



Mosquito and Vector Management District of Santa Barbara County

Environmental Management of Human Disease Vectors

TRUSTEES:

President Patty DeDominic, Santa Barbara County
Secretary Teri Jory, City of Santa Barbara
Craig Geyer, Goleta
Bob Williams, Santa Barbara County

Vice-President Ronald Hurd, Carpinteria
Charles Blair, Santa Barbara County
Cathy Schlottmann, Santa Barbara County
Adam Lambert, Santa Barbara County

Persons with disabilities who require any disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the meeting are asked to contact the District's General Manager at least three (3) days prior to the meeting by telephone at (805) 969-5050 or by email at gm@mvmddistrict.org.

Any public records which are distributed less than 72 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at the District's office located at 2450 Lillie Avenue, Summerland, CA 93067.

REGULAR MEETING OF THE BOARD OF TRUSTEES

HOPE SCHOOL BOARD ROOM, 3970 LA COLINA ROAD, SANTA BARBARA CALIFORNIA 93110

FEBRUARY 13, 2020, 2:00 PM

AGENDA

1. ROLL CALL
2. CONFIRMATION OF AGENDA
3. STAFF ANNOUNCEMENTS regarding District business
4. CORRESPONDENCE
 - A. CSDA Board of Directors, Calls for Nominations (Page 3)
 - B. Proposed 2020 Benefit Assessment timeline from SCI (Page 5)
 - C. Member Contingency Fund Quarterly Report from VCJPA (Page 5)
 - D. OPEB-CERBT quarterly report (Page 6)
5. PUBLIC COMMENT. Time reserved for the public to address the Board of Trustees relative to matters of District business not on the agenda. Comment time regarding specific agenda items will be available during consideration of the particular agenda items.
6. ITEMS OF GENERAL CONSENT. The following items can be approved by a single action of the Board. Items requiring additional discussion may be withdrawn from the listing and addressed in separate actions. (See attachments for each.)
 - A. Approval of the Minutes of the January 9, 2020 regular meeting (Page 8)
 - B. Approval of the January Financial Statements for County Fund 4160 (Page 11)
 - C. Approval of the January Disbursement Report (Page 16)
 - D. Approval of the January Disease Surveillance Report (Page 22)
 - E. Approval of the January District Operations Report (Page 24)
7. OLD BUSINESS. The Board will discuss and may take action on the following items.
 - A. Mission Hills rat infestation update
 - B. Accounts receivable contracts' status (5909 Misc. Revenue) (Page 25)
 - C. Update on supervising vector technician and vector biologist technician positions (Page 26)
 - D. Status on the purchase of a new vehicle

E. Outreach Activities

8. **NEW BUSINESS.** The Board will discuss and may take action on the following items.
 - A.** Approval of Audit Report for FYE 2019 (Page 34)
 - B.** Consider and approve a 2020 valuation option by Total Compensation Systems, Inc.(Page 37)
 - C.** Discuss website and website host providers
9. **GENERAL MANAGER'S REPORT** (Page 38)
10. **BOARD ANNOUNCEMENTS**
11. **ADJOURNMENT** (Next scheduled meeting: 2:00 PM; Thursday, March 12, 2020)

**MOSQUITO AND VECTOR MANAGEMENT DISTRICT OF SANTA BARBARA COUNTY
SPECIAL ASSESSMENT ADMINISTRATION
FISCAL YEAR 2020-21
PROPOSED TIMELINE**

2020

January '20							February '20							March '20							April '20						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
			1	2	3	4						1	1	2	3	4	5	6	7	5	6	7	8	9	10	11	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14	12	13	14	15	16	17	18
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21	19	20	21	22	23	24	25
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28	26	27	28	29	30		
26	27	28	29	30	31		23	24	25	26	27	28	29	29	30	31											

May '20							June '20							July '20							August '20						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
					1	2		1	2	3	4	5	6				1	2	3	4						1	
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
31																					30	31					

September '20							October '20							November '20							December '20								
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa		
			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7				1	2	3	4	5
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12		
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19		
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26		
27	28	29	30				25	26	27	28	29	30	31	29	30						27	28	29	30	31				

<u>TENTATIVE DATE</u>	<u>TASKS TO BE COMPLETED (DETAILED LIST)</u>	<u>RESPONSIBLE</u>
March-April	Create Engineer's Reports	SCI
March 12	Board of Trustees Meeting	Board
April 9	Board of Trustees Meeting	Board
April 16	Complete and file Engineer's Reports with District	SCI
April 30	Place Resolution on Board Agenda Declaring Intention to Levy Assessments, Establishing a Cost of Living Increase, Preliminarily Approving the Engineer's Report, and Providing Notice of a Public Hearing	District
May 14	Board of Trustees Meeting: Consider Resolution Declaring Intention to Levy Assessments, Establishing a Cost of Living	Board

	Increase; Preliminarily Approving the Engineer's Report, and Providing Notice of a Public Hearing	
June 11	Board of Trustees Meeting	Board
June 18	Publish Notice of Public Hearing	SCI
June 25	Place Resolution on Board Agenda Approving Engineer's Report and Ordering the Levy of Assessments for FY 2020-21	District
July 9	Board of Trustees Meeting: Public Hearing and consideration of Resolution Approving Engineer's Report and Ordering the Levy of Assessments for FY 2020-21	Board
July 17	Submission of assessments to County	SCI
August 13	Board of Trustees Meeting	Board
September 10	Board of Trustees Meeting	Board
October 1	Confirmation of final levies with County	SCI
October 8	Board of Trustees Meeting	Board
September 2020 – June 2021	Answer property owner inquiries.	SCI

SCI can meet this timeline; however, the District can also modify it as needed.

It is understood that all regular meetings of the District Board are on the second Thursday of each month at 2:00 p.m.



Vector Control Joint Powers Agency

Member Contingency Fund

For the Quarter Ended
December 31, 2019

Member District	Balance at Beginning of Quarter	Contribution	(Withdrawals)	Interest Earned	Allocated Admin.	Balance at End of Quarter
Alameda County	358,147			1,659	(8)	359,799
Burney Basin	46,971	1,834		222	(1)	49,026
Butte County	282,179			1,307	(6)	283,480
Coachella Valley	1,099,268		(500,000)	3,935	(19)	603,184
Coalinga-Huron	6,681	385		32	0	7,098
Colusa	83,758	3,908		397	(2)	88,061
Compton Creek	67,687			314	(2)	67,999
Consolidated	347,062	34,308		1,687	(8)	383,049
Contra Costa	1,227,792		(463)	5,688	(27)	1,232,989
Durham	4,209			20	0	4,229
Fresno	214,301			993	(5)	215,289
Glenn County	41,769			194	(1)	41,962
Greater Los Angeles	1,274,616	59,319		6,043	(29)	1,339,949
Lake County	137,079			635	(3)	137,711
Los Angeles County West	603,485			2,796	(13)	606,268
Marin-Sonoma	799,674			3,705	(18)	803,361
Napa County	1,257,574	13,676		5,858	(28)	1,277,080
No Salinas Valley	581,400	11,177		2,720	(13)	595,283
Northwest	384,032		(50,000)	1,663	(8)	335,688
Orange County	428,999			1,988	(10)	430,977
Oroville	11,583			54	0	11,637
Pine Grove	29,548			137	(1)	29,683
Placer	182,857			847	(4)	183,701
Sacramento-Yolo	1,535,848			7,116	(34)	1,542,930
San Gabriel Valley	100,309			465	(2)	100,772
San Joaquin County	637,499	51,832		3,074	(15)	692,389
San Mateo County	489,884			2,270	(11)	492,142
Santa Barbara County	56,105	7,537		277	(1)	63,918
Shasta	229,439	22,499		1,115	(5)	253,048
Sutter-Yuba	351,822			1,630	(8)	353,444
Tehama County	264,440	6,538		1,240	(6)	272,212
Turlock	228,107	18,544		1,100	(5)	247,746
West Valley	350,022		(40,000)	1,529	(7)	311,544
Total	13,714,145	231,557	(590,463)	62,709	(300)	13,417,647

Notes:

Yield to maturity rate on the VCJPA portfolio is 2.25% as of the above date. As required by GASB 31, the allocated interest shown also reflects market value changes to the securities held in the portfolio. Therefore, the actual interest allocated to this fund, and all program year funds, may or may not equal the yield to maturity rate from quarter to quarter. However, the average overall allocated interest, over the life of this fund, should provide a close approximation.



Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$410,826.12	\$388,761.29
Contribution	12,999.00	25,998.00
Disbursement	0.00	(5,495.07)
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	9,881.41	19,032.64
Administrative Expenses	(51.98)	(101.28)
Investment Expense	(38.04)	(74.14)
Other	0.00	0.00
Ending Balance	\$433,616.51	\$428,121.44
FY End Contrib per GASB 74 Para 22	0.00	0.00
FY End Disbursement Accrual	0.00	5,495.07
Grand Total	\$433,616.51	\$433,616.51

Unit Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Units	26,508.401	26,023.216
Unit Purchases from Contributions	832.038	1,679.769
Unit Sales for Withdrawals	0.000	(362.546)
Unit Transfer In	0.000	0.000
Unit Transfer Out	0.000	0.000
Ending Units	27,340.439	27,340.439
Period Beginning Unit Value	15.497948	15.150168
Period Ending Unit Value	15.859886	15.859886

Please note the Grand Total is your actual fund account balance at the end of the period, including all contributions per GASB 74 paragraph 22 and accrued disbursements. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT4U@calpers.ca.gov.

Statement of Transaction Detail for the Quarter Ending 12/31/2019
Mosquito and Vector Management District of Santa Barbara County
Entity #: SKB8-1836728662-001



Date	Description	Amount	Unit Value	Units	Check/Wire	Notes
10/15/2019	Contribution	\$4,333.00	\$15.474870	280.002	CK 9734789	
11/15/2019	Contribution	\$4,333.00	\$15.627533	277.267	CK 9736516	
12/18/2019	Contribution	\$4,333.00	\$15.769607	274.769	CK 9738313	

Client Contact:
CERBT4U@CalPERS.ca.gov

**MOSQUITO AND VECTOR MANAGEMENT DISTRICT
of Santa Barbara County
MINUTES OF REGULAR MEETING OF TRUSTEES
January 9th, 2020**

The regular meeting of the Board of Trustees of the Mosquito and Vector Management District of Santa Barbara County was held at 2:00 PM, on Thursday, January 9th, 2020 at the Hope School Board Room, 3970 La Colina Road, Santa Barbara, CA.

1. ROLL CALL.

TRUSTEES PRESENT:

Vice-President Ron Hurd
Secretary Teri Jory
Trustee Charlie Blair
Trustee Cathy Schlottmann
Trustee Robert Williams
Trustee Adam Lambert

TRUSTEES ABSENT:

Trustee Craig Geyer

IN ATTENDANCE:

Brian Cabrera, General Manager
Jessica Sprigg, Administrative Assistant
Carrie Troup, CPA
Angela Pagtalonía, SCI Consulting
John Bliss, SCI Consulting
Patty DeDominic, Member of Public

2. CONFIRMATION OF AGENDA

-It was requested that New Business Item 8A be discussed prior to Staff Announcements in order to accommodate the schedule of guests from SCI Consulting.

8. NEW BUSINESS

A. Discussion of benefit assessment process with representatives from SCI Consulting Group

-John Bliss and Angela Pagtalonía discussed the history, administration, and specifics of the assessments for the District.

3. STAFF ANNOUNCEMENTS regarding District business.

A. Selection of Board of Trustees officers for 2020

-Trustee Schlottman nominated Vice-President Hurd for 2020 President. Seconded by Trustee Williams and passed unanimously.

-Trustee Williams nominated Secretary Jory for 2020 Vice-President. Seconded by Trustee Blair and passed unanimously.

-Trustee Schlottmann nominated Trustee Lambert for 2020 Secretary. Seconded by Trustee Williams and passed unanimously.

4. CORRESPONDENCE

A. Announcement for upcoming CalPERS pre-funding workshops

-In addition to the CERBT fund, CalPERS has introduced CEPPT (California Employers' Pension Prefunding Trust), an additional option for pre-funding OPEB liabilities. In addition, the District has the option of designating a separate fund with the County for post-employment health benefits.

5. PUBLIC COMMENT –

- Patty DeDominic expressed that she was happy to be present as an audience member and congratulated the new board officers on their positions.

6. ITEMS OF GENERAL CONSENT. The following items are approved by a single action of the Board. Items requiring additional discussion may be withdrawn from the listing and approved in a separate action.

A. Approval of the Minutes of the December 12, 2019 regular meeting

B. Approval of the December Financial Statements for County Fund 4160

C. Approval of the December Vendor Disbursement Report

D. Approval of the December Disease Surveillance Report

E. Approval of the December District Operations Report

-It was moved by Trustee Williams and seconded by Trustee Blair to approve the Items of General Consent following discussion. Carrie Troup provided an overview of the financial statements. Motion to approve Items of General Consent passed unanimously.

7. OLD BUSINESS

A. Mission Hills rat infestation update

-The county public administrator has not yet heard anything from the real estate management group that requested the Notices of Violation and who stated that they would bring the structure into compliance. As far as is known, no work has been started on this.

B. Accounts receivable contracts' status (5909 Misc. Revenue)

-Oceano Dunes will be provided with updated labor rates and the agreement for SoCalGas is being reviewed by their environmental division.

C. New computer work stations

Installed on Dec. 17. Additional technical work has been required such as uploading frequently used software programs to the new computers, returning bookmarks to browsers. TechEase is still working on restoring shared calendars in Outlook.

-No discussion occurred for this item.

D. Update on supervising biologist and vector biologist positions

-Board discussed resources for the creation of job descriptions for these positions as well as job posting requirements for new positions. Staff will inquire of legal counsel whether these requirements change if the District is undergoing internal re-organization.

E. Status on the purchase of a new vehicle

-There has not yet been a vehicle purchase.

8. NEW BUSINESS

C. Approve attendance for GM and one staff member at the Mosquito & Vector Control Association Annual Meeting in San Diego, January 26-29.

Travel: Hotel = \$848.77, Per diem = \$180 maximum. Total = \$1,028.77 each x 2 = \$2,057.54
Registration: \$325 + \$175 (technician discount) = \$500.
Budget: Travel: \$4,000; YTD actual = \$1,395.27; YTD variance = \$2604.73
Training: \$3,000; YTD actual = \$310; YTD variance = \$2,690

-Technician Schultz will be giving a presentation at the conference about modifications to equipment that is used by District staff for larvicide treatments. It was moved by Trustee Schlottmann and seconded by Trustee Blair to approve conference attendance for the General Manager, one staff member, and one trustee. Motion passed unanimously.

D. Status of Employee Health Benefits Coverage

-The ad-hoc benefits committee (Vice-President Jory and Trustee Schlottmann) discussed the inconsistencies between resolutions which address the implementation of a “pooled cap” for health benefit premiums. A new resolution is needed to specify which employees will need to contribute to the premiums when the cap amount is exceeded. In addition, the committee suggests that the CPI adjustment for the cap should be the CPI determined towards the end of the year, as opposed to March as currently written, since new rates go into effect at the beginning of the calendar year.

E. Discuss proposed outreach activities

Press release, Social media (Facebook, Nextdoor), Career Days, Earth Day Festival, quarterly newsletter

-It was suggested that General Manager Cabrera could present at a meeting of the county CSDA chapter. District will have a booth at the CEC Earth Day Festival on Saturday, April 18.

9. MANAGER’S REPORT

-Staff will be assisting CDPH biologists to collect ticks in the foothills.

10. BOARD ANNOUNCEMENTS

-Trustee Blair announced that a representative from the CSDA will discuss their financing programs at the January SBCCSDA meeting.

11. ADJOURNMENT

As there was no further business to be brought before the Board, the meeting was adjourned.

-Meeting adjourned at 3:55.

I certify that the above minutes substantially reflect the actions of the Board:

BY:

APPROVED:

Patty DeDominic
Board President

Teri Jory
Board Secretary

Financial Status (Real-Time)

As of: 1/31/2020 (59% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 4160

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 4160 -- Mosquito & Vector Mgt District

Line Item Account	6/30/2020 Fiscal Year Adjusted Budget	1/31/2020 Year-To-Date Actual	6/30/2020 Fiscal Year Variance	6/30/2020 Fiscal Year Pct of Budget
Revenues				
Taxes				
3010 -- Property Tax-Current Secured	397,580.00	247,649.23	-149,930.77	62.29 %
3011 -- Property Tax-Unitary	1,030.00	114.71	-915.29	11.14 %
3015 -- PT PY Corr/Escapes Secured	0.00	216.13	216.13	--
3020 -- Property Tax-Current Unsecd	19,570.00	17,686.28	-1,883.72	90.37 %
3023 -- PT PY Corr/Escapes Unsecured	0.00	3.19	3.19	--
3028 -- RDA Pass-through Payments	2,000.00	2,220.58	220.58	111.03 %
3029 -- RDA RPTTF Resid Distributions	4,000.00	4,870.60	870.60	121.77 %
3040 -- Property Tax-Prior Secured	618.00	16.33	-601.67	2.64 %
3050 -- Property Tax-Prior Unsecured	412.00	2,035.28	1,623.28	494.00 %
3054 -- Supplemental Pty Tax-Current	3,090.00	1,133.57	-1,956.43	36.69 %
3056 -- Supplemental Pty Tax-Prior	0.00	6.71	6.71	--
Taxes	428,300.00	275,952.61	-152,347.39	64.43 %
Fines, Forfeitures, and Penalties				
3057 -- PT-506 Int, 480 CIOS/CIC Pen	0.00	0.72	0.72	--
Fines, Forfeitures, and Penalties	0.00	0.72	0.72	--
Use of Money and Property				
3380 -- Interest Income	4,650.00	9,110.41	4,460.41	195.92 %
3381 -- Unrealized Gain/Loss Invstmnts	-3,353.00	-1,352.65	2,000.35	40.34 %
Use of Money and Property	1,297.00	7,757.76	6,460.76	598.13 %
Intergovernmental Revenue-State				
4220 -- Homeowners Property Tax Relief	2,000.00	1,098.08	-901.92	54.90 %
Intergovernmental Revenue-State	2,000.00	1,098.08	-901.92	54.90 %
Intergovernmental Revenue-Other				
4840 -- Other Governmental Agencies	10,000.00	7,596.40	-2,403.60	75.96 %

Financial Status (Real-Time)

As of: 1/31/2020 (59% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 4160

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 4160 -- Mosquito & Vector Mgt District

Line Item Account	6/30/2020 Fiscal Year Adjusted Budget	1/31/2020 Year-To-Date Actual	6/30/2020 Fiscal Year Variance	6/30/2020 Fiscal Year Pct of Budget
Intergovernmental Revenue-Other	10,000.00	7,596.40	-2,403.60	75.96 %
Charges for Services				
4877 -- Other Special Assessments	620,771.00	392,563.05	-228,207.95	63.24 %
Charges for Services	620,771.00	392,563.05	-228,207.95	63.24 %
Miscellaneous Revenue				
5891 -- Refunds/Repayments	0.00	5,495.07	5,495.07	--
5909 -- Other Miscellaneous Revenue	105,000.00	62,346.97	-42,653.03	59.38 %
Miscellaneous Revenue	105,000.00	67,842.04	-37,157.96	64.61 %
Revenues	1,167,368.00	752,810.66	-414,557.34	64.49 %
Expenditures				
Salaries and Employee Benefits				
6100 -- Regular Salaries	455,725.00	228,883.82	226,841.18	50.22 %
6210 -- Commissioner/Director/Trustee	9,600.00	4,900.00	4,700.00	51.04 %
6400 -- Retirement Contribution	162,000.00	77,646.95	84,353.05	47.93 %
6475 -- Retiree Medical OPEB	22,300.00	13,441.15	8,858.85	60.27 %
6500 -- FICA Contribution	28,860.00	14,452.63	14,407.37	50.08 %
6550 -- FICA/Medicare	6,750.00	3,380.05	3,369.95	50.07 %
6600 -- Health Insurance Contrib	138,116.00	73,272.78	64,843.22	53.05 %
6700 -- Unemployment Ins Contribution	3,500.00	1,009.55	2,490.45	28.84 %
6900 -- Workers Compensation	21,022.00	21,011.00	11.00	99.95 %
Salaries and Employee Benefits	847,873.00	437,997.93	409,875.07	51.66 %
Services and Supplies				
7030 -- Clothing and Personal	6,000.00	3,286.24	2,713.76	54.77 %
7050 -- Communications	5,200.00	3,117.12	2,082.88	59.94 %
7070 -- Household Supplies	2,800.00	1,376.00	1,424.00	49.14 %
7090 -- Insurance	16,803.00	16,619.00	184.00	98.90 %



Financial Status (Real-Time)

As of: 1/31/2020 (59% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 4160

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 4160 -- Mosquito & Vector Mgt District

Line Item Account	6/30/2020 Fiscal Year Adjusted Budget	1/31/2020 Year-To-Date Actual	6/30/2020 Fiscal Year Variance	6/30/2020 Fiscal Year Pct of Budget
7120 -- Equipment Maintenance	5,675.00	4,706.40	968.60	82.93 %
7121 -- Operating Supplies	9,000.00	3,776.15	5,223.85	41.96 %
7124 -- IT Software Maintenance	11,000.00	13,274.69	-2,274.69	120.68 %
7200 -- Structure & Ground Maintenance	3,500.00	3,320.00	180.00	94.86 %
7430 -- Memberships	14,500.00	15,242.00	-742.00	105.12 %
7450 -- Office Expense	5,500.00	1,971.43	3,528.57	35.84 %
7460 -- Professional & Special Service	59,785.00	31,451.20	28,333.80	52.61 %
7508 -- Legal Fees	23,000.00	5,297.48	17,702.52	23.03 %
7546 -- Administrative Expense	5,700.00	1,035.25	4,664.75	18.16 %
7650 -- Special Departmental Expense	75,000.00	66,030.57	8,969.43	88.04 %
7653 -- Training Fees & Supplies	3,000.00	810.00	2,190.00	27.00 %
7730 -- Transportation and Travel	4,000.00	1,415.27	2,584.73	35.38 %
7731 -- Gasoline-Oil-Fuel	9,500.00	5,547.51	3,952.49	58.39 %
7760 -- Utilities	4,800.00	2,183.31	2,616.69	45.49 %
Services and Supplies	264,763.00	180,459.62	84,303.38	68.16 %
Other Charges				
7860 -- Contrib To Other Agencies	52,000.00	30,331.00	21,669.00	58.33 %
Other Charges	52,000.00	30,331.00	21,669.00	58.33 %
Capital Assets				
8300 -- Equipment	65,000.00	0.00	65,000.00	0.00 %
Capital Assets	65,000.00	0.00	65,000.00	0.00 %
Expenditures	1,229,636.00	648,788.55	580,847.45	52.76 %
Other Financing Sources & Uses				
Other Financing Sources				
5911 -- Oper Trf (In)-Other Funds	94,300.00	0.00	-94,300.00	0.00 %
Other Financing Sources	94,300.00	0.00	-94,300.00	0.00 %

Financial Status (Real-Time)

As of: 1/31/2020 (59% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 4160

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 4160 -- Mosquito & Vector Mgt District

Line Item Account	6/30/2020 Fiscal Year Adjusted Budget	1/31/2020 Year-To-Date Actual	6/30/2020 Fiscal Year Variance	6/30/2020 Fiscal Year Pct of Budget
Other Financing Uses				
7901 -- Oper Trf (Out)	33,385.00	0.00	33,385.00	0.00 %
Other Financing Uses	33,385.00	0.00	33,385.00	0.00 %
Other Financing Sources & Uses	60,915.00	0.00	-60,915.00	0.00 %
Changes to Fund Balances				
Decrease to Restricted				
9797 -- Unrealized Gains	1,527.00	1,526.43	-0.57	99.96 %
Decrease to Restricted	1,527.00	1,526.43	-0.57	99.96 %
Increase to Restricted				
9797 -- Unrealized Gains	174.00	173.78	0.22	99.87 %
Increase to Restricted	174.00	173.78	0.22	99.87 %
Changes to Fund Balances	1,353.00	1,352.65	-0.35	99.97 %
Mosquito & Vector Mgt District	0.00	105,374.76	105,374.76	--
Net Financial Impact	0.00	105,374.76	105,374.76	--

Cash Balances (Real-Time)

As of: 1/31/2020
Accounting Period: OPEN

Selection Criteria: Fund = 4160-4161

Layout Options: Summarized By = Fund; Page Break At = Fund

Fund	1/1/2020 Beginning Balance	Month-To-Date Cash Receipts (+)	Month-To-Date Treasury Credits (+)	Month-To-Date Warrants and Wire Transfers (-)	Month-To-Date Treasury Debits (-)	1/31/2020 Ending Balance
4160 -- Mosquito & Vector Mgt District	1,378,578.66	0.00	20,276.87	46,295.16	61,389.68	1,291,170.69
4161 -- SB Vector-Cap Asset Reserve	583,726.70	0.00	2,543.69	0.00	0.00	586,270.39
Total Report	1,962,305.36	0.00	22,820.56	46,295.16	61,389.68	1,877,441.08

Vendor Disbursements (Real-Time)

From 1/1/2020 to 1/31/2020

Selection Criteria: Fund = 4160

Layout Options: Summarized By = Fund, Vendor; Page Break At = Fund

Fund 4160 -- Mosquito & Vector Mgt District

Disbursement	Disbursement Date	Dept	Purchase Order	Remit Description	Amount
Vendor 005979 -- CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM					
W - 09739985	01/10/2020	880		Vendor Account: 1836728662-001	4,333.00
Total CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM					4,333.00
Vendor 006215 -- US BANK CORPORATE PAYMENT SYSTEM					
ACH - 663718	01/03/2020	880		Vendor Account:	1,942.59
ACH - 666651	01/29/2020	880		Vendor Account:	3,784.42
Total US BANK CORPORATE PAYMENT SYSTEM					5,727.01
Vendor 008116 -- HOWELL MOORE & GOUGH LLP					
W - 09739828	01/09/2020	880		Vendor Invoice #: 41549; Vendor Account: 18472-0001	520.00
Total HOWELL MOORE & GOUGH LLP					520.00
Vendor 009136 -- TECHEASE COMPUTER SOLUTIONS LLC					
W - 09740607	01/23/2020	880		Vendor Invoice #: 39590	175.00
W - 09740607	01/23/2020	880		Vendor Invoice #: 39246	5,734.88
W - 09740607	01/23/2020	880		Vendor Invoice #: 39591	140.00
Total TECHEASE COMPUTER SOLUTIONS LLC					6,049.88
Vendor 011287 -- HELUNA HEALTH					
W - 09739440	01/03/2020	880		Vendor Invoice #: 1091041; Vendor Account: 5868	762.85
Total HELUNA HEALTH					762.85
Vendor 050379 -- ADP INC					
EFT	01/10/2020	880		Vendor Invoice #: 548929515	390.60
Total ADP INC					390.60
Vendor 086415 -- CITY EMPLOYEES ASSOC LLC					
ACH - 663769	01/03/2020	880		UNION DUES 12/28/19	48.00
ACH - 665427	01/17/2020	880		UNION DUES 1/11/20	48.00
Total CITY EMPLOYEES ASSOC LLC					96.00
Vendor 132153 -- MVCAC MOSQUITO & VECTOR CONTROL ASSOC OF CA					
W - 09739472	01/03/2020	880		Vendor Invoice #: 7361503	260.00



Vendor Disbursements (Real-Time)

From 1/1/2020 to 1/31/2020

Selection Criteria: Fund = 4160

Layout Options: Summarized By = Fund, Vendor; Page Break At = Fund

Fund 4160 -- Mosquito & Vector Mgt District

Disbursement	Disbursement Date	Dept	Purchase Order	Remit Description	Amount
				Total MVCAC MOSQUITO & VECTOR CONTROL ASSOC OF CA	260.00
Vendor 194683 -- Allied Administrators for Delta Dental					
ACH - 664718	01/10/2020	880		Vendor Account: 07917-06145	971.74
				Total Allied Administrators for Delta Dental	971.74
Vendor 214614 -- UNIVAR USA INC					
ACH - 663800	01/03/2020	880		Vendor Invoice #: OX546030; Vendor Account: 334985	5,377.16
				Total UNIVAR USA INC	5,377.16
Vendor 244645 -- AFLAC					
W - 09739474	01/03/2020	880		Vendor Invoice #: 766836; Vendor Account: BWN82	226.44
W - 09740637	01/23/2020	880		Vendor Invoice #: 192233; Vendor Account: BWN82	339.66
				Total AFLAC	566.10
Vendor 246891 -- MISSION LINEN SUPPLY					
ACH - 664567	01/09/2020	880		Vendor Account: 242387	353.16
				Total MISSION LINEN SUPPLY	353.16
Vendor 509950 -- MARBORG INDUSTRIES					
ACH - 665195	01/15/2020	880		Vendor Account: 1-19959 3	147.46
				Total MARBORG INDUSTRIES	147.46
Vendor 522736 -- McCormix Corporation					
ACH - 664584	01/09/2020	880		Vendor Account: 3581	621.08
				Total McCormix Corporation	621.08
Vendor 548522 -- KENNEDYS AUTOMOTIVE CTR INC					
W - 09740644	01/23/2020	880		Vendor Invoice #: 32982	187.20
				Total KENNEDYS AUTOMOTIVE CTR INC	187.20
Vendor 551710 -- ADAPCO INC					
ACH - 665200	01/15/2020	880		Vendor Invoice #: 123568; Vendor Account: 20205	4,741.00
				Total ADAPCO INC	4,741.00

Vendor Disbursements (Real-Time)

From 1/1/2020 to 1/31/2020

Selection Criteria: Fund = 4160

Layout Options: Summarized By = Fund, Vendor; Page Break At = Fund

Fund 4160 -- Mosquito & Vector Mgt District

Disbursement	Disbursement Date	Dept	Purchase Order	Remit Description	Amount
Vendor 556712 -- MONTECITO WATER DISTRICT					
ACH - 665201	01/15/2020	880		Vendor Account: 20-1620-01	53.44
Total MONTECITO WATER DISTRICT					53.44
Vendor 648390 -- CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM					
ACH - 665555	01/17/2020	880		Vendor Invoice #: 1800; Vendor Account: 1836728662	12,384.55
Total CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM					12,384.55
Vendor 710175 -- STATE/FEDERAL TAXES & DIRECT DEPOSITS					
EFT	01/02/2020	880		Vendor Account: 710175	15,161.30
EFT	01/16/2020	880		Vendor Account: 710175	15,681.51
EFT	01/30/2020	880		Vendor Account: 710175	15,061.75
Total STATE/FEDERAL TAXES & DIRECT DEPOSITS					45,904.56
Vendor 740582 -- BIG GREEN CLEANING CO					
ACH - 666155	01/23/2020	880		Vendor Invoice #: 547925; Vendor Account: VE603	241.00
Total BIG GREEN CLEANING CO					241.00
Vendor 767200 -- SOUTHERN CALIFORNIA EDISON					
ACH - 664603	01/09/2020	880		Vendor Account: 2-03-674-6246	97.89
Total SOUTHERN CALIFORNIA EDISON					97.89
Vendor 767800 -- THE GAS COMPANY					
ACH - 665223	01/15/2020	880		Vendor Account: 067 514 4833 0	68.62
Total THE GAS COMPANY					68.62
Vendor 776537 -- COX COMMUNICATIONS - BUSINESS					
ACH - 665088	01/14/2020	880		Vendor Account: 001 3011 026941801	404.36
Total COX COMMUNICATIONS - BUSINESS					404.36
Vendor 855111 -- Vision Service Plan-CA					
ACH - 663970	01/03/2020	880		Vendor Account: 30011671	195.18
ACH - 666165	01/23/2020	880		Vendor Invoice #: 808503372; Vendor Account: 30011671	195.18

Vendor Disbursements (Real-Time)

From 1/1/2020 to 1/31/2020

Selection Criteria: Fund = 4160

Layout Options: Summarized By = Fund, Vendor; Page Break At = Fund

Fund 4160 -- Mosquito & Vector Mgt District

Disbursement	Disbursement Date	Dept	Purchase Order	Remit Description	Amount
				Total Vision Service Plan-CA	390.36
				Total Mosquito & Vector Mgt District	90,649.02



P.O. BOX 6343
FARGO ND 58125-6343

ACCOUNT NUMBER _____
STATEMENT DATE 01-22-2020
AMOUNT DUE \$3,784.42
NEW BALANCE \$3,784.42
PAYMENT DUE ON RECEIPT



000001241 01 SP 0.560 106481130226736 P

MVM DISTRICT
DAVID CHANG
PO BOX 1389
2450 LILLIE AVE
SUMMERLAND CA 93067-1389

AMOUNT ENCLOSED
\$

Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYSTEMS
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY									
MVM DISTRICT	Previous Balance	Purchases And Other + Charges	Cash + Advances	Cash Advance + Fees	Late Payment Charges	- Credits	- Payments	New = Balance	
Company Total	\$1,942.59	\$3,784.42	\$0.00	\$0.00	\$0.00	\$0.00	\$1,942.59	\$3,784.42	

CORPORATE ACCOUNT ACTIVITY					
MVM DISTRICT					TOTAL CORPORATE ACTIVITY
					\$1,942.59 CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
01-06	01-06	74798260006000000000039	PAYMENT - 663718 00000 A		1,942.59 PY

NEW ACTIVITY					
VESNA IBARRA		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$266.72	\$0.00	\$266.72
Post Date	Tran Date	Reference Number	Transaction Description		Amount
01-13	01-09	24610430010010185604103	THE HOME DEPOT #6623 GOLETA CA		101.12
01-20	01-17	24690290019030046032643	SUMMERLAND MARKET SUMMERLAND CA		30.00
01-22	01-21	24040830021900017500024	LA CUMBRE FEED SANTA BARBARA CA		135.60

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY	
	STATEMENT DATE 01/22/20	DISPUTED AMOUNT .00	PREVIOUS BALANCE	1,942.59
SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	AMOUNT DUE 3,784.42		PURCHASES & OTHER CHARGES	3,784.42
			CASH ADVANCES	.00
			CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	.00
		PAYMENTS	1,942.59	
		ACCOUNT BALANCE	3,784.42	



Company Name: MVM DISTRICT
Corporate Account Number:
Statement Date: 01-22-2020

NEW ACTIVITY					
JESSICA E SPRIGG		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$23.81	\$0.00	\$23.81
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-26	12-23	24431069358975014811850	ALBERTSONS 0355 CARPINTERIA CA		10.88
01-15	01-14	24137460015001146058436	USPS PO 0513320113 CARPINTERIA CA		3.19
01-20	01-17	24137460018001268539517	USPS PO 0575840167 SUMMERLAND CA		4.30
01-22	01-21	24137460022001172825410	CVS/PHARMACY #09235 CARPINTERIA CA		5.44
BRIAN J CABRERA		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$3,175.00	\$0.00	\$3,175.00
Post Date	Tran Date	Reference Number	Transaction Description		Amount
01-02	12-30	24426299365018027871313	MOSQUITO & VECTOR CONTROL 916-440-0826 CA		175.00
01-08	01-07	24275390007900010208541	ROOTER SOLUTIONS ROOTERS 805-2129422 CA		3,000.00
ROBBY R SHARP		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$232.48	\$0.00	\$232.48
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-26	12-24	24431069359091937004083	SANTA BARBARA HOME IMP SANTA BARBARA CA		8.25
01-10	01-09	24040830009900016500286	LA CUMBRE FEED SANTA BARBARA CA		67.80
01-16	01-15	24431050016838000663244	O'REILLY AUTO PARTS 3693 SANTA BARBARA CA		156.43
KAREN EGERMAN-SCHMIDT		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$86.41	\$0.00	\$86.41
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-24	12-23	24040839357900015200051	LA CUMBRE FEED SANTA BARBARA CA		66.96
01-17	01-16	24431050017838000664019	O'REILLY AUTO PARTS 3693 SANTA BARBARA CA		8.15
01-17	01-16	24431060017091939001635	SANTA BARBARA HOME IMP SANTA BARBARA CA		3.02
01-17	01-15	24610430016010185672245	THE HOME DEPOT #6623 GOLETA CA		8.28

Department: 00000 Total: \$3,784.42
 Division: 00000 Total: \$3,784.42



MOSQUITO and VECTOR MANAGEMENT DISTRICT of Santa Barbara County

DISEASE SURVEILLANCE REPORT

January 2020

West Nile Virus Activity

No dead birds were reported to the Dead Bird Hotline. The Hotline is not currently taking live calls during the winter but citizens can file a report online at: http://www.westnile.ca.gov/report_wnv.php. Callers to the hotline will be directed to file an online report as well. The District will pick up dead birds for testing during this winter if necessary.

The number of human WNV cases in California increased from 196 to 214, of which six have been fatal. As of December 20, 25 counties had reported human WNV infection: Alameda (1), Amador (1), Butte (5), Colusa (1), Contra Costa (1), Fresno (50), Imperial (3), Kern (28), Kings (3), Los Angeles (31), Madera (3), Merced (10), Orange (5), Placer (1), Riverside (12), Sacramento (4), San Bernardino (7), San Diego (2), San Joaquin (7), San Luis Obispo (2), Santa Clara (1), Solano (1), Stanislaus (16), Tulare (17) and Ventura (2).

In 2019 there were 15 reported cases of infected horses in 12 counties this year: Fresno (2), Kern (2), Madera (1), Merced (1), Riverside (1), Sacramento (1), San Bernardino (1), San Joaquin (1), Stanislaus (2), Tulare (1) Tuolumne (1) and Ventura (1).

No WNV activity of any kind has been detected in Santa Barbara County this year, to date.

St. Louis Encephalitis Virus Activity

The California Department of Public Health has not reported any information yet on SLEV activity in 2020. Last year there were 6 reported human cases of SLEV illness from Fresno (2), Imperial (2), Kern (1), and Stanislaus (1) counties. No positive mosquito pools were reported in December. In 2019 there were 356 positive mosquito pools reported from these counties: Fresno (58), Imperial (5), Kern (56), Kings (4), Los Angeles (2), Madera (5), Merced (2), Orange (3), Riverside (108), San Bernardino (4), Stanislaus (13), and Tulare (96). SLEV activity has never been confirmed in Santa Barbara County, to date.

Zika Virus and Invasive *Aedes* Mosquito Update

As of January 1, 2020, there have been 745 travel-associated Zika virus infections in California since 2015. Forty (40) cases were reported in 2019. Only one new infection in California was reported in December. Neither yellow fever mosquitoes, *Aedes aegypti*, nor Asian tiger mosquitoes, *Ae. albopictus* (both known vectors of the Zika virus) have ever been detected in Santa Barbara County, to date. However, invasive *Aedes* are spreading across the state and are present in the following counties: Los Angeles, Orange, San Diego, Riverside, San Bernardino, Imperial, Kern, Kings, Fresno, Madera, Merced, San Joaquin, Placer, Sacramento, Stanislaus and Tulare.

Western Equine Encephalitis

There was no reported WEE activity in California for January.

Sentinel Chicken Flocks

The District currently maintains four sentinel chicken flocks located at the Carpinteria Sanitary District, Goleta Sanitary District, Solvang City Wastewater Treatment Plant, and the Mission Hills Community Services District. Blood samples collected on January 21 and 22 tested negative for WNV, SLEV and WEE.



Cool weather mosquito, *Culiseta incidens*

A large mosquito at almost ½” long, this species is locally abundant in coastal areas and is found throughout California. Although it’s not known to be a major vector of mosquito-borne pathogens, it can be very annoying due to its size. Both larvae and adults are abundant in the cooler months of the year. This species breeds in a wide variety of habitats including both fresh and brackish water, artificial containers, catch basins, and neglected hot tubs and swimming pools. Females are most active at dawn and dusk and readily feed on mammals as well as humans. The wings of this species are somewhat distinct with patches of dark scales on the wing veins. This species is virtually identical to another large mosquito species, *Cs. particeps*, and is only distinguished by having bare cross-veins on the wings while *Cs. particeps* has cross-veins with scales.



Mosquito and Vector Management District of Santa Barbara County

Report of District Operations - January 2020

Location	Mosquito					Bees & Wasps			Rats & Mice		Surveillance			Other		Total
	Inspection Hours	Treatment Hours	Service Requests	Fish Requests	Standing Water Reports	Inspection Hours	Treatment Hours	Service Requests	Inspection Hours	Service Requests	WNV Bird	Chickens	Mosquito Pools	Bedbugs	Misc.	Total hours devoted to zone
Goleta	11.5	2.0										8.0				21.5
Goleta Valley	37.0	8.5							1.5							47.0
Rancho Embarcadero																0.0
Isla Vista	3.0															3.0
Hope Ranch	4.0															4.0
Hidden Valley																0.0
Santa Barbara area	49.5	0.5		1		3.0	8.0	1						1	1	61.0
Mission Canyon																0.0
Montecito	2.0			1					1.0	1						3.0
Summerland	0.5	0.5			1											1.0
Carpinteria	8.5	1.5										9.0				19.0
Carpinteria Valley	9.5	2.5							0.5	1						12.5
Carp Salt Marsh	6.0	6.5														12.5
Camino Real																0.0
Storke Ranch	1.0	0.5														1.5
Goleta Sanitary																0.0
Lake Los Carneros																0.0
UCSB	31.0	31.0														62.0
Santa Barbara Airport	19.5	17.5														37.0
City of Santa Barbara	3.5	1.5														5.0
SoCalGas	0.5															0.5
South County	187.0	72.5	0.0	2.0	1.0	3.0	8.0	1.0	3.0	2.0	0.0	17.0	0.0	1	1.0	290.5
North County												19.5				19.5
Pismo Beach																0.0
Oceano Dunes																0.0
San Luis Obispo																0.0
SLO County	0.0	0.0	0	0	0	0.0	0.0	0	0.0	0	0.0	0.0	0.00	0	0	0.0
Monthly Totals	187.0	72.5	0	2	1	3.0	8.0	1	3.0	2	0.0	36.5	0.00	1	1	310.0
Year to Date	187.0	72.5	0.0	2.0	1.0	3.0	8.0	1.0	3.0	2.0	0.0	36.5	0.0	1.0	1.0	

	This Month	Year to Date
Total Inspection Hours	193.0	193.0
Total Treatment Hours	80.5	80.5
Total Mileage	2,704.0	2,704.0

		February 7, 2020								
Account	MOU Status	February 7, 2019	Labor Rates							
		OM	VT2	VT1	dc	vi	ks	rs	Flat	
1 Wynmark	FYE22 needs work	er request	\$70.33	\$62.06						
3 Goleta Sanitary District	FYE22 needs work		\$77.28			\$61.76	\$70.33	\$69.41	\$68.88	
4 Goleta, City of	FYE21 complete		\$77.28			\$61.76	\$70.33	\$69.41	\$68.88	
5 Oceano Dunes District	FYE21 received, awaiting approval		\$77.28			\$62.06	\$70.33	\$69.41	\$68.88	
6 Pismo Beach, City of	FYE21 MOU-MMP complete		\$77.28	\$70.33	\$62.06					
7 Santa Barbara Airport	FYE21 Complete		\$77.28			\$62.06	\$70.33	\$69.41	\$68.88	
8 Santa Barbara, City of	FYE21 COMPLETE		\$77.28			\$62.06	\$70.33	\$69.41	\$68.88	
9 SoCalGas	FYE21 contract received, working on terms of agreement									\$ 70
10 Cal-Storke, LLC	FYE21 complete									\$ 70
11 UCSB	FYE22 needs work		\$77.28			\$62.06	\$70.33	\$69.41	\$68.88	
12 San Luis Obispo, County of	FYE20 complete		\$77.28			\$62.06	\$70.33	\$69.41	\$68.88	

	February 7, 2019	Budgeted
FYE 2020	\$ 67,426.73	\$ 105,000
FYE 2019	\$ 109,111.47	\$ 100,000
FYE 2018	\$ 108,081.70	\$ 70,000
FYE 2017	\$ 87,923.06	\$ 105,000
FYE 2016	\$ 58,114.04	\$ 115,000
FYE 2015	\$ 99,346.50	\$ 120,000

Mosquito and Vector Management District of Santa Barbara County Position Description

Position: Supervising Vector Technician

Reports to: General Manager

Wage Status: Non-exempt, Technical

General Description. Under general direction and supervision from the General Manager, the Supervising Vector Technician performs a variety of tasks related to the inspection for and control of mosquitoes, rodents, and stinging insects. The supervising vector technician supervises and directs the activities of the vector technicians and temporary (seasonal) employees.

Essential Functions. The duties listed below are intended to list the essential duties that must be performed in this position:

- Surveys and inspects assigned areas to determine vector breeding sources, stages of growth, types of vectors present and other factors important in applying control measures.
- Prepares operational reports and advises and issues Premise Correction and other Notices to property owners.
- Performs the application of pesticide materials and ensures that applications of such materials are performed under optimum conditions in order to prevent unintentional damage to environment or property.
- Operates control equipment, motor vehicles, all-terrain vehicles, small boat and similar equipment used in District operations.
- Orders supplies and equipment used for District field operations.
- Manages pesticide inventory.
- Prepares and revises operational maps and reports and maintains source inventory files.
- Contacts property owners and assists in prevention, reduction, and elimination of vectors through chemical, physical, biological, enforcement control and public health education.
- Performs minor source reduction activities such as the removal of debris and preparation of trails and ditches.
- Acts in a lead capacity in the field to direct subordinates, including vector control technicians and temporary employees, in the surveillance, inspection and control of vectors.
- Performs minor routine maintenance on vehicles and control equipment; assists in fabrication of specialized equipment; assists in maintenance, cleaning and repair of building and installations.
- Supervises and trains temporary vector control personnel as necessary.
- Manages leave requests from vector control technicians and temporary employees.
- Reviews and approves vector control technician and temporary employee time sheets at the end of each pay period.
- Supervises all Vector Control Technicians in accordance with applicable state and federal employment laws and the District's Personnel Policies and Procedures Manual and the Memorandum of Understanding between the District and its Employees Association
- Conducts annual performance evaluations of vector technicians.

- Creates and maintains a high-performance environment characterized by positive leadership and a strong team orientation.
- Performs other related duties as required.

Work Hours. Approximately 40 hours per week, Monday through Friday, with additional hours as needed to perform the responsibilities of the position. Travel within and outside the District, sometimes requiring evenings and weekends.

Knowledge, Ability and Skills.

- Knowledge of medically important vectors, characteristics, life habitats, and surveillance.
- Knowledge of the different types of larvicides, adulticides, herbicides, rodenticides, methods of mixing, dosage rates, method of application, calibration, and safety precautions.
- Ability to identify various types of vectors found in the District.
- Ability to locate vector infested areas, and treat such areas with pesticides in a safe and efficient manner.
- Ability to work independently and maintain good cooperative relationships with property owners, other public agencies, and the public.
- Ability to understand English and carry out oral and written instructions properly. May be required to perform occasional vector control educational presentations to small community groups.
- Ability to write English legibly and prepare accurate reports.
- Ability to work out-of-doors, traverse muddy areas such as marshes, stream beds and creeks and control swarms or colonies of venomous and stinging insects such as Africanized honeybees and yellowjackets.
- Ability to operate a motor vehicle observing legal and defensive driver practices.

Education.

Graduation from high school or equivalent is required.

Experience. Graduation from high school and two years full-time experience being employed by a Vector Control or Management District as a Vector Control Technician or any equivalent combination of education and experience. Possession of a Bachelor's Degree from an accredited institution in Biology or closely related field, as determined by the District, may be substituted for six months of the required experience.

Certifications. Possession of active and valid California Department of Public Health Vector Control Technician certification in categories "A", "B", "C" and "D".

Driver License. Current valid California Class C Driver License, including being insurable under the guidelines of the district's insurance carrier.

Physical Requirements.

- Vision – Minimum of single eye corrected vision with the ability to demonstrate measurable depth perception.
- Hearing – Able to hear with a minimum of single ear aided hearing.

- Speech – Must be able to converse effectively in English with other persons, both in person and electronically.
- Body Movement – Able to operate a motor vehicle, able to physically traverse uneven ground such as fields, hills, marshes, ponds and similar rough terrain, and able to lift fifty (50) pounds. Must have full mobility of all limbs.
 - Constant (activity or condition exists 2/3 or more of the time): operate a motor vehicle on paved roads and in off-road conditions, operate a variety of monitoring and field equipment, traverse uneven ground and rough terrain while exposed to various weather conditions, converse with others both in person and electronically, perform treatments for vectors using a variety of field equipment, exposure to pesticides and other health hazards.
 - Frequent (activity or condition exists 1/3 to 2/3 of the time): perform equipment maintenance, interaction with irate and antagonistic members of the public.
 - Occasionally (activity or condition exists up to 1/3 of the time): sit and stand in an office environment, operate various office machines.

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Mosquito and Vector Management District of Santa Barbara County Position Description

Position: Vector Biologist Technician

Reports to: General Manager

Wage Status: Non-exempt, Technical

General Description. Under general direction and supervision from the General Manager, the Vector Technician Biologist performs a variety of tasks related to the inspection for and control of mosquitoes, rodents, and stinging insects. These duties include monitoring, data collection and analysis, vector identification, field support, staff and administrative support, and any other District work as directed by management.

Essential Functions. The duties listed below are intended to list the essential duties that must be performed in this position:

- Surveys and inspects assigned areas to determine vector breeding sources, stages of growth, types of vectors present and other factors important in applying control measures.
- Prepares operational reports and advises and issues Premise Correction and other Notices to property owners.
- Performs the application of pesticide materials and ensures that applications of such materials are performed under optimum conditions in order to prevent unintentional damage to environment or property.
- Operates control equipment, motor vehicles, all-terrain vehicles, small boat and similar equipment used in District operations.
- Orders laboratory supplies
- Manages, implements, recommends, and keeps up-to-date on materials, equipment, technologies and techniques to attain maximum production and stable supplies of *Gambusia affinis* stocks for District use
- Participates in the technical phases of routine and emergency operations.
- Creates vector management plans, estimates costs, and prepares and monitors contracts for fee-for-service clients
- Performs vector-borne disease surveillance, vector population monitoring and vector identifications.
- Collects and maintains records of monitoring and identification activities, and provides written analyses and recommendation upon request.
- Communicates with professional or other associations, public and governmental agencies as directed.
- Prepares and ships specimens for identification and disease/pathogen testing
- Participates in public outreach activities
- Prepares and revises operational maps and reports and maintains source inventory files.
- Contacts property owners and assists in prevention, reduction, and elimination of vectors through chemical, physical, biological, enforcement control and public health education.
- Performs minor source reduction activities such as the removal of debris and preparation of trails and ditches.

- Performs minor routine maintenance on vehicles and control equipment; assists in fabrication of specialized equipment; assists in maintenance, cleaning and repair of building and installations.
- Performs other related duties as required.

Work Hours. Approximately 40 hours per week, Monday through Friday, with additional hours as needed to perform the responsibilities of the position. Travel within and outside the District, sometimes requiring evenings and weekends.

Knowledge, Ability and Skills.

- Knowledge of medically important vectors, characteristics, life habitats, and surveillance.
- Knowledge of the different types of larvicides, adulticides, herbicides, rodenticides, methods of mixing, dosage rates, method of application, calibration, and safety precautions.
- Ability to identify various types of vectors found in the District.
- Ability to locate vector infested areas, and treat such areas with pesticides in a safe and efficient manner.
- Ability to work independently and maintain good cooperative relationships with property owners, other public agencies, and the public.
- Ability to understand English and carry out oral and written instructions properly. May be required to perform occasional vector control educational presentations to small community groups and at professional meetings.
- Ability to write English legibly and prepare accurate reports.
- Ability to work out-of-doors, traverse muddy areas such as marshes, stream beds and creeks and control swarms or colonies of venomous and stinging insects such as Africanized honeybees and yellowjackets.
- Ability to operate a motor vehicle observing legal and defensive driver practices.
- Ability to use a microscope, use safe laboratory practices and follow laboratory procedures; proficiency in identification of numerous vector species – especially mosquitoes, proficiency in using arthropod identification keys
-

Education.

Graduation from high school or equivalent is required.

Experience. Graduation from high school and two years full-time experience being employed by a Vector Control or Management District as a Vector Control Technician or any equivalent combination of education and experience. Possession of a Bachelor's Degree from an accredited institution in Biology or closely related field, as determined by the District, may be substituted for six months of the required experience.

Certifications. Possession of active and valid California Department of Public Health Vector Control Technician certification in categories "A", "B", "C" and "D".

Driver License. Current valid California Class C Driver License, including being insurable under the guidelines of the district's insurance carrier.

Physical Requirements.

- Vision – Minimum of single eye corrected vision with the ability to demonstrate measurable depth perception.
- Hearing – Able to hear with a minimum of single ear aided hearing.
- Speech – Must be able to converse effectively in English with other persons, both in person and electronically.
- Body Movement – Able to operate a motor vehicle, able to physically traverse uneven ground such as fields, hills, marshes, ponds and similar rough terrain, and able to lift fifty (50) pounds. Must have full mobility of all limbs.
 - Constant (activity or condition exists 2/3 or more of the time): operate a motor vehicle on paved roads and in off-road conditions, operate a variety of monitoring and field equipment, traverse uneven ground and rough terrain while exposed to various weather conditions, converse with others both in person and electronically, perform treatments for vectors using a variety of field equipment, exposure to pesticides and other health hazards.
 - Frequent (activity or condition exists 1/3 to 2/3 of the time): perform equipment maintenance, interaction with irate and antagonistic members of the public. Sit and stand in an office environment, operate various office machines.

Mosquito and Vector Management District of Santa Barbara County

Position Description

Position: Vector Biologist

Reports to: General Manager

Wage Status: Non-exempt, Technical

General Description.

Under general direction and supervision from the General Manager, the Vector Biologist performs a variety of professional biologist duties related to all aspects of District operations. These duties include monitoring, data collection and analysis, vector identification, field support, staff an administrative support, and any other District work as directed by management.

Essential Functions.

The duties listed below are intended to list the essential duties that must be performed in this position:

- Plans and conducts studies and/or surveys of vector control problems.
- Designs and implements changes for vector control which promote economy of cost and efficient use of manpower.
- Evaluates the effectiveness of operations and control methods, and relates information to the General Manager.
- Participates in the technical phases of routine and emergency operations.
- Applies professional expertise to limit environmental impacts to environmentally sensitive habitats such as salt and fresh water marshes, lakes, and flood control systems.
- Performs vector-borne disease surveillance, vector population monitoring and vector identifications.
- Collects and maintains records of monitoring and identification activities, and provides written analyses and recommendation upon request.
- Communicates with professional or other associations, public and governmental agencies as directed.
- Provides assistance to all other phases of the District field operations as directed.
- Assists General Manager in training District staff in operations and procedures.
- Performs any other District work as directed by management.

Work Hours.

Approximately 40 hours per week, Monday through Friday, with additional hours as needed to perform the responsibilities of the position. Travel within and outside the District, sometimes requiring evenings and weekends.

Knowledge, Ability and Skills.

- Complete knowledge of operational and technical aspects of vector control.
- Operational knowledge of medically important arthropods and vertebrates, and the diseases vectored by same.
- Thorough knowledge of vector control pesticides and their ecological implications.
- General knowledge of scientific research techniques.
- Ability to plan and conduct surveys and studies.
- Ability to prepare written reports and procedures.
- Ability to work cooperatively and effectively with others.
- Ability to follow verbal and written instructions.

- Ability to perform the physical requirements of the position.
- Ability to write and speak English effectively.

Education.

Possession of a Bachelor's Degree in entomology, biology, zoology or related field is required.

Experience.

Minimum of three years of employment in a vector control field, with experience in field and laboratory operations.

Certifications.

Possession of active California Department of Health Certified Technician in categories "A" and "B" or attainment within one year from date of hire. Within two years from date of hire, attain certification in State Health Department categories "C" and "D" and maintain active certification in all categories thereafter.

Driver License.

Current valid California Class C Driver License, including being insurable under the guidelines of the district's insurance carrier.

Physical Requirements.

- Vision – Minimum of single eye corrected vision with the ability to demonstrate measurable depth perception.
- Hearing – Able to hear with a minimum of single ear aided hearing.
- Speech – Must be able to converse effectively in English with other persons, both in person and electronically.
- Body Movement – Able to operate a motor vehicle, able to physically traverse uneven ground such as fields, hills, marshes, ponds and similar rough terrain, and able to lift fifty (50) pounds. Must have full mobility of all limbs.

Constant (activity or condition exists 2/3 or more of the time):

Operate a motor vehicle on paved roads and in off-road conditions, operate a variety of monitoring and field equipment, traverse uneven ground and rough terrain while exposed to various weather conditions, converse with others both in person and electronically.

Frequent (activity or condition exists 1/3 to 2/3 of the time): sit and stand in an office environment, operate various laboratory and office machines.

Occasionally (activity or condition exists up to 1/3 of the time): possible exposure to pesticides and other health hazards, perform treatments for vectors, perform equipment maintenance, interaction with irate and antagonistic members of the public.

Management Discussion and Analysis

The following is an overview of the Mosquito and Vector Management District of Santa Barbara County's financial performance during the fiscal year ending June 30, 2019. This information should be read together with the financial statements contained in the audit report prepared by Moss, Levy & Hartzheim CPAs in accordance with accounting principles generally accepted in the United States of America.

Financial Highlights:

A comparison of financial indicators from the previous fiscal year 2017-18 with the current reported fiscal year 2018-19 is provided below:

	FYE 2018	FYE 2019	Change	
Net position	896,018	1,050,618	\$ 154,600	17.2%
Revenues				
Special assessments	577,739	610,549	32,810	5.7%
Taxes	458,364	463,796	5,432	1.2%
Contracts	134,118	149,463	15,345	11.4%
Other revenue/losses	25,809	69,324	43,515	168.6%
Total Revenue	1,196,030	1,293,132	97,102	8.1%
Expenditures				
Salaries and benefits	799,402	795,948	(3,454)	(0.43%)
Other expenditures	254,414	253,697	(717)	(0.28%)
Total expenditures	1,053,816	1,049,645	(4,171)	(0.40%)
Excess of revenues over expenditures	142,214	243,487	101,273	71.2%
Fund balance (June 30)	1,646,477	1,889,964	243,487	14.8%

Overview of the Financial Statements

The basic financial statements in the audit include: 1) Government-wide Financial Statements, including statements of Net Position and Activities; 2) Fund Financial Statements, including a Balance Sheet, Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Position, Statement of Revenues, Expenditures, and Changes in Fund Balance, and Reconciliation of the Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balance to the Statement of Activities; 3) Notes to Basic Financial Statements; and 4) Required Supplementary Information. The Notes provide detailed information pertaining to significant accounting policies, cash and investments, property taxes, insurance, net assets, and contingencies.

The Statement of Net Position presents information on the District's assets, deferred inflows of resources, liabilities, deferred outflows of resources and net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or declining. The Statement of Net Position also provides the basis for evaluating the capital structure and assessing the liquidity and financial flexibility of the District. The Statement of Activities presents information showing how the District's net position changed during the most recent fiscal year. This statement measures the success of the District's activities

over the past year and can be used to determine whether the District has successfully recovered all of its costs.

The District manages its finances in two funds. The General Fund which contains monies allocated to the routine operations of the District, and the Capital Reserve Fund which includes monies designated for future use such as improvements to the District headquarters or acquisition of another facility.

Discussion and Analysis

The implementation of GASB 75 requires that the District's other post-employment health benefits (OPEB) liability be reported in full rather than amortized over 30 years. The District's net OPEB liability is \$462,842. The net OPEB liability for FYE2018 was \$420,767. To meet its obligations under GASB 45, the District deposited \$42,696 in CalPERS' California Employers Benefit Retirement Trust ("CERBT") to fund OPEB. Despite District contributions the OPEB liability has increased. The net position of the District increased by \$154,600 during the fiscal year.

The District aims for full cost recovery on fee for service contracts for public and private entities that contract with the District for mosquito control services. Fees are set to the fully burdened rate with overhead applied to labor costs.

The District contributes to the cost of health insurance to its staff, up to a specific limit (cap) set by resolution. The District has been paying 100% of the cost. Provisions exist to adjust the District's contribution according to changes in the consumer price index.

No fixed asset purchases greater than \$5,000 were made during the fiscal year 2018-19.

The District ended fiscal year 2018-19 with \$582,972 in its assigned fund for capital projects and \$1,224,466 in its unassigned fund for a total fund balance of \$1,889,964. Revenues exceeded expenditures by \$243,487. The change in net position between the beginning and end of the fiscal year is \$154,600.

The implementation of GASB 75 required that the District's OPEB liability be reported in full. This reporting requirement reveals the significance of OPEB's liability. The annual amount recommended to amortize OPEB liability is \$53,422. The District now has two retired employees whose insurance costs will be reimbursed from the CERBT.

Under the terms of the Memorandum of Understanding between the District and the Mosquito and Vector Management District of Santa Barbara County Employees Association the salaries for vector control technicians are scheduled to increase according to the March 2020 consumer price index.

Health insurance costs continue to increase as the average cost per employee increased by 9% in 2019 and by 17% in 2020. Fortunately, the pooled premium amount remains below the District cap so that currently all employees' insurance premiums are completely covered. However, because health insurance rates are likely to increase it is possible that some employees may exceed the cap.

Invasive *Aedes* species mosquitoes have been detected in California and are now found in 16 counties. Although they have not yet been detected in Santa Barbara County it is very likely they will be found here within the next few years. Based on the experiences of counties where these mosquitoes have already become established, the detection of invasive *Aedes* in Santa Barbara County will likely cause a tremendous increase in the District's workload due to additional service requests and the intensive labor required to control these species.

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TCS Total Compensation Systems, Inc.

January 24, 2020

Brian Cabrera
General Manager
Mosquito & Vector Management District of Santa Barbara County
PO Box 1389
Summerland, CA 93067-1389

Dear Brian,

As you know, we performed a GASB 75 valuation for Mosquito & Vector Management District of Santa Barbara County with a July 1, 2018 valuation date. GASB 75 requires a valuation every year, but every other year the valuation can be performed by “rolling forward” the Total OPEB Liability (TOL). Because it is only practical to perform the roll-forward if the actuary performed the original valuation, we included the roll-forward valuation in our original GASB 75 proposal (and contract) for a fee of \$1,134. Although we included the roll-forward in our contract, we consider moving forward to be Mosquito & Vector Management District of Santa Barbara County’s option.

Following are Mosquito & Vector Management District of Santa Barbara County’s options:

Option 1: Perform the Roll Forward valuation at a fee of \$1,134.

Option 2: Perform a new full valuation at \$2,268. A full valuation may be done as a matter of preference; or because significant changes have been made to the plan, the funding or the covered group. (Contact us with any questions about whether a new valuation may be required.)


Option 3: Do not move forward with a valuation of either type.

To move forward with either Option 1 or 2, we are requesting a deposit of one half of the fee – i.e. \$567 for Option 1 or \$1,134 for Option 2 by April 1, 2020. Because this second valuation is included in the original proposal and contract, we do not need a signed contract. On the other hand, if you’d like a separate contract for the upcoming valuation, please let me know and we will prepare our standard contract (unless you prefer to use your own).

Once you have approved moving forward, we will schedule your valuation at the appropriate time to reflect your particular situation. Timing is affected by whether trust funding is taking place and which fiscal year the valuation will be used for. For funded plans, we need the June 30, 2019 Fiduciary Net Position (FNP). For unfunded plans, we can schedule the roll-forward valuation as soon as we receive your approval.

Please notify me at the Email address below which option you choose. Once we receive your deposit, we will schedule your valuation (Please include in the Email if you would like us to send an invoice). Please let me know of any questions. We appreciate very much having the opportunity to help you meet your OPEB accounting needs.

Sincerely,



Geoffrey L. Kischuk
President
gkischuk@totcomp.com

General Manager's Report

1. Four thousand three hundred and thirty-three dollars (\$4,333) was deposited in CERBT, 1/6.
2. Donny Cram, Vesna Ibarra, Karen Schultz, and Royce Sharp assisted Calif. Dept. of Public Health biologists with a tick survey at Romero Canyon, Cold Springs Trail and Jesusita Creek Trail, 1/14.
3. BC participated in the Southern Region Managers Conference, 1/14.
4. BC participated in the MVCAC winter southern region meeting, 1/23.
5. BC, K. Schultz and Trustee Lambert attended the 88th MVCAC Annual Conference in San Diego. KS presented a poster at the meeting. 1/26 – 1/29.
6. K. Schultz completed viewing all of Columbia University's Spring 2019 Virology course lectures and read all of the suggested readings (other than the textbook)
<http://www.virology.ws/course/>

Upcoming:

1. President's Day, 2/17.
2. Pacific Southwest Center of Excellence in Vector-borne Diseases annual meeting, Riverside, 2/19-2/20.
3. BC participating in Career Day at Santa Barbara Jr. High, 2/21.
4. BC attending the Vector Control Joint Powers Authority Annual Workshop in Santa Cruz, 2/27-2/28.
5. 29th Vertebrate Pest Conference, Santa Barbara. 3/2- 3/5.