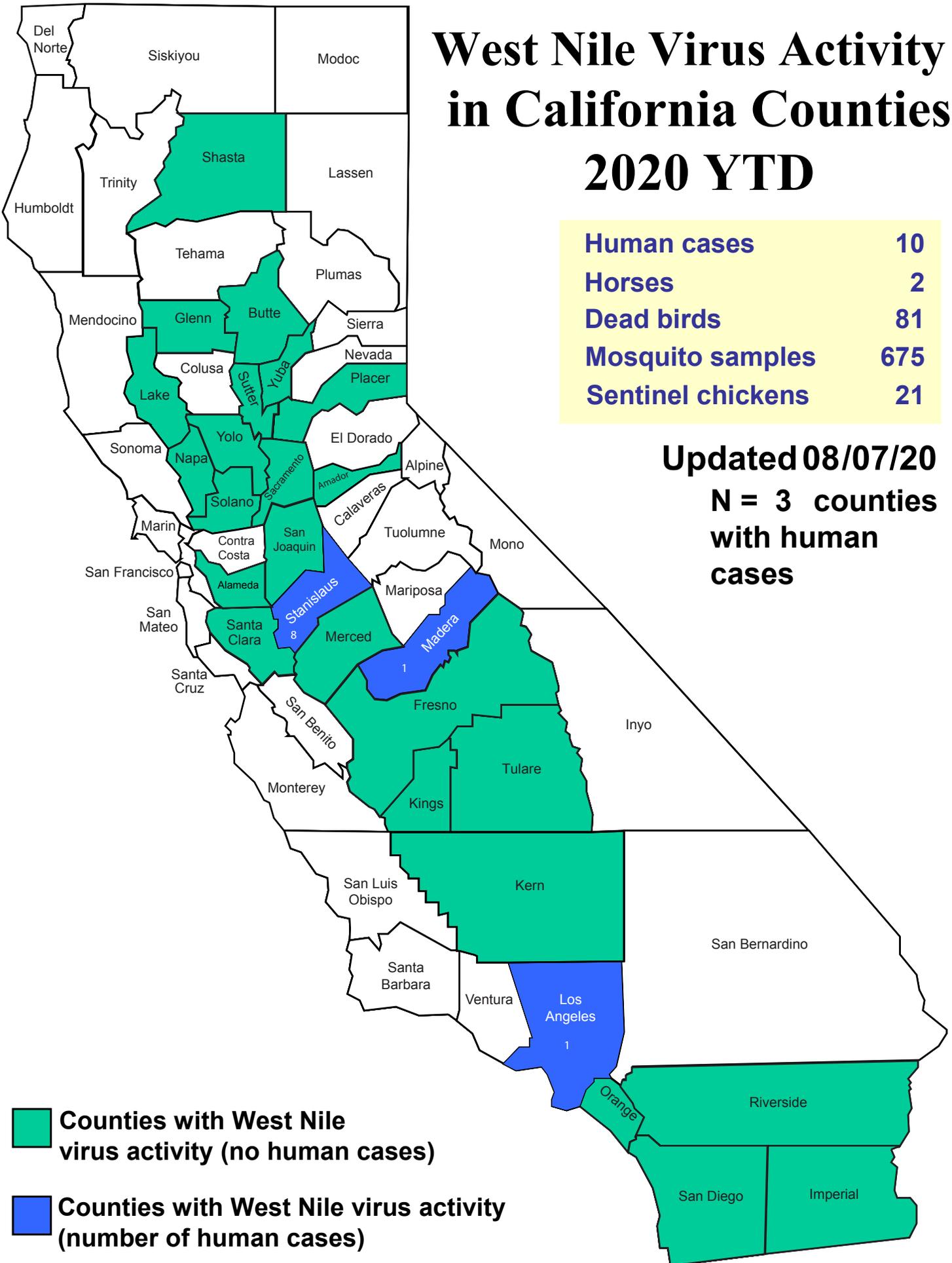
6. Surveillance Report

Mir Bear-Johnson, Assistant Manager will report on surveillance information for the state, region and local community.

West Nile Virus Activity in California Counties 2020 YTD

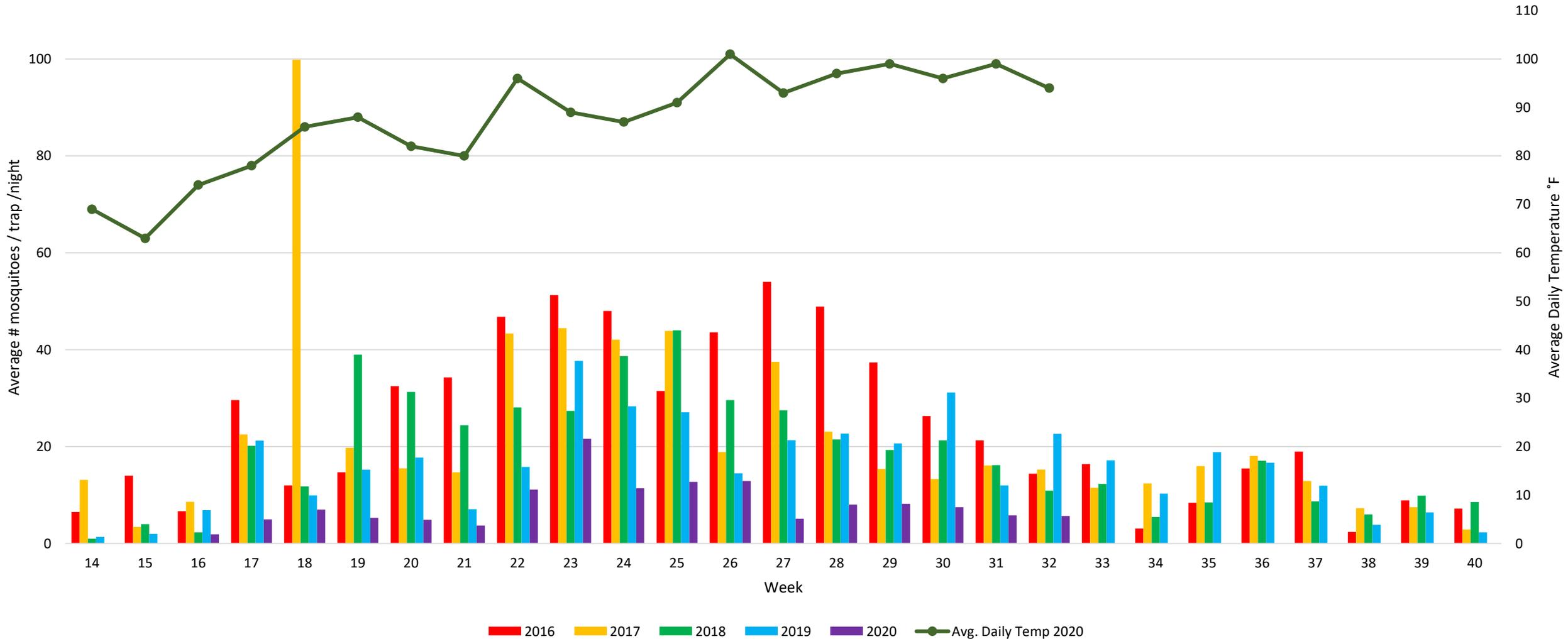
Human cases	10
Horses	2
Dead birds	81
Mosquito samples	675
Sentinel chickens	21

Updated 08/07/20
N = 3 counties
with human
cases



Native Mosquito Abundance Trap Count Data

Average Gravid Trap Counts 2016-2020 with 2020 Temperature



WNV Positive Samples from Gravid Traps 2016-2020

Infection Rate

WNV

2020

Total pools tested
in July = 365

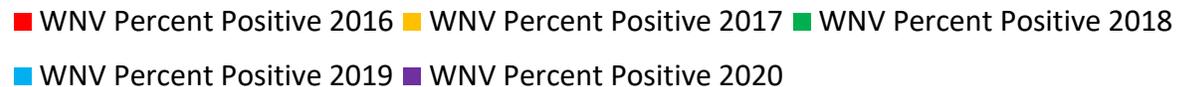
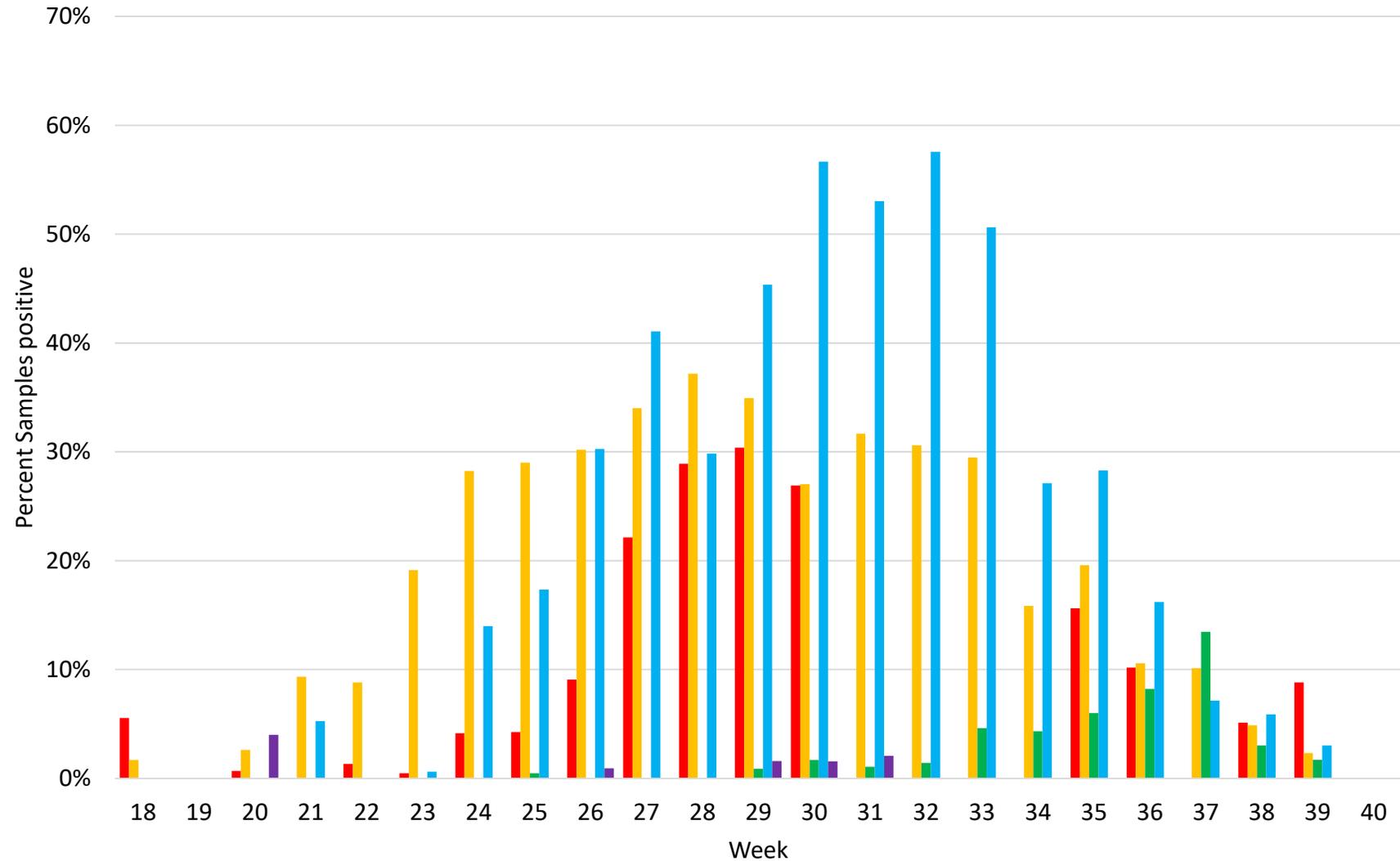
Total pools tested
to date = 1572

2019

Total pools tested
in July = 1002

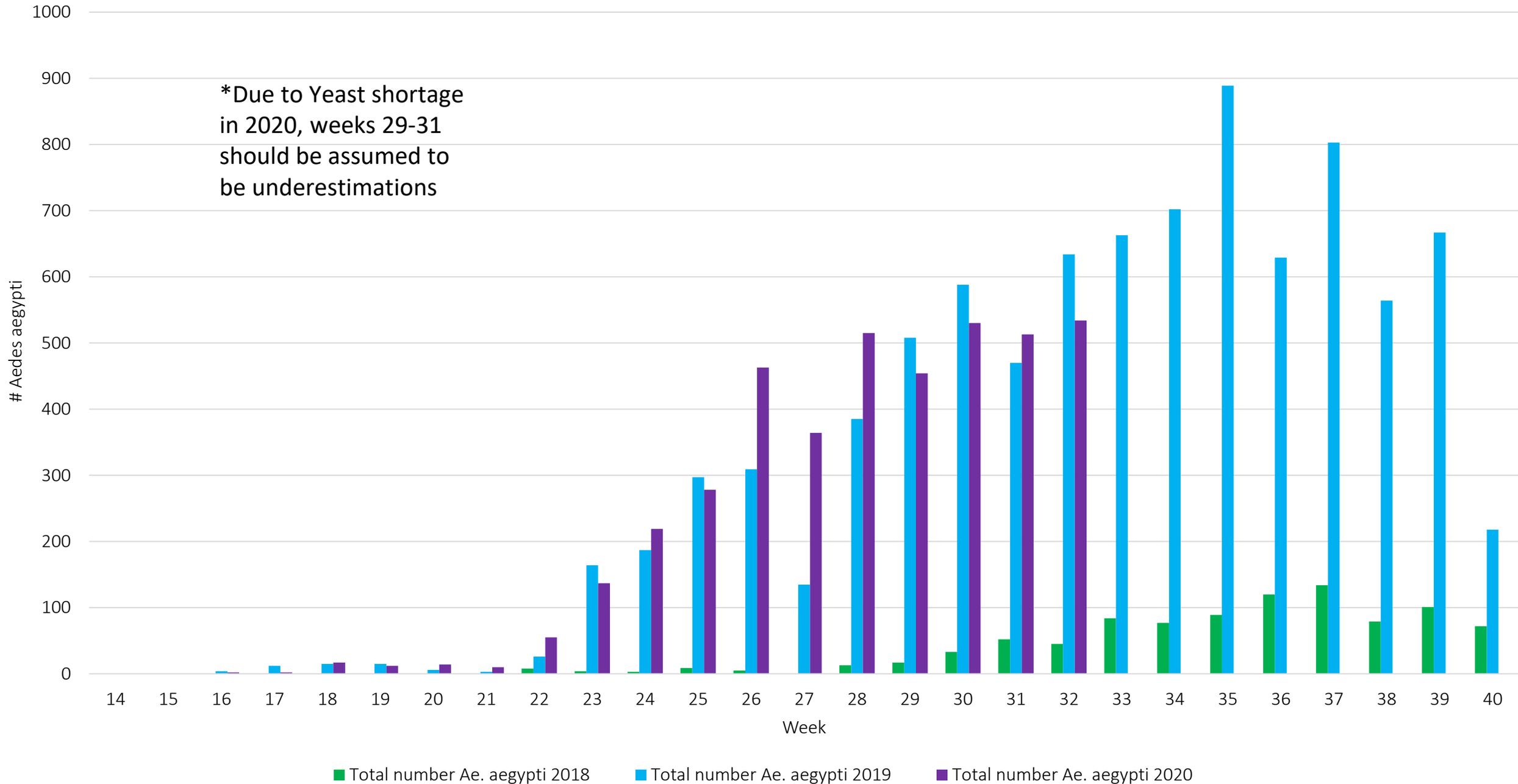
Total pools tested
to date* = 2397

*Historic 'to date' estimation
due to slight week variations



Total number *Aedes aegypti* caught per week in routed BG traps 2018-2020*

*Due to Yeast shortage in 2020, weeks 29-31 should be assumed to be underestimations



7. Tulare Mosquito Abatement District Site Visit

The General Manager will report on his visit to Tulare Mosquito Abatement District.

8. Expanded FMLA and CARES Act

The Assistant Manager will request guidance from the Board for FMLA and CARES Act regarding leave and pay associated with COVID-19.

EMPLOYEE RIGHTS

PAID SICK LEAVE AND EXPANDED FAMILY AND MEDICAL LEAVE UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020 through December 31, 2020.

► PAID LEAVE ENTITLEMENTS

Generally, employers covered under the Act must provide employees:

Up to two weeks (80 hours, or a part-time employee's two-week equivalent) of paid sick leave based on the higher of their regular rate of pay, or the applicable state or Federal minimum wage, paid at:

- 100% for qualifying reasons #1-3 below, up to \$511 daily and \$5,110 total;
- ⅔ for qualifying reasons #4 and 6 below, up to \$200 daily and \$2,000 total; and
- Up to 12 weeks of paid sick leave and expanded family and medical leave paid at ⅓ for qualifying reason #5 below for up to \$200 daily and \$12,000 total.

A part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

► ELIGIBLE EMPLOYEES

In general, employees of private sector employers with fewer than 500 employees, and certain public sector employers, are eligible for up to two weeks of fully or partially paid sick leave for COVID-19 related reasons (see below). *Employees who have been employed for at least 30 days prior to their leave request may be eligible for up to an additional 10 weeks of partially paid expanded family and medical leave for reason #5 below.*

► QUALIFYING REASONS FOR LEAVE RELATED TO COVID-19

An employee is entitled to take leave related to COVID-19 if the employee is unable to work, including unable to **telework**, because the employee:

- | | |
|---|---|
| <ol style="list-style-type: none">1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;2. has been advised by a health care provider to self-quarantine related to COVID-19;3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2); | <ol style="list-style-type: none">5. is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or6. is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services. |
|---|---|

► ENFORCEMENT

The U.S. Department of Labor's Wage and Hour Division (WHD) has the authority to investigate and enforce compliance with the FFCRA. Employers may not discharge, discipline, or otherwise discriminate against any employee who lawfully takes paid sick leave or expanded family and medical leave under the FFCRA, files a complaint, or institutes a proceeding under or related to this Act. Employers in violation of the provisions of the FFCRA will be subject to penalties and enforcement by WHD.



WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR

For additional information
or to file a complaint:
1-866-487-9243
TTY: 1-877-889-5627
dol.gov/agencies/whd



9. Fence and Electric Gates

The General Manager will provide quotes and seek approval to install a fence and two electric gates.



4665 E. Hedges Ave., Suite 101
 Fresno, CA 93703
 Lic. 997383

Estimate

Date	Estimate #
7/29/2020	741

Name / Address
Delta Vector Control Dist. 1737 W. Houston Visalia Ca.

Ship To
Delta Vector Control Dist. 1737 W. Houston Visalia Ca.

Customer Phone	Customer Fax	Payment Terms	Project

Description	Qty	Rate	Total
Fabrication and installation of the following item: 6 foot tall chainlink fence with top rail standard 11 gauge wire.	135	35.00	4,725.00
Fabrication and installation of the following item: 20 foot slide gate with rollers and track to match fence	2	5,100.00	10,200.00
Install the following automation: Viking commercial gate operators with battery back up, includes photo eye, vehicle loops and close edge sensor	2	5,850.00	11,700.00
Site Work electrical to both motors	1	3,650.00	3,650.00
Install the following automation: card reader for gate access includes 50 cards	1	1,850.00	1,850.00

Total	\$32,125.00
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ACCEPTANCE OF ESTIMATE:

Central Valley Iron, Inc. is hereby authorized to furnish all labor and material, if applicable, mentioned above for which I/we, the undersigned, agree to pay the amount of said estimate, according to the terms thereof, and EXPLICITLY SUBJECT TO THE TERMS AND CONDITIONS ATTACHED HERETO.

 SIGNATURE

Email or fax signed copy of Estimate upon acceptance.

TERMS AND CONDITIONS:

Estimate valid for 21 days from date issued. Estimated date of delivery will be determined when order is placed. Delivery not included unless otherwise specified.

PROPOSAL

Residential
Commercial
Wood
Ornamental
Fences

DELANO
725-3600

BAKERSFIELD
327-4786

VISALIA
651-0772

Aluminum Patio Covers
Window Guards
Security Doors
Window Awnings
Aluminum Carports



FENCE
&
PATIO
INC.

P.O. Box 490
Delano, CA 93216
Fax: 661-725-0580



Contractor's License No. 397784

PROPOSAL SUBMITTED TO
DELTA VECTOR CONTROL DISTRICT

PHONE
559.732.8206 EXT101

DATE
7/21/2020

STREET
1737 W, HOUSTON AVE., P.O BOX 310

JOB NAME
6' 11GA CHAIN LINK WITH (2) ROLL GATES

CITY, STATE AND ZIP CODE
VISALIA, CA 93279-0310

JOB LOCATION
SAME

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

WE WILL DIG ON ASPHALT AND SET POST TO INSTALL 60' OF 6' 11GA CHAIN LINK FENCING WITH (2) 20' X 6' ROLL GATES, ROLL GATES WILL HAVE A TAILL FOR OPERATOR. OPERATOR TO BE DONE BY OTHERS. ROLL GATES WILL BE SET ON A V-TRACK.

SPECS:

2-3/8" SS20 TERMINAL POST

1-7/8" SS20 LINE POST

WE WILL CALL IN A USA DIG ALERT TICKET, WE ARE NOT RESPONSIBLE FOR DAMAGES OR REPAIRS TO OTHER UNDERGROUN LINES NOT CLEARLY MARKED BY THE CUSTOMER.

****NON PREVAILING WAGES****

TERMS:
NET 30

TOTAL AMOUNT:
\$3,968.79

All material is guaranteed to be as specified. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge. All agreements contingent upon strikes, accidents or delays beyond our control. Our workers are fully covered by Worker's Compensation

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. C & H is not responsible for damage to underground utilities not marked.

Customer Signature

JOAQUIN GUZMAN

Submitted By

Date of Acceptance

10. Fiscal Budget Amended

The General Manager will present final numbers for Board approval of the amended 2020/21 fiscal budget.

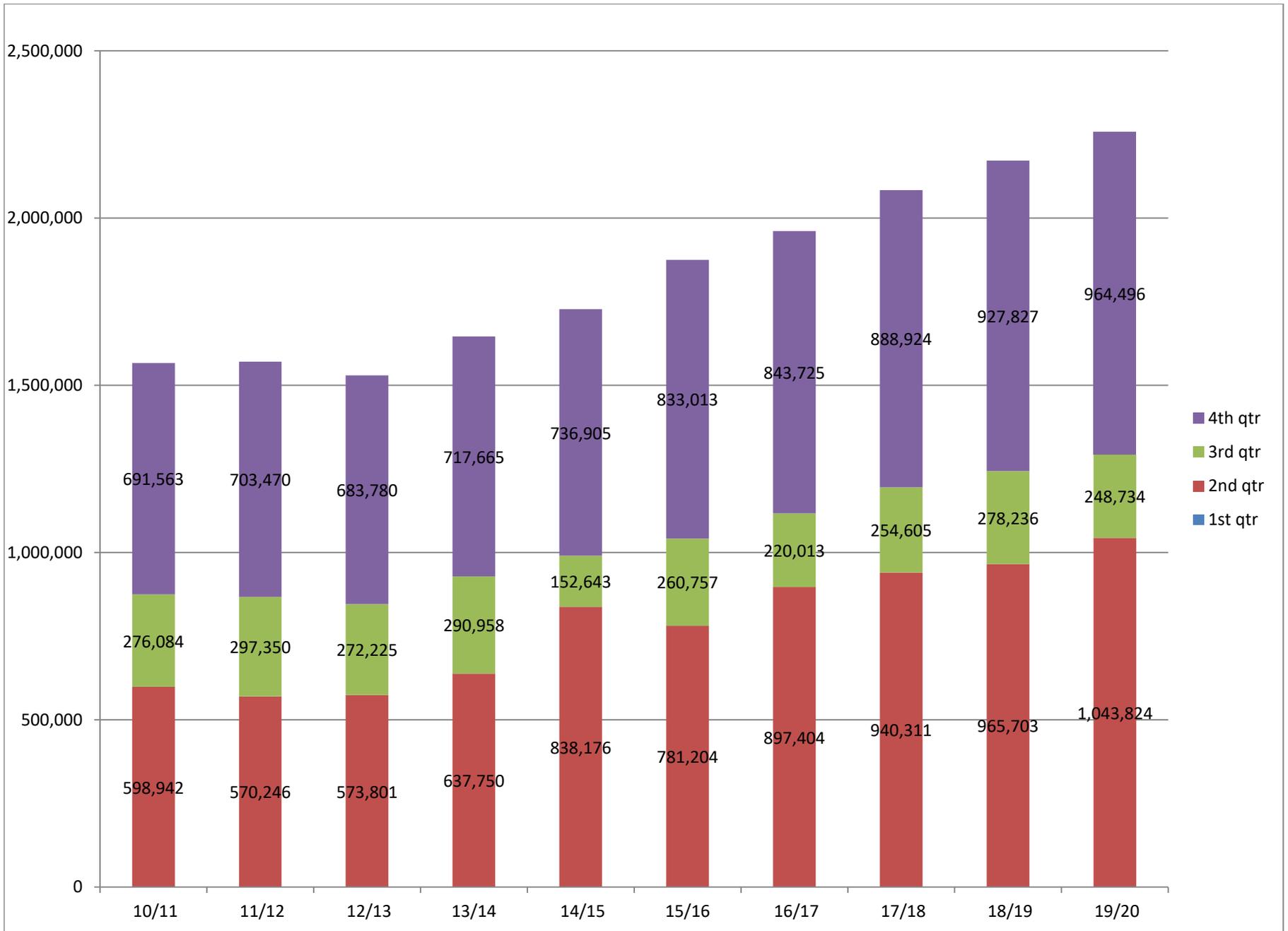
2020-21 Fiscal Year Budget				
CATEGORY	18/19	19/20	Actual 19/20	Proposed Budget 20/21
Wages & Benefits	Expense	Budget	Expense	Budget
MANAGER	126,319.20	130,108.78	215,183.00	153,750.00
ASSISTANT MANAGER	0.00	0.00	35,000.00	107,625.00
LAB PROGRAM MANAGER	91,581.48	94,328.86	62,885.92	48,354.38
SR FOREMAN	91,581.48	94,328.86	94,328.88	94,328.88
BIOLOGIST	0.00	87,823.42	87,823.44	90,020.63
BIOLOGIST	85,265.52	87,823.42	87,823.44	90,020.63
BIOLOGIST	85,265.52	87,823.42	87,823.44	90,020.63
BIOLOGIST	85,265.52	0.00	5,854.89	72,016.56
SYSTEMS ADMINISTRATOR	85,265.52	87,823.42	87,823.44	90,020.63
FOREMAN	75,791.52	78,065.27	63,662.60	0.00
ADMIN. ASSISTANT	75,791.52	78,065.27	78,065.28	80,026.88
ADMIN. ANALYST	0.00	0.00	28,144.25	64,625.04
V.C. SUPERVISOR	69,365.31	71,559.83	71,559.84	73,415.63
V.C. TECHNICIAN III/ MECHANIC	0.00	173,478.38	166,147.24	190,722.52
V.C. TECHNICIAN III	245,347.13	130,108.78	119,617.16	66,727.50
WAGES PERM	1,116,839.72	1,201,337.71	1,291,742.82	1,311,674.91
LONGEVITY	66,475.92	70,909.28	62,615.28	45,629.48
ASE CERTIF	11,700.00	23,500.00	23,336.54	28,500.00
OVER-TIME	0.00	5,000.00	10,229.79	10,000.00
TRUSTEE PAYROLL	6,900.00	8,400.00	6,700.00	8,400.00
V.C. TECHNICIAN II (2)	64,038.86	54,658.80	62,875.61	87,598.00
V.C. TECHNICIAN I (17)	164,959.46	239,529.99	189,994.33	297,073.67
TOTAL WAGES	1,430,913.96	1,603,335.78	1,647,494.37	1,788,876.06
MEDICAL - CALPERS	235,104.81	258,595.20	245,454.00	263,042.68
LTD/STD/DENT/ VSP/LTC	36,339.95	39,251.74	37,312.16	38,726.59
ICMA	11,493.36	11,842.08	8,881.56	0.00
SOC SEC	110,309.34	122,655.19	127,571.30	136,559.22
UNEMPLOYMENT	13,100.80	14,756.00	16,485.50	18,662.00
RETIREMENT - PERS 14.729% (PEPRA 7.732%)	138,261.23	154,295.82	151,804.94	159,746.45
RETIREMENT - PERS UAL	87,594.00	116,672.00	116,672.00	132,655.00
WRKRS' COMP	52,740.00	61,969.00	61,932.00	71,320.00
OPEB	30,992.00	31,978.00	31,978.00	0.00
BENEFITS	715,935.49	812,015.03	798,091.46	820,711.94
TOTAL WAGES & BENEFITS	2,146,849.45	2,415,350.81	2,445,585.83	2,609,588.00
Services and Supplies				
SPRAY MATERIAL	186,583.14	186,204.01	260,778.20	201,500.00
CLOTHING	6,676.61	7,000.00	5,188.15	7,000.00
LAB SUPPLIES	34,175.63	52,000.00	47,709.66	63,000.00
FISH SUPPLIES	0.00	0.00	0.00	2,000.00
SPRAY SUPPLIES	995.77	2,000.00	2,492.54	2,000.00
JANTORIAL SUPPLIES	1,822.72	2,000.00	1,831.80	2,000.00
MAINT CONTRACT	4,512.85	5,000.00	6,166.91	5,000.00
BUILDING & YARD	10,529.11	10,000.00	9,809.31	13,000.00
AUTO SUPPLI/MAINT	13,405.47	15,500.00	30,000.15	24,000.00
GASOLINE	48,252.61	50,000.00	43,896.72	50,000.00
UTILITIES	22,426.15	23,000.00	23,309.86	23,500.00
GPS	6,476.76	6,600.00	6,476.76	6,600.00
TELEPHONE	14,441.09	16,325.00	16,065.43	16,325.00
LIABILITY	39,477.96	48,335.00	48,536.00	59,446.76
OFF SUPPL	4,070.30	5,000.00	5,945.41	10,000.00
TRAVEL EXP	28,837.53	24,026.30	19,417.69	34,073.00
DUES	17,135.00	18,000.00	17,627.00	19,750.00
SAFETY SUPPLIES	1,396.18	4,000.00	3,838.04	4,000.00
SUBSCRIPTIONS	12,781.45	13,000.00	15,943.18	19,050.00
CONT EDUC	3,740.00	5,255.00	3,494.96	4,400.00
PROF SERV	55,276.89	65,500.00	68,003.83	52,000.00
PUBLIC RELATIONS	39,283.89	48,500.00	45,310.72	50,000.00
TAX ADMIN FEE	59,174.00	61,485.00	61,996.00	63,550.00
MISC	1,136.43	1,500.00	19,821.51	5,000.00
TOTAL SERVICE/SUPPLIES	612,607.54	670,230.31	763,659.83	737,194.76
Other Charges - Long Term Debt				
Lease Payment				113,818.89
TOTAL Other Charges	0.00	0.00	0.00	113,818.89
Building Improvements				
Building Project	84,499.64	812,000.00	94,483.72	
Fence and Gates				35,000.00
Fishery Tanks etc.		100,000.00		31,387.44
Roof Repair (Office & Auto Shop)				60,000.00
	84,499.64	912,000.00	94,483.72	126,387.44
Capital Items				
SHOP EQUIP	13,540.02	2,280.00	3,347.65	
OFFC EQUIP	2,385.00	25,216.85	3,439.78	
BLDG/ YARD EQUIP	4,794.99			
SPRAY EQUIPMENT		19,253.00	30,693.53	
LAB EQUIP	12,513.34	9,295.00	7,856.40	7,414.00
VEHICLES	25,377.31			
TOTAL CAPITAL	58,610.66	56,044.85	45,337.36	7,414.00
Total Working Budget	2,902,567.29	4,053,625.97	3,349,066.74	3,594,403.09
		carry over	704,559.23	

Balance Sheet

	Actual	Actual	Actual	Actual	Actual	Projected Budget
	15/16	16/17	17/18	18/19	19/20	20/21
Revenue	3,254,990.92	2,731,495.49	3,491,042.13	3,002,488.58	4,017,788.16	2,973,904.73
Beginning Cash Balance	3,960,419.33	4,499,867.47	4,353,758.86	3,740,704.80	3,840,626.09	4,509,347.51
	7,215,410.25	7,231,362.96	7,844,800.99	6,743,193.38	7,858,414.25	7,483,252.24
Expenditures	2,715,542.78	2,877,604.10	4,104,096.19	2,902,567.29	3,349,066.74	3,594,403.09
Ending Balance	4,499,867.47	4,353,758.86	3,740,704.80	3,840,626.09	4,509,347.51	3,888,849.15
	7,215,410.25	7,231,362.96	7,844,800.99	6,743,193.38	7,858,414.25	7,483,252.24
Assessment Reserve	595,899.95	332,665.83	-385,582.71	-382,459.70	0.00	0.00
Contingencies	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
Capital Reserve	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00
District Reserve	3,778,967.52	3,896,093.03	4,001,287.51	4,098,085.79	4,384,347.51	3,763,849.15
Revenue	15/16	16/17	17/18	18/19	19/20	20/21
4001 Current Secured	1,874,974.58	1,961,142.15	2,083,840.47	2,171,766.69	2,257,053.85	2,312,574.15
4006 Current Unsecured	105,641.03	112,900.84	123,819.25	130,159.41	136,629.87	135,116.45
4060 RDA Residuals	58,756.00	72,330.00	77,281.00	85,423.00	99,317.00	50,000.00
4075 RD H&S 34188 SA	14,633.00	2,096.16	0.00	1,133.00	1,068.00	0.00
4008 Prior Secured	59,566.38	40,877.19	40,880.95	41,151.41	41,143.56	42,401.71
4009 Prior Unsecured	2,645.02	2,322.84	3,761.94	1,964.18	2,283.14	1,817.70
4030 Supplemental Cur Sec	25,522.55	27,213.91	39,030.05	42,998.86	45,451.63	36,571.21
4033 Supplemental Prior	4,853.60	4,267.34	4,109.55	6,013.29	8,739.77	5,252.87
4052 Assessment	811,274.51	160,275.88	815,069.29	141,263.01	976,859.88	0.00
5050 Prop Tax Relief	19,866.46	19,720.46	19,470.42	19,406.96	18,785.97	18,644.14
4801 Interest	46,187.70	52,023.03	52,811.20	71,855.74	96,476.92	79,585.59
5900 Other Govt.	0.00	0.00	0.00	0.00	0.00	0.00
4069 RDA Pass Thru	228,678.00	243,383.00	236,641.00	255,019.00	277,496.00	284,988.00
5400 Current Services	7,734.23	4,301.96	3,667.92	5,080.96	6,952.91	6,952.91
5401 Assessment Fee	-58,793.00	-7,180.00	-58,634.00	-5,821.00	-69,765.00	0.00
5805 Misc	53,450.86	35,820.73	49,293.09	35,074.07	119,294.66	0.00
	3,254,990.92	2,731,495.49	3,491,042.13	3,002,488.58	4,017,788.16	2,973,904.73
Carry Over	14/15	15/16	16/17	17/18	18/19	19/20
Reserve	3,952,552.34	3,960,419.33	4,499,867.47	4,353,758.86	3,740,704.80	3,840,626.09
Revenue	2,457,151.94	3,254,990.92	2,731,495.49	3,491,042.13	3,002,488.58	4,017,788.16
Budget	-2,449,284.95	-2,715,542.78	-2,877,604.10	-4,104,096.19	-2,902,567.29	-3,349,066.74
Ending Balance	3,960,419.33	4,499,867.47	\$ 4,353,758.86	\$ 3,740,704.80	\$ 3,840,626.09	\$ 4,509,347.51

104.7%

Revenue - Current Secured





Sacramento Koi, Inc.
 4670 Pacific St #200
 ROCKLIN, CA 95677 US
 9166524231
 info@sacramentokoi.com
 www.SacramentoKoi.com

Estimate 3858

ADDRESS	SHIP TO	DATE	TOTAL	EXPIRATION DATE
Delta Vector Control District 1737 W Houston Ave Visalia, CA 93291 Attn: Dr. Mustapha Debboun	Delta Vector Control District 1737 W Houston Ave Visalia, CA 93291 Attn: Mark Nakata	08/05/2020	\$31,387.44	09/01/2020

SHIP VIA
 Freight

ITEMS	QTY	RATE	AMOUNT
Gambusia Solutions-Elite Tank	3	10,172.00	30,516.00T
2" Premium Manifold 1X3, with a 3" body. Includes one 3" – 2" reducer bushing.	1	238.00	238.00T
Install 3 additional GS Elite Tanks. Includes both materials and labor.	1	500.00	500.00

Price does not reflect freight charges. Actual freight charges will be billed as incurred. Equipment shipment will be combined with existing project order (See Inv#26205) where possible.

SUBTOTAL	31,254.00
TAX (7.75%)	2,383.44
DISCOUNT	-2,250.00

TOTAL **\$31,387.44**

THANK YOU.

Accepted By

Accepted Date



Outdoor Fish Holding Facility

Goals:

1. Facility is able to hold adult mosquitofish until they are ready to be distributed to the field.
2. Workflow should easily allow for fish to come in from the fish hatchery and leave for the field.

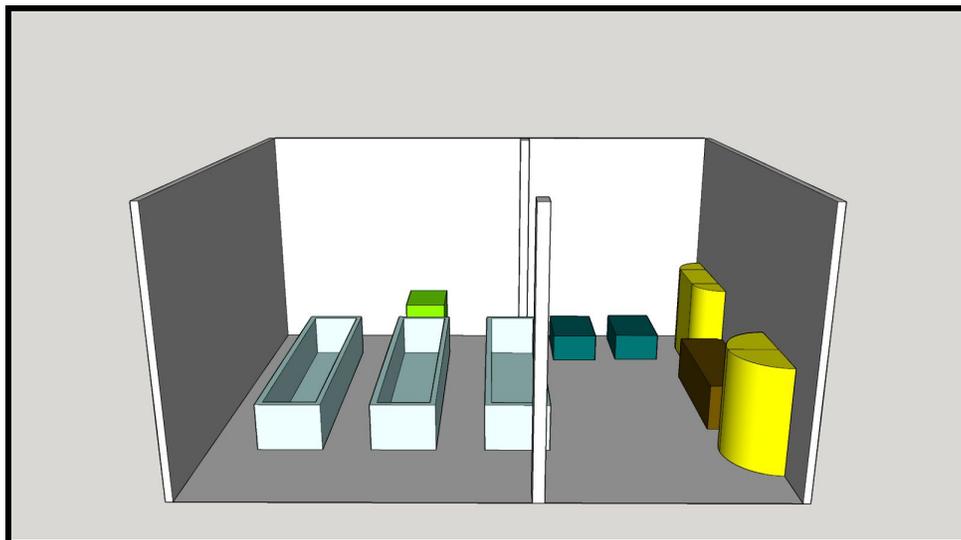
Infrastructure:

1. Demolition and Removal:
 - Old circular filter tank
 - Cement block base
 - Existing plumbing
 - Broken tanks
2. Fix or Replace:
 - Lights - Fix broken ones or replace with new LED ballast
3. Installations and Additions:
 - Installation new tanks (Gambusia Solutions)
 - Installation new filter system (Gambusia Solutions)
 - Installation plumbing and connectors (Gambusia Solutions)
 - Install waterproof outlet covers
 - Install new fish feeders for tanks

Outdoor Facility Layout:

I. Three Rectangular Tanks (~2,700 gallons)

- **Gambusia Solutions:**
 - 1 Filter Systems (Need 0)
 - 3 Tanks (Need 3)
 - 2 Quarantine Tanks (Need 0)



Project:
DELTA VECTOR CONTROL
DISTRICT 07.15.20

From:
J&E Restaurant Supply Inc.
Eric Munoz
701 N. Burke
Visalia, CA 93292-3823
(661)631-1584
559-713-6621 (Contact)

Job Reference Number: 9896

Item	Qty	Description	Sell	Sell Total
1	1 ea	DISHWASHER, UNDERCOUNTER Jackson WWS Model No. DISHSTAR HT-E-SEER DishStar® HT-E-SEER Dishwasher, undercounter, high temperature sanitizing, steam elimination & Energy Recovery 24-1/4"W, cold water connection only, built-in booster heater with Sani-Sure™ final rinse system, approximately (20) racks/hour, (0.65) gals of water per rack, universal timer, digital LED control panel, delime cycle, built-in chemical pumps & priming switches, pressure regulator, auto fill, double wall stainless steel cabinet, cETLus, ETL-Sanitation, ENERGY STAR®	\$5,200.00	\$5,200.00
	1 ea	1 year parts & labor warranty, continental USA, standard		
	1 ea	230v/60/1-ph, 26.7 amps, 1 HP		
	1 ea	04730-003-28-03 Scale Prevention System	\$400.00	\$400.00
	1 ea	04730-003-28-04 Replacement Cartridge for Scale Prevention System	\$294.00	\$294.00
			ITEM TOTAL:	\$5,894.00
			Merchandise	\$5,894.00
			Tax 8.5%	\$500.99
			Total	\$6,394.99

Note: Prices Good For 30 days when equipment is in stock at J&E. For special orders price is subject to manufacturer increases and are non returnable.

Note: Customers are to make sure dimensions, electrical, plumbing and all options of the equipment match or go according with their needs. By signing below you are agreeing all product and totals are accurate.

Note: On shipments going direct from the manufacturer make sure you inspect shipment for damages before you sign for it and refuse shipment if it is damaged. If equipment is accepted with damages it will be the customers responsibility to file a claim.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: \$6,394.99



DishStar® HT-E-SEER

Project _____
 Item _____
 Quantity _____
 CSI Section 11400 _____
 Approval _____
 Date _____

DishStar® HT-E-SEER

Models

DishStar HT-E-SEER



Standard Features

- Steam Elimination
- Energy Recovery System collects the hot water vapor inside the machine and uses it to preheat the incoming rinse water
- Operates on a single cold water connection
- Automatic fill
- Push button start
- Built-in booster heater with Sani-Sure™ final rinse system
- Door interlock
- Pressure regulator
- Water hammer arrestor
- Labyrinth type door design
- Automatic pumped drain for floor and wall drain installations
- Stainless steel wash pump
- Universal timer
- Digital LED control panel
- Delime cycle
- Simplified controls allow easy access for operation and service
- Door switch
- One (1) each peg and combination rack included
- Built-in chemical pumps and priming switches

Mandatory Specs

Specify voltage _____

Options

- Back Panel
- Drain Water Tempering Kit
- Scale Prevention System (SPS)
- Replacement Cartridge for SPS
- Casters (adds 3/4" to height)
- Tie Down

Accessories

- 36-Compartment Rack
 - 4-1/8" tall (105 mm)
 - 5-5/8" tall (143 mm)
 - 7" tall (178 mm)
- Combination Rack
- Peg Rack
- Machine Stand
 - 6" (152 mm) high
 - 18" (457 mm) high

Specifications

High temperature undercounter dishwasher with steam elimination and energy recovery
 Operates on a single cold water connection
 Uses 0.65 gallons (2.47 liters) of water per rack
 Uses 13.0 gallons (49.21 liters) of water per hour
 Cleans 20 racks per hour
 Three selectable cycles:
 Normal - 145 seconds
 Heavy - 213 seconds
 Extra-Heavy - 313 seconds
 Powerful 1 hp wash pump motor
 Air insulated between body and stainless steel housing
 Durable stainless steel construction

NOTE: A vent hood is not recommended above the Jackson DishStar HT-E-SEER as it does not produce excessive vapors. Always check with the local building code to know what type of ventilation is required for commercial dishmachine installations in your area.



Intertek



Intertek



www.jacksonwws.com



DishStar® HT-E-SEER

LEGEND

- A - Electrical Connection
- B - Water Inlet (with 6' hose)
(3/4" Male GHT, connect to true 1/2" ID line, 40-90 °F)
- C - Drain Connection
(1" ID, 1 3/8" OD; Connect to MIN 1 1/2" drain with air-gap)
- D - Chemical Port

*All dimensions from the floor can be increased 1" using the machine's adjustable feet.
Optional casters add 3/4" to height of unit.*

MODEL NO.	MACHINE DIMENSIONS				WALL CLEARANCE	SHIPPING INFORMATION					
	INSIDE CLEARANCE HEIGHT	INSIDE CLEARANCE WIDTH	INSIDE CLEARANCE DEPTH	DOOR OPEN DEPTH		WEIGHT	CLASS	CUBE	HEIGHT	WIDTH	DEPTH
DishStar HT-E-SEER	14-1/4" (368 mm)	20" (508 mm)	20" (508 mm)	43-5/8" (1108 mm)	1/4" (6 mm)	255 lbs (116 kg)	85	20.09 cu. ft.	43.5" (1105 mm)	28" (712 mm)	28.5" (724 mm)

APPROXIMATE TOTAL AMP LOADS		OPERATING CAPACITY	
208/60/1	24.7	Racks per Hour	20
230/60/1	26.7	Dishes per Hour	500
460/60/3	7.7	Glasses per Hour	720

WASH PUMP MOTOR		OPERATING CYCLE (seconds)					
Wash Pump	1 hp (208/230v)/ 3/4 hp (460v)	Wash	Rinse	Dwell	Vent	Total Cycle	
		Cycle I (Normal)	80	09	11	45	145
		Cycle II (Heavy)	148	09	11	45	213
		Cycle III (Extra Heavy)	248	09	11	45	313

WATER REQUIREMENTS		OPERATING TEMPERATURES	
Incoming Water Temperature	40-90° F (4.4-32.2° C)	Wash	155° F (68.3° C)
Gallons per Rack	0.65 gal (2.47 L)	Rinse	180° F (82.2° C)
Gallons per Hour	13 gal (49.21 L)		
Flow Pressure (PSI)	10		
Waterline Size (NPT)	3/4" Male GHT (connect to true 1/2" ID Line)		
Drainline Size (OD)	1-3/8"		

HOW TO SPECIFY: DishStar HT-E-SEER

Jackson WWS, Inc.

Shipping Address: 6209 North U.S. Highway 25E, Gray, KY 40734
 Mailing Address: P.O. Box 1060, Barbourville, KY 40906
 Telephone: 888-800-5672 • Fax: 606-523-1799
 Email: info@jacksonwws.com
 07610-004-54-39 [04/22/2020]

www.jacksonwws.com

We reserve the right to change specifications in this bulletin without incurring any obligation for equipment previously or subsequently sold.

AIRTECH SERVICE

Air Conditioning, Refrigeration, Plumbing
and Commercial Services
5466 E. Lamona Ave., Suite 101
Fresno, California 93727

Page 1 of 2

Proposal Date: 7/24/2020

Phone No. (559) 291-4456

Fax No. (559) 455-1582

Proposal Submitted To:

Name: Delta Vector Control District

Street: 1737 W. Houston Avenue

City/State/Zip: Visalia, CA 93291

Telephone: (559) 732-8606 ext. 112

Work To Be Performed At:

Street: 1737 W. Houston Avenue

City/State: Visalia, CA 93291

Contact Person: Jesse

Email: jerandio@deltavcd.com

We hereby propose to complete the following:

Estimate to remove existing Labconco under counter glass washer and install a new Jackson Heatstar LT machine. Connect electrical, water and drain.

Note: Estimate assumes voltage/amperage and phase are identical.

Misc. insulation materials	\$200.00
Labor	\$508.75
Travel	\$185.00
Visalia area truck charge	<u>\$ 45.00</u>
Total	\$938.75

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in substantial workmanlike manner for the sum of: See above

Terms: COD-Upon completion

Any alteration or deviation from the above specifications involving extra cost, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above work to be taken out by Contractor.

Respectfully Submitted: AIRTECH SERVICE

Per: Mike Lay

State License Number: 580280

Note – This proposal may be withdrawn by us if not accepted within 30 days.

“NOTICE TO OWNER” (Section 7019 – Contractors License Law) Under the Mechanics’ Lien Law, any contractor, subcontractor, laborer, materialman, or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property. Under the law, you may protect yourself against such claims by filing, before commencing such work or improvement, an original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and requiring that a contractor’s payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.

Please circle how you would like parts brought in:

Ground

NDA

2ND day

3RD day

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted by: _____

Date: _____

Please print name: _____

Contractors are required by law to be licensed and regulated by the Contractor’s State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractors State License Board, 3132 Bradshaw Road, Sacramento, California (mailing address: PO Box 26000, Sacramento, CA 95826).

ITEM	ESTMATED COST	COMPANY	VOLTAGE
Jackson DishStar HT-E-SEER	\$ 5,200.00	J&E	230V
Scale Prevention System	\$ 400.00	J&E	
Replacement Cartridge	\$ 294.00	J&E	
Labor	\$ 508.75	AirTech	
Misc. insulation materials	\$ 200.00	AirTech	
Travel	\$ 185.00	AirTech	
Visalia area truck charge	\$ 45.00	AirTech	
<hr/>			
Subtotal	\$ 6,832.75		
Tax 8.5%	\$ 580.78		
<hr/>			
Grand Total	\$ 7,413.53		

11. Resolution

The Board will consider Resolution 20-04 confirming the Revolving Fund account at Bank of the Sierra.

**BEFORE THE GOVERNING BOARD
OF THE
DELTA VECTOR CONTROL DISTRICT**

In the Matter of the) RESOLUTION
Revolving Fund Account) No. 20-04

WHEREAS, small bills are frequently presented to the office of the Delta Vector Control District and which bills must be immediately paid; and

WHEREAS, Government Code Sections 53950-53960 provide for the establishment of a revolving fund by a special district utilizing the County Treasury as a depository for its funds; and

WHEREAS, the internal controls necessary to maintain fiscal responsibility would not be compromised.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Delta Vector Control District as follows:

1. That the establishment of the Cash Revolving Fund be confirmed at Bank of the Sierra in the amount of \$3,500.00, which is less than the maximum amount authorized by Government Code section 53961.
2. That the General Manager and Assistant Manager are hereby authorized and directed to receive expense vouchers from personnel making authorized expenditures, and who shall also be responsible for keeping account of all receipts and disbursements from the fund.
3. A certified copy of this resolution shall be transmitted to the Tulare County Auditor/Treasurer.

The foregoing Resolution was adopted upon motion of Trustee _____, seconded by Trustee _____, at a regular meeting held on _____, 2020, by the following vote:

AYES:

NOES:

ABSENT:

Greg Gomez, President

Belen Gomez, Secretary

12. Policies

Second reading of policies:

- Employee Information and Emergency Data
- Dress Code and Personal Standard
- Disability and Reasonable Accommodation
- Work Anniversary

— MANUAL of POLICIES —

POLICY TITLE

REASONABLE ACCOMODATIONS POLICY

POLICY NUMBER 2131

The District will make all reasonable efforts to accommodate employee or prospective employee with disabilities that limit the ability to perform essential job functions.

To request an accommodation, the employee needs to notify administrative staff of the need, and provide any specific information required to handle the accommodation correctly. The employee is encouraged to submit any relevant information from his/her physician or other health care practitioner. The District may require and pay for an evaluation from another physician or health care practitioner.

After the request for the accommodation, administrative staff will meet with the employee and propose the most reasonable response at the earliest possible time. If the employee is not satisfied with the initial resolution, he/she will notify the administrator at this time and other potential accommodations will be discussed. With administrative approval, and documentation, it is acceptable for the employee to be willing to try the proposed accommodation for a reasonable period of time and discuss it again when the period has ended.

— MANUAL of POLICIES —

POLICY TITLE

POLICY NUMBER 2132

EMPLOYEE INFORMATION AND EMERGENCY DATA POLICY

The District will maintain accurate and vital personal contact information for each employee and Trustee of the District in case of the need to contact them. All such information shall be maintained as confidential to the extent allowed by the law.

It is important that employees and Trustees promptly notify the District of any changes to their personal information including:

- Name
- Home and Mailing Address
- Home and Cell Phone Telephone Numbers
- Number, Names, and Status of Spouse and Dependents
- Change of Emergency Contact Information
- Marital or Registered Domestic Partner Status
- Payroll Deductions
- Benefit Plan Beneficiary

Employees are responsible for notifying the District Manager, in a timely manner, in the event of a name, address or other vital information change as required by this policy or any other District policy/procedure.

The District shall not be responsible in the event of an employee's failure to provide this information in a timely manner for the loss of any benefits or services by the employee or dependents.

— **MANUAL of POLICIES** —

POLICY TITLE

POLICY NUMBER 2133

DRESS CODE AND PERSONAL STANDARDS

While at work, professional image is important and is maintained, in part, by the image that employees present to members, visitors, vendors, the public, and others in our business. In choosing appropriate work attire, employees should consider factors including tastefulness, anticipated requirement for public contact, the nature of the job, and working conditions.

The District expects all employees to use good judgment and taste in matters of personal grooming and dress, after obeying requirements to fit into Personal Protective Equipment (PPE) as guidelines require. Good judgment includes consideration for both the District and its constituents and clients.

Uniformed employees should maintain their uniforms to the best of their ability, keeping them as neat and clean as possible. When around the public, only District logos and District items should be worn, although when out in the field the use of different non-logo hats is permitted.

For non-uniformed employees, attire should conform to the dignity and image of a professional office. Employees should always be neat and clean in appearance, dressed in reasonably professional attire, and conduct themselves in a professional manner.

In all cases, supervisors will assist employees to determine what is considered appropriate attire for the situation. In cases where employees come into contact with pesticides or hazardous materials, uniforms and appropriate PPE will be provided by the District to be worn. Clothing shall not constitute a safety hazard and employees shall wear all safety attire as necessary for the performance of their work as directed by their supervisor.

Non-Compliance. Employees who are inappropriately dressed will be sent home and directed to return to work in the proper attire. Non-exempt employees will not be compensated for the time away from work. Employees who violate the District's dress code policy and/or grooming standards will be subject to corrective action and disciplinary action, up to and including termination.

MANUAL of POLICIES

POLICY TITLE

POLICY NUMBER 3012

WORK ANNIVERSARY POLICY

The objective of this policy is to provide the District Manager with guidance of fairly and appropriately recognizing and rewarding full-time employees who have reached work-time milestones.

Work-time milestones are marked by every five years worked, without separation from the District. The District Manager may choose to reward employees at non five-year milestones, or non-full-time employees, but such actions are at the discretion of the Manager and are not covered by this policy.

The following list of activities for recognition should all be completed within a reasonable amount of time of the date of the anniversary that does not cause problems to the general operations of the District due to timing.

At each five-year milestone, cake, another desert, or a snack, will be provided to the entire District staff, the individual will be recognized for his/her service and presented with the appropriate recognition as defined by the years worked, and the individual will be taken to lunch by the District Manager and/or his/her representative from the Administrative staff.

Specific five-year milestone recognition are as follows:

At 5 years worked, the individual will receive a \$50 gift card, and a certificate of recognition.

At 10 years worked, the individual will receive a \$100 gift card, and a certificate of recognition.

At 15 years worked, the individual will receive a \$150 gift card, and a certificate of recognition.

At 20 years worked, the individual will receive a \$200 gift card, and a framed certificate of recognition.

At 25 years worked, the individual will receive a \$250 gift card, and a framed certificate of recognition.

At 30 years worked, the individual will receive a \$300 gift card, and a wooden plaque of recognition.

At 35 years worked, the individual will receive a \$350 gift card, and a glass plaque of recognition.

At 40 years worked, the individual will receive a \$400 gift card, and a glass plaque of recognition.

The Administrative Office shall purchase the gift certificates and recognition items.

Funding for this program will come from the miscellaneous line item in the District budget.

Gift certificates shall be regarded as reportable income and appear as such on the employee's W-2 Form.

13. AB1234 and AB1825 Training Update

The General Manager will remind Trustees of their requirement for Ethics and Harassment training.

TERMS OF TRUSTEES

JAN 1, 2020 - DEC 31, 2021

			<u>AB1825 - Due</u>	<u>AB1234 - Due</u>
ROSEMARY HELLWIG	CITY OF EXETER	12/31/2021	July 2022	August 2020
GREG GOMEZ	CITY OF FARMERSVILLE	12/31/2021	August 2021	January 2021
LINDA GUTTIERREZ	COUNTY AT LARGE	12/31/2021	September 2020	August 2020

JAN 1, 2019- DEC 31, 2020

BELEN GOMEZ	CITY OF WOODLAKE	12/31/2020	July 2022	August 2022
KEVIN CASKEY	COUNTY AT LARGE	12/31/2020	July 2022	August 2022

JAN 1, 2017 - DEC 31, 2020

LARRY ROBERTS	CITY OF DINUBA	4 YEARS	July 2022	August 2021
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MAR 6, 2018 - DEC 31, 2021

MICHAEL CAVANAGH	CITY OF VISALIA	4 YEARS	February 2022	September 2020
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14. Adjournment

Adjourn the meeting of the Board of Trustees to reconvene on Wednesday, September 9, 2020 at 7:00 p.m. in the Delta Vector Control District Boardroom, 1737 W. Houston Ave., Visalia, CA.