

**DELTA MOSQUITO & VECTOR  
CONTROL DISTRICT**

Dr. Mustapha Debboun  
*General Manager*

Post Office Box 310 \* Visalia, California 93279-0310

Mir Bear-Johnson  
*Assistant Manager*

1737 West Houston Avenue \* Visalia, California 93291

Phone (559) 732-8606 \* (877) 732-8606 \* Fax (559)-732-7441

www.deltavcd.com

Hector Cardenas  
*Operations Program Manager*

Crystal Grippin  
*Scientific Program Manager*

Sheri D. Davis  
*Administrative Assistant*

Erick Arriaga  
*Community Education &  
Outreach Coordinator*



**DATE:** Friday, January 28, 2022

**TO:** Board of Trustees, Delta Mosquito and Vector Control District

**FROM:** Dr. Mustapha Debboun, General Manager

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

**TIME:** Wednesday, February 2, 2022 at 4:30 p.m.

**PLACE:** District Boardroom, 1737 West Houston Avenue, Visalia  
Teleconference Dial in Number: 1-978-990-5000 access code 575024

**AGENDA:**

1. Roll Call
2. Election
3. Oath

**ACTION**

4. Consent Calendar
  - a. December Minutes
  - b. December Bills (Board Order #17)
  - c. January Payroll (Board Order #18)
  - d. January Bills (Board Order #19)
  - e. February Payroll (Board Order #20)
  - f. Travel Authorization
5. Public Forum  
Members of the public may address the Board.
6. Staff Report  
The General Manager will report on items of operational interest.

**7. Quarterly Expense/Revenue Report**

The Administrative Assistant will present the information through December 31, 2021.

**ACTION**

**8. Vacation Policy**

The General Manager will seek approval of vacation policy number 3002 for regular and probationary employees.

**ACTION**

**9. Enterprise Fleet Management**

The General Manager will request approval to pay off the lease for 10 Enterprise Fleet vehicles using the COVID-19 Relief Funds that were received in December.

**ACTION**

**10. Community Education & Outreach Event Canopy**

The General Manager will request approval to purchase and wrap an outreach event canopy with updated District name and logo from a local Graphics Company, 2Market Visuals.

**ACTION**

**11. Wash Bay Drain and Plumbing**

The General Manager will request approval to repair the vehicle and equipment wash bay drain and plumbing.

**ACTION**

**12. Drone Trailer**

The General Manager will request approval to purchase a Drone load runner cargo trailer.

**13. Inspection Warrant**

The 2022 Delta Mosquito and Vector Control District inspection warrant allowing for entry into District resident properties will be discussed.

**ACTION**

**14. Arbovirus Testing for Tulare and Kings Mosquito Abatement Districts**

The General Manager will seek approval to test mosquito samples and birds for the Tulare and Kings Districts in the 2022 mosquito season.

**ACTION**

**15. Resignation of Administrative Assistant**

The General Manager will seek approval from the Trustees to grant a percentage of earned sick pay to the Administrative Assistant.

**16. Closed Session §54957**

Public Employee Performance Evaluation – General Manager

**ACTION**

**17. Adjournment**

Adjourn meeting of the Board of Trustees to reconvene on Wednesday, March 9, 2022 at 4:30 p.m. in the Delta Mosquito and 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. Election**

### **3. Oath**

## **4. Consent Calendar**

# **DELTA MOSQUITO & VECTOR CONTROL DISTRICT**

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Minutes of the Board of Trustees – Wednesday, December 8, 2021

## **1. Roll Call:**

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

Absent: None

Staff: Dr. Mustapha Debboun, General Manager; Sheri Davis, Administrative Assistant

## **2. Bryan Ruiz:**

The General Manager announced that Mr. Bryan Ruiz was awarded the AMCA Boyd-Ariaz Grassroots Award for 2022. Mr. Ruiz will be attending the American Mosquito Control Association of America (AMCA) Annual Conference in Jacksonville, Florida to accept this prestigious award.

## **3. Consent Calendar:**

Following discussion, it was moved by Michael Cavanagh, seconded by Linda Gutierrez, and the Board members unanimously approved the consent calendar as presented.

## **4. Public Forum:**

None

## **5. Staff Report:**

The General Manager reported that winter work is underway and the operational schedule has been adjusted from 7 am to 3:30 pm. Some of the work that the staff will be doing during the winter

season are: organizing and decluttering to create more space, maintaining vehicles and pesticides equipment, enforcing security, painting, and preparing for the next mosquito season.

We have cancelled the post office box rental effective December 31, 2021, installed a new one at the District, and vendors have been notified of the address change.

The General Manager had the honor and privilege of co-authoring a scientific article entitled, “Stability of West Nile virus in lysis solution and its implication on One Health” with our former biologist, Jesse Erandio which has been accepted and published in the One Health & Implementation Research Journal.

**6. Chain of Command and Hiring Additional Staff:**

The General Manager presented the updated Chain of Command. Following discussion, it was moved by Michael Cavanagh, seconded by Belen Gomez, and the Board members unanimously approved the updated Chain of Command.

**7. Salary Schedule:**

Following discussion, it was moved by Rosemary Hellwig, seconded by Kevin Caskey, and the Board members unanimously approved the Salary Schedule as presented.

**8. Audit Report FY 2020/21:**

Following discussion, it was moved by Larry Roberts, seconded by Belen Gomez, and the Board members unanimously approved the 2020/21 Audit as presented.

**9. New Outdoor District Sign:**

Following discussion, it was moved by Rosemary Hellwig, and seconded by Linda Gutierrez to approve the purchase of a new outdoor District sign. With the exception of Kevin Caskey who voted no, the majority of the Board members approved the motion.

**10. Use of Aerial Technology for Mosquito Control:**

The General Manager requested approval to purchase a drone for surveilling and applying pesticides in hard-to-reach areas of the District. Following discussion, it was moved by Belen Gomez, seconded by Larry Roberts, and the Board members unanimously approved the purchase of Aerial Technology equipment.

**11. Equipment Loan Policy:**

Following discussion, it was moved by Belen Gomez, seconded by Linda Gutierrez, and the Board members unanimously approved the policy as presented.

**12. Holiday Gift:**

Following discussion, it was moved by Kevin Caskey, seconded by Larry Roberts, and the Board members unanimously approved the purchase of \$50.00 Save Mart gift cards for each employee.



**13. January Meeting:**

Following discussion, it was moved by Larry Roberts, seconded by Belen Gomez, and the Board members unanimously agreed to cancel the January 2022 Board meeting.

**14. February Meeting:**

Following discussion, it was moved by Kevin Caskey, seconded by Linda Gutierrez, and the Board members unanimously agreed to move the February 2022 Board meeting to February 2, 2022 due to conflict with the MVCAC annual conference.

**15. Closed Session §54957:**

Adjourned to closed session pursuant to Government Code Section 54957.

**16. Adjournment:**

It was moved by Linda Gutierrez, seconded by Belen Gomez, and unanimously approved to adjourn the meeting of the DMVCD's Board of Trustees at 5:20 p.m.

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Dr. Mustapha Debboun, Recording Secretary

CLAIM #	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT
36074	JORGE LOPEZ	Vector Control Tech II		2,001.35
36075	ADRIAN SIFUENTES	Vector Control Tech II		1,662.32
36076	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax		820.26
36077	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax		8.86
36078	DELTA VECTOR CONTROL DIST - EFTPS	CaPERS Retirement		638.52
		<b>TOTAL PAYROLL</b>		<b>\$5,131.31</b>
36079	CALIF WATER SERVICE	Utilities	Utilities	96.05
36080	COMCAST	Internet	Telephone/Cell Phones	210.73
36081	DELTA MVCD REVOLVING			264.79
		Office Depot - Binders, etc.	58.57 Office Supplies	
		Walmart - Batteries, Absorbing Mats, Oil	62.00 Auto Supplies	
		AT&T - Backup Internet	75.00 Telephone/Cell Phones	
		Mir Bear-Johnson - Reimburse for Gasoline (MVCAC)	60.28 Travel	
		USPS - Certified Letter to Mission Linen	8.94 Office Supplies	
36082	EMD	Monthly Contract - January	Maint Contract	2,532.25
36083	ENTERPRISE	Leased Vehicles	Capital-Vehicles	2,959.08
36084	GIOTTO'S	Replace Video Server Battery	Maint Contract	213.43
36085	HOME DEPOT	Exit Signs, Toilet, Lights, Drain Bladders, Crimp Tool, Cat 6 Cable, etc.	Bldg/Yard Supplies	433.80
36086	LINXUP	GPS	GPS	859.67
36087	LOWE'S	Paint, Tape, Drop Cloths, Paint Rollers, etc.	Bldg/Yard Supplies	698.75
36088	LOZANO SMITH	Correspondence with Auditor; Draft Legal Opinion Letter for Drone Usage	Professional Services	167.56
36089	MISSION LINEN			514.17
		Uniforms	228.85 Clothing	
		Janitorial	285.32 Janitorial	
36090	PACIFIC WEST	Service Call- Room Pressurization Issue	Maint Contract	272.55
36091	PRICE PAIGE & COMPANY	Completion of Financial Audit 6/30/2021	Professional Services	2,340.00
36092	SO CAL GAS	Utilities	Utilities	628.78
36093	US BANK			8,452.27
		A Smart Sign Store - Eye Protection, Pesticide Room, Misc. Safety Signs	181.70 Safety Supplies	
		El Tarasco - Lunch w/ Greg	44.58 Travel	
		Hyatt House - Hotel Stay (Mir) MVCAC Planning Meeting	457.36 Travel	
		Amazon - Safety Cones (aedes)	175.67 Aedes Assessment	
		SaveMart - (15) \$50 giftcards, Employee Appreciation Xmas	750.00 Misc. Expenses	
		Amazon - Bic Pens, Wireless Keyboard/Mouse(Rick & Bryan R.), Highlighters	90.65 Office Supplies	
		Amazon - TN 660 toner 2 pack, Pocket Calendars	135.01 Office Supplies	
		Zira - time keeping service	100.00 Subscriptions	
		2Market Visuals - 50% Deposit for Outdoor Sign	3514.30 Name and Logo Change	
		CVS - (6) \$50 Amazon Giftcards and (3) \$100 Amazon Giftcards	600.00 Misc. Expenses	
		CVS - (1) \$100 Amazon Giftcard	100.00 Misc. Expenses	
		Walgreens - (7) \$100 Amazon Giftcards & (1) Amazon multipack giftcards	730.00 Misc. Expenses	
		Tulare County Surplus - Cabinet for Sheri's Office & Pinboard for Paul/Shop	16.06 Office Supplies	
		Panera - Bagels for Staff Meeting	24.98 Misc. Expenses	
		Best Buy - (2) 32" Monitors, (2) 4 year protection plans	750.96 Office Supplies	
		LMCA Annual Meeting Fees Dr. Debboun	100.00 Travel	
		Microsoft (5) users	495.00 Subscriptions	
		Google Suites	180.00 Subscriptions	
		Dreamhost	6.00 Subscriptions	
36094	VALLEY PACIFIC	Gasoline	Gasoline	116.03
36095	2MARKET VISUALS	Balance Due on Outdoor Sign	Name and Logo Change	3,514.89
		<b>TOTAL BILLS</b>		<b>\$24,274.80</b>
		<b>TOTAL BOARD ORDER #17</b>		<b>\$29,406.11</b>

VOUCHER	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT
36096	MUSTAPHA DEBBOUN	MANAGER		7,816.32
36097	MIR BEAR-JOHNSON	ASSISTANT MANAGER		6,150.01
36098	CRYSTAL GRIPPIN	SCIENTIFIC PROGRAM MANAGER		4,088.69
36099	HECTOR CARDENAS	OPERATIONS PROGRAM MANAGER		5,301.85
36100	MARK NAKATA	BIOLOGIST		5,386.82
36101	JAVIER VALDIVIAS	BIOLOGIST		4,581.35
36102	ANDREA TROUPIN	BIOLOGIST		4,799.48
36103	SHERI DAVIS	ADMINISTRATIVE ASSISTANT		5,559.64
36104	MARY ELLEN GOMEZ	ADMINISTRATIVE ANALYST		4,228.04
36105	ERICK ARRIAGA	COMMUNITY EDUCATION & OUTREACH COORDINATOR		4,143.75
36106	PAUL HARLIEN	FOREMAN		5,190.06
36107	RICK ALVAREZ	VECTOR CONTROL SUPERVISOR		5,368.68
36108	BRYAN RUIZ	VECTOR CONTROL TECHNICIAN III		5,327.27
36109	BRYAN FERGUSON	VECTOR CONTROL TECHNICIAN III/MECHANIC		4,562.68
36110	MARIO SANCHEZ	VECTOR CONTROL TECHNICIAN III/MECHANIC		3,043.38
36111	BELEN GOMEZ	TRUSTEE PAYROLL - QUARTERLY		277.05
36112	MICHAEL CAVANAGH	TRUSTEE PAYROLL - QUARTERLY		277.05
36113	LARRY ROBERTS	TRUSTEE PAYROLL - QUARTERLY		277.05
36114	ROSEMARY HELLWIG	TRUSTEE PAYROLL - QUARTERLY		184.70
36115	KEVIN CASKEY	TRUSTEE PAYROLL - QUARTERLY		184.70
36116	GREG GOMEZ	TRUSTEE PAYROLL - QUARTERLY		277.05
36117	LINDA GUTTIERREZ	TRUSTEE PAYROLL - QUARTERLY		277.05
		<i>Sub-Total Full-Time Payroll</i>		<i>\$77,302.67</i>
36118	VSP	Vision Plan Premium for January 2022		469.09
36119	DELTA DENTAL PLAN	Dental Plan Premium for January 2022		1,323.99
36120	LINCOLN FINANCIAL GROUP	Life/STD & LTD Insurance for January 2022		1,252.29
36121	TULARE COUNTY SHERIFF	Wage Garnishment		1,014.46
36122	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Health Insurance Premium for February 2022		23,032.19
36123	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax	Employee 71% - District 29%	31,051.07
36124	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax	Employee 100%	4,547.94
36125	DELTA VECTOR CONTROL DIST - EFTPS	Quarterly UI		583.40
36126	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement	Employee 40% - District 60%	19,270.02
36127	DELTA VECT CONT DIST	Flex Benefit Plan	Employee 100%	1,174.96
36128	ICMA RETIREMENT TRUST	Deferred Retirement Trust	Employee 77% - District 23%	3,341.84
		<i>Sub-Total for Payroll Taxes &amp; Benefits</i>		<i>\$87,061.25</i>
		<i>Total Regular Payroll &amp; Benefits</i>		<i>\$164,363.92</i>
36129	JORGE LOPEZ	Vector Control Tech II		2,001.36
36130	ADRIAN SIFUENTES	Vector Control Tech II		1,739.55
36131	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax		11.45
36132	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax		1,265.96
36133	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement		653.90
		<i>Sub-Total for Seasonal Payroll &amp; Taxes</i>		<i>\$5,672.22</i>
		<i>Total All Payroll and Benefits</i>		<i>\$170,036.14</i>
36134	ADAPCO	BVA Larvicide Oil	Assessment	42,825.48
36135	ANDREA TROUPIN	Per Diem - MVCAC	Travel	241.50
36136	EMD NETWORKING SERVICES			3,168.23
		Setup (5) laptops, Sheri & MaryEllen share folder, Adobe Pro single user-Mary Ellen	1397.51 Office Supplies	
		Server Upgrade for User Licenses	1770.72 Office Supplies	
36137	FRESNO OXYGEN	Cylinder Rental	Lab Supplies	5.36
36138	HECTOR CARDENAS	Per Diem - MVCAC	Travel	241.50

36139	MARK NAKATA	Per Diem - MVCAC		Travel	241.50
36140	MIR BEAR-JOHNSON	Per Diem - MVCAC		Travel	241.50
36141	MUSTAPHA DEBBOUN	Per Diem - MVCAC		Travel	241.50
36142	NAVIA	Flexible Benefit Plan Admin Fee		Professional Services	97.50
36143	SBC/AT&T	Office Phone/Fax		Telephone/Cell Phones	330.64
36144	SO CAL EDISON	Utilities		Utilities	1,765.63
36145	VALLEY PACIFIC PETROLEUM	Gasoline		Fuel	75.38
			<i>Total Bills</i>		<i>\$49,475.72</i>
			<b>TOTAL BOARD ORDER #18</b>		<b>\$219,511.86</b>

CLAIM #	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT
36146	JORGE LOPEZ	Vector Control Tech II		2,001.35
36147	ADRIAN SIFUENTES	Vector Control Tech II		1,739.56
36148	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax		848.68
36149	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax		11.45
36150	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement		653.90
		<b>TOTAL PAYROLL</b>		<b>\$5,254.94</b>
36151	AUTO ZONE	Water pump/coolant hoses(T7), clutch master cylinder(T50), Brakes/Water Pump(T44)	Auto Supplies	412.81
36152	CITY OF VISALIA	Solid Waste	Utilities	117.97
36153	CLARKE	Natular 2EC 2.5 Gallon, Natular 630 40lb, Natular XRT	Chemicals	10,127.59
36154	COMCAST	Internet	Telephone/Cell Phones	347.36
36155	EMD	Monthly Contract - February	Maint Contract	2,532.25
36156	ENTERPRISE	Leased Vehicles	Capital-Vehicles	4,070.29
36157	HOME DEPOT			523.44
		LED Light and 4 way hose	67.21 Fish Supplies	
		4' LED light, Exit Sign, Flex Spout Extension, Siding, PV, Flashing & Fittings	456.23 Building/Yard Supplies	
36158	LIFE TECHNOLOGIES	MagMax Core Kit & Lysis, Kingfisher Deepwell & Tip Comb, Rnase Zap, MicroAmp Film	Lab Supplies	21,479.34
36159	LINXUP	GPS	GPS	1,719.14
36160	NAPA	Water pump, Fan Clutch, Engine Cooling Fan Clutch(T17) Barrel Oil Pump, Drive Shaft(T7)	Auto Supplies	298.02
36161	VWR INTERNATIONAL	(12) 250 ML Wheaton Bottles	Lab Supplies	86.52
36162	VERIZON	Cell Phones	Telephone/Cellphones	820.02
		<b>TOTAL BILLS</b>		<b>\$42,534.75</b>
		<b>TOTAL BOARD ORDER #19</b>		<b>\$47,789.69</b>

February 2022 Payroll

Board Order No. 20  
Consent Calendar Exhibit V

VOUCHER	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT
36163	MUSTAPHA DEBBOUN	MANAGER		7,816.32
36164	MIR BEAR-JOHNSON	ASSISTANT MANAGER		6,150.01
36165	CRYSTAL GRIPPIN	SCIENTIFIC PROGRAM MANAGER		4,088.70
36166	HECTOR CARDENAS	OPERATIONS PROGRAM MANAGER		5,532.41
36167	MARK NAKATA	BIOLOGIST		5,386.83
36168	JAVIER VALDIVIAS	BIOLOGIST		4,581.34
36169	ANDREA TROUPIN	BIOLOGIST		5,016.62
36170	SHERI DAVIS	ADMINISTRATIVE ASSISTANT		5,559.64
36171	SHERI DAVIS	VACATION PAYOUT		12,696.15
36172	MARY ELLEN GOMEZ	ADMINISTRATIVE ANALYST		4,228.04
36173	ERICK ARRIAGA	COMMUNITY EDUCATION & OUTREACH COORDINATOR		4,143.75
36174	PAUL HARLIEN	FOREMAN		5,190.06
36175	RICK ALVAREZ	VECTOR CONTROL SUPERVISOR		5,368.68
36176	BRYAN RUIZ	VECTOR CONTROL TECHNICIAN III		5,327.26
36177	BRYAN FERGUSON	VECTOR CONTROL TECHNICIAN III/MECHANIC		4,562.68
36178	MARIO SANCHEZ	VECTOR CONTROL TECHNICIAN III/MECHANIC		3,383.78
		<i>Sub-Total Full-Time Payroll</i>		<i>\$89,032.27</i>
36179	VSP	Vision Plan Premium for February 2022		452.00
36180	DELTA DENTAL PLAN	Dental Plan Premium for February 2022		1,323.99
36181	LINCOLN FINANCIAL GROUP	Life/STD & LTD Insurance for February 2022		1,252.29
36182	TULARE COUNTY SHERIFF	Wage Garnishment		674.05
36183	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Health Insurance Premium for February 2022		23,032.19
36184	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax	Employee 71% - District 29%	36,135.30
36185	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax	Employee 100%	5,824.96
36186	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement	Employee 40% - District 60%	19,421.14
36187	DELTA VECT CONT DIST	Flex Benefit Plan	Employee 100%	1,174.96
36188	ICMA RETIREMENT TRUST	Deferred Retirement Trust	Employee 77% - District 23%	3,341.84
		<i>Sub-Total for Payroll Taxes &amp; Benefits</i>		<i>\$92,632.72</i>
		<i>Total Regular Payroll &amp; Benefits</i>		<i>\$181,664.99</i>
36189	JORGE LOPEZ	Vector Control Tech II		2,001.36
36190	ADRIAN SIFUENTES	Vector Control Tech II		1,739.55
36191	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax		11.45
36192	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax		1,265.96
36193	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement		653.90
		<i>Sub-Total for Seasonal Payroll &amp; Taxes</i>		<i>\$5,672.22</i>
		<i>Total All Payroll and Benefits</i>		<i>\$187,337.21</i>
36194	AT&T	Long Distance/TollFree	Telephone/Cell Phones	43.34
36195	EMD NETWORKING SERVICES	Phone Upgrade, Printer, Power Supply	Office Supplies	5,026.81
36196	HARBOR FREIGHT			375.84
		Pen Lights	54.10 Aedes	
		Orange Const. Line, Drop Cloths	76.54 Bldg/Yard Supplies	
		Steel Auto Plugs, Impact Comp., Hex Sets, etc.	245.20 Auto Supplies	
36197	LOWE'S			3,153.42
		Paint Supplies - Outer and Interior Building	2,827.54 Bldg/Yard Supplies	
		Vinegar, Microfiber, Ball Valves, PVC Adapters, elbows, Tee's, etc.	325.88 Fish Supplies	
36198	MISSION LINEN			399.22
		Uniforms	235.52 Clothing	
		Janitorial	163.70 Janitorial	
36199	NAVIA	Flexible Benefit Plan Admin Fee/Annual Fee	Professional Services	497.50



***Travel Authorization for General Manager, Assistant Manager, Program Managers, Biologists and Technician Ruiz:***

***To attend the MVCAC Annual Meeting in Sacramento on February 7 – 10, 2022.***

General Manager:	Room	\$ 729.20
	Per Diem	\$ 241.50
	<b>TOTAL -</b>	<b>\$ 970.70</b>

Assistant Manager:	Room	\$ 729.20
	Per Diem	\$ 241.50
	<b>TOTAL -</b>	<b>\$ 970.70</b>

Operations Program Manager:	Room	\$ 729.20
	Per Diem	\$ 241.50
	<b>TOTAL -</b>	<b>\$ 970.70</b>

Biologist Nakata:	Room	\$ 729.20
	Per Diem	\$ 241.50
	<b>TOTAL -</b>	<b>\$ 970.70</b>

Biologist Troupin:	Room	\$ 729.20
	Per Diem	\$ 241.50
	<b>TOTAL -</b>	<b>\$ 970.70</b>

***GRAND TOTAL - \$4,853.50***

***To attend the AMCA Annual Conference in Jacksonville, FL on February 28 – March 4, 2022.***

General Manager:	Airfare	\$ 513.39
	Room	\$ 1,139.28
	Per Diem	\$ 324.50
	<b>TOTAL -</b>	<b>\$ 1,977.17</b>



Assistant Manager:	Airfare	\$ 513.39
	Room	\$ 1,139.28
	Per Diem	\$ 324.50
	<b>TOTAL -</b>	<b>\$ 1,977.17</b>
Scientific Program Manager:	Airfare	\$ 513.39
	Room	\$ 1,139.28
	Per Diem	\$ 324.50
	<b>TOTAL -</b>	<b>\$ 1,977.17</b>
Biologist Valdivias:	Airfare	\$ 513.39
	Room	\$ 1,139.28
	Per Diem	\$ 324.50
	<b>TOTAL -</b>	<b>\$ 1,977.17</b>
Technician Ruiz:	Airfare	\$ 513.39
	Room	\$ 1,139.28
	Per Diem	\$ 324.50
	<b>TOTAL -</b>	<b>\$ 1,977.17</b>
	<b>GRAND TOTAL -</b>	<b>\$ 9,885.85</b>

## **5. Public Forum**

## **6. Staff Report**

The General Manager will report on items of operational interest.

# **DELTA MOSQUITO & VECTOR CONTROL DISTRICT**

Dr. Mustapha Debboun  
*General Manager*

Post Office Box 310 \* Visalia, California 93279-0310

Mir Bear-Johnson  
*Assistant Manager*

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Erick Arriaga  
*Community Education and  
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## **REPORT OF THE MANAGER DECEMBER 2021**

### **I. Water and Weather**

The temperature remained low throughout the month of December. The Delta Mosquito and Vector Control District (DMVCD) Weather Station reported an average high temperature of 55.7°F with an average low of 40.4°F and 4.83 inches of rainfall. The National Oceanic and Atmospheric Administration 1981-2010 seasonal averages for high and low temperatures in December were 54.5°F and 37.8°F respectively, with average rainfall of 1.74 inches.

Water storage at Pine Flat Reservoir increased to 271,679 acre-feet by the end of the month. By December 30, 2021, Pine Flat Reservoir's inflow had increased to 1,058 cubic feet per second (CFS) and its release decreased to 70 CFS. The Lake Kaweah Reservoir ended the month with less water than the previous month, with 24,970 acre-feet. Lake Kaweah's inflow increased at the end of the month, with the reading from December 30, 2021, showing 429 CFS and its release was increased significantly to 255 CFS.

### **II. Narrative**

Operations continued with preventative winter maintenance completing 14 fleet vehicles. Vehicle T-26 was placed on auction through Govdeal.com on 12/21/2021 and sold on 12/30/2021. Asset was retrieved on 1/8/2022 and sold at a price of \$3,900.00.

In addition, operation continued building maintenance. The interiors of the auto shop and mechanic office were painted. The old office copy room was converted into an office for the Community Education and Outreach Coordinator, and a desk was modified from the Tulare County Surplus store to fit the room. The filing cabinets for the Administrative Assistant were refurbished. All chairs in the Quonset were replaced with chairs purchased at the Tulare County surplus store. The welding area was moved from the wood shop to the main auto shop. Repair was completed on the Migwelder that was previously out of service. Interior lighting was replaced inside Assistant Manager's office with LED lights.

Operations began recruitment of the Vector Control Technician III/ Mechanic on 12/20/21 on Indeed.

Field operations had a total of 2 service requests and 2 pesticide applications. Field safety equipment was inventoried and all expired items in first aid kits were replaced. Personal Protective Equipment (PPE) was collected, cleaned, and stocked. Additional PPE was ordered to replenish current stock for the 2022 mosquito season.

Mosquito surveillance did not take place in December because of the cold weather. Arbovirus testing for West Nile virus (WNV), St. Louis Encephalitis virus (SLEV), and Western equine encephalitis virus (WEEV), did not take place in December. To date, a total of 3,052 mosquito samples have been tested with 274 samples positive for WNV and 4 positive for SLEV.

There was only one mosquitofish request in December. A total of 60 mosquitofish were distributed through 1 homeowner request. Mosquitofish production has halted for the winter.

The Centers for Disease Control and Prevention (CDC) biobottle assay was performed on a susceptible laboratory CQ1 mosquito colony for baseline data. No field larval mosquito samples were brought to the laboratory for processing.

Laboratory staff worked on creating posters for the American Mosquito Control Association (AMCA) and Mosquito and Vector Control Association of California (MVCAC) Annual Conferences, analyzing data from the 2021 mosquito season, and writing the 2021 DMVCD Annual Report in December. Additionally, staff continued working on winter maintenance and repairs as well as ordering and restocking supplies for the 2022 mosquito season.

In December, we decided on a final version of the updated outdoor facility sign that will replace the old existing sign. Order was placed with a January delivery date. We have obtained a delivery window for the new Community Education and Outreach van for March 2022.

There were 2 service requests in December.

#### 2021 Service Request Summary

<b>2021</b>	<b>Fish</b>	<b>Inspection</b>	<b>Mosquito</b>	<b>Source</b>	<b>Other</b>	<b>Total</b>
<b>January</b>	0	0	1	2	0	<b>3</b>
<b>February</b>	0	0	0	2	0	<b>2</b>
<b>March</b>	0	0	7	17	3	<b>27</b>
<b>April</b>	19	9	11	26	3	<b>68</b>
<b>May</b>	31	51	4	27	2	<b>115</b>
<b>June</b>	23	88	36	34	1	<b>182</b>
<b>July</b>	14	33	64	46	2	<b>159</b>
<b>August</b>	10	14	94	56	0	<b>174</b>
<b>September</b>	14	1	64	31	0	<b>110</b>
<b>October</b>	4	1	27	15	0	<b>47</b>
<b>November</b>	2	1	4	10	0	<b>17</b>
<b>December</b>	1	0	1	0	0	<b>2</b>
<b>Total</b>	<b>117</b>	<b>202</b>	<b>310</b>	<b>267</b>	<b>11</b>	<b>907</b>

### **III. Vector and Disease Surveillance**

#### **Delta MVCD Vector Abundance and Arbovirus Summary**

Humans: There were no human cases of an arbovirus reported in December. In 2021, there were 2 WNV human cases and 1 WNV/SLEV human case reported to the District by the local Tulare County Public Health Department.

Birds: There were no dead bird carcasses reported to the District in December. In 2021, a total of 5 dead birds were positive for WNV out of 12 dead birds tested.

Mosquitoes: There were no mosquito samples collected in December. In 2021, a total of 278 samples were positive for WNV and 4 for SLEV out of 3,052 tested.

**State Surveillance:**

Humans: A total of 10 new human cases have been reported since the previous report. According to provisional data for 2021, 116 human cases of WNV were reported in 27 counties including 8 from Tulare County. An additional 3 human cases of SLEV were also reported. Additionally, there were 3 travel-associated chikungunya virus cases and 1 travel-associated Zika virus case in California during 2021.

Birds: There was 1 WNV positive dead bird since the last report. According to provisional data for 2021, 210 WNV positive dead birds were reported from 19 counties.

Mosquitoes: Since the last report, 2 mosquito samples tested positive for WNV. According to provisional data for 2021, a total of 37,890 mosquito samples were tested for WNV with 2,262 samples positive from 25 counties. A total of 34,965 samples were also tested for SLEV with 44 SLEV positive samples from 8 counties.

**IV. Expenditures & Revenues – 2021/22**

TOTAL BUDGET \$3,974,072.78

**EXPENDITURES – July 1, 2021 – December 31, 2021**

Salaries	\$1,462,418.70
Services & Supplies	\$575,102.75
Tax Admin Fee	\$34,248.50
Capital	\$126,242.74
Long Term Debt	\$58,914.03
<b>TOTAL EXPENDITURES</b>	<b>\$2,256,926.72</b>

**REVENUE RECEIVED – July 1, 2021 – December 31, 2021**

July	\$137.48
August	\$0
September	\$12,309.21
October	\$35,667.25
November	\$0
December	\$2,379,114.09
<b>TOTAL REVENUE TO DATE</b>	<b>\$2,427,228.03</b>

V. **Time Sheet Summary**

<b>Month</b>	<b>Available Work Hrs</b>	<b>Sick Hrs Used</b>	<b>Total Hrs Available for Work</b>	<b>Pct. Of Hrs Avail for Work</b>
<b>July</b>	<b>5,376</b>	<b>119.25</b>	<b>5,256.75</b>	<b>97.79</b>
<b>August</b>	<b>5,808</b>	<b>210.00</b>	<b>5,598.00</b>	<b>96.40</b>
<b>September</b>	<b>5,712</b>	<b>134.50</b>	<b>5,577.50</b>	<b>97.65</b>
<b>October</b>	<b>4,200</b>	<b>105.50</b>	<b>4,094.50</b>	<b>97.49</b>
<b>November</b>	<b>2,584</b>	<b>40.00</b>	<b>2,544.00</b>	<b>98.46</b>
<b>December</b>	<b>1,920</b>	<b>60.00</b>	<b>1,860.00</b>	<b>96.88</b>

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.

# **DELTA MOSQUITO & VECTOR CONTROL DISTRICT**

Dr. Mustapha Debboun  
*General Manager*

Post Office Box 310 \* Visalia, California 93279-0310

Mir Bear-Johnson  
*Assistant Manager*

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Hector Cardenas  
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Crystal Grippin  
*Scientific Program Manager*

Sheri D. Davis  
*Administrative Assistant*



Erick Arriaga  
*Community Education and  
Outreach Coordinator*

## **REPORT OF THE MANAGER JANUARY 2022**

### **I. Water and Weather**

The temperature remained low throughout the month of January. As of January 24, 2022, the Delta Mosquito and Vector Control District (DMVCD) Weather Station reported an average high temperature of 59.6°F with an average low of 38.7°F and 0.13 inches of rainfall. The National Oceanic and Atmospheric Administration 1981-2010 seasonal averages for high and low temperatures in January are 54.6°F and 38.7°F respectively, with average rainfall of 1.91 inches.

Water storage at Pine Flat Reservoir increased to 290,020 acre-feet by January 27, 2022, and its inflow increased to 568 cubic feet per second (CFS) and its release increased to 406 CFS. The Lake Kaweah Reservoir had water than the previous month with 27,329 acre-feet on January 27, 2022. Lake Kaweah's inflow increased, with the reading from January 27, 2022 showing 210 CFS and its release decreased slightly to 6 CFS.

### **II. Narrative**

Operations continued with fleet vehicle winter maintenance. All vehicles receive a multi-point inspection which include Engine, transmission, cabin filter, air conditioning, heater system, front and rear brake pads, rotors, parking brake, fluids (brake fluid, engine oil, etc.), lights, and more. Staff have completed 16 fleet vehicle inspections for the month of January. Field equipment maintenance has begun with spray equipment of the A1 super duty sprayer.

Staff continued with District painting projects. Staff completed interior ceiling painting for the main office lobby, hallway, women's restroom, Operations Program Manager's office, Administrative Assistants office, Assistant Managers Office, and The District Manager's office. Staff have also completed the paint project of the exterior buildings of the woodshop/changing room, automotive building, and the main office building. In addition, staff fabricated brackets and installed the new and updated outdoor District sign located by the front gate.

The Urban team continues on updating and completing new Safety Data Sheets for all required stations. New pesticide spill kits were made to supply all applicator vehicles. In addition, staff responded to 5 service requests and conducted 1 pesticide application. Two Staff members participated as observers for the Unmanned Aircraft System training by LeadingEdge on January 31 and February 1, 2022.

Mosquito surveillance did not take place in January because of the cold weather. Arbovirus testing for West Nile virus (WNV), St. Louis Encephalitis virus (SLEV), and Western equine



encephalitis virus (WEEV) also did not take place. To date, no mosquito samples have been tested in 2022.

There were no homeowner or technician mosquitofish requests in January. A total of 50 mosquitofish fry were produced in January. Routine fish hatchery maintenance took place weekly as well as building maintenance.

No field larval samples were brought to the lab for processing. Susceptible *Culex quinquefasciatus* egg rafts were picked up from Santa Clara County Vector Control District. These egg rafts will be used to start a susceptible *Culex quinquefasciatus* colony to use as controls for insecticide resistance testing in our Insecticide Resistance Program during the 2022 mosquito season.

Laboratory staff continued to work winter maintenance, repairs, and equipment calibration for the 2022 mosquito season. Laboratory organization and restocking took place in January as well. Additionally, laboratory staff participated in continuing education webinars to maintain their Vector Control Technician Certification through the California Department of Public Health.

In January, a list is being developed on relevant events to attend for Community Education and Outreach events in 2022, i.e., local job fairs, farmers markets, baseball games, and other local events at the neighboring cities within our District. Our new outdoor sign was delivered on January 24 for installation. A new Education and Outreach Pop-Up Canopy event has been designed and is ready for approval by the Board of Trustees for purchase and production.

Dr. Mustapha Debboun and four staff members will attend and present at the upcoming Mosquito and Vector Control Association of California Annual Conference from February 7 – 10, 2022 in Sacramento, California.

The General Manager will e-mail an outreach letter to local District officials and other officials from nearby District towns informing them about collaborating and working with Oxitec in bringing an innovative and environmentally sustainable mosquito control project to Delta Mosquito and Vector Control District in the Central Valley of California. In addition, Oxitec will have a press release on this collaborative project on Wednesday, February 2, 2022.

There were 5 service requests in January:

2022 Service Request Summary

<b>2022</b>	<b>Fish</b>	<b>Inspection</b>	<b>Mosquito</b>	<b>Source</b>	<b>Other</b>	<b>Total</b>
<b>January</b>	0	0	0	5	0	<b>5</b>
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>5</b>

**III.**

**Vector and Disease Surveillance**

**Delta MVCD Summaries**

Humans: There were no human cases of an arbovirus reported by the local Tulare County Public Health Department for the month of January 2022.

Birds: There were no dead birds reported to the District.

Mosquitoes: No mosquito samples were tested in January.

**State Surveillance:**

Humans: To date, human case data is not available for the state.

Birds: To date, dead bird report data is not available for the state.

Mosquitoes: To date, mosquito sample data is not available for the state.

**IV. Expenditures & Revenues – 2021/22**

TOTAL BUDGET \$3,974,072.78

EXPENDITURES – July 1, 2021 – January 31, 2022

Salaries	\$1,637,709.78
Services & Supplies	\$663,042.93
Tax Admin Fee	\$34,248.50
Capital	\$130,313.03
Long Term Debt	\$58,914.03
<b>TOTAL EXPENDITURES</b>	<b>\$2,524,228.27</b>

REVENUE RECEIVED – July 1, 2021 – January 31, 2022

July	\$137.48
August	\$0
September	\$12,309.21
October	\$35,667.25
November	\$0
December	\$2,379,114.09
January*	
<b>TOTAL REVENUE TO DATE</b>	<b>\$2,427,228.03</b>

**V. Time Sheet Summary**

Month	Available Work Hrs	Sick Hrs Used	Total Hrs Available for Work	Pct. Of Hrs Avail for Work
July	5,376	119.25	5,256.75	97.79
August	5,808	210.00	5,598.00	96.40
September	5,712	134.50	5,577.50	97.65
October	4,200	105.50	4,094.50	97.49
November	2,584	40.00	2,544.00	98.46
December	1,920	60.00	1,860.00	96.88
January	2,720	178.50	2,541.50	93.44

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.

*\*January revenue was not available as of 01/28/2022.*

## Content for Delta MVCD website

The Delta Mosquito and Vector Control District (Delta MVCD) is interested in evaluating new technologies to help protect the public from mosquito-transmitted diseases. [Oxitec](#), a leading developer of biological solutions to control pests that transmit diseases, destroy crops, and harm livestock has developed a solution to help control invasive *Aedes aegypti* mosquitoes. These mosquitoes are prevalent within our service area and pose a significant public health threat as they can transmit the viruses that cause dengue, chikungunya, Zika, yellow fever, and animal heartworm.

Our Board of Trustees voted unanimously in support of partnering with Oxitec if it receives federal and state approval to begin a project in the Central Valley. If a pilot project is approved, it would aim to evaluate the use of Oxitec mosquitoes in controlling invasive *Aedes aegypti* mosquitoes.

## Frequently Asked Questions

### Why does Delta MVCD want to partner with Oxitec?

Invasive *Aedes aegypti* mosquitoes are spreading throughout the state of California and are prevalent in the Central Valley. These mosquitoes are very hard to control and are capable of transmitting viruses that cause dengue, chikungunya, Zika, yellow fever, and animal heartworm. As part of our Integrated Mosquito/Vector Management approach, we are interested in evaluating new technologies that will combat the threat of invasive *Aedes aegypti* and protect the public from mosquito-transmitted diseases. Oxitec's technology will not replace insecticides and other control measures but will be an additional public health mosquito control tool available to us.

### What is a self-limiting mosquito?

Oxitec's Friendly™ non-biting male *Aedes aegypti* mosquitoes carry a self-limiting gene that prevents female offspring from surviving, allowing for male-only production. After Friendly™ *Aedes aegypti* male mosquitoes are released and mate with invasive female mosquitoes, the female *Aedes aegypti* offspring die. Only female mosquitoes bite and are capable of transmitting diseases, which is why they are targeted. Oxitec's mosquitoes also have a fluorescent marker gene which enables them to be distinguished from invasive mosquitoes for effective monitoring.

### What happens if a self-limiting mosquito bites me?

Male mosquitoes **DO NOT** bite and since only male mosquitoes with the self-limiting gene are released, there is no risk.

### **Will these mosquitoes harm the environment?**

No. Self-limiting mosquitoes work by finding and mating only with invasive *Aedes aegypti* females. The self-limiting gene cannot establish in the ecosystem and does not impact non-target species, such as bees, butterflies, and other wildlife. Oxitec's mosquitoes do not pose a threat to humans or the environment, as confirmed by the U.S. Food and Drug Administration (FDA) in 2016 and by the U.S. Environmental Protection Agency (EPA) in 2020.

### **What would the pilot project entail?**

If the project is approved, Oxitec's non-biting male mosquitoes emerge from just-add-water boxes to mate with biting females. The female offspring of these encounters cannot survive. As the number of biting females in the population declines, the overall population of the invasive *Aedes aegypti* also declines.

### **When will Oxitec start releasing mosquitoes?**

Oxitec's partnership with Delta MVCD is subject to approval by both the U.S. Environmental Protection Agency and the California Department of Pesticide Regulation. If approved, Oxitec and Delta MVCD will start releasing the Friendly™ non-biting male *Aedes aegypti* mosquitoes this spring.

### **How will the locations be chosen?**

Delta MVCD will identify neighborhoods that have an abundance of invasive *Aedes aegypti* mosquitoes. There will be a robust community education and outreach process to identify homeowners that are interested in hosting a mosquito release box or trap.

### **How long will the project last?**

The mosquito season in California generally starts in the spring and lasts through the fall. Oxitec's project would be timed during the peak summer mosquito season.

### **Where can I learn more about Oxitec's technology?**

Please visit [oxitec.com](https://www.oxitec.com) to learn more about the company's technology, [oxitec.com/california](https://www.oxitec.com/california) to learn about the proposed project in California, and [keysmosquitoproject.com](https://www.keysmosquitoproject.com) to learn more about the company's pilot project in the Florida Keys in partnership with the Florida Keys Mosquito Control District.

## Outreach Letter to Local Elected Officials

Dear XX,

We are excited to let you know that [Oxitec](#) is working to bring its innovative and environmentally sustainable mosquito control technique to the Central Valley. Oxitec is a leading developer of biological solutions to control pests that transmit disease, destroy crops, and harm livestock. Oxitec has developed a solution to help control invasive *Aedes aegypti* mosquitoes.

Though *Aedes aegypti* mosquitoes were first identified in California just nine years ago, they are now prevalent in the Central Valley and pose a significant public health threat. These mosquitoes, which are not native to California, can transmit viruses that cause Zika, dengue, chikungunya, yellow fever, and animal heartworm. The *Aedes aegypti* mosquitoes have become resistant to traditional pesticides. Mosquito control agencies are continually looking for more effective tools to reduce the numbers of *Aedes aegypti*.

[Delta Mosquito and Vector Control District](#) (Delta MVCD) which serves northern Tulare County has expressed interest in partnering with Oxitec on a pilot project if Oxitec receives regulatory approval from the U.S. Environmental Protection Agency (EPA) and the California Department of Pesticide Regulation. Pending federal and state regulatory approval, the pilot project could begin this spring.

If the project is approved, Oxitec would release its non-biting male mosquitoes in defined plots within Delta MVCD's service area. These mosquitoes carry a self-limiting gene that prevents their female offspring from surviving, allowing for male-only production. Oxitec's non-biting male mosquitoes emerge from just-add-water boxes to mate with biting females. The female offspring of these encounters cannot survive. As the number of biting females in the population is reduced, the overall population of the invasive *Aedes aegypti* also declines.

Oxitec's self-limiting mosquitoes only mate with invasive *Aedes aegypti* females and this specificity leaves non-target species, such as bees, butterflies, and other wildlife, unharmed. Oxitec's mosquitoes do not pose a threat to humans or the environment, as confirmed by the U.S. Food and Drug Administration in 2016 and by the EPA in 2020.

You can find more information about Oxitec's potential California project [here](#). Please let us know if you are interested in learning more and we can set up a meeting. We will be in touch with additional updates and please feel free to reach out at any time.

Sincerely,

Mustapha Debboun, Ph.D., BCE, ESA Fellow  
General Manager/Medical & Veterinary Entomologist

Delta Mosquito and Vector Control District

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Rajeev Vaidyanathan

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(224) 290-6156

## **7. Quarterly Financial Report**

The Administrative Assistant will present the financial information through December 31, 2021.





**MONTHLY REVENUE REPORT 2021-22**

Revenue Source	Description	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Received	Budget	Balance
4001 Taxes - Current Secured							1,272,018.73							1,272,018.73	2,453,100.00	-1,181,081.27
4006 Taxes - Current Unsecured							167,460.87							167,460.87	147,112.28	20,348.59
4060 RDA Residuals							92,133.00							92,133.00	50,000.00	42,133.00
4075 & 4078 RD H&S 34188 OA														0.00	568.02	-568.02
4008 Taxes - Prior Secured														0.00	42,402.00	-42,402.00
4009 Taxes- Prior Unsecured														0.00	1,818.00	-1,818.00
4030 Taxes - Supplemental Cur Sec		-2.04												-2.04	40,000.00	-40,002.04
4033 Taxes - Supplemental Prior														0.00	10,000.00	-10,000.00
4052 Other Taxes - Assessment							512,737.67							512,737.67	1,023,546.00	-510,808.33
1440 Taxes - Timber Yield							0.01							0.01	0.00	0.01
1450 Aircraft														0.00	0.00	0.00
5050 Property Tax Relief														0.00	18,644.00	-18,644.00
<b>Total Taxes</b>														<b>2,044,348.24</b>	<b>3,787,190.30</b>	<b>-1,742,842.06</b>
4801 Interest Income			10,060.55				7,237.27							<b>17,297.82</b>	<b>63,000.00</b>	<b>-45,702.18</b>
4069 RDA PT Facilities																
City of Woodlake							3,545.00							3,545.00		
City of Dinuba							11,921.00							11,921.00		
City of Exeter														0.00		
City of Farmersville							2,553.00							2,553.00		
City of Lindsay							58.00							58.00		
City of Visalia							90,114.00							90,114.00		
County Pass Thru							60,015.00							60,015.00		
<b>Total RDA</b>														<b>168,206.00</b>	<b>294,033.00</b>	<b>-125,827.00</b>
5400 Current Services (Billing)														<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
5250 ARPA (Covid Relief Funds)							188,365.00							<b>188,365.00</b>	<b>0.00</b>	<b>188,365.00</b>
5835 Other Revenue														<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
5401 Assessment Fee							-32,648.00							<b>-32,648.00</b>	<b>-71,648.00</b>	<b>39,000.00</b>
5805 Misc. Receipts																
Tulare County	Stopped payment to Cal Water	139.52												139.52		
Special Dist Leadersip Foundation	Scholarship Refund - Dr. Debboun			625.00										625.00		
US Bank	WSCA Contract Payment			183.80			127.54							311.34		
VCJPA	WC Payment for B. Ferguson			844.86										844.86		
Copart	Salvage Payment T-2			595.00										595.00		
Merced Chevrolet	Refund DMV Fees				84.09									84.09		
VCJPA	Replacement Value of T-2				35,226.16									35,226.16		
Rick Alvarez	Jury Duty (7 days)				105.00									105.00		
Alysia Ingram	VCT Certification Test				36.00									36.00		
Jorge Lopez	VCT Certification Test				72.00									72.00		
Kory Wilson	VCT Certification Test				72.00									72.00		
Ryan Spratt	VCT Certification Test				72.00									72.00		
Tulare MAD	Balance Due for Testing 2021						3,476.00							3,476.00		
														0.00		
														0.00		
<b>Misc. Revenue Total</b>														<b>41,658.97</b>	<b>0.00</b>	<b>41,658.97</b>
<b>Total All Revenue</b>		<b>137.48</b>	<b>0.00</b>	<b>12,309.21</b>	<b>35,667.25</b>	<b>0.00</b>	<b>2,375,638.09</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,427,228.03</b>	<b>4,072,575.30</b>	<b>-1,645,347.27</b>

## **8. Vacation Policy**

The General Manager will seek approval of vacation policy number 3002 for regular and probationary employees.

# Delta Mosquito and Vector Control District

## — MANUAL of POLICIES —

POLICY TITLE

POLICY NUMBER

**Vacation**

**3002**

3002.1 This policy shall apply to regular and probationary employees in all classifications.

3002.2 Paid vacations shall be accrued according to the following schedule on an annual basis:

- During the first 60 months of continuous work, 12 days;
- 61 months of continuous work through 120 months of continuous service, 15 days;
- 121 months of continuous work through 180 months of service, 18 days;
- 181 months or more of continuous work, 21 days.

3002.3 Employees who have completed six months in regular status may take vacation time. No vacation may be taken until the employee has completed at least six months in regular employee status.

3002.4 The total accumulated vacation time may not exceed the amount earned biennially by the employee. Calculation of accumulated total is to be made on April 1 of each year. For example, if twelve days are earned each year, only twenty-four days may be held on April 1.

3002.5 At termination of employment for any reason, the District shall compensate the employee for his/her accumulated vacation time at his/her straight time rate of pay at the time of termination.

3002.6 The District will not require an employee to take vacation time in lieu of sick leave or leave of absence during periods of illness. However, the employee may elect to take vacation time in case of extended illness where sick leave has been fully used.

3002.7 If a holiday falls on a workday during an employee's vacation period, that day shall be considered as a paid holiday and not vacation time.

3002.8 Vacations may be scheduled at any time during the year upon approval of the General Manager or designee.

3002.9 Vacation will be scheduled no later than two working days prior to the request in order to ensure that the operating efficiency of the District is maintained. Staff are responsible for ensuring vacation requests are given to their direct supervisor, or to their supervisor's supervisor in the case of an absence.

3002.10 The District provides vacations to employees as a period of exemption from work with pay for the purpose of rest, relaxation, and recreation. This respite is a benefit and is intended as an aid in maintaining the long-term and consistent productivity and contentment of the employee. As such, pay in lieu of vacation time away from work shall not be permitted.

## **9. Enterprise Fleet Management**

The General Manager will request approval to pay off the lease for 10 Enterprise Fleet vehicles using the COVID-19 Relief Funds that were received in December.

**10. Community Education & Outreach Event Canopy**

The General Manager will request approval to purchase and wrap an outreach event canopy with updated District name and logo from a local graphics company, 2Market Visuals.



**2Market Visuals**

903 East Douglas St.  
 Suite B  
 Visalia, CA 93292  
 Ph: (559) 625-5230  
 Email: jon@2marketvisuals.com

**Estimate #: 13842**

<b>Created Date:</b> 11/30/2021 3:49:00PM	<b>Prepared For:</b> Delta Mosquito & Vector Control District
<b>Salesperson:</b> House Account	<b>Contact:</b> Erick Arriaga, Administrative
<b>Email:</b>	<b>Office Phone:</b> (559) 732-8606
<b>Phone:</b> N/A	<b>Cell Phone:</b> (559) 909-8678
<b>Fax:</b> N/A	<b>Email:</b> erickarriaga@deltavcd.com
<b>Entered by:</b> Tony Koster	<b>Address:</b> 1737 West Houston Ave. Visalia, CA 93291

**Description: Event Canopy & Table Throw**

		Quantity	Unit Price	Subtotal
<b>1</b>	<b>Product:</b> Misc	1	\$1,358.98	\$1,358.98
	<b>Description:</b> Event Canopy - 10ft - Graphic Package - Full Color Dye Sublimation - with Carry bag DESIGN NOT INCLUDED • 1 Ea., 10ft. Canopy - Full Color Dye Sublimation - Graphic Package + Full Wall			
		Quantity	Unit Price	Subtotal
<b>2</b>	<b>Product:</b> Misc	1	\$182.50	\$182.50
	<b>Description:</b> Table Throw - 8ft - 3 Sided (Open Back) - Full Color Dye Sublimation - Scratch Resistant - Washable DESIGN NOT INCLUDED • 1 Ea., Table Throw - 8ft - Full Color Dye Sublimation - 3-Sided			

**Notes**

This estimate will be valid for 30 days from the date it is presented. A 50% deposit is due before work is begun, and the remaining balance in full is due upon completion of the project.

<b>Estimate Total:</b>	\$1,541.48
<b>Subtotal:</b>	\$1,541.48
<b>Taxes:</b>	\$131.03
<b>Total:</b>	\$1,672.51

**Client Reply Request**

Estimate Accepted "As Is". Please proceed with Order.

Other: \_\_\_\_\_

Changes required, please contact me.

SIGN: \_\_\_\_\_ Date: / /

Print Date: 11/30/2021 4:36:01PM

\\CATHYSOFFICE\cyrious\$\Control\Reports\2mark-Estimate01.rpt

...helping you 2Market your business, organization, or event.



# Delta Mosquito & Vector Control District



@DeltaMVCD

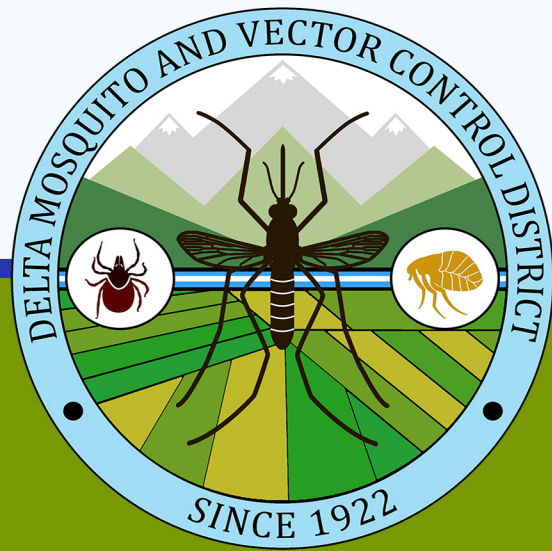


DeltaMVCD.org



(559) 732-8606

## Prevent The Bite Day & Night



*Protecting Public Health  
Since 1922*



## **11. Wash Bay Drain and Plumbing**

The General Manager will request approval to repair the vehicle and equipment wash bay drain and plumbing.

**ROBERSON-MCLAUGHLIN PLUMBING, INC.**

PO Box 2553  
Visalia, CA 93279 US

# Estimate

**ADDRESS**

Delta Vector Control District  
1737 W Houston Ave  
Visalia, CA 93291 US

**ESTIMATE #** 1769

**DATE** 01/13/2022

**EXPIRATION DATE** 01/27/2022

**PROJECT**

Camera

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		ATTN: Paul			
	Plumbing	Bid to camera existing sewer line. Roberson/McLaughlin Plumbing to camera existing lines to figure out the new sewer line layout for draftsman to draw plans for city submittal to approve for work to be done. Roberson/McLaughlin to sewer jet lines first to clear all debris for most accurate signal from camera to locator, locate and mark out existing sewer line and mark-out.	1	3,630.00	3,630.00

Payment is due upon receipt of invoice. One year work warranty. **TOTAL**

**\$3,630.00**

Thank you for your business!  
Any changes to plan will be time and material.  
All bids have a 15 day expiration due to material fluxuations.  
Not responsible for any unforeseen issues.

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

Accepted By

Accepted Date

Office: 559-372-8392  
RMPLUMB1@GMAIL.COM  
License #826117

Payments can be made online. Please send an email with request.  
Use of credits cards will require a 3.5% fee.

## **12. Drone Trailer**

The General Manager will request approval to purchase a Drone load runner cargo trailer.





## 4RALS162XNK082883 7 X 16 LoadRunner Cargo Trailer

Sale Price \$11179

MSRP: \$22690

[Found it Lower?](#)

**Get \$340 Off Sale Price By Paying Debit**

Financing Available from **\$267.12/mo.**

Trailer Located at:

TrailersPlus Fresno

[Get Directions](#)

TrailersPlus Fresno

5847 Toyota Avenue California 93725

[559-473-1360](tel:559-473-1360)

mon: Closed

Tue - Sat: Set Appointment

sun: Closed

Free in store pickup. Free delivery within 5 miles of the store where the trailer is located. Call us for a shipping quote [559-473-1360](tel:559-473-1360)

### [Learn Why We Are Appointment Only](#)

2022 Model Year configuration and pricing. 7 Wide 82 inch. American made Dexter axles. Silver (Charcoal) Exterior Color (per linear trailer foot). Dexter EZ-Flex Axles. Get torsion axle like ride at a spring axle price!. Sand Pad for Jack. 4 Wall ties, 4 Surface mount floor ties, Upgrade to 3/8 inch walls, Upgrade to Radial Tires, Interior mount, ATP Fenders. Self Adjusting Brakes. Ensure proper stopping distance every time you use the brakes without manual adjustments.. Black Mod Wheels in lieu of White Mod Wheels (add note for spare).  
Trailer: 082883

### Trailer Details

- Color: Silver
- Size: 7 X 16 LoadRunner Cargo
- Tires: 15" Radial
- Ball / Coupler: 2 5/16"
- Vin#: 4RALS162XNK082883

### Features

- Clearance Lights: Weather Tight
- Tail Lights: LED
- Undercoating: Undercoating

### Dimensions

- Overall Length: 19' 10"
- Overall Width: 8' 4"
- Overall Height: 9' 1"
- Interior Length: 16' 5"
- Interior Width: 6' 6"

- Interior Height: 6' 11"
- Rear Door Height: 6' 6"
- Rear Door Width: 6' 5"

### **Axles and Brakes**

- GVWR: 7000 lbs.
- Empty Weight: 2356 lbs.
- Suspension: Spring
- Brakes: Electric (2 Axles)

### **Construction**

- Frame: Tube
- Frame Centers: 24"
- Wall Centers: 16"
- Flooring: 3/4" Plywood
- Walls: 3/8" Plywood

### **Nationwide Warranty**

- Overall: (2) Year Limited. Includes free Certified Trailer Inspections at 12 and 24 months
- Roof: (5) Year Limited
- Axles: Lifetime on Welding Defects. 5 Years on Genuine Replacement Parts. 5 Years on Beam.
- Tires:

See [Tire & Wheel Warranty](#).

### **13. Inspection Warrant**

The 2022 Delta Mosquito and Vector Control District inspection warrant allowing for entry into District resident properties will be discussed.

**14. Arbovirus Testing for Tulare and Kings Mosquito Abatement Districts**

The General Manager will seek approval to test mosquito samples and birds for the Tulare and Kings Districts in the 2022 mosquito season.



**15. Resignation of the Administrative Assistant**

The General Manager will seek approval from the Trustees to grant a percentage of earned sick pay to the Administrative Assistant.

**16. Closed Session §54957**

Public Employee Performance Evaluation – General Manager.

## **17. Adjournment**

Adjourn the meeting of the Board of Trustees to reconvene on Wednesday, March 9, 2022 at 4:30 p.m. in the Delta Vector Control District Boardroom, 1737 W. Houston Ave., Visalia, CA.