

# DELTA MOSQUITO & VECTOR CONTROL DISTRICT

Dr. Mustapha Debboun  
*General Manager*

1737 West Houston Avenue \* Visalia, California 93291  
Phone (559) 732-8606 \* (877) 732-8606 \* Fax (559)-732-7441

Crystal Grippin  
*Scientific Program Manager*

www.deltamvcd.org



Hector Cardenas  
*Operations Program Manager*

Erick Arriaga  
*Community Education & Outreach Coordinator*

Mary Ellen Gomez  
*Administrative Assistant*

Paul Harlien  
*Foreman*

Rick Alvarez  
*Vector Control Supervisor*

Bryan Ruiz  
*Supervisor Assistant*

**DATE:** Friday, February 3, 2023

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

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

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

**TIME:** Wednesday, February 8, 2023, at 4:30 p.m.

**PLACE:** District Boardroom, 1737 West Houston Avenue, Visalia CA, 93291  
Teleconference Dial in Number: 1-978-990-5000 access code 575024

## AGENDA:

1. Roll Call
2. Election
3. Oath
4. Public Forum (Limited to three minutes per speaker)
  - a) Members of the public may comment on any item not on the Agenda that is within the jurisdiction of the Board of Trustees (Board). Under state law, matters presented during public comment cannot be discussed or acted upon by the Board in this meeting.
  - b) For items on the Agenda, the public is invited to make comments during the public comment period.

- c) Any person addressing the Board will be limited to a maximum of three (3) minutes. Public comments will be limited to a total of 15 minutes during the public comment period.
- d) If there are more than five (5) persons wishing to comment, then time will be divided equally between all persons wishing to speak, so that everyone has an opportunity to address the Board.
- e) Live verbal public comments may be made by members of the public in person or via phone. (Teleconference Dial in Number: 1-978-990-5000 access code 575024).
- f) Public comments may be submitted by email to [comments@deltamvcd.org](mailto:comments@deltamvcd.org)

**ACTION 5. Consent Calendar**

- a) December Minutes
- b) December Bills (Board Order #27 & #28)
- c) January Payroll and Bills (Board Order #29 to #31)
- d) February Payroll and Bills (Board Order #32 & #33)
- e) Travel Authorization MVCAC, AMCA and VCJPA Workshop

**6. Manager's Report**

The General Manager will report on items of Delta Mosquito and Vector Control District (DMVCD) operational interest.

**ACTION 7. Revision to Resolution #20-04**

The General Manager will present a revision to Funding Resolution #20-04 to the Board of Trustees to consider establishing a new funding level for Bank Accounts.

**ACTION 8. Bank of the Sierra**

The Board of Trustees will authorize signatures on all Bank of the Sierra accounts held by DMVCD.

**ACTION 9. JWN, Jaribu W. Nelson, CPA Engagement Audit Letter**

The General Manager will present the engagement letter for the 2021/2022 Fiscal Year.

**10. Quarterly Expense/Revenue Report**

The Administrative Assistant will present the information through December 31, 2022.

**11. Inspection Warrant**

The 2023 Delta Mosquito and Vector Control District inspection warrant allowing for entry into District resident properties will be discussed.

**ACTION 12. 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 2023 mosquito season.

**13. Closed Session**

§54956.9 of Division 3.6 of Title 1 of the Government Code

**14. Board of Trustees Member Comments**

The Board of Trustees members will have a chance to make any additional comments regarding items within the jurisdiction of the District. Brief discussion pertaining to Public Forum Teleconference Option.

**15. Future Agenda Items**

The Board of Trustees members will have a chance to add future agenda items if they choose to.

**ACTION 16. Adjournment**

Adjourn Meeting of the Board of Trustees to reconvene on Wednesday, March 8, 2023, 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. Public Forum**

## **5. Consent Calendar**



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Minutes of the Board of Trustees – Wednesday, December 14, 2022, Start: 4:30 p.m.

## 1. **Roll Call:**

Present: Greg Gomez, President; Linda Gutierrez, Larry Roberts, Kevin Caskey, and Rosemary Hellwig

Absent: Belen Gomez, Secretary

Staff: Dr. Mustapha Debboun, General Manager; Mary Ellen Gomez, Administrative Assistant

## 2. **Presentation of the City of Dinuba Recognition Plaque by City of Dinuba Mayor:**

Linda Launer presented the Recognition Plaque to the Board of Trustees (BOT) and took a picture with Greg Gomez, the President of the BOT and Dr. Debboun the General Manager of Delta Mosquito and Vector Control District.

## 3. **Employee Introduction:**

Dr. Debboun introduced the new Administrative Analyst, Rebecca Harlien to the Board of Trustees.

## 4. **Public Forum:**

Public Comment from Malaika Elias, non-California Resident expressed her concern to the Board of Trustees regarding the Oxitec Project.

Public Comment from Jen Everett, location unknown was provided to the Board of Trustees expressing her concern about a personnel matter.

**5. Consent Calendar:**

Rosemary Hellwig inquired about the clarification use and reference of “limited” space in the November Minutes and after discussion, the BOT moved on to the next consent Item.

Following discussion, it was moved by Rosemary Hellwig, seconded by Linda Guttierrez and the BOT unanimously approved to accept the consent calendar as presented.

**6. Staff Report:**

Dr. Debboun provided an update on the District’s Current operations and informed the Board of Trustees that we completed the laboratory building bird exclusion project, routine mosquito surveillance has ended for the mosquito season, and we hosted the California Department of Public Health Vector Control Technician Exam for the South San Joaquin Valley Region on November 17, 2022. Among the over 40 technicians from across the region who took the exam, two of our staff passed the exam. In addition, the DMVCD attended three student job fair events at local High Schools and a short history of the District was published in “**LOS TULARES**”, a quarterly bulletin of the Tulare County Historical Society in their December issue.

**7. Audit Preparation:**

The General Manager presented the engagement letter for the Audit Consultation/Preparation by Price Paige & Company. Following discussion, it was moved by Kevin Caskey, seconded by Larry Roberts, and unanimously approved by the BOT to accept it.

**8. Holiday Gift:**

Following discussion, it was moved by Kevin Caskey, seconded by Larry Roberts, and the Board of Trustees unanimously approved a Save Mart Holiday grocery gift card in the amount \$50.00 to each employee and to be added to their W-2s.

**9. January Meeting:**

Following discussion and due to Christmas and New Year’s Holidays, it was moved by Rosemary Hellwig, seconded by Linda Guttierrez and unanimously approved by the Board of Trustees not to hold a January 2023 meeting.

**10. Board Member Comments:**

Larry Roberts inquired about the status of Oxitec’s project in the District and Dr. Debboun informed that Oxitec is still awaiting its approval from the California Department of Pesticide Regulatory Office.

Kevin Caskey and other Board members briefly discussed enjoying meeting new Administrative Analyst, Rebecca Harlien tonight.

**11. Future Agenda Items:**

Board Members would like an update from the Visalia City Council on its vacant position at the Board of Trustees of Delta Mosquito and Vector Control District.

**12. Adjournment:**

It was moved by Larry Roberts, seconded by Rosemary Hellwig and the Board unanimously approved to adjourn the meeting of the DMVCD's Board of Trustees at 5:12 p.m.

Dr. Mustapha Debboun, Recording Secretary

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CLAIM #	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT
37334	AMERICAN INCORPORATED	Quarterly Filter Change	Building/yard	797.80
37335	AUTO ZONE	T-44 Clutch, wipers, rotors, springs, brake master, pin kit, twin tube	Auto Supplies	398.91
37336	CA SPECIAL DISTRICT ASSOCIATION	2023 CSDA Membership Dues	Dues	8,186.00
37337	CLINES	Monthly Contract	Maint. Contract	33.50
37338	COMCAST	Internet	Telephones/Cell Phones	347.36
37339	EMD NETWORKING	Monthly Contract	Maint. Contract	2,576.75
37340	ENTERPRISE	Leased Vehicles	Capital- Vehicles	1,909.68
37341	LOWE'S			187.55
		5lb Ph Down, 16lb alkalinity	47.38 Fish	
		2 Bon Tool Drain Gate and Man Hole Cover Lifter	96.43 Building/yard	
		18' 50 LT, 9-02 Power Grab	43.74 Miscellaneous	
37342	VALLEY PACIFIC PETROLEUM	Fuel	Fuel	248.45
37343	VERIZON	Cell Phones	Telephones/Cell Phones	911.62
37344	WEST COAST BIO-TECH	Medical Waste (1) 38gal. Tub on 11-03-2022	Lab Supplies	140.00
		<b>TOTAL BILLS</b>		<b>\$15,737.62</b>
		<b>TOTAL BOARD ORDER #27</b>		<b>\$15,737.62</b>

CLAIM #	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT
37345	JUAN PABLO ORTEGA	Laboratory Tech II		1,705.49
37346	PAUL RAPER	Vector Control Tech II		1,514.78
37347	CARLOS RODRIGUEZ	Vector Control Tech II		1,736.15
37348	ADRIAN SIFUENTES	Vector Control Tech II		1,679.74
37349	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax		1,788.68
37350	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax		166.04
37351	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement		1,210.71
37352	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Health Additional Payment Due To Premium Increase		2,283.87
		<b>TOTAL PAYROLL</b>		<b>\$12,085.46</b>
37353	AMERICAN INCORPORATED	Reroute sewer line, add sand oil interceptor, and lift station	Building Improvements	76,642.00
37354	AUTO GLASS CENTRAL	T-33 Windshield Replacement	Auto Supplies	262.75
37355	CAL WATER SERVICE	Utilities	Utilities	105.61
37356	GROSS AND STEVENS	Alignment	Auto Supplies	79.95
37357	LINXUP	GPS for Fleet Vehicles	GPS	859.57
37358	LOZANO SMITH	Review warrant return usage/review/approve warrant return, public comment review	Professional Services	724.00
37359	SO CAL GAS	Utilities	Utilities	1,004.00
37360	TULARE COUNTY SOLID WASTE	Woodwaste	Building/Yard	10.00
37361	VALLEY PACIFIC PETROLEUM	Fuel	Fuel	244.86
		<b>TOTAL BILLS</b>		<b>\$79,932.74</b>
		<b>TOTAL BOARD ORDER #28</b>		<b>\$92,018.20</b>

VOUCHER	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT
37362	DEBBOUN, MUSTAPHA	MANAGER		7,215.39
37363	ALVAREZ, RICK	VECTOR CONTROL SUPERVISOR		5,754.02
37364	ARRIAGA, ERICK	COMMUNITY EDUCATION & OUTREACH COORDINATOR		4,716.43
37365	CARDENAS, HECTOR	OPERATIONS PROGRAM MANAGER		5,969.52
37366	FERGUSON, BRYAN	VECTOR CONTROL TECHNICIAN III/MECHANIC		5,332.81
37367	GOMEZ, MARY ELLEN	ADMINISTRATIVE ASSISTANT		4,745.42
37368	GRIPPIN, CRYSTAL	SCIENTIFIC PROGRAM MANAGER		4,535.73
37369	HARLIEN, PAUL	FOREMAN		5,594.83
37370	HARLIEN, REBECCA	ADMINISTRATIVE ANALYST		4,986.22
37371	NAKATA, MARK	BIOLOGIST		5,807.07
37372	RUIZ, BRYAN	VECTOR CONTROL TECHNICIAN III		4,857.58
37373	SANCHEZ, MARIO	VECTOR CONTROL TECHNICIAN III/MECHANIC		4,586.18
37374	TROUPIN, ANDREA	BIOLOGIST		5,416.98
37375	VALDIVIAS, JAVIER	BIOLOGIST		5,512.00
37376	GREG GOMEZ	TRUSTEE PAYROLL - QUARTERLY		277.05
37377	BELEN GOMEZ	TRUSTEE PAYROLL - QUARTERLY		184.70
37378	LINDA GUTTIERREZ	TRUSTEE PAYROLL - QUARTERLY		184.70
37379	ROSEMARY HELLWIG	TRUSTEE PAYROLL - QUARTERLY		277.05
37380	KEVIN CASKEY	TRUSTEE PAYROLL - QUARTERLY		277.05
37381	LARRY ROBERTS	TRUSTEE PAYROLL - QUARTERLY		277.05
		<i>Sub-Total Full-Time and Trustee Payroll</i>		\$76,507.78
37382	VSP	Vision Plan Premium		536.24
37383	DELTA DENTAL PLAN	Dental Plan Premium		1,540.43
37384	LINCOLN FINANCIAL GROUP	Life/STD & LTD Insurance		1,214.02
37385	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Health Insurance Premium		25,563.44
37386	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax	Employee 71% - District 29%	32,657.90
37387	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax	Employee 100%	5,311.51
37388	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement	Employee 40% - District 60%	18,884.33
37389	DELTA VECT CONT DIST	Flex Benefit Plan	Employee 100%	1,174.96
37390	ICMA RETIREMENT TRUST	Deferred Retirement Trust	Employee 77% - District 23%	4,335.98
		<i>Total for Full-Time Payroll Taxes &amp; Benefits</i>		\$ 167,726.59
37391	PAUL RAPER	Vector Control Tech II		1,788.16
37392	ADRIAN SIFUENTES	Vector Control Tech II		1,881.70
37393	CARLOS RODRIGUEZ	Vector Control Tech I		1,832.00
37394	JUAN PABLO ORTEGA	Laboratory Tech II		1,723.31
37395	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax		1,947.84
37396	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax		177.59
37397	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement		1,317.76
37398	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement Reporting Fee		200.00
		<i>Sub-Total for Payroll Taxes &amp; Benefits</i>		\$10,868.36
		<i>Total Full-Time, Seasonal and Trustee Payroll &amp; Benefits</i>		\$178,594.95
37399	ANDREA TROUPIN	Per Diem MVCAC Jan 29 to Feb 1	Travel Expense	276.00
37400	CRYSTAL GRIPPIN	Per Diem MVCAC Jan 29 to Feb 1	Travel Expense	276.00
37401	DELTA MOSQUITO & VECTOR CONTROL DIST.	Special Assessment Payment	Professional Services	43.75
37402	DELTA MVCD REVOLVING			2875.15
		USPS-Stamps	232.00 OfficeSupplies	

		Mark Nakata-Fuel Reimbursement	63.66	Fuel	
		USPS-Stamps	232.00	OfficeSupplies	
		Vector Borne Disease- Cert Exams-Cont. Ed	576.00	Continued Ed	
		Mir Bear-Johnson- Per Diem- Spring MVCAC	172.50	Travel Expense	
		Cal Water - Utilities	123.67	Utilities	
		Lincoln Life- Liabilities	1467.94	Liabilities	
37403	ERICK ARRIAGA	Per Diem MVCAC Jan 29 to Feb 1		Travel Expense	276.00
37404	GROSS & STEVENS	T32- Alignment		Auto Supplies	79.95
37405	HECTOR CARDENAS	Per Diem MVCAC Jan 29 to Feb 1		Travel Expense	276.00
37406	JAVIER VALDIVIAS	Per Diem MVCAC Jan 29 to Feb 1		Travel Expense	276.00
37407	MARK NAKATA	Per Diem MVCAC Jan 29 to Feb 1		Travel Expense	276.00
37408	MISSION LINEN SUPPLY				25.87
		Uniforms - credit issued	(346.79)		
		Janitorial	372.66		
37409	MUSTAPHA DEBBOUN	Per Diem MVCAC Jan 29 to Feb 1		Travel Expense	276.00
37410	PACIFIC WEST	Monthly Service Contract		Maint. Contract	250.00
37411	PURE SUN	Solar Panel Cleaning		Building/Yard	165.00
37412	SMART&FINAL	Ziploc Quart Bags		Safety Supplies	14.09
37413	SO CAL EDISON	Utilities		Utilities	1879.18
37414	US BANK				3882.16
		Amazon- T4 Truck Mirrors	93.29	Auto Supplies	
		Amazon-CR 2032/CR2016 Batteries	23.51	Office Supplies	
		Amazon-Manila Envelopes, Sticky Notes 3"x3"	28.51	Office Supplies	
		Amazon-1.5"x2" Sticky Notes, 2"Prong Fasteners	18.57	Office Supplies	
		Amazon-At A Glance Calendar Refill Dr. Debboun	8.58	Office Supplies	
		Amazon-Set Rear Pipe Track Wheels For Front Gate	95.43	Building/Yard	
		Amazon-Camco 44393 T-Handle	17.84	Auto Supplies	
		Amazon-100Ct Manila Folders	16.85	Office Supplies	
		USPS- Certified Mailpiece For DPR Renewal	5.92	Office Supplies	
		Amazon-T100 Toyota Camry Dash Mat Cover	31.44	Auto Supplies	
		Quality Muffler- T-33 Tailpipe Repair	120.00	Auto Supplies	
		Lowes-T-4 A1 Mist Blower, Nuts, Bolts, Brackets	8.79	Operational	
		Lowes-Paper Towels, Dial Timer, Staple Gun, Staples, Bolts, Washers, Screws	93.08	Shop Supplies	
		Lowes-1/2"x3/4"Nipple, Light Switch,Resolve CarpetCleaner,3/4"Barb Tee,Cut Off Riser	137.06	Shop Supplies	
		Lowes-Spackle, Tape,Roller, Brush	48.78	Building/Yard	
		Lowes-24"x24" Welded Steel Jeep Door Plates T-23	43.38	Auto Supplies	
		Lowes- 5Gallon Paint	184.99	Building/Yard	
		Lowes-6 Emergency Lights (LAB)	202.01	Building/Yard	
		Lowes-Power Grab, Scotch Exterior Masking,3/4x1/2 Elbow	52.03	Building/Yard	
		Home Depot- T-4 Mist Blower, Clamps, Ball Valve, Elbow Red Brass, Male Reducer	120.17	Operational	
		Home Depot- T-4 Mist Blower, Riser, Handle, Rope	20.69	Operational	
		Home Depot- Toggle Switch, Sylvania Balast, 10 Pack Cool White Bulbs T-8	111.41	Building/Yard	
		Home Depot-T-4 Mist Blower	9.52	Auto Supplies	
		Zira- Time Keeping System	132.00	Subscriptions	
		AT&T Final Payment On Long Distance Service Cancel # MC7U1207	21.86	Telephone/Cellphones	
		Google Suite	216.00	Subscriptions	
		Sip Trunk-Efax	278.51	Telephone/Cell Phones	
		Dream Host	3.00	Subscriptions	
		Google Domain	12.00	Subscriptions	
		County Of Tulare Surplus Store- Desk For Bryan Ruiz/Rick Alvarez's Office	45.40	Office Supplies	








CLAIM #	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT
37427	JUAN PABLO ORTEGA	Laboratory Tech II		1,407.18
37428	PAUL RAPER	Vector Control Tech II		1,630.08
37429	CARLOS RODRIGUEZ	Vector Control Tech II		1,666.02
37430	ADRIAN SIFUENTES	Vector Control Tech II		1,536.54
37431	DELTA VECTOR CONTROL DIST - EFTPS	Quarterly UI		385.85
37432	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax		1,587.24
37433	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax		120.96
37434	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement		1,120.14
		<b>TOTAL PAYROLL</b>		<b>\$9,454.01</b>
37435	CITY OF VISALIA	Utilities	Utilities	118.15
37436	CLINES BUS. EQUIPMENT	Monthly Contract	Maint. Contract	30.00
37437	ENTERPRISE	Leased Vehicles	Capital-Vehicles	2,052.88
37438	HARBOR FREIGHT	(2) 4 Piece Soft Grip Pick Set	Shop Supplies	54.22
37439	JOHANSON AND THOMAS	2 Piece 1/8 x 2 FMS Cut	Shop Supplies	28.97
37440	LIFE TECHNOLOGIES CORP.	7500 Fast Real Time PCR AB Assurance 1 PM Year 2 of 3 (2750214112) Lab	Professional Services	5,976.00
37441	LOZANO SMITH	Review and Advise Concerning Citizen Concern, Review Draft of Board Minutes	Professional Services	157.50
37442	TULARE COUNTY SOLID WASTE	Woodwaste	Building/Yard	10.00
		<b>TOTAL BILLS</b>		<b>\$8,427.72</b>
		<b>TOTAL BOARD ORDER #31</b>		<b>\$17,881.73</b>

VOUCHER	PAYEE	DESCRIPTION	Budget Line Item	AMOUNT
37443	DEBBOUN, MUSTAPHA	MANAGER		7,215.39
37444	ALVAREZ, RICK	VECTOR CONTROL SUPERVISOR		5,754.01
37445	ARRIAGA, ERICK	COMMUNITY EDUCATION & OUTREACH COORDINATOR		4,716.43
37446	CARDENAS, HECTOR	OPERATIONS PROGRAM MANAGER		5,969.51
37447	FERGUSON, BRYAN	VECTOR CONTROL TECHNICIAN III/MECHANIC		5,332.81
37448	GOMEZ, MARY ELLEN	ADMINISTRATIVE ASSISTANT		4,745.42
37449	GRIPPIN, CRYSTAL	SCIENTIFIC PROGRAM MANAGER		4,535.74
37450	HARLIEN, PAUL	FOREMAN		5,594.82
37451	HARLIEN, REBECCA	ADMINISTRATIVE ANALYST		5,527.09
37452	NAKATA, MARK	BIOLOGIST		5,807.06
37453	RUIZ, BRYAN	VECTOR CONTROL TECHNICIAN III		5,719.38
37454	SANCHEZ, MARIO	VECTOR CONTROL TECHNICIAN III/MECHANIC		4,586.18
37455	TROUPIN, ANDREA	BIOLOGIST		5,651.98
37456	VALDIVIAS, JAVIER	BIOLOGIST		6,691.14
		<i>Sub-Total Full-Time Payroll</i>		<b>\$77,846.96</b>
37457	VSP	Vision Plan Premium		467.88
37458	DELTA DENTAL PLAN	Dental Plan Premium		1,385.63
37459	LINCOLN FINANCIAL GROUP	Life/STD & LTD Insurance		1,214.02
37460	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Health Insurance Premium		26,165.03
37461	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax	Employee 71% - District 29%	32,768.90
37462	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax	Employee 100%	5,269.65
37463	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement	Employee 40% - District 60%	19,976.47
37464	DELTA VECT CONT DIST	Flex Benefit Plan	Employee 100%	1,174.96
37465	MISSION SQUARE	Deferred Retirement Trust	Employee 77% - District 23%	3,387.03
		<i>Total for Full-Time Payroll Taxes &amp; Benefits</i>		<b>\$169,656.53</b>
37466	PAUL RAPER	Vector Control Tech II		1,565.32
37467	ADRIAN SIFUENTES	Vector Control Tech II		1,712.12
37468	CARLOS RODRIGUEZ	Vector Control Tech I		1,832.00
37469	JUAN PABLO ORTEGA	Laboratory Tech II		1,723.30
37470	DELTA VECTOR CONTROL DIST - EFTPS	Social Security/ Medicare/ Federal Income Tax		1,802.58
37471	DELTA VECTOR CONTROL DIST - EFTPS	State Income Tax		152.79
37472	DELTA VECTOR CONTROL DIST - EFTPS	CalPERS Retirement		1,238.51
		<i>Sub-Total for Payroll Taxes &amp; Benefits</i>		<b>\$10,026.62</b>
		<i>Total Full-Time and Seasonal Payroll and Benefits</i>		<b>\$179,683.15</b>
37473	ANDREA TROUPIN	Per Diem AMCA Reno, Feb27 - Mar 3, 2023	Travel Expense	320.00
37474	AUTO ZONE			989.25
		T6 Thermostat	22.14 Vehicle Supplies	
		T35 Pin Boot Kit, Continental, Bearing Duralast Hub	190.47 Vehicle Supplies	
		T38 loaded strut, Twin Shock, Loaded Strut	234.75 Vehicle Supplies	
		T6 TPMS Kit, Rislone	150.36 Vehicle Supplies	
		T39 Thermostat Gasket, Duralast Brakes, Rear Breaks, 2 Drums, Clutch Kit	391.53 Vehicle Supplies	
37475	CA WATER SERVICE	Utilities	Utilities	93.41
37476	CLARKE MOSQUITO CONTROL PRODUCTS	Natural Products, 5 2EC 2.5 Gal, 8 G30 Granule, 3 XRT Tablet, 1 G30 Calibration bricks	Chemical	29,048.59
37477	CLARKE MOSQUITO CONTROL PRODUCTS	5 BGSentinel 2 Traps, 50 BG Lure, 17 Catch Bags	Lab Assessment	3,058.74
37478	EMD NETWORKING	Monthly Billing	Maint Contract	2580.50
37479	FRESNO OXYGEN	6x3/4 Grinding Wheel, 6" Knot Wheel	Shop Supplies	80.11
37480	GROSS AND STEVENS	Alignment	Vehicle	69.95

37481	HARBOR FREIGHT				940.91
		Blaster Gloves, Soapstone with holder	31.91	Shop Supplies	
		Long Blaster Gloves, Brush Set, Crimped WireCup Brush, Nitrile Gloves	32.27	Shop Supplies	
		Steamer for Quonset Chairs	141.04	Building/Yard	
		47 Bin Floor Mount Parts	130.19	Shop Supplies	
		Glass Bead, Rattail Angle Grinder, Flap Discs, Grinding Discs, 50# Glass Beads	150.74	Shop Supplies	
		Low Creeper, Terminal Set, Male Steel Auto Plugs, Air Polisher Kit	91.31	Vehicles Supplies	
		T6 Winch, T40 Winch Rope for Argo	363.45	Vehicles Supplies	
37482	HECTOR CARDENAS	Per Diem AMCA Reno, Feb27 - Mar 3, 2023		Travel Expense	320.00
37483	JARIBU W NELSON CPA	Retention for Audit Preparation		Professional Services	4500.00
37484	JOHANSON AND THOMAS	T 29 Argo 4"x1/8" Pipe		Vehicle Supplies	48.83
37485	LINXUP	GPS		GPS	859.57
37486	MARK NAKATA	Per Diem AMCA Reno, Feb27 - Mar 3, 2023		Travel Expense	320.00
37487	MISSION LINEN SUPPLY				632.24
		Uniforms	362.32	Uniforms	
		Linens (Towels)	269.92	Janitorial	
37488	MUSTAPHA DEBBOUN	Per Diem AMCA Reno, Feb25 - Mar 3, 2023		Travel Expense	448.00
37489	PACIFIC WEST	Monthly Service Contract		Maint. Contract	250.00
37490	PRICE PAIGE	Consulting for Closing District's Records. State Controllers Report		Professional Services	1628.00
37491	REBECCA HARLIEN	PerDiem VCPJA Workshop Santa Cruz Feb 23-24, 2023		Travel Expense	189.75
37492	SO CAL EDISON	Utilities		Utilities	2325.83
37493	SO CAL GAS	Utilities		Utilities	1569.86
37494	US BANK				5639.58
		FedEx Shipping for Lab Specimen	12.12	Lab Assessment	
		Ebay Oring for Honda Water Pump	16.61	Shop Supplies	
		Zoro Tools Boots and Rainsuits for Fish	117.22	Fish Supplies	
		Gambusia Solutions 2 Quartz Sleeve Gaskets	19.05	Fish Supplies	
		Home Depot 6- 1/2x10 PVC 1 1/2 Elbow PVC	39.68	Fish Supplies	
		Home Depot 1- 3" x 10' PVC For Traps	41.18	Lab Assessment	
		Home Depot 2- Fridge Filter, Rigid Filter, 2 Swiffer Sweeper, Swiffer Duster, Rubber Mat	170.14	Building/Yard	
		Pet Smart- Tick Brush	23.86	Lab Assessment	
		Walmart 4- Foam Cups	7.46	Office Supplies	
		Department of Pesticide Regulation 4 licensing Renewal Fees Hector, Mark, Bryan F, Paul H	360.00	Cont. Ed	
		Costco- Toilet Paper, Coffee, Clorox Wipes, Paper Towels, Trash Bags 13 and 10 Gallon	143.04	Janitorial	
		MVCAC Annual Conference Workshop (Photography)	50.00	Cont. Ed	
		Costco- Cookies and Ice Cream for Nov, Dec, Jan Birthday Celebrations	48.46	Misc. Expense	
		Lowe's- Assorted Nuts and Bolts	19.86	Shop Supplies	
		Argo Adventure- 2 Throttle Twist Grip and Washer, Throttle Handle, 2 Bearing and Seal Kits	217.10	Vehicle Supplies	
		Zoom Subscription	149.90	Subscriptions	
		FilterBuy- HVAC Filters	191.39	Building/Yard	
		Dream Host Subscription	3.00	Subscriptions	
		SipTrunk Inc. Efax	283.58	Cell Phones/Telephones	
		Google Suite Domain Name	216.00	Subscriptions	
		Amazon- 12 Pack Legal Pads, 2 Pack Clear Clipboards	20.82	Office Supplies	
		Amazon- Power Steering Pump Installer Tool, Pulley Set, and Replacer	173.32	Shop Supplies	
		Amazon- 2- 2Pack of Air Filters for Argos	56.40	Vehicle Supplies	
		Specialties Solutions- Perfect Primer Sealant for Quonset Floor	683.00	Building/Yard	
		Amazon- Legal Pads, Speaker, Triangle Boom, Flash Stand Bracket, USB Cable, Card Reader	160.50	Office Supplies	
		Lowe's- 3 Ball Valves, 3 Nipples, A1 Mist Blowers	87.43	Vehicle Supplies	
		Eventbrite- EAC Membership for Cont. Ed. Administrative Employees	38.77	Cont Ed	
		Ebay- Flat Bed Truck- Winch Mount Flip Up License Plate Mount Bracket	23.74	Vehicle Supplies	





***Travel Authorization for General Manager, Program Managers, Biologists and Community Education and Outreach Coordinator:***

***MVCAC Annual Meeting Attendance in Anaheim on January 29, 2023, to February 1, 2023.***

Rooms	\$ 5649.00
Per Diems	\$ 1932.00
<b>GRAND TOTAL -</b>	<b>\$ 7581.00</b>

***Travel Authorization for General Manager, Operations Program Manager, and (2) Biologists:***

***AMCA Annual Conference Attendance in Reno, NV on February 27, 2023, to March 3, 2023.***

General Manager:

Airfare	\$ 340.46
Room	\$ 847.50
Per Diem	\$ 448.00
<b><u>TOTAL -</u></b>	<b>\$ 1635.96</b>

Operations Program Manager and Biologist Nakata:

Airfare	\$ 760.90
Room	\$ 580.96
Per Diem	\$ 640.00
<b><u>TOTAL -</u></b>	<b>\$ 1981.86</b>

Biologist Troupin:

Airfare	\$ 380.45
Room	\$ 580.96
Per Diem	\$ 320.00
<b><u>TOTAL -</u></b>	<b>\$ 1281.41</b>

**GRAND TOTAL - \$ 4899.23**



***Travel Authorization for Administrative Analyst***

***VCJPA Workshop Attendance at the Dream Inn Santa Cruz February 23<sup>rd</sup> and 24<sup>th</sup>, 2023.***

Room	N/A – covered by VCJPA
Per Diem	\$189.75

***GRAND TOTAL -      \$ 189.75***

## **6. Manager's Report**

# DELTA MOSQUITO & VECTOR CONTROL DISTRICT

Dr. Mustapha Debboun  
*General Manager*

1737 West Houston Avenue \* Visalia, California 93291  
Phone (559) 732-8606 \* (877) 732-8606 \* Fax (559)-732-7441

Crystal Grippin  
*Scientific Program Manager*

Hector Cardenas  
*Operations Program Manager*

[www.deltamvcd.org](http://www.deltamvcd.org)

Erick Arriaga  
*Community Education & Outreach Coordinator*

Mary Ellen Gomez  
*Administrative Assistant*



Paul Harlien  
*Foreman*

Rick Alvarez  
*Vector Control Supervisor*

Bryan Ruiz  
*Supervisor Assistant*

## REPORT OF THE MANAGER December 2022

### I. Water and Weather

The temperature cooled significantly in December. The Delta Mosquito and Vector Control District (DMVCD) Weather Station reported an average high temperature of 53.0°F with an average low of 39.9°F and 4.44 inches of rainfall. The National Oceanic and Atmospheric Administration 1981-2010 seasonal averages for high and low temperatures in December were 55.4°F and 37.9°F respectively, with average rainfall of 1.83 inches.

Water storage at Pine Flat Reservoir (PFR) increased to 255,972 acre-feet by the end of December. The PFR's water inflow increased greatly to 1,487 cubic feet per second (CFS) while its release decreased to 87 CFS. The Lake Kaweah Reservoir also increased compared to the previous month, storing 138,181 acre-feet by the end of December. Lake Kaweah's inflow increased to 509 CFS and its release increased to 285 CFS.

### II. Narrative

Field operations received one service request in December which consisted of a Vector Control Technician inspecting the reported property for any standing water that mosquito larvae could breed in. During this time, the technician used an integrated vector management strategy to reduce any mosquito breeding found. In addition, technicians use this opportunity to educate residents on mosquito-breeding prevention, and how to protect themselves from mosquito bites.

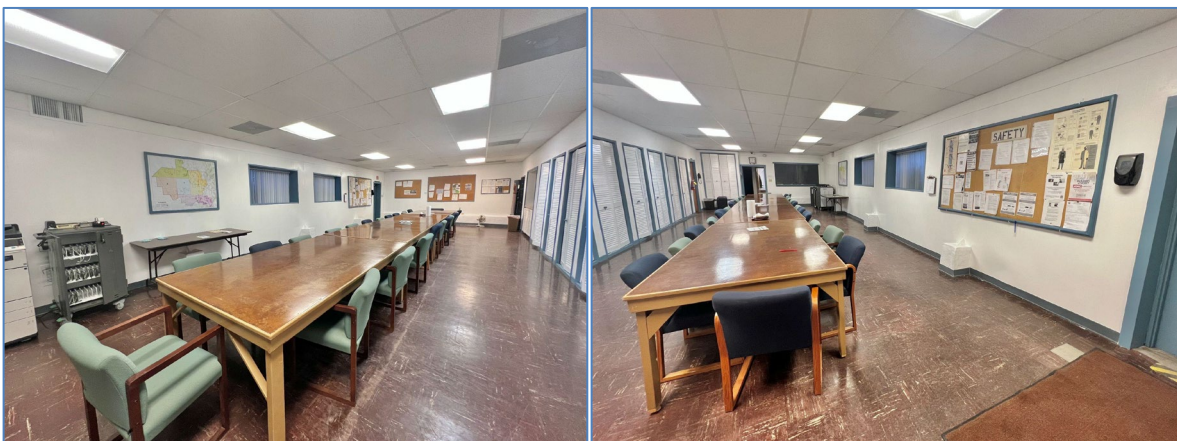
Operations continued with fleet vehicle winter maintenance. All vehicles received a multi-point inspection which included engine, transmission, cabin filter, air conditioning, heater system, front and rear brake pads, rotors, parking brake, fluids (brake fluid, engine oil, etc.), and lights. Staff completed six fleet vehicle inspections. Vehicle T-4 received a new exhaust gas recirculation valve, and a hydroboost brake booster assembly. T-4's A-1 Super Duty received a new throttle actuator, valve system modifications to prevent from chemical spill incidents, and refurbished the chemical solenoid. T-23 received a new transmission neutral safety switch, and the transmission

pan was re-sealed to prevent leaks. T-32 received a new clutch kit, shocks, and starter. T-50 received a new fuel pump and filter.

Regarding facility and maintenance, staff repaired the sprinklers system by the front office and behind the laboratory building. They removed broken sprinkler heads, irrigation valves, and drip lines. Behind the laboratory building, the underground sprinkler line was abandoned due to multiple broken water lines that caused ground erosion. The water lines were replaced above ground to be easily accessible for any future repairs. Staff replaced all non-functioning emergency lights in the laboratory building. The front entrance gate was repaired by re-aligning the tracks and replacing the rolling wheels of the gate for a smoother function. The interior of the Quonset was painted to give the room a fresh and updated appearance (Figures 1 & 2). Field safety equipment was inventoried and sanitized for the 2023 mosquito season. Facility yard maintenance was conducted. Hedges and other vegetation were trimmed and removed from the facility.



**Figure 1.** Quonset pre painting project.



**Figure 2.** Quonset post painting update.

Routine mosquito surveillance did not take place in December. Laboratory staff focused on preparing the annual report, routine maintenance, and repairing mosquito traps. They also began preparing posters and presentations for the Mosquito and Vector Control Association of California Annual Conference and attended continuing education events to maintain their California Department of Public Health (CDPH) Vector Control Technician certifications.

The year-end summary informational sheet, “At-a-Glance” was updated with the most up-to-date information for the 2022 year (Figure 3).

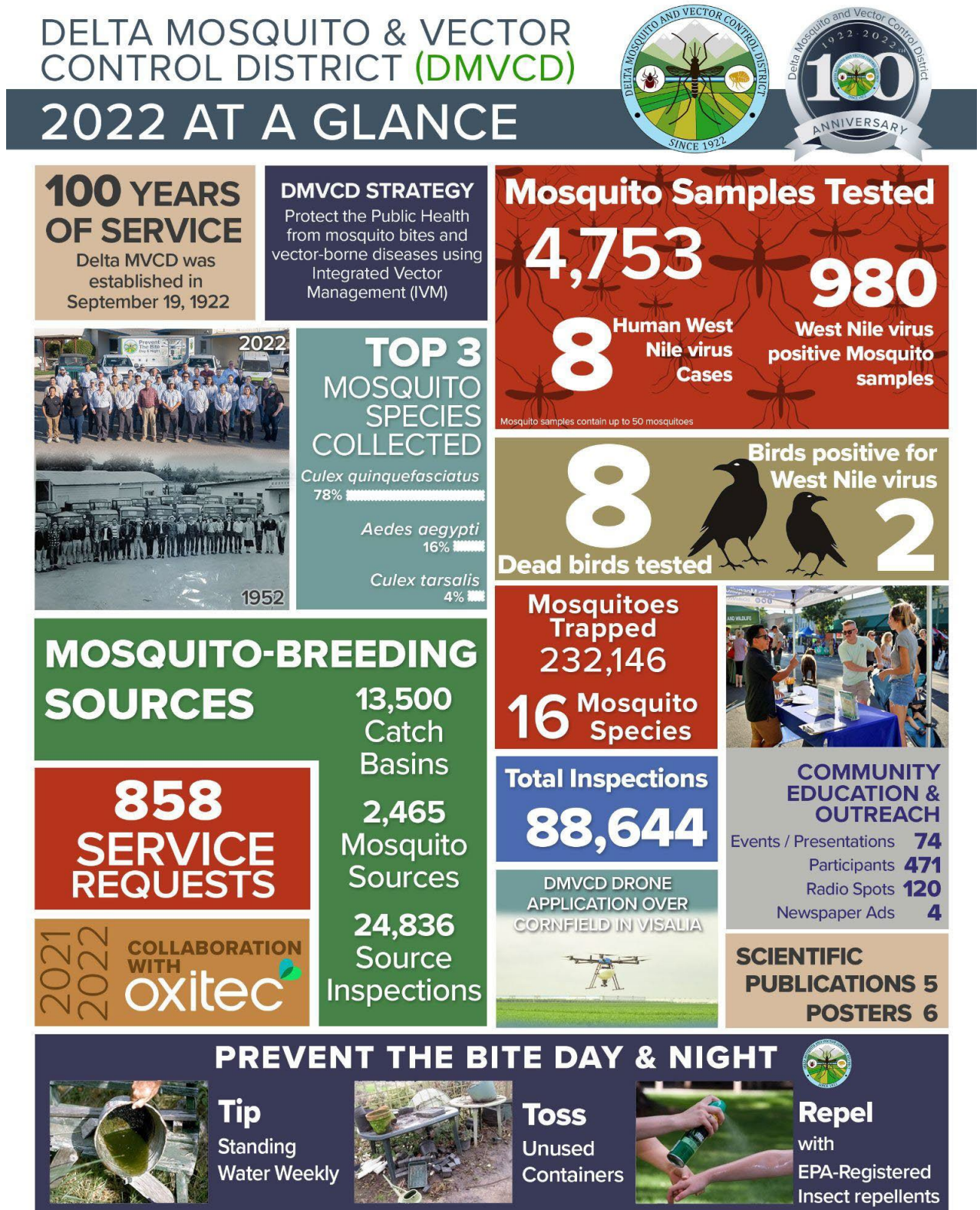


Figure 3. An updated 2022 year “At-a-Glance” information sheet.

There were no homeowner mosquitofish requests in December. Approximately 4,225 mosquitofish fry were produced in December 2022 and none in December 2021.

In 2022 and 2021, no mosquito larvae samples were collected and brought to the laboratory for species identification or resistance testing in December. Susceptible *Culex quinquefasciatus*, *Cx. tarsalis*, and *Aedes aegypti* colonies were maintained for insecticide resistance testing.

There was one service request in December:

### 2022 Service Request Summary

<b>2022</b>	<b>Mosquito-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>February</b>	2	0	7	7	0	<b>16</b>
<b>March</b>	4	0	7	14	0	<b>25</b>
<b>April</b>	12	0	10	17	0	<b>39</b>
<b>May</b>	15	6	9	23	0	<b>53</b>
<b>June</b>	15	43	28	36	0	<b>122</b>
<b>July</b>	9	29	86	24	1	<b>149</b>
<b>August</b>	9	17	153	48	0	<b>227</b>
<b>September</b>	5	21	63	22	2	<b>113</b>
<b>October</b>	5	8	47	15	0	<b>75</b>
<b>November</b>	1	0	25	8	0	<b>34</b>
<b>December</b>	0	1	0	0	0	<b>1</b>
<b>Total</b>	<b>68</b>	<b>108</b>	<b>282</b>	<b>171</b>	<b>3</b>	<b>632</b>

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

#### **Delta MVCD Summaries**

Humans: No human cases of West Nile virus (WNV) in DMVCD were reported by the Public Health Department in December.

Birds: No dead birds were reported in December.

Mosquitoes: Routine mosquito surveillance ended for the year. In 2022, a total of 977 mosquito samples tested positive for WNV, six for St. Louis Encephalitis virus (SLEV), and three for both WNV and SLEV out of 4,753 mosquito samples tested.

#### **State Surveillance:**

Humans: Provisional data for 2022 showed 170 human cases of WNV from 27 counties and 12 SLEV human cases from six counties.

Birds: In 2022, 186 dead birds tested positive for WNV.

Mosquitoes: In 2022, 3,165 mosquito samples tested positive for WNV and 153 mosquito samples tested positive for SLEV.

**IV. Expenditures & Revenues – 2022/23**

TOTAL BUDGET \$4,958,310.00

EXPENDITURES – July 1, 2022 – December 31, 2022

Salaries	\$1,621,864.70
Services & Supplies	\$682,063.78
Tax Admin Fee	\$39,947.00
Capital	\$60,902.75
Long Term Debt	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$2,404,778.23</b>

REVENUE RECEIVED – July 1, 2022 – December 31, 2022

July	\$1,120.28
August	\$0.00
September	\$19,435.29
October	\$3,534.31
November	\$6,595.69
December	\$2,409,228.69
<b>TOTAL REVENUE TO DATE</b>	<b>\$2,439,914.26</b>

**V. Time Sheet Summary**

Month	Available Work Hrs	Sick Hrs Used	Total Hrs Available for Work	Pct. Of Hrs Avail for Work
July	5,880	20.5	5,859.5	99.65
August	6,440	39.5	6,400.5	99.38
September	5,456	48.25	5,407.75	99.12
October	5,040	32	5,008	99.37
November	3,168	88	3,080	97.22
December	2,304	160	2,144	93.05

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 time sheet summary table.

# DELTA MOSQUITO & VECTOR CONTROL DISTRICT

Dr. Mustapha Debboun  
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Paul Harlien  
*Foreman*

Rick Alvarez  
*Vector Control Supervisor*

Bryan Ruiz  
*Supervisor Assistant*

## REPORT OF THE MANAGER January 2023

### I. Water and Weather

The weather in January was cool and rainy. The Delta Mosquito and Vector Control District (DMVCD) Weather Station reported an average high temperature of 58.7°F with an average low of 43.2°F and 4.44 inches of rainfall as of January 23, 2023. The National Oceanic and Atmospheric Administration 1981-2010 seasonal averages for high and low temperatures in January were 55.3°F and 38.4°F respectively, with average rainfall of 1.96 inches.

Water storage at Pine Flat Reservoir (PFR) almost doubled to 505,924 acre-feet by January 23, 2023. The PFR's water inflow increased to 2,539 cubic feet per second (CFS) while its release slightly increased to 107 CFS. The Lake Kaweah Reservoir also almost doubled compared to the previous month, storing 69,106 acre-feet by the end of January 23, 2023. Lake Kaweah's inflow increased to 1,053 CFS and its release increased to 385 CFS.

### II. Narrative

Field operations received three service requests in January which consisted of a Vector Control Technician inspecting the reported property for any standing water that mosquito larvae could breed in. During this time, the technician used an integrated vector management strategy to reduce any mosquito breeding found. In addition, technicians use this opportunity to educate residents on mosquito-breeding prevention, and how to protect themselves from mosquito bites.

Operations continued with fleet vehicle winter maintenance. All vehicles received a multi-point inspection which included engine, transmission, cabin filter, air conditioning, heater system, front and rear brake pads, rotors, parking brake, fluids (brake fluid, engine oil, etc.), and lights. Staff completed 8 fleet vehicle inspections. Vehicle T-33 received a new evaporator core for the air conditioning unit, clutch kit, a rack, and pinion steering gear kit. T-38 received new shocks and control arm bushings. T-39 received a new power steering pump, clutch, flywheel, thermostat, and rear axle bearings. Vehicle T-6 has gone through many modifications. We have installed a flatbed on the vehicle to mount an A-1 Super Duty Sprayer for mosquito larviciding.



operations (Figures 1 & 2). The vehicle also received a new bumper with a winch to prevent the driver from being stuck on harsh terrain. In addition, T-6 was lifted to compensate for the weight of the A-1 Super Duty. The spare truck bed, tailgate and bumper from vehicle T-6 was sent to auction on Govdeals.com which is a public liquidity service marketplace. The items will be at auction from January 26, 2023 to February 9, 2023 for a starting bid at \$270.00. During our maintenance inspection of T-29 ARGO, we found that the frame of the vehicle was cracked and rusted out. The ARGO went through a full breakdown and rebuild of any damaged components (Figure 3).



**Figure 1.** Vehicle T-6 pre-update photo conducting a A-1 Super Duty application.



**Figure 2.** Vehicle T-6 post update photo of the flatbed, front bumper, winch, and A-1 Super Duty installation.



**Figure 3.** Image comparison of an ARGO and an ARGO tear down. Paul Harlien and Paul Raper refurbishing T-29 ARGO frame.

On January 3rd, American Incorporated began the District’s plumbing project to reroute sewer lines, add a sand oil interceptor and lift station. The project consisted of connecting the lounge and mechanic shop restroom to the main sewer line in front of the laboratory building (Figure 4). The front of the wash bay received a sand and oil interceptor with a sewage pump system to assist with the gradient slope of the project. The project had delays due to extreme rain, but the projected completion date is on February 3, 2023.



**Figure 4.** The DMVCD plumbing project in front of the wash bay and behind the wash bay building.

A water leak in the offices of the new fish hatchery building was discovered when staff returned from Christmas break (Figure 5). Additionally, water was entering under the Fish Hatchery Office door from heavy rain flooding the walkway to the offices. Laboratory staff placed sand bags to redirect water flow and called the original roofing contractor to inspect and repair the roof. Areas that were leaking or suspected of leaking were temporarily sealed using a leak repair caulking to prevent more damage (Figure 6). One Thermoplastic Polyolefin (PTO) pipe boot was repaired and all the other seals were checked.



**Figure 5.** A water leak caused minor damage to the offices in the new fish hatchery building.



**Figure 6.** Temporary repairs to prevent water leaks on the roof of the fish hatchery. The TPO boot (left) was repaired and the patch seals (right) checked.

Routine maintenance and repairs took place during the month of January. The Variable Frequency (VF) drives for the BSL-3 HVAC system were replaced with

outdoor rated drives (Figure 7). Air filters were replaced on the fish hatchery dehumidifiers and BSL-2/3 HVAC systems. Mosquito traps were inspected and repaired as needed.



**Figure 7.** Old VF drives (left) and their replacements (right).

Laboratory staff completed their posters for the Mosquito and Vector Control Association and American Mosquito Control Association annual conferences to be displayed at the end of January and February respectively. Additionally, laboratory staff participated in continuing education webinars to maintain their Vector Control Technician Certification through the California Department of Public Health and participated in an outreach event for the Visalia Garden Club.

Routine mosquito surveillance and arbovirus testing for West Nile virus (WNV), St. Louis Encephalitis virus (SLEV), and Western equine encephalitis virus (WEEV) did not take place in January 2023. To date, no mosquito samples have been tested in 2023. Tick flagging was conducted at Dry Creek Preserve in Woodlake on January 20, 2023. No ticks were found. No kissing bugs were reported to the District in January.

There were no mosquitofish requests as of January 23, 2023. In January 2022, there were no mosquitofish requests to distribute. Approximately 1,190 mosquitofish fry were produced by January 23, 2023. In January 2022, 100 fry were produced.

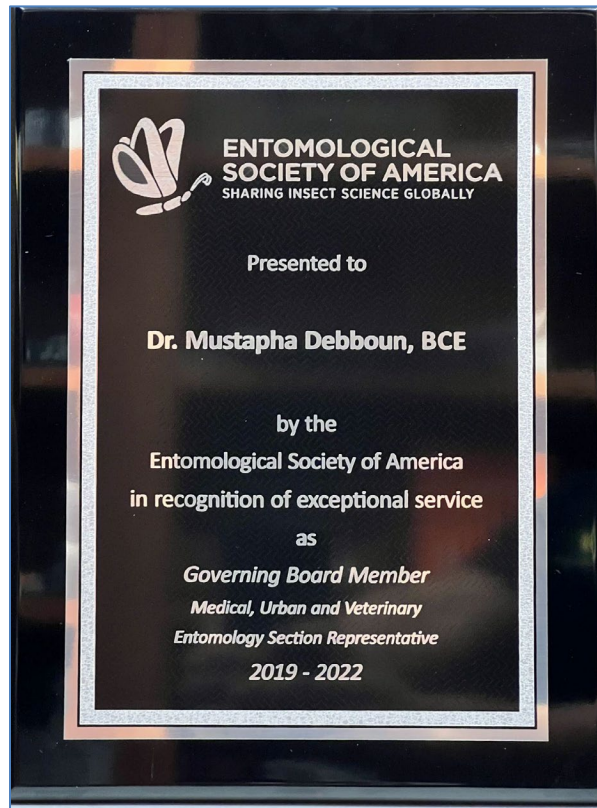
In January 2023 and 2022, no mosquito larvae samples were collected and brought to the laboratory for species identification or resistance testing. Susceptible *Culex quinquefasciatus*, *Cx. tarsalis*, and *Aedes aegypti* colonies were maintained for insecticide resistance testing.

On January 9th, the District provided a tour of the facility to the members of the Sequoia Garden Club (SGC) from Visalia, California (Figure 8). The tour consisted of the fish hatchery, laboratory, and field operations. The SGC members were interested in having a second tour in early April, 2023 in hopes to have the full tour without any rain issues and see more of the field operations equipment.



**Figure 8.** Crystal Grippin conducting a laboratory tour for the members of the Sequoia Garden Club from Visalia, California on January 9, 2023.

The General Manager, Dr. Mustapha Debboun was presented and awarded with a plaque by the Entomological Society of America in recognition of exceptional service as a Governing Board Member representing Medical, Urban and Entomology section from 2019 to 2022 (Figure 9).



**Figure 9.** The Entomological Society of America awarded this prestigious plaque to Dr. Mustapha Debboun in recognition of his exceptional service as it’s Governing Board Member.

There were four service requests in January:

**2023 Service Request Summary**

<b>2023</b>	<b>Mosquito-Fish</b>	<b>Inspection</b>	<b>Mosquito</b>	<b>Source</b>	<b>Other</b>	<b>Total</b>
<b>January</b>	0	0	4	0	0	<b>4</b>
<b>Total</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>

**III. Vector and Disease Surveillance**

**Delta MVCD Summaries**

Humans: No human cases of a mosquito-borne disease were reported in January 2023.

Birds: No dead birds were reported in January 2023.

Mosquitoes: No mosquitoes were tested for an arbovirus in January 2023.

**State Surveillance:**

Humans: No data was available for 2023 as of January 23, 2023.

Birds: No data was available for 2023 as of January 23, 2023.

Mosquitoes: No data was available for 2023 as of January 23, 2023.

#### IV. Expenditures & Revenues – 2022/23

TOTAL BUDGET \$4,958,310.00

EXPENDITURES – July 1, 2022 – January 31, 2023

Salaries	\$1,809,913.66
Services & Supplies	\$705,829.44
Tax Admin Fee	\$39,947.00
Capital	\$62,955.63
Long Term Debt	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$2,618,645.73</b>

REVENUE RECEIVED – July 1, 2022 – January 31, 2023

July	\$1,120.28
August	\$0.00
September	\$19,435.29
October	\$3,534.31
November	\$6,595.69
December	\$2,409,228.69
January	
<b>TOTAL REVENUE TO DATE</b>	<b>\$2,439,914.26</b>

#### V. Time Sheet Summary

Month	Available Work Hrs	Sick Hrs Used	Total Hrs Available for Work	Pct. Of Hrs Avail for Work
July	5,880	20.5	5,859.5	99.65
August	6,440	39.5	6,400.5	99.38
September	5,456	48.25	5,407.75	99.12
October	5,040	32	5,008	99.37
November	3,168	88	3,080	97.22
December	2,304	160	2144	93.05
January	3,024	264	2760	91.30

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 expenditures and revenue not available as of 2/3/2023*

## **7. Revision to Resolution #20-04**



**BEFORE THE BOARD OF TRUSTEES ~~GOVERNING BOARD~~**  
**OF THE**  
**DELTA MOSQUITO AND VECTOR CONTROL DISTRICT**

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

**WHEREAS**, small bills are frequently presented to the office of the Delta **Mosquito and** 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~~ **\$110,000.00**, which is less than the maximum amount authorized by ~~Government Code section 53961.~~
2. That the General Manager ~~and Assistant Manager~~ **is** 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 \_\_\_\_\_, 20**23**, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Greg Gomez, President

\_\_\_\_\_  
Belen Gomez, Secretary

## **8. Bank of the Sierra**

## **7. JWN, Jaribu W. Nelson, CPA Engagement Audit Letter**



Jaribu W. Nelson, CPA

P.O. Box 1105, Clovis, CA 93613 • Ph: (559) 286-7546 • Email: jaribucpa@gmail.com

January 23, 2023

To Management and the Board of Directors

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

We are pleased to confirm our understanding of the services we are to provide Delta Mosquito and Vector Control District for the year ended June 30, 2022.

### **Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, and general fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of Delta Mosquito and Vector Control District as of and for the year ended June 30, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Delta Mosquito and Vector Control District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Delta Mosquito and Vector Control District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Other Post-Employment Benefits Liability

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2)

fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Our audit of the financial statements does not relieve you of your responsibilities.

### **Audit Procedures—Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Accounting for other post-employment benefits liability
- Reconciliation of County of Tulare investment pool

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Delta Mosquito and Vector Control District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

### **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Jaribu W. Nelson, CPA and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the California State Controller's Office or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Jaribu W. Nelson personnel. Furthermore, upon request, we may provide copies of selected audit documentation to [Name of Regulator] or its designee. The California State Controller's Office or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Jaribu W. Nelson is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit upon receiving a signed engagement letter and to issue our reports at a mutually agreed upon date.

Our fee for services will be at our standard hourly rates and we agree that our gross fee, including expenses, will not exceed \$9,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as follows:

\$4,500 retainer to start the audit

Remaining balance due at audit presentation

In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

### **Reporting**

We will issue a written report upon completion of our audit of Delta Mosquito and Vector Control District's financial statements. Our report will be addressed to the board of director's and management of Delta Mosquito and Vector Control District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify

our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Delta Mosquito and Vector Control District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

*Jaribu W. Nelson, CPA*

Jaribu W. Nelson, CPA

RESPONSE:

This letter correctly sets forth the understanding of Delta Mosquito and Vector Control District.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## **10. Quarterly Expense and Revenue Report**



**MONTHLY EXPENSE REPORT 2022-23**

22-23 FY Expenses	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Expense	Budget	Carry Over
Manager	15,942.36	15,942.36	15,942.36	15,942.36	15,942.36	15,942.36							95,654.16	191,308.28	95,604.04
Assistant Manager	10,122.13	10,122.13	3,270.26	0.00	0.00	0.00							23,514.52	121,465.58	97,951.06
Operations Program Manager	9,095.46	9,095.46	9,095.46	9,095.46	9,095.46	9,095.46							54,572.76	109,145.49	54,572.73
Scientific Program Manager	9,095.46	9,095.46	9,095.46	9,095.46	9,095.46	9,095.46							54,572.76	109,145.49	54,572.73
Foreman	8,314.61	8,314.61	8,314.61	8,314.61	8,314.61	8,314.61							49,887.66	99,775.29	49,887.63
Biologist (Courtney)	6,773.15	4,689.15	0.00	0.00	0.00	0.00							11,462.30	81,277.82	69,815.52
Biologist (Andrea)	8,043.12	8,043.12	8,043.12	8,043.12	8,043.12	8,043.12							48,258.72	96,517.41	48,258.69
Biologist (Mark N)	8,466.44	8,466.44	8,466.44	8,466.44	8,466.44	8,466.44							50,798.64	101,597.27	50,798.63
Biologist (Javier)	7,619.80	7,619.80	7,619.80	7,619.80	7,619.80	7,619.80							45,718.80	91,437.55	45,718.75
Education & Outreach Coordinator	5,893.97	6,262.35	6,262.35	6,262.35	6,262.35	6,262.35							37,205.72	75,148.15	37,942.43
Admin Assistant	6,766.28	6,766.28	6,766.28	6,766.28	6,766.28	6,766.28							40,597.68	81,195.40	40,597.72
Admin Analyst	5,430.98	5,720.45	1,906.80	445.50	5,720.45	5,720.45							29,944.63	68,645.41	38,700.78
Admin Analyst Interim	0.00	0.00	3,168.00	4,752.00	0.00	0.00							7,920.00	0.00	0.00
VC Supervisor	6,904.74	6,904.74	6,904.74	6,904.74	6,904.74	6,904.74							41,428.44	82,856.88	41,428.44
VCT III/ Mechanic (2 employees)	12,671.30	12,671.30	12,671.30	12,671.30	12,671.30	12,671.30							76,027.80	139,634.81	63,607.01
VCT III (1 employee)	6,275.72	6,275.72	6,275.72	6,275.72	6,275.72	6,275.72							37,654.32	75,308.66	37,654.34
VCT II (ops employees)	14,031.12	11,649.12	12,902.32	12,438.94	12,458.73	14,583.93							78,064.16	123,100.70	45,036.54
VCT II (lab)	3,458.85	3,414.42	3,410.97	3,402.76	3,394.54	4,618.21							21,699.75	39,392.22	17,692.47
VCT I	25,359.65	25,605.35	23,905.30	20,223.19	0.00	0.00							95,093.49	186,550.00	91,456.51
Over-Time	476.58	1,680.24	688.47	0.00	0.00	0.00							2,845.29	15,000.00	12,154.71
Trustee Payroll	1,800.00	0.00	0.00	1,700.00	0.00	0.00							3,500.00	8,400.00	4,900.00
Longevity	1,925.03	1,925.03	1,925.03	1,925.03	1,925.03	1,925.03							11,550.18	24,945.99	13,395.81
ASE Certificate	1,375.00	1,375.00	1,375.00	1,375.00	1,375.00	1,375.00							8,250.00	16,500.00	8,250.00
<b>TOTAL WAGES</b>	<b>175,841.75</b>	<b>171,638.53</b>	<b>158,009.79</b>	<b>151,274.56</b>	<b>130,331.39</b>	<b>133,680.26</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>920,776.28</b>	<b>1,747,040.12</b>	<b>1,019,996.54</b>
<b>Social Security/Medicare</b>	14,417.91	14,390.13	14,413.63	12,565.28	9,302.36	9,635.08							74,724.39	157,148.80	82,424.41
CalPERS - OPEB	0.00	0.00	0.00	0.00	0.00	0.00							0.00	0.00	0.00
Retirement - District 14.54% (PEPRA 7.59%)	13,894.11	13,712.25	12,822.18	12,498.27	11,046.06	11,410.93							75,383.80	140,250.93	64,867.13
PERS - UAL	187,182.00	0.00	0.00	0.00	0.00	0.00							187,182.00	187,182.00	0.00
Workers' Comp/VCJPA	78,212.00	0.00	0.00	0.00	0.00	0.00							78,212.00	79,144.00	932.00
Unemployment (UI)	6,846.41	0.00	0.00	2,021.09	0.00	0.00							8,867.50	18,000.00	9,132.50
Life/LTD/STD; Dental; Vision; Long Term Care	3,383.65	3,497.55	3,370.43	2,978.18	3,209.27	3,209.27							19,648.35	43,747.73	24,099.38
Health	30,656.74	28,054.25	26,252.43	23,517.93	23,517.93	23,517.93							155,517.21	380,297.53	224,780.32
ICMA	948.95	948.95	948.95	948.95	948.95	948.95							5,693.70	15,000.00	9,306.30
<b>BENEFITS</b>	<b>335,541.77</b>	<b>60,603.13</b>	<b>57,807.62</b>	<b>54,529.70</b>	<b>48,024.57</b>	<b>48,722.16</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>605,228.95</b>	<b>1,020,770.99</b>	<b>415,542.04</b>
<b>TOTAL WAGES &amp; BENEFITS</b>	<b>511,383.52</b>	<b>232,241.66</b>	<b>215,817.41</b>	<b>205,804.26</b>	<b>178,355.96</b>	<b>182,402.42</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>1,526,005.23</b>	<b>2,767,811.11</b>	<b>1,241,805.88</b>
Chemicals	34,355.44	12,497.71	48,843.13	0.00	73,807.23	0.00							169,503.51	200,000.00	30,496.49
Uniforms	838.39	0.00	1,412.05	2,270.33	596.15	840.89							5,957.81	8,000.00	2,042.19
Lab Supplies	5,216.29	4,327.17	3,574.34	864.73	104.57	268.67							14,355.77	96,500.00	82,144.23
Fish Supplies	0.00	316.89	684.80	749.53	344.04	1,229.48							3,324.74	5,000.00	1,675.26

<b>Operational Supplies</b>	328.95	0.00	1,623.16	56.78	487.92	0.00								2,496.81	3,000.00	503.19
<b>Janitorial Supplies</b>	309.80	0.00	535.57	310.55	401.11	681.25								2,238.28	3,500.00	1,261.72
<b>Maint Contracts</b>	3,623.05	250.00	5,833.50	2,931.83	2,899.22	2,860.25								18,397.85	55,500.00	37,102.15
<b>Bldg/Yard Supplies &amp; Maint</b>	616.93	153.28	1,455.97	443.24	12,590.02	0.00								15,259.44	20,000.00	4,740.56
<b>Building Improvements</b>	0.00	0.00	0.00	0.00	0.00	79,354.55								79,354.55	223,000.00	143,645.45
<b>Auto Supplies &amp; Maint</b>	8,132.70	645.11	1,842.25	430.07	1,678.26	2,608.63								15,337.02	25,000.00	9,662.98
<b>Gasoline</b>	15,673.44	12,399.73	11,628.54	9,607.02	2,287.23	741.76								52,337.72	75,000.00	22,662.28
<b>Utilities</b>	4,805.40	5,175.58	5,821.79	5,471.08	2,768.69	4,085.20								28,127.74	39,900.00	11,772.26
<b>GPS</b>	859.57	1,719.14	1,719.14	859.57	859.57	859.57								6,876.56	10,700.00	3,823.44
<b>Telephone &amp; Cell Phone</b>	2,477.97	337.36	1,794.66	2,058.72	3,749.79	1,967.74								12,386.24	23,225.00	10,838.76
<b>Liability Ins.</b>	92,659.00	0.00	0.00	0.00	0.00	0.00								92,659.00	94,178.00	1,519.00
<b>Office Supplies</b>	1,100.57	550.76	907.54	266.59	325.52	203.25								3,354.23	30,000.00	26,645.77
<b>Travel</b>	1,340.06	0.00	2,466.15	1,541.28	2,788.23	2,012.27								10,147.99	29,536.50	19,388.51
<b>Dues</b>	10,500.00	0.00	975.00	2,625.00	184.00	8,186.00								22,470.00	19,500.00	-2,970.00
<b>Safety Supplies</b>	32.52	0.00	0.00	190.64	0.00	971.72								1,194.88	21,700.00	20,505.12
<b>Subscriptions</b>	2,026.60	6,552.00	3,880.48	218.21	1,162.73	340.54								14,180.56	30,000.00	15,819.44
<b>Advertisements</b>	90.00	0.00	865.00	75.00	0.00	0.00								1,030.00	4,500.00	3,470.00
<b>Cont. Education</b>	440.00	0.00	1,464.76	1,397.67	0.00	2,300.00								5,602.43	6,300.00	697.57
<b>Professional Services</b>	104.00	8,094.00	482.50	575.00	1,365.00	724.00								11,344.50	84,000.00	72,655.50
<b>Public Relations</b>	475.00	0.00	1,480.00	180.00	0.00	0.00								2,135.00	27,000.00	24,865.00
<b>County Admin Fee</b>	0.00	0.00	0.00	0.00	0.00	0.00								0.00	70,000.00	70,000.00
<b>Misc</b>	262.74	0.00	393.41	96.15	545.74	418.92								1,716.96	5,000.00	3,283.04
<b>Name, Logo &amp; Celebration</b>	0.00	547.09	679.32	877.14	2,180.17	187.54								4,471.26	20,000.00	15,528.74
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>186,268.42</b>	<b>53,565.82</b>	<b>100,363.06</b>	<b>34,096.13</b>	<b>111,125.19</b>	<b>110,842.23</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>0.00</b>	<b>596,260.85</b>	<b>1,230,039.50</b>	<b>633,778.65</b>
<b>CAPITAL ITEMS</b>																
<b>Lease Payment</b>	0.00	0.00	58,914.03	0.00	0.00	0.00								58,914.03	117,828.06	58,914.03
<b>Shop Equipment</b>	0.00	0.00	0.00	0.00	0.00	0.00								0.00	8,500.00	8,500.00
<b>Office Equipment</b>	0.00	5,423.92	0.00	0.00	0.00	0.00								5,423.92	6,000.00	576.08
<b>Lab Equipment</b>	0.00	0.00	0.00	0.00	0.00	0.00								0.00	18,500.00	18,500.00
<b>Vehicles</b>	0.00	2,037.12	2,068.68	1,909.68	1,909.68	2,922.95								10,848.11	24,340.00	13,491.89
<b>TOTAL CAPITAL</b>	<b>0.00</b>	<b>7,461.04</b>	<b>60,982.71</b>	<b>1,909.68</b>	<b>1,909.68</b>	<b>2,922.95</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>0.00</b>	<b>75,186.06</b>	<b>175,168.06</b>	<b>99,982.00</b>
<b>MONTHLY TOTAL:</b>	<b>697,651.94</b>	<b>293,268.52</b>	<b>375,094.50</b>	<b>241,810.07</b>	<b>291,390.83</b>	<b>296,167.60</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>0.00</b>	<b>2,195,383.46</b>	<b>4,173,018.67</b>	<b>1,977,635.21</b>

**MONTHLY REVENUE REPORT 2022-23**

Revenue Source	Description	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Received	Budget	Balance
4001 Taxes - Current Secured		1,120.28					1,406,814.99							1,407,935.27	2,602,883.00	-1,193,827.45
4006 Taxes - Current Unsecured							185,342.65							185,342.65	172,167.00	13,175.65
4008 Taxes - Prior Secured														0.00	42,402.00	-42,402.00
4009 Taxes - Prior Unsecured														0.00	1,200.00	-1,200.00
4030 Taxes - Supplemental Cur Sec														0.00	40,000.00	-40,000.00
4033 Taxes - Supplemental Prior														0.00	10,000.00	-10,000.00
4052 Other Taxes - Assessment														0.00	1,025,528.00	-1,025,528.00
4055 Taxes - Timber Yield														0.00	1.00	-1.00
4060 RDA Residuals							106,663.00							106,663.00	75,000.00	31,663.00
4075 RD H&S 34188 OA														0.00	1.00	-1.00
4078 RD H&S 34188 OA														0.00	1.00	-1.00
5050 Property Tax Relief														0.00	17,918.00	-17,918.00
<b>Total Taxes</b>		<b>1,120.28</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>								<b>1,699,940.92</b>	<b>3,987,101.00</b>	<b>-2,286,039.80</b>
4801 Interest Income				12,570.51			15,447.11							28,017.62	36,000.00	-7,982.38
4069 PT Facilities							192,336.00							192,336.00	307,218.00	-114,882.00
City of Woodlake														0.00		
City of Dinuba														0.00		
City of Exeter														0.00		
City of Farmersville														0.00		
City of Lindsay														0.00		
City of Visalia														0.00		
County Pass Thru														0.00		
<b>Total RDA</b>		<b>0.00</b>	<b>0.00</b>	<b>12,570.51</b>	<b>0.00</b>	<b>0.00</b>								<b>220,353.62</b>	<b>343,218.00</b>	<b>-124,864.38</b>
5400 Current Services (Billing)				237.50										237.50	1.00	-236.50
5835 Other Revenue														0.00	0.00	0.00
5401 Assessment Fee							502,624.92							502,624.92	-70,035.00	432,589.92
5805 Misc. Receipts															25,000.00	-25,000.00
State of CA	Tax Overpayment Refund			150.81										150.81		
GovDeals	Sale of GO-4			2,125.00										2,125.00		
Special Dist Leadersip Foundation	Scholarship Refund - Dr. Debboun			875.00										875.00		
Navia	Reimbursement - Overpayment			416.00										416.00		
US Bank	Cal Card Reimbursement			310.47										310.47		
GovDeals	Sale of Chevy S-10			2,750.00										2,750.00		
Tulare County	Stale Check- Franchise Tax Board				378.15									378.15		
VCJPA AIMS	Temp Disability Pay				243.82									243.82		
VCJPA AIMS	Temp Disability Pay				326.13									326.13		
VCJPA AIMS	Temp Disability Pay				1,521.94									1,521.94		
Verizon	Credit - Overpayment				518.27									518.27		
Adrian Sifuentes	Cert Exam Payment				78.00									78.00		
Ryan Spratt	Cert Exam Payment				78.00									78.00		
Kory Wilson	Cert Exam Payment				78.00									78.00		
Carlos Rodriguez	Cert Exam Payment				78.00									78.00		
Lisa Salgado	Cert Exam Payment				78.00									78.00		
Juan Pablo Ortega	Cert Exam Payment				78.00									78.00		
Paul Raper	Cert Exam Payment				78.00									78.00		
Enterprise Fleet Mgmt	Windshield Reimbursement					100.00								100.00		
GovDeals	Sale of 1997 Chevy Silverado					2,350.00								2,350.00		
GovDeals	Sale of Jeep Hard Top					669.69								669.69		
County of Kings	Mosquito Testing					3,476.00								3,476.00		
<b>Misc. Revenue Total</b>		<b>0.00</b>	<b>0.00</b>	<b>6,864.78</b>	<b>3,534.31</b>	<b>6,595.69</b>								<b>519,619.70</b>	<b>-45,034.00</b>	<b>474,585.70</b>
<b>Total All Revenue</b>		<b>1,120.28</b>	<b>0.00</b>	<b>19,435.29</b>	<b>3,534.31</b>	<b>6,595.69</b>	<b>2,409,228.69</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>2,439,914.24</b>	<b>4,285,285.00</b>	<b>-1,936,318.48</b>

## **11. Inspection Warrant**

## **12. Arbovirus Testing for Tulare and Kings Mosquito**

## **13. Closed Session**

## **14. Board of Trustees Member Comments**

## **15. Future Agenda Items**



## **16. Adjournment**